



**FACULTY SENATE MEETING**

**August 22, 2022**

**EXHIBITS**



Minutes of the  
MEETING OF THE FACULTY SENATE  
May 23, 2022

APPROVED

**PRESENT:** Eduardo Aguilar, Lacey Craft, Will Dalrymple, Alexandra Doyle Bauer, Jenny Fererro, Sergio Hernandez, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Leigh Marshall, Leanne Maunu, Susan Miller, Ben Mudgett, Scott Nelson, Wendy Nelson, Alyssa Vafaei, Rocco Versaci, Elena Villa Fernandez de Castro, Anastasia Zavodny

**ABSENT:** Kelly Falcone, Molly Faulkner, Shelbi Hathaway, Erin Hiro

**GUESTS:** Cindy Anfinson, Leah Brown, Carlos Caetano Leao, Jessica Horn, Vikash Lakhani, Adrienne Lee, John Lewis, Billieanne McLellan, David Montoya, Jamie Moss, Star Rivera Lacey, Hossna Sadat Ahadi

**Please 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**

Faculty Senate Vice President Jenny Fererro read the following statement:

*On behalf of a workgroup of the Empowered Women at Palomar College*

*For the past year, multiple employees of color at Palomar College have faced threats of violence and/or sexual assault. They have been subject to intimidating and menacing emails and letters, have been victim to vicious and disruptive Zoom attacks, and have had their personal safety imperiled while on campus. Sadly, Palomar College has failed to adequately respond to continuous incidents of hate and bigotry.*

*These incidents are part of a larger epidemic of hate and intolerance nationwide that has threatened educators with violent retaliation for their commitment to diversity, equity, inclusion, LGBTQ+, and antiracism work. Not surprisingly, those subjected to this recent harassment at Palomar have primarily been women of color, confirming that this problem is at the intersection of racism and misogyny. In addition, these women have been leading efforts and advocacy related to DEIAA at Palomar College.*

*Historically, part of the campus response to incidents of sexual harassment and assault has been to send a campus-wide email cautioning people to “be more careful”, suggest calling campus police for an escort, not walk alone, etc. This might seem like helpful advice, but it puts the onus on the individual and treads close to victim blaming. Therefore, we demand the District take the following concrete actions to address these threats and attacks on DEIAA work:*

1. *Require the Palomar College Police to submit the evidence from these threats to the FBI.*
2. *Immediately develop a robust, consistent, and transparent process with identified responsible parties to support and follow-up with employees who experience harassment or are targeted.*
  - *This process should include District appointed advocates who are trained to support and help the targeted individual navigate the paperwork, counseling and support available, who the incident should be reported to, and how to get things done, including assisting them with the process of getting protection, an investigation, ensuring timely follow-up communication occurs, etc.*
  - *Neutral campus advocates will be trained and will maintain confidentiality regarding all aspects of the case.*
  - *The first thing advocates would do is provide immediate follow-up with the victim to check on their health and safety with documented contact.*
  - *The targeted person will have the right to refuse an advocate or to request a specific advocate.*
1. *Ensure that all employees are informed of the processes and steps they should take to report any issues or threats.*
  - *Create an anonymous hotline for people to be able to report incidents and give them access to information about the campus advocates during that call.*
  - *Assisting with the process to report issues will be something the advocate could assist with to help the targeted person as they are experiencing trauma.*
1. *Work with the bargaining units to mandate and enforce robust training of all employees and Board members about harassment and discrimination in the workplace that goes beyond simply providing access to USB drives containing information.*
2. *Anyone affiliated with Palomar College including all employees and Board members must center all their District responsibilities on DEIAA efforts as mandated by the Chancellor's Office.*
3. *Require students to take harassment and discrimination training through a Canvas module.*
4. *Install panic buttons throughout campus that are well-lit and provide easy access for people walking to and from parking lots, in offices, in bathrooms, etc.*
5. *Conduct a campus walk to ensure all campus areas are well lit and report any areas that need additional lighting.*
6. *Regularly offer personal safety and self-defense classes for all employees and students.*
7. *Notify the campus community in a timely and consistent manner about threats and incidents of harassment or assault that occur on campus or as a result of work done for Palomar College.*
  - *Create text and email alerts when critical or life-threatening incidents occur on campus. The determination of when those alerts will be sent will be decided by those who work on the process in #2 of this list.*
1. *Immediately update the Palomar website and provide an easily searchable archive of the Annual Security Reports. The website index for "Clery Reporting" links to the 2017 report, and the current report is not searchable on the website without a direct link.*
2. *Use federal guidelines and laws for training, reporting, and response as a bare minimum to guide Palomar's practices. Use a humanistic and holistic approach to support those who are victimized.*
3. *Implement protective measures, such as administrative policies, for online communications and interactive platforms (Canvas, Zoom, etc.) used by students and employees.*

