THE FACULTY SENATE

PALOMAR COLLEGE

FACULTY SENATE MEETING

February 8, 2021

EXHIBITS

Exhibit 1

THE FACULTY SENATE
PALOMAR COLLEGE

Minutes of the
MEETING OF THE FACULTY SENATE
February 1, 2021

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, William Dalrymple, Alexandra Doyle Bauer, Katy Farrell, Molly Faulkner, Jenny Fererro, Erin Hiro, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Beatrice Manneh, Jackie Martin, Adam Meehan, Susan Miller, Kateri Mouawad (ASG), Ben Mudgett, Scott Nelson, Wendy Nelson, Sabrina Santiago, Elizabeth Stephens, Fari Towfiq, Rocco Versaci, Reza Wrathall, Anastasia Zavodny

ABSENT:

GUESTS: Rachel Alazar, Adriana Guillen, Barbara Hammons, Leigh Marshall, Adam Navarro, Leslie Salas, Jon Walker

P**lease note: All votes are presumed unanimous unless indicated otherwise.**

CALL TO ORDER The video conference meeting was called to order by Senate President Rocco Versaci, at 2:30 PM.

PUBLIC COMMENTS None

ANNOUNCEMENTS

Senate President Rocco Versaci announced that Patrick O'Brien and Ellen Weller have both resigned from the Senate.

Versaci also stated that the Council meeting scheduled for Wednesday, February 3 will end by 1:30 due to a meeting schedule conflict.

Senate Secretary Molly Faulkner announced open auditions for *A Wrinkle in Time* and encouraged Senators to audition.
https://docs.google.com/forms/d/1rlIfOYhn72djjo_4I8_CwfmXXiJEHL6ZUWVuBhGr7Go/edit

AGENDA CHANGES INFORMATION Item A will be moved forward on the agenda before ACTION.

APPROVAL OF MINUTES

Motion 1 MSC: Towfiq/Faulkner	Faculty Senate approval of meeting minutes dated December 14, 2020 as amended (see Exhibit 1).

The motion carried.

Motion 2 MSC: Faulkner/Fererro	Faculty Senate approval of special meeting minutes dated December 18, 2020 as amended (see Exhibit 2).

The motion carried.

INFORMATION ITEM A

Degrees When Due Programs (see Exhibit 3)
Dean Leslie Salas shared that Degrees When Due (DWD) is part of a California based cohort that comes from the Institute of Higher Education Policy. Palomar recently signed up for a one-year agreement with the Policy Institute. DWD will provide free coaches and a community of practice that will help Palomar look at adult reengagement. The work group is is looking for students who completed 45 units at Palomar but who didn't complete a certificate and students who completed 60 units, but never were awarded a degree. Palomar is also looking for reverse transfer students who may have transferred to CSUSM but could have received an AA degree with Palomar before transferring. Currently, the work group consists of Dean Salas, VP Lakhani, Michelle Barton and Kendall Magnuson. Salas intends to expand the team and requested representation from Faculty Senate and counseling (faculty). Michelle Barton is pulling data from five years ago and forward to see numbers. Once completed, an action plan will be created.

Salas responded to questions by Senators and stated that Palomar will be looking for those students who met degree and certificate requirements but who didn't apply. There may be an opportunity to automatically award these certificates and degrees. Salas added that other institutions have gone through this process with practices now in place. Palomar hopes to understand why these students didn't apply and figure out what Palomar can do in the future to help students get these certificates and degrees that they've earned.

Senator and Professional Development Coordinator Kelly Falcone shared that Guided Pathways has been discussing this issue for years and working on the process or at least the infrastructure, for reverse transfer degrees at CSUSM. Falcone recommended that student representation on this work group be considered since ASCCC found that a challenge to auto awarding can come into play with students with financial aid. The team will need to create a communication plan so students can help with educating other students when deciding to say yes to a degree and when you shouldn't say yes due to financial aid implications.

Salas added that Palomar has a one-year commitment to this community of practice. Senator Candace Rose, Credit for Prior Learning Coordinator, inquired about the commitment of time for work group participation and asked to be kept posted once the workload is determined. Also, Palomar just completed the degree audit in PeopleSoft and that most likely will help the team move forward faster.

Senator Jackie Martin also asked Dean Salas to keep her posted on the action plan so she can decide if her schedule will allow her to participate on the team.

Senator and Articulation Office Ben Mudgett shared his interest with Dean Salas to participate on this work group.

Motion 3 MSC: Zavodny/Towfiq   Faculty Senate approval to move to ACTION.

The motion carried.

ACTION

A. **Curriculum –** No action required.

B. Committee Appointments

Senator and Chair of Committee on Committees Anastasia Zavodny announced that there are calls open for regular committee appointments and no action for those calls is required today.

Zavodny announced that Senate representation is needed to chair the Academic Standards & Practices Committee and for SSPC. SSPS is just a semester commitment since Palomar is transitioning away from the existing Council structure at the end of this spring and moving into fall with the new Council structure.

President Versaci asked Zavodny to send a reminder to Senators this week with the expectation that someone will step up to fill these seats at the next meeting.

Zavodny closed her report by saying that Committee on Committees is continuing their work with reviewing Faculty Senate's committee structure and will be making recommendations later this semester.

C. PT Equity/Department By-Laws Template – Tabled until February 8, 2021

D. Cameras On Policy

Motion 4 MSC: Towfiq/Lawson   Faculty Senate approval of the Cameras On Policy (see Exhibit 4).

Abstention: Kateri Mouawad (ASG Advisory)

The motion carried.

Senator and Distance Education Coordinator Erin Hiro shared she met with ASG prior to this meeting and there is much concern in that body that any kind of camera requirement right now is an unfair burden to place on students. They cited the student study that showed camera requirements was one of the biggest problems for students. During that meeting, Hiro shared some of the challenges for faculty particularly with proctoring programs that require cameras on as well as classes that would not work without some sort of visual. While ASG understood that, they felt that proctoring programs are problematic for many reasons. The students who already have test anxiety in a regular non-COVID situation, the Proctorio system or any kind of proctoring with cameras on while taking a test makes it worse. ASG members stated that there's got to be better ways to test students online.

Hiro went on to explain that this Cameras On Policy does a lot to protect students but it does give faculty the ability to request cameras. The policy encourages faculty to only require cameras on when absolutely necessary and to explain why the cameras are on.

Hiro has heard anecdotal evidence of faculty who aren't following this practice right now. Hiro asked for Senate's feedback of how to fix this and how to balance faculty's needs and students' needs.

Senate Vice President Jenny Fererro stated she recognizes the concerns of the students, but also feels those concerns can be addressed on an individual basis with a student rather than making blanket policies that prevent teachers from being able to do things that are pedagogically appropriate. There is often very good reasons for cameras that maybe the students aren't recognizing. Also the district just received funding for purchasing hundreds of webcams to distribute to

students this month. She hopes that there are ways to handle those individual student issues and needs while still allowing for faculty to design curriculum in ways that is effective.

ASG representative Kateri Mouawad added students were more concerned about a camera being required to be on in order to gain any form of participation points or to take an exam. More favorable would be a way to incentivize cameras to be turned on rather than it being required. More leniency would be appreciated.

Both Senators Lacey Craft and Anastasia Zavodny shared situations of when teachers are reassigned or shifted right before the class begins and the new teacher does not follow what's been listed in the class notes regarding camera requirements. This causes issues for students. Zavodny also suggested that communication to faculty may be helpful to remind them that they should follow what's been written in their class notes.

INFORMATION ITEMS

A. **Degrees When Due Programs** (see page 2)
B. **Senate Resignations/Seat Openings** (see exhibit 5)

Senator and Elections Chair Alex Doyle Bauer announced that a call for Senate nominations will go out this evening to full time faculty with a submission deadline of February 12th. This timetable will give Senate a week to confirm the nominations and if needed, Senator Doyle Bauer can send out ballots on February 22 and the ballots would close the 26th. Senate can seat the new Senators at the March 1 meeting.

C. **Past President Appointee** (see exhibit 6)

Motion 5 MSC: Fererro/Towfiq	Faculty Senate approval to suspend rules and move back to ACTION.

The motion carried.

Versaci asked for nominations for past president appointee with the term ending June 2022. Senator Adam Meehan nominated Senator Fari Towfiq who accepted the nomination. Senator Eduardo Aguilar nominated Senator Lawrence Lawson who declined the nomination.

Motion 6 MSC: Fererro/Laughlin	Faculty Senate approval to appoint Senator Fari Towfiq as past president designee with her term ending June 2022.

The motion carried.

Motion 7 MSC: Fererro/Towfiq	Faculty Senate approval to move back into INFORMATION of the meeting.

The motion carried.

D. **Emeritus Status** (see below Item E).

E.   Course Prerequisites Enforcement/Challenge Procedure (see exhibit 7)

Senator Scott Nelson reported that starting in fall 2021 for all World Languages courses, the prerequisites will be enforced. The concern is there's currently no process in place for students to easily or efficiently challenge this process when appropriate. While faculty recognize the importance of prerequisites and course requisites, an issue in World Languages has always been that students tend to want to place lower than what their level is so faculty want to encourage them to place higher. At this point, enforcing the course requisites is going to encourage students to continue that process of placing lower than where they should be. While faculty recognize the work of Dean Chauderlot and VP Sivert have done to address this issue, World Languages doesn't have an acceptable process in place. The goal is to get some sort of online process that starts at the point of registration or when the students go to the class if they weren't allowed to enroll online.

Nelson's reason for bringing this to Faculty Senate is to find out what other departments are doing in terms of course requisite enforcement. World Languages has many high school students or students who are fresh out of high school who have classes that count towards placement. Some of these students wouldn't be able to appropriately place based on their high school experience. There are also many students that arrive at Palomar with some previous experience using the language and that means maybe an entry level course wouldn't be appropriate for them but they don't have official coursework. One of the department's main concerns is with fast track classes. All of the courses are sequential= and offer a level one and level two in the same semester fast track. Students currently would not be able to sign up for both classes at the same time.

Senator Candace Rose mentioned that a petition through Credit for Prior Learning may be an option for those students. The students can actually take an exam and get the credit for it and possibly be placed into a higher level course. Nelson stated that they do offer a credit by exam opportunity but those are offered at the end of the semesters and can delay enrollment.

Senator Jenny Fererro stated that this is a great example that Palomar has processes in place that make things unnecessarily difficult and arduous for students to get into classes. Palomar uses processes that are outdated and should consider doing what other successful schools are doing to eliminate enrollment related issues. Fererro added that it's aggravating for World Languages that students can self-place into math and English, but they can't self-place into where they should be for languages.

Senator and Curriculum Chair Wendy Nelson shared that Palomar does have a form to complete for students to challenge a prerequisite. The problem is getting all the signatures completed and this becomes a barrier. The College is currently looking into document signing software. Another issue was determining who would be the ultimate approver… the faculty member or should it be the department chair. The problem with it being faculty is that these forms would most likely come in during summer when most faculty are not checking their emails.

Senator Beatrice Manneh added that this enforcement will affect a huge number of students. Palomar needs something that students can prepare themselves and communicate electronically. Manneh added that the department has been working with Deans on improving this process since 2014 but with no success.

Senator Nelson closed the discussion by stating that he hopes the Senate can show support and the critical need of improving this process. Nelson was asked to prepare a document showing actions and processes that need to occur and to present it to Faculty Senate. Faculty Senate can then show formal support and present it to administration.

Senator Candace Rose mentioned that a Gideon Taylor electronic form might be created and utilized to mitigate this issue. Credit for Prior Learning now has a survey and electronic form. Senator Rose volunteered to discuss this option further with Senator Nelson.

D. Emeritus Status

Motion 8 MSC: Towfiq/Laughlin   Faculty Senate approval to extend the meeting and move back into ACTION.

Nay: Anastasia Zavodny

The motion carried.

Motion 9 MSC: Towfiq/Laughlin   Faculty Senate approval to grant Emeritus status to Craig Thompson.

Abstention: Kateri Mouawad (Advisory Vote)

Nay: Anastasia Zavodny

The motion carried.

REPORTS

President (Versaci)
Welcome back! I hope that everyone has had a chance to "recharge their batteries" over the break in anticipation of the spring semester. There is a lot to be done this semester, including preparing for the transition to the new governance structure next fall. This item will be prominent on most Councils' agendas this semester, and Senate will likewise need to focus on the work that needs to be done—not just through the many committee appointments/changes, but also through the examination of our own committees moving forward.

Another important issue this semester will be the search for our new Superintendent/President. On Tuesday, January 19, the Governing Board approved the specific composition of this committee. It will be co-chaired by Vice President Vikash Lakhani and Professor Leanne Maunu. Michael Arce was confirmed as the faculty co-chair alternate.

This Wednesday, 2/3, Senate Vice President Jenny Fererro and I will be meeting with Jack Kahn, Vikash Lakhani, the new VPHR, and the presidents of the ASCCC and the CCLC to discuss how Senate and Administration can work together on developing a process to appoint and evaluate faculty members into grant-funded leadership positions.

Beginning on Monday, February 1, the District will open the second floor of the parking garage for Wi-Fi access to students. The hours will be M-Th 7:30am – 8:00pm and F 7:30am – 4:00pm. Jenny and I had lobbied the Emergency Operations Center on behalf of Senate, PFF, and students for this, and it looks like our efforts were successful. Please share this news with your students.