4. *Have the District's legal team engage with external entities and organizations that continue to slander, exploit, marginalize, and minoritize employees at Palomar College.*

*We demand the District take immediate action on this urgent need to make our work environment and campus safe for everyone.*

Faculty Senate President-Elect Wendy Nelson said she is postponing her Senate Summer Retreat due to the remaining high Senate seat vacancies and will most likely get a retreat planned for September when more new Senators are seated.

### **ANNOUNCEMENTS**

Senate President Rocco Versaci said the Umoja Coordinator job description was just finalized and the call went out that morning with a closing date of June 6. Senate will need to hold a special meeting after that date to start a confirmation process.

VP Fererro made the following statement:

*Dr. Rocco Versaci has served as our Faculty Senate President for the past two years, from Fall 2020 through Spring 2022, a time when 100% of our Senate meetings were held remotely due to COVID-19. Despite the challenges presented by leading during a pandemic, Rocco was a consistently vocal and persistent advocate for faculty. He spoke eloquently and forcefully at every Governing Board meeting, regularly held administrators and colleagues accountable, facilitated actionable plans to address systemic issues, and ensured that faculty purview over the 10+1+1 was kept at the forefront of District decision-making. Rocco welcomed new Senators, supported faculty who have been targeted for their DEIAA work, and was never afraid to speak up and speak out on behalf of Palomar's faculty. Although much was accomplished by the Faculty Senate over the past two years, Rocco should be especially recognized for his dogged pursuit of District acceptance of changes to the Faculty Hiring Procedures- changes that have been years in the making. I want to thank Rocco for all he has done during his term as Faculty Senate President, and I'll miss working with him in that role.*

President Versaci said it has been an honor and privilege to serve Faculty Senate and thanked everyone for their hard work over the last two years. He also thanked Fererro for her statement.

**AGENDA CHANGES** – No agenda changes.

### **APPROVAL OF MINUTES**

**Motion 1** MSC: Laughlin/Fererro

Faculty Senate approval of meeting minutes dated May 16, 2022 (see Exhibit 1).

The motion carried.

### **ACTION**

#### **A. Curriculum**

**Motion 2** MSC: W. Nelson/Zavodny

Faculty Senate approval of Curriculum actions taken May 18, 2022 (see Exhibit 2).

The motion carried.

Following the motion, Senator and Curriculum Co-Chair Wendy Nelson summarized the Curriculum Year-End Report (see Exhibit 3). Senator Nelson thanked all the members of the Curriculum Committee for their work.

## **B. Committee Appointments**

**Motion 3** MSC: Zavodny/Laughlin

Faculty Senate approval of the following uncontested committee confirmations (see Exhibit 4):

The motion carried.

Bookstore Subcommittee – **Betsi Little** – Faculty, at-large (22-24)  
Career Education Committee (formerly Perkins Planning) – **Mark Bealo** – Faculty, Instructional (21-23)  
Curriculum Committee – **Elise Lindgren** – Faculty, MSE (22-25)  
Distance Education Committee – **Alex Gomez** – Faculty, at-large (22-24)  
Distinguished Faculty Award Committee – **Marlo Willows** – Faculty, full-time (22-23)  
Distinguished Faculty Award Committee – **Karmi Minor-Flores** – Faculty, full-time (22-23)  
Distinguished Faculty Award Committee – **W. Scott Kardel** – Faculty, full-time (22-24)  
Distinguished Faculty Award Committee – **Betsi Little** – Faculty, full-time (22-24)  
Distinguished Faculty Award Committee **OR** Faculty Position, Priority Committee – **Adriana Guillen** – Faculty, full-time (22-24)  
Equity, Education and Student Success Council – **Betsi Little** – Faculty, Senate appointed  
Transfer Advisory Committee – **Leanne Maunu** – English professor (22-24)  
Tutoring Committee – **Kellie Miller** – Faculty, at-large (22-23)

**Motion 4** MSC: Zavodny/Aguilar

Faculty Senate approval of the following uncontested Subcommittee confirmation (see Exhibit 5):

The motion carried.