The application to nominate Dr. Hossna Sadat Ahadi for the Stanback-Stroud Diversity Award is nearly complete and will be submitted to the ASCCC by the deadline of 2/8/21.

SSEC (Versaci) - SSEC next meets on Friday, February 26.

SPC (Versaci) - SPC next meets on Tuesday, February 2.

IPC Report (Versaci) -IPC next meets on Wednesday, February 10.

SSPC – No report.

HRPC - No report.

FASPC (Antonecchia) – No report.

PFF (Laughlin) - No report.

DEqCC – Diversity, Equity, and Cultural Competence (Aguilar) - The DEqCC Committee met on Friday, 1/29.

Distance Education (Hiro) - No report.

Guided Pathways (Nelson) – No report.

Policies and Procedures (Lawson) – No report.

Budget (Fererro) - The Budget Committee next meets on Tuesday, February 9.

TERB (Lawson) - No report.

Professional Development (Falcone) – No report.

AB705 Subcommittee (Anfinson) - No report.

Sabbatical Leave (Lawson) – No report.

Faculty Service Areas (Mudgett)
The FSA committee approved a new discipline FSA and personal FSA form available on the FSA website. The FSA website has been streamlined to include a step by step process for discipline and personal FSA requests. The FSA committee continues to collaborate with faculty designees to complete outstanding discipline FSAs.

The Board of Trustees approved the following discipline FSAs on January 5, 2021:
- Alcohol and Other Drug Studies/Social Work and Human Services
- Architecture
- Computer Science
- Computer Science – Web Technology
- Dental Assisting
- English
- Humanities
- Office Technologies
- Psychology
- Reading

ASG (Mouawad)
- ASG held two meetings during the winter intersession, January 04 and 19
- ASG will be moving forward with compensation for ASG board members
- President Mouawad, Executive VP Hussain, and Senator Vega participated in advocating to Assembly members Garcia, Vopel, and Senator Brieno for funds to support metal health and housing insecurity during the pandemic
- Plans for renovations are being made to ASG offices on campus
- ASG moved forward with support for the summary of findings regarding PT Equity

ADJOURNMENT: The meeting was adjourned at 4 PM.

Respectfully submitted,

Margaret Faulkner
_____
Molly Faulkner, Secretary

Exhibit 2

February 3, 2021 Curriculum Committee Actions
The following curriculum changes, pending appropriate approvals, will be effective Fall 2020 and Fall 2021 (as indicated)

A.	ACTION: Credit Course Changes - effective fall 2021											
	Subj.	Num	Title	Short Title	Impacts	Trnsf.	Dist. Ed.	Mult.	Grd.	Opn Entry/ Exit	Justification	Reqs.	Orig.
1	ANTH	110	Introduction to Archaeology	Introduction to Archaeology	N/A	Yes	Anytime/Fully	No	G/P/NP	No	Updated DE and textbooks	No	Elizabeth Pain
2	ANTH	115	People and Cultures of the World	People, Cultures of World	ANTH 115 Impacts	CSU/UC	Anytime/ Fully	No	G/P/NP	No	We are proposing two changes. We would like to change the title to reflect a better understanding of what the course is about. The new title requested is "People and Cultures of the World." We would like to add to the course description since it only has one sentence: A survey of the world's diverse peoples and customs as presented in films, lectures, and case study readings. The requested course description includes information from the current SLO's and Learning Objectives: This course is a survey of the world's diverse peoples and customs in a modern global context. The broad range of human experience is studied through the many diverse worldviews, socio-cultural institutions (e.g. economics, kinship, gender, politics, belief systems, etc.), and ecological settings which are all part of culture. The course explores how people cope with day-to-day challenges in their social and physical environments while comparing and contrasting traditions, transitions, and newly emerging patterns.	No	Anne-Marie Mobilia

#	Dept	No.	Course	Short Title		Transfer					Description	Requisite	Author
3	CFT	149	Hand Joinery I	Hand Joinery I	N/A	CSU	Emergency Only/Partially	No	G/P/NP	No	Added work-basedlearning, changed requisite from CFT 105 to Completion/Concurrent requisite of CFT 100, updated methods of instruction, SLOs,objectives, methods of assessment, textbooks	~~Prerequisite CFT 105~~ Prerequisite/ Completion/ concurrent : CFT 100	Jennifer Anderson
4	CFT	195	Finishing Technology/Touch-Up and Repair	Finishing Tech/Touch-Up/Repair	N/A	CSU	Emergency Only/Partially	No	G/P/NP	No	This course is required for almost all certificates in CFT. In addition, this course gives students skills and techniques necessary to gain employment in the woodworking industry. Updated description, added work-based learning, changed CFT 100 from prerequisite prerequisite/concurrent enrollment	~~Prerequisite~~ Prerequisite/ Completion/ concurrent : CFT 100	Jennifer Anderson
5	CSNT	255	Ethical Hacking Principles	Ethical Hacking Principles	N/A	CSU	Anytime/Fully/Partially	No	G/P/NP	No	This course change proposal is to update the required textbook only and SLOs.	Recomm. Prep. CSNT 181	David Meske
6	DNCE	149	Afro-Cuban/Brazilian Dance I	Afro-Cuban/Brazilian Dance I	DNCE 149 Impact	UC/CSU	Anytime/Fully/Partially	No	G/P/NP	No	DE modify for Fall 2020 and unit value change -- we need a .5 added for summer school.	No	Margaret M. Faulkner
7	DT	103	SolidWorks I	SolidWorks I	N/A	Yes	Anytime/Fully/Partially	No	G Only	No	We are only making changes to the Objectives and Body of Knowledge. This course was completely revamped and approved just last year. Updated methods of instruction, objectives, content	No	Anita Talone