Educators for Equity, Diversity and Cultural Consciousness Subcommittee – **Katy Farrell** – Faculty, at-large

**Motion 5** MSC: Zavodny/Aguilar

Faculty Senate approval to accept the results of the vote for the following committees (see Exhibits 4 and 6):

The motion carried.

Registration Committee – **Heather Hosaka** – Faculty, at-large (22-24)  
Hiring Committee of VP of Instruction – **Rocco Versaci**

Senator and Chair of Committees on Committees Anastasia Zavodny emailed the ballot to Senators.

## **C. Proposed Syllabus Language re Student Responsibilities**

Senator Lawrence Lawson summarized the new language in the document and said the goal is to have this approved so faculty have the option of using this statement in their syllabi.

The motion carried.

## **INFORMATION ITEMS**

### **A. Update on Faculty Hiring Recommendations (see Exhibit 8)**

Senate President Versaci reminded Senators that the purpose of this document was to share suggestions of ways to improve the faculty hiring process specifically within terms of diversity that did not fall under Faculty Senate purview.

Vice President David Montoya thanked Senate for the invitation to come to the meeting. VP Montoya said bullets 1 and 2 have been formally addressed in the Faculty Hiring Procedures. Bullet 3 was also a big topic of discussion in the Employees, Community & Communication Council (ECCC) recently where the Council will be emphasizing Palomar's communication programming both internally and in the community regarding equity initiatives. The synergy between this communication and the centralization of the message needs to be improved and ECCC will be working on this.

VP Montoya said regarding bullet 4, Human Resources does not have a say in HSI funding regarding any type of recruitment activity but said Human Resources is definitely an advocate and a strong partner in support of HSI work.

Regarding bullet 6, VP Montoya said currently, the selection committee goes through two trainings that includes designated training towards implicit and explicit bias. There is also a District compliance officer training which is almost entirely dedicated towards bias. A compliance officer is an impartial advocate who sits on the search committee to ensure that no bias is occurring during the search committee process. Updates to Title V are coming which designates Palomar's DEI and equal employment opportunity processes and questions. Once these changes come down, this will give Palomar a good opportunity to improve the DEI questions as well as addressing any bias that may occur in those questions. The new Chief Diversity Officer will also play a role in improving the process.

Regarding bullet 7, VP Montoya was in favor of creating testimonial videos. A variety of stake holders may be involved in the project.

Regarding bullet 8, VP Montoya said there are some current tools applicants have available now. The links for these are as follows:

Tips on applying to Palomar: <https://www.palomar.edu/hr/wp-content/uploads/sites/157/2021/09/Tips-on-Applying-At-Palomar-College-9.2021.pdf>

Application tips video: [https://palomar-edu.zoom.us/rec/play/afzh4F6v7I-IRHgi1PEXKxE\\_dz-TG8XLz3-00DTIWJJ8vhqsHCoorpOWBW38GkASRtzuWx9G6BaXhFo.EfmJJT4TJn0A9ksD?autoplay=true&startTime=1622747439000](https://palomar-edu.zoom.us/rec/play/afzh4F6v7I-IRHgi1PEXKxE_dz-TG8XLz3-00DTIWJJ8vhqsHCoorpOWBW38GkASRtzuWx9G6BaXhFo.EfmJJT4TJn0A9ksD?autoplay=true&startTime=1622747439000)

Interviewing tips document: <https://www.palomar.edu/hr/wp-content/uploads/sites/157/2021/09/Tips-on-Interviewing-At-Palomar-College-9.2021.pdf>

Regarding bullet 9, Montoya said the District advertises positions in a number of locations. The standard listings are CCC Registry, CalJOBS, ED JOIN, San Diego Craigs List, Chronical of Higher Education, HigherEdJobs, Indeed, San Diego LGBT Job Board and Association of California Community Colleges Administrators. Job postings are sent to other local institutions. For difficult to fill positions or when there is a request from a department, HR will respond and tailor those postings. President Versaci added that this has been addressed in the newly approved Hiring Procedures where search committees can request additional advertising and the District will pay for that.