8	DT	111	Conceptual Design through Production	Design through Production	DT 111 Impact	Yes	Anytime/P artially	No	G/P/NP	No	This course has not been updated in a very long time. It was often called a capstone class, but the name and Body of Knowledge in the course did not reflect this. We are updating this class to encompass all the knowledge the student has learned up to this point from completed courses. This will mimic the design and build process from idea conception to producing the actual part as in the real world. This will be a phenomenal talking point and show-and-tell experience for our students to bring to an interview to secure employment. Changed title, updated description, CB26, changed DT 110 prerequisite to DT 101 and DT 103 or DT 114, recommended prep. DT 117 and DT 190, updated methods of instruction, SLOs, objectives, content, assignments, methods of assessment and textbooks.	Prerequisite: ~~DT 110~~ DT 101 and DT 103 or DT 114, Recommend ed Prep: DT 117 and DT 190	Anita Talone
9	DT	115	Creo Parametric 3D II	Creo II	DT 115 Impact	CSU	Anytime/F ully/Partia lly	No	G Only	No	This proposal is only to change the title of the course. We mixed up the Course Title with the Short Name. This course was created and approval just last year. This is the only change in this proposal. Updated title and short title.	Prerequisite: DT 114	Anita Talone
10	DT	226	Printed Circuit Board Design I	PCB Design I	DT 226 Impact	Yes	Anytime/F ully/Partia lly	No	G/P/NP	No	This course had not been updated in more than a decade. Industry practices have changed since the last proposal was launched. This includes software tools, library practices, and documentation generation. Updated titleand short title, description, methods of instruction, SLOs, objectives, content, assignments and textbooks	No	Anita Talone

| 11 | ENG | 135 | Introduction to Creative Writing | Intro to Creative Writing | N/A | Yes | Emergency Only/Fully /Partially | No | G/P/NP | No | Clarified requisites from "A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process" to "Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process." | ~~A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process~~ Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process | Leanne M. Maunu |

| 12 | ENG | 136 | Intermediate Creative Writing | Intermediate Creative Writing | N/A | Yes | Emergency Only/Fully /Partially | No | G/P/NP | No | Clarified requisites from "A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process" to "Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process." Minor SLO updates. | ~~A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process~~ <u>Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process</u> | Leanne M. Maunu |

13	ENG	137	The Literary Magazine: History and Production	Literary Magazine: Hist/Prod	N/A	Yes	Emergency Only/Fully /Partially	No	G/P/NP	No	Clarified requisites from "A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process" to "Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process." Minor SLO updates.	A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process	Leanne M. Maunu
14	ENG	202	Critical Thinking and Composition	Critical Thinking/Composition	N/A	Yes	Emergency Only/Fully /Partially	No	G Only	No	Added ESL 110 as a prerequisite option. Minor SLO, objectives and textbook updates.	Prerequisite: ENG 100 or ESL 110	Leanne M. Maunu
15	ENG	203	Critical Thinking and Composition Through Literature	Critical Thinkng/Comp Thru Lit	N/A	Yes	Emergency Only/Fully /Partially	No	G Only	No	Added ESL 110 as a prerequisite option. Minor SLO, objectives and textbook updates.	Prerequisite: ENG 100 or ESL 110	Leanne M. Maunu

| 16 | ESL | 110 | College Composition for Non-Native Speakers | College Composition for NNSs | N/A | Yes | Anytime/Fully/Partially Online | No | G/P/NP | No | Updated CB03, requisites, DE, SLOs, methods of assessment | ~~ESL 103, or eligibility determined through the English as a Second Language placement process or ESL 106~~ ESL 103 or ESL 106 or eligibility determined through the English as a Second Language placement process | Tracy Fung |
| 17 | ID | 105 | Materials and Resources | Materials and Resources | N/A | Yes | Anytime/Fully/Partially Online | No | G/P/NP | No | The only change we'd like to make to this class involves the requisites. We'd like to remove the prerequisites for the class. This will allow for more student enrollment in the class, and will allow for students to finish the Certificate program in one year. Minor textbook update | ~~Prerequisite: ARCH 105 and ID 125 Prerequisite/concurrent enrollment: ID 100~~ | Jessica Newman |

18	ID	141	Commercial Interior Design	Commercial Interior Design	N/A	Yes	Anytime/Fully/Partially Online	No	G/P/NP	No	The only change we'd like to make to this class involves the requisites. We'd like to remove one prerequisite (ID125) and change the other two from completion prerequisite (ID100 and Arch 105) to completion or concurrent enrollment in. This will allow for more student enrollment in the class, and will allow for students to finish the Certificate program in one year.	~~Prerequisite: ID 100, ARCH 105, ID 125~~ Prerequisite/ Concurrent enrollment ID 100, ARCH 105	Jessica Newman
19	ID	145	Kitchen and Bath Design	Kitchen and Bath Design	N/A	Yes	Anytime/Fully/Partially Online	No		No	The only change we are asking for is to change the name of the course from "Kitchen Design" to "Kitchen and Bath Design" which better describes the course content. Updated CB24,minor SLOs, objectives, assignments	N/A	Jessica Newman
20	ID	151	Beginning Revit	Beginning Revit	ID 151 Impact	Yes	Anytime/Fully/Partially Online	No	G/P/NP	No	The only changes we are submitting are: 1) Change the name of class to Beginning Revit 2) Change the prerequisites of ID 150 from "completion of", to "Completion or concurrent enrollment in" which will allow for more students to enroll in this class, and will allow for the certificate program to be completed in one year. Minor updates to objectives	~~Prerequisite: ID 150~~ Prerequisite/ Concurrent enrollment: ID150	Jessica Newman

21	ID	170	Space Planning	Space Planning	N/A	Yes	Anytime/Fully/Partially Online	No	G/P/NP	No	The only changes we are submitting are: 1) Remove the prerequisite of ID 125 2) Change the prerequisites of ID 100 and Arch 105 from "completion of", to "Completion or concurrent enrollment in" These changes will allow for more students to enroll in this class, and will allow for the certificate program to be completed in one year.	~~Prerequisite: ID 100 and ARCH 105 and ID 125~~ Prerequisite/Concurrentenrollment ID 100 and ARCH 105	Jessica Newman
22	MACH	192	Manufacturing III Multi-Axis Programing and Machining	Adv. Manufacturing Multi-Axis	MACH 192 Impact	No	Anytime/Fully/Partially Online	No	G/P/NP	No	Changed from IT to MACH 192, updated TOP Code,minor SLO updates,methods of assessment	Prerequisite: MACH 191	Michael Wright
23	NUTR	165	Fundamentals of Nutrition	Fundamentals of Nutrition	NUTR 165 Impact	Yes	Anytime/Fully/Partially Online	No	G/P/NP	No	This proposal is submitted to decrosslist NUTR/HE165 based on NUTR MQs. Removed HE cross-listing,updated CB11, CB25,CB26,methods of instruction, SLOs, textbooks	No	Solange Wasef
24	TA	192B	Technical Theatre in Production 2	Technical Theatre Production 2	TA 192B Impact	UC/CSU	No	No	G/P/NP	Yes	This course change: 1. Updates course titles, bringing course into alignment with TMC; and, 2. Corrects the XB09 status: this Section is taught primarily through Work-Based Learning Activities. Updated SLOs, objectives, minor textbook updates.	Prerequisite: TA 192A	Chris Sinnott
25	TA	192C	Technical Theatre in Production 3	Tech Theatre Production 3	TA 192C Impact	UC/CSU	No	No	G/P/NP	Yes	This course change: 1. Updates course titles, bringing course into alignment with TMC; and, 2. Corrects the XB09 status: this Section is taught primarily through Work-Based Learning Activities. Updated SLOs, objectives, content, minor textbook updates.	Prerequisite: TA 192B	Chris Sinnott