VP Montoya referenced bullet 10 saying this matter may be best suited in negotiations and budgeting but he is willing to have dialogue if needed to support those efforts.

Regarding bullet 11, Versaci pointed out this issue is more directed outside of HR.

Regarding bullet 12, VP Montoya said the diversity categories are outlined in a couple of different areas, according to law. HR's reporting on racial ethnic categories is directed by the Chancellor's Office and Equal Employment Opportunity Office. Title V and IX also dictate non-discrimination questions that must be included.

Regarding the last bullet, VP Montoya said HR does track where applicants see the job postings. Montoya suspects that reaching out to "all" candidates is a better practice to inquire about cancelled interviews or to ask why job offers were not accepted and this practice will provide valuable information. Montoya said this follow up will need to be done by HR in an automated process most likely by sending a follow up email to each candidate to ask these very specific questions. Versaci added that this information is extremely valuable in order for Palomar to figure out what can be done better to attract a more diverse applicant pool.

Senator Lawrence Lawson said the ZOOM vs. face to face seems like equality but not equity. In a first round interview, where one person really does need ZOOM but has to do face- to-face doesn't seem equitable. VP Montoya said often times when HR is working on diversity, equity and inclusion processes, they're driven by law and policy. One of the agencies that drives this is the Equal Employment Opportunity Commission not "equity" employment opportunity commission. What they look for in Palomar's processes is to make sure that Palomar is treating everybody exactly the same. Montoya said HR makes sure those processes that are developed at the forefront are as equitable as possible and give everybody that platform...so equal equity is built up front.

Senator and EEDCC Co-Chair Eduardo Aguilar proposed that HR allows the incoming DEI Officer or EEDCC to review the current selection committee trainings to make sure there is informative implicit bias training. Senator Aguilar also asked if there were any policy at Palomar that would give the part-time colleagues more preference or "opportunity" in the hiring process for full-time faculty. VP Montoya said he would get a meeting calendared with EEDCC to meet to review the bias training materials together. VP Montoya was also opened to the idea of meeting with EEDCC and other part-time faculty leaders to discuss opening up part-time faculty opportunities in the hiring process. President Versaci said that any hiring processes will need to come through Faculty Senate and also vetted across the departments.

Hossna Sadat Ahadi said she recognizes that Palomar is mandated by the Chancellor's Office to look at specific demographic racial identities but the Chancellor's Office is not inclusive to all racial identities and ethnic identities. She encourages Palomar to look at what other colleges are doing in northern California who are more inclusive because they have a high influx of various refugee populations that are coming from different countries. VP Montoya agreed with Sadat Ahadi and said he would reach out to the Chancellor's Office to see if this category could be expanded.

## **B. Update on Faculty Enrollment Recommendations (see Exhibit 9)**

VP Lakhani displayed the exhibit and said the team is meeting every week to continue the work and to make sure progress is made to correct issues. He reviewed the primary issues, area of responsibility and current steps under way to mitigate issues. VP Lakhani finished his overview by stating that Student Services has developed a feedback form that will be available to students, faculty and staff to provide any type of feedback and commendations regarding any of the processes.

VP Lakhani addressed concerns about the lack of support staff at the various Centers saying increased staffing is planned. Senator Wendy Nelson said there are various staffing issues in play now across the campus but was hoping that some urgency or prioritization could be placed on Enrollment Services positions because of the affect this issue has on enrollment. Lakhani said there are approximately 80 recruitments going on now and HR is moving as fast as it can. Another factor is sometimes a lack of applicants for a particular recruitment and that makes staffing difficult as well.

Senator Anastasia Zavodny asked if there is an overarching strategy for departments, for example, who are not utilizing wait lists. How does the College even gauge the amount of interest in particular classes for potential expansions? There does become a problem in some cases where classes fill up, but there could have been one or two or even more classes

added, but there is no way of capturing that data. She asked if Enrollment Services is addressing this matter. VP Lakhani said HighPoint (schedule builder) will be ready for Spring 2023 registration this upcoming Fall and the system will allow students to begin building their schedules earlier and will capture the data. Departments and Instruction will be given this information so they know earlier which direction the students are leaning towards or what classes