B.	ACTION: New Credit Courses - effective fall 2021											
	Subj.	Nmbr	Title	Short Title	Impacts	Trnsf.	Dist. Ed.	Mul.	Grade Basis	Open Entry/ Exit	Justification	Reqs	Orig.
1	AIS	181A	Uto-Aztecan Languages of San Diego County IIA	Uto-Aztecan IIA	N/A	CSU/UC, local GE Area C, CSUGE C2, IGETC 3B/6A	Anytime/Fully/ Partially	No	G/P/NP	Yes	The continuation of the study of Uto-Aztecan in the second year for the AA in Area C: Humanities, and IGETC in Area C2: Languages other than English	Prereq. AIS 180B	Patricia A. Dixon
2	AIS	181B	Uto-Aztecan Langauges of San Diego County IIB	Uto-Aztecan II/B	N/A	CSU/UC, local GE Area C, CSUGE C2, IGETC 3B/6A	Anytime/Fully/ Partially	No	G/P/NP	No	This course will complete the second half of the second year of Uto-Aztecan. It allow students to meet the Area C Humanities requirement. It is also an elective in the AIS certificate. High School students are able to use it as part of their high school language requirement.	Prereq. AIS 181A	Patricia A. Dixon
3	CSCI	290	Introduction to Machine Learning	Intro Machine Learning	N/A	CSU	Anytime/Fully		G/P/NP	No	Artificial intelligence and machine learning are transformative technologies that our students must be allowed to explore. These technologies are critical to bachelor degrees in Computer Science and Data Science.	Prereq. CSCI 114	Duy Nguyen

The following curriculum changes, pending appropriate approvals, will be effective Fall 2020 and Fall 2021 (as indicated)

4	CSIT	275	Advanced Python Programming	Advanced Python Programming	N/A	CSU/UC	Anytime/Fully	G/P/NP	No	Python programming is quickly becoming the industry standard programming language in computer science and data science. According to recent trends, industry is quickly adopting Python as the language of choice in the work place. Advance knowledge of Python, and its applications to data analytics, is therefore critical to bachelor degrees in Computer Science and Data Science.	Prerequisite: CSIT 175	Duy Nguyen
5	NURS	118B	Health Concepts for Pediatrics	Pediatrics	N/A	CSU	Emergency/Partially	G Only	No	The nursing department is launching a new curriculum. The old curriculum is over 25 years old. This curriculum will be different from the old curriculum and use a concept based teaching method. The students who start in first semester with the new curriculum in Fall of 2021 will be the first students to use this method of teaching in the nursing program at Palomar. The curriculum will change in the second semester with N118A, N118B, N118C in Spring of 2022, then third semester with N217 in fall of 2022 and then fourth semester N218 in Spring of 2023.	Prerequisite: NURS 117	Juliane Van Houten

| 6 | NURS | 118C | Concepts for Behavioral Health | Psychiatric | N/A | CSU | TRUE | Yes | G Only | No | The nursing department is launching a new curriculum. The old curriculum is over 25 years old. This curriculum will be different from the old curriculum and use a concept based teaching method. The students who start in first semester with the new curriculum in Fall of 2021 will be the first students to use this method of teaching in the nursing program at Palomar. The curriculum will change in the second semester with N118A, N118B, N118C in Spring of 2022, then third semester with N217 in fall of 2022 and then fourth semester N218 in Spring of 2023. | Prerequisite: NURS 117 | Juliane Van Houten |

C.	ACTION: New Noncredit Courses - effective fall 2021												
	Subj.	Nmbr	Title	Short Title	Impacts	Trnsf.	Dist. Ed.	Mul.	Grade Basis	Open Entry/ Exit	Justification	Reqs	Orig.
1	N ESL	996	Writing Support for the Sciences for Non-Native Speakers	Writing for Sciences for NNSs		No	Anytime/Fully/ Partiall	No	G/P/NP	No	We're creating a non-credit mirror of this course so that we can offer it in Fall 2021.	N/A	Lawrence Lawson

D.	ACTION: Credit Course Reactivations - effective fall 2021												
	Subj.	Nbr.	Title	Short Title	Impacts	Trnsf.	Dist. Ed.	Mult.	Grade. Basis	Open Entry/ Exit	Edits	Reqs.	Orig.

| 1 | GCIP | 197B | Topics in Digital Imaging | Topics in Digital Imaging | N/A | CSU | No | No | G/P/NP | No | This is responding to our AMBA Dean's request to offer a topics course for an advanced Drone topic as a pilot before we place it in the catalog. | N/A | Lillian S. Payn |
| 2 | PHOT | 197C | Photography Topics: General | Photography Topics: General | N/A | CSU | No | No | G/P/NP | No | This class would allow you to work with students in their field of study to complete their certificates and degrees. | N/A | Amy Caterina |

E.	Credit Program Deactivations - effective fall 2021			
	Program Title	Disci.	Award Type	Justification		Originator
1	Business Information Worker	BUS	CA	Not scheduling software classes except Excel. No marketing to support this relatively new certificate. Due to fiscal constraints and COVID issues, do not anticipate increased marketing or interest. Very little interest and low enrollment. Will create a Certificate of Achievement for Excel instead,the most requested software skill in industry. This will prepare students for the use of Excel in bookkeeping, accounting, BUS 204, BUS 205 and many other business classes.	L. Jackie Martin
2	Legal Support Assistant	LS	CP	Eliminating low or no performing Certificates of Proficiency. Not part of the new pathway for Law which is the Law, Public Policy & Society transfer degree.	L. Jackie Martin

F.	Action: Requisites - effective fall 2021				
	The establishment of the following advisories meets Title 5 Regulations 55003, effective fall 2021				
	Course		Course Title	Requisite (s)	Proposal Type
1	CSNT	255	Ethical Hacking Principles	Recomm. Prep. CSNT 181	Credit Course Change
2	DT	111	Conceptual Design through Production	Prerequisite: DT 110 DT 101 and DT 103 or DT 114, Recommended Prep: DT 117 and DT 190	Credit Course Change
	DT	115	Creo Parametric 3D II	Prerequisite: DT 114	
	ENG	135	Introduction to Creative Writing	~~A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process~~ Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process	Credit Course Change

ENG	136	Intermediate Creative Writing	A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process	Credit Course Change
ENG	137	The Literary Magazine: History and Production	A minimum grade of 'C' in, ENG 100 or eligibility determined through the English placement process Eligibility for ENG 100 or ESL 110 as determined through the English or English as a Second Language placement process	Credit Course Change
ENG	202	Critical Thinking and Composition	Prerequisite: ENG 100 or ESL 110	Credit Course Change
ESL	110	College Composition for Non-Native Speakers	ESL 103, or eligibility determined through the English as a Second Language placement process or ESL 106 ESL 103 or ESL 106 or eligibility determined through the English as a Second Language placement process	Credit Course Change
ID	105	Materials and Resources	Prerequisite: ARCH 105 and ID 125 Prerequisite/concurrent enrollment: ID 100	Credit Course Change
ID	141	Commercial Interior Design	Prerequisite: ID 100, ARCH 105, ID 125 Prerequisite/Concurrent enrollment ID 100, ARCH 105	Credit Course Change
ID	151	Beginning Revit	Prerequisite: ID 150 Prerequisite/Concurrent enrollment: ID 150	Credit Course Change
ID	170	Space Planning	Prerequisite: ID 100 and ARCH 105 and ID 125 Prerequisite/Concurrentenrollment ID 100 and ARCH 105	Credit Course Change
MACH	192	Manufacturing III Multi-Axis Programing and Machining	Prerequisite: MACH 191	Credit Course Change
TA	192B	Technical Theatre in Production 2	Prerequisite: TA 192A	Credit Course Change
TA	192C	Technical Theatre in Production 3	Prerequisite: TA 192B	Credit Course Change
AIS	181A	Uto-Aztecan Languages of San Diego County IIA	Prereq. AIS 180B	Credit Course New
AIS	181B	Uto-Aztecan Langauges of San Diego County IIB	Prereq. AIS 181A	Credit Course New
CSCI	290	Introduction to Machine Learning	Prereq. CSCI 114	Credit Course New
CSIT	275	Concepts for Behavioral Health	Prerequisite: CSIT 175	Credit Course New
NURS	118B	Health Concepts for Pediatrics	Prerequisite: NURS 117	Credit Course New
NURS	118C	Concepts for Behavioral Health	Prerequisite: NURS 117	Credit Course New

G. ACTION: Distance Education
The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective fall 2021

	Course Number		Title	Scheduling	Distance Ed		Originator
1	ANTH	110	Introduction to Archaeology	Anytime		Fully Online	Elizabeth Pain
2	ANTH	115	People and Cultures of the World	Anytime		Fully Online	Anne-Marie Mobilia

February 3, 2021 Curriculum Committee Actions

The following curriculum changes, pending appropriate approvals, will be effective Fall 2020 and Fall 2021 (as indicated)

3	CFT	149	Hand Joinery I	Emergency Only	Partially Online	Jennifer Anderson
4	CFT	195	Finishing Technology/Touch-Up and Repair	Emergency Only	Partially Online	Jennifer Anderson
5	CSNT	255	Ethical Hacking Principles	Emergency Only	Partially Online	David Meske
6	DNCE	149	Afro-Cuban/Brazilian Dance I	Anytime	Fully/Partially Online	Margaret M. Faulkner
7	DT	103	SolidWorks I	Anytime	Fully/Partially Online	Anita Talone
8	DT	111	Conceptual Design through Production	Anytime	Partially Online	Anita Talone
9	DT	115	Creo Parametric 3D II	Anytime	Fully/Partially Online	Anita Talone
10	DT	226	Printed Circuit Board Design I	Anytime	Fully/Partially Online	Anita Talone
11	ENG	135	Introduction to Creative Writing	Emergency Only	Fully/Partially Writing	Leanne M.Maunu
12	ENG	136	Intermediate Creative Writing	Emergency Only	Fully/Partially Online	Leanne M.Maunu
13	ENG	137	The Literary Magazine: History and Production	Emergency Only	Fully/Partially Online	Leanne M.Maunu
14	ENG	202	Critical Thinking and Composition	Emergency Only	Fully/Partially Online	Leanne M.Maunu
15	ENG	203	Critical Thinking and Composition Through Literature	Emergency Only	Fully/Partially Online	Leanne M.Maunu
16	ESL	110	College Composition for Non-Native Speakers	Anytime	Fully/Partially Online	Tracy Fung
17	ID	105	Materials and Resources	Anytime	Fully/Partially Online	Jessica Newman
18	ID	141	Commercial Interior Design	Anytime	Fully/Partially Online	Jessica Newman
19	ID	145	Kitchen and Bath Design	Anytime	Fully/Partially Online	Jessica Newman
20	ID	151	Beginning Revit	Anytime	Fully/Partially Online	Jessica Newman
21	ID	170	Space Planning	Anytime	Fully/Partially Online	Jessica Newman
22	MACH	192	Manufacturing III Multi-Axis Programing and Machining	Anytime	Fully/Partially Online	Michael Wright
23	NUTR	165	Fundamentals of Nutrition	Anytime	Fully/Partially Online	Solange Wasef
24	AIS	181A	Uto-Aztecan Languages of San Diego County IIA	Anytime	Fully/Partially Online	Patricia A. Dixon
25	AIS	181B	Uto-Aztecan Langauges of San Diego County IIB	Anytime	Fully/Partially Online	Patricia A. Dixon
26	CSCI	290	Introduction to Machine Learning	Anytime	Fully	Duy Nguyen
27	CSIT	275	Advanced Python Programming	Anytime	Fully	Duy Nguyen
28	NURS	118B	Health Concepts for Pediatrics	Emergency Only	Partially Online	Juliane Van Houten
29	NURS	118C	Concepts for Behavioral Health	Emergency Only	Partially Online	Juliane Van Houten
30	N ESL	996	Writing Support for the Sciences for Non-Native Speakers	Anytime	Fully/Partially Online	Lawrence Lawson

H. ACTION: Distance Education and Course Reviews
The following courses have completed the course review approval process. Those eligible to be taught Distance Education meet Title 5 Regulations 55200-5521 and are indicated below. These proposals are effective Fall 2021.

Course Number		Title	Scheduling	Distance Ed	Originator
1	JAPN	201	Japanese III	Anytime	Full/Partially Online	Ikenushi Masako

- Program Control Number (SP00)
- Program Award (SP02)
- Program Title
- Proposal Status COCI
- LIST
- COCI
- META
- META Amend Date

Row: 5202 | A.S. Degree | Astronomy | Inactive | x | F19 | F18 | F19
Row: 31640 | Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units | Carving Technology | Inactive | x | F20 | F18 | F20

Row: 31631 | A.S. Degree | Carving Technology | Inactive | x | F20 | F18 | F20
Row: 22566 | Certificate of Achievement... | Chemistry | Active | x | A | F18 | F21

Row: 5201 | A.S. Degree | Chemistry | Active | x | A | F18 | F21
Row: 30416 | Certificate of Achievement... | Eco-Building Professional | Inactive | x | F19 | F18 | F19

Row: 17653 | Certificate of Achievement... | Entertainment Technology | Inactive | x | F19 | F18 | F19

Row: 8948 | A.S. Degree | Family and Consumer Sciences-- | Inactive | x | F19 | F18 | F19
Row: 22558 | Certificate of Achievement... | Family and Consumer Sciences--General | Inactive | x | F19 | F18 | F19

Row: 5210 | A.A. Degree | Outdoor Leadership | Inactive | x | F19 | F18 | F19
Row: 22516 | Certificate of Achievement... | Outdoor Leadership | Inactive | x | F19 | F18 | F19

Row: 17684 | Certificate of Achievement... | Public Works Management - Level I | Inactive | x | F19 | F18 | F19

Row: 8957 | A.A. Degree | Recreation Agency Leader | Inactive | x | F19 | F18 | F19
February 3, 2021 Curriculum Committee Actions

The following curriculum changes, pending appropriate approvals, will be effective Fall 2020 and Fall 2021 (as indicated)

I. ACTION: Technical Corrections
The following program deactivation dates are to be amended as detailed below:

Program Control Number (SP00)	Program Award (SP02)	Program Title	Proposal Status COCI	LIST	COCI	META	META Amend Date
5202	A.S. Degree	Astronomy	Inactive	x	F19	F18	F19
31640	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Carving Technology	Inactive	x	F20	F18	F20
31631	A.S. Degree	Carving Technology	Inactive	x	F20	F18	F20
22566	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Chemistry	Active	x	A	F18	F21
5201	A.S. Degree	Chemistry	Active	x	A	F18	F21
30416	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Eco-Building Professional	Inactive	x	F19	F18	F19
17653	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Entertainment Technology	Inactive	x	F19	F18	F19
8948	A.S. Degree	Family and Consumer Sciences--	Inactive	x	F19	F18	F19
22558	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Family and Consumer Sciences--General	Inactive	x	F19	F18	F19
5210	A.A. Degree	Outdoor Leadership	Inactive	x	F19	F18	F19
22516	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Outdoor Leadership	Inactive	x	F19	F18	F19
17684	Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units	Public Works Management - Level I	Inactive	x	F19	F18	F19
8957	A.A. Degree	Recreation Agency Leader	Inactive	x	F19	F18	F19

| 22517 | Certificate of Achievement: 18 or greater semester(or 27 or greater quarter) units | Recreation Agency Leader | Inactive | x | F19 | F18 | F19 |

Exhibit 3

Feb 8 2021						
Name	**Division**	**FT/PT**	**Committee**	**Position**	**Statement**	**Action: Confirm**
Thomas Ventimiglia	Student Services	Full time	Academic Review Committee	Faculty Counseling	As a Professor Of Counseling, I understand the difficult life circumstances that student's face as they pursue their academic goals. I've been counseling students for 30 years. Some students experience domestic abuse, homelessness, medical issues, grief, depression and many others that impede their goals. Yet, some students don't take responsibility for their prior actions and need to abide by the rules everybody else follows. Being both an advocate and motivator would allow me to be fair in determining extenuating circumstances when students petition. I look forward to the opportunity.	
Shelbi Morales	SBS	Full time	Equal Empolyment Opportunity	Faculty, Full-Time (19-21)	This is a committee that would be a good start to build a relationship with the ECE-LS and the college. I have never served on a committee and this would be a good way to meet my goals of joining a committee. The schedule was also most acceptable to my current schedule.	
Scott Richison	AMBA	Full time	Guided Pathways Advisory Taskforce	Faculty, at-large	I believe in the work that guided pathways has done so far and believe that it will make a substantial difference in the way students approach and plan their education. Better planning results in higher success rates. I'd like to help make this endeavor as successful as possible.	
Feb 8 2021						
Name	**Division**	**FT/PT**	**Committee**	**Position**	**Statement**	**Action**
						Vote for 1:
Jozsef Pentek	MSE	Part time	Professional Development Committee	Faculty, Part-Time	I believe an organized professional development program is essential to continue to improve upon our skill sets as instructors. By joining this committee, I hope to bring the perspective of a Part-Time Instructor at numerous schools that have different cultures and apply this experience to improve how we support our faculty at Palomar.	
John Armenta	L&L	Part time	Professional Development Committee	Faculty, Part-Time	Over the past several years I have benefited professionally and personally from PD offerings. As a member of the Professional Development Committee I will help to ensure that the PD program continues to offer relevant and useful training, especially for Part-time Faculty. This will include making more offerings available at times and in formats that can better accommodate Part-time Faculty members who are juggling their various schedules across different schools.	

Exhibit 4

PALOMAR COLLEGE
Learning for Success

[Department Name] Department Bylaws

[Per the PFF Contract (Article 12.6.3), departments are required to "create and vote on department bylaws." Department Bylaws are essential for ensuring that all Faculty within a department understand who the department is, how the department operates, and how decisions are made. Department bylaws should expand on areas where the contract is silent or refers to department autonomy, but cannot contradict any contract language. This template is provided to support your department in that process. You might find it useful to imagine a brand new faculty member: What do they need to know to help them better understand their new department? All content in yellow should be replaced with your department's own language. While writing, prioritize equity. Just as the College urges faculty to decolonize their syllabi, utilize language that seeks to decolonize your bylaws. This will be an evolving document, and you should feel encouraged to tailor it to the needs of your department.]

Department Mission

[What is the mission of the department?]

Degrees and Certificates Offered

[List Degrees/Certificates]

Courses Offered

[List Courses]

Department Staff and Faculty

[It is important for all faculty who work within the department to understand the makeup of the department and understand the distribution of FTEF among Part-Time and Full-Time Faculty.]

Full-Time Faculty

[List FT Faculty]

Part-Time Faculty

[List Part-Time Faculty]

Full-Time Faculty and Part-Time Faculty Percent FTEF Across Three Years

	2017-2018	2018-2019	2019-2020
Full-Time Faculty Percent FTEF (including overload)	Enter percentage	Enter percentage	Enter percentage
Part-Time Faculty Percent FTEF	Enter percentage	Enter percentage	Enter percentage

Department Staff

[List Staff]

Departmental Communication

[Explain how the department communicates to the faculty to ensure all faculty within the department are provided with important information necessary for the success of the faculty and our students.]

Department/Discipline Specific Criteria

[Per the PFF Contract (Article 20.10.2.2), "Departments or disciplines may have specific criteria exceeding standard department teaching requirements in order to maintain the academic integrity of their programs." If there are specific requirements, these should be included in the bylaws. To ensure equity, criteria must be the same for all faculty who teach the courses and should not be different based on Part-Time, probationary, or tenured faculty).]

Department Voting and Decision-Making

[Explain who is included in department voting and decision-making. The department should review the percentage FTEF for PT and FT Faculty when deciding upon voting privilege within the department, recognizing that Part-Time Faculty teach the majority of classes within most departments and are thus an integral part of our students' experience and success. The PFF Contract (Article 12.6.3) refers to the department's "voting members," but does not define who the voting members are. Departments should utilize their bylaws to explain who the voting members include.]

Department Meetings

[Per the PFF Contract (Article 12.6.3), explain when the department meets, who is invited to the meetings, and where faculty and staff can review historical agendas and minutes. All faculty within the department should be invited to attend all department meetings, acknowledging that

the more connected and informed all members are the better the opportunity to support student success. Departments are required to hold at least one meeting per semester; however, to build departmental community and ensure departmental work is completed collaboratively, departments should have a standing monthly meeting.]

Election of the Department Chair

[Per the PFF Contract (Article 12.3), the department bylaws must include an explanation of the process the department uses to elect a department chair. Ensure the process addresses what happens when there is a tie.]

Process for Teaching Assignments

[Explain how the department assigns teaching loads. Full-Time Faculty Assignments are addressed in Article 20.11, Part-Time Faculty Assignments in Article 20.10. To support equity, departments should address challenges faced by Part-Time Faculty and utilize teaching assignment practices that support their employment and commitment to the college. For example, "The department will attempt to provide course assignments for Part-Time faculty in block schedules to reduce transportation impacts and provide." Part-Time Faculty should not be given the majority of night classes nor classes not wanted by Full-Time Faculty. Teaching assignments based on mode, time/day, and location, should be equitably distributed among Full-Time and Part-Time Faculty.]

Course and Program Learning Outcomes

[Explain the process the department follows to ensure all faculty are aware of and are assessing both course student learning outcomes and program outcomes.]

Participation and Awareness of Shared Governance

[Some departments are very purposeful in how the faculty within the department participate in shared governance to ensure the department is kept up-to-date with important work that is being discussed or conducted across campus that may impact the department. It is helpful for the department to address their approach to ensuring the department is aware of the campus as a whole.]

Part-Time Faculty

Part-Time Faculty Prioritization Number

[Explain how the prioritization process is conducted and how PT Faculty in your department know what their prioritization number is. Please see Article 20.10 for full explanation and details.]

Process for Hiring Part-Time Faculty Members

[Explain the process the department takes to hire Part-Time Faculty members. The department should recognize that students are most likely to be taught by Part-Time Faculty. The department is encouraged to develop a process that is equitable. Equitable hiring may include: holding interviews with an informal departmental hiring committee, ensuring the interviews address diversity, equity, and inclusion, etc.]

Support and/or Mentorship of Part-Time Faculty Members

[Part-Time Faculty often feel disenfranchised, unacknowledged, and unsupported. Departments should use the Department Bylaws to explain the ways in which the department will support Part-Time faculty, recognizing that the majority of students take courses from Part-Time Faculty and should have faculty who understand the department and the college. An example of a process to support Part-Time Faculty could be to assign a Full-Time Faculty Mentor to each Part-Time Faculty, especially for their first 2-4 semesters.]

Part-Time Faculty Office Space

[Explain where PT Faculty can utilize space for preparation, grading, and meeting students. Detail the process by which PT Faculty can get keys to office space, and so on.]

Exhibit 5

Faculty Senate/PFF Joint Appointment Process – A Proposal
Rocco Versaci & Teresa Laughlin

The five main councils in the new governance structure, which will begin in earnest in Fall 2021, have several faculty positions that need to be appointed. In Senate and PFF meetings in Spring 2020, there was consensus that both groups would work together on these appointments. This document is a proposal for how that might proceed. The faculty positions in question are as follows (and listed on the attached sheets):

College Council
4 Faculty
1 PT Faculty
Proposal—Senate: 2 Faculty, 1 PT Faculty; PFF: 2 Faculty

Institutional Effectiveness Council
4 Faculty
Proposal—Senate: 1 Faculty; PFF: 3 Faculty

Equity, Education, and Student Success Council
5 Faculty
1 PT Faculty
2 Counseling Faculty
1 Library Faculty
Umoja rep (name put forth by group; may or may not be faculty)
Puenta rep (name put forth by group; may or may not be faculty)
Pride Center rep (name put forth by group; likely faculty)
Proposal—Senate: 3 Faculty; 2 Counseling; 1 Library; if faculty, Senate ratifies names put forward by Umoja, Puente, and/or Pride Center (possible 9 total); PFF: 2 Faculty, 1 PT Faculty (3 total)

Employees, Community, and Communication Council
4 Faculty
Proposal—Senate: 2 Faculty; PFF: 2 Faculty

Infrastructure and Sustainability Council
4 Faculty
Proposal—Senate: 2 Faculty; PFF: 2 Faculty

Senate and PFF would put out their own calls for their positions. In addition, the Faculty Senate Council and the PFF Executive Leadership (Co-Presidents & Treasurer) will meet every two years to reevaluate the above breakdown and recommend either modifications or confirmation of the existing plan to both the Senate and PFF E-Board for approval. This meeting would also be triggered by any change to the number of faculty positions on these councils.

College Council

President
4 faculty
1 President CCE and 3 other classified
1 CAST President& 1 member
1 ASG president & 2 ASG students
1 Pres AA + 2 others
1 VP president appointed by the president (voting)
3 VPs non-voting
Senior director IRP (Non voting)
PT Faculty (non voting)
Liason
Liason
Liason
Liason

Institutional Effectiveness Council

VPFA
VPI
VPSS
Director IR
Instructional Dean
Student Services Dean or Director
4 faculty
4 classified
2 CAST
2 ASG

Equity Education and Student Success Council

VPI
VPSS
Faculty Senate President
Instructional Dean
Dean of Counseling or designee
Director of Student Success & Equity
Senior Director of Enrollment Services
5 faculty
4 classified
2 CAST
3 ASG
2 counseling faculty

Umoja Rep
Puente Rep
Faculty rep from pride center
Student Support Program Manager (appointed by AA)
Student Support Program Supervisor (appointed by CAST)
Library Rep (Advisory)
IRP rep (Advisory)
PT faculty rep (Advisory)

Employees, Community & Communication Council

VPHR
PD Coordinator
Director of Marketing
Exec Director of Foundation
Chief of Police
Manager Environmental health & safety
4 faculty
4 classified
2 CAST
1 ASG
AA 1

Infrastructure and Sustainability Council

VPFA
Director IS
Director of Facilities
Chair Academic Technology or Designee
CCC Tech Director
4 faculty
4 classified
2 CAST
2 ASG

Center Director 1 (Advisory)
Center Director 2 (Advisory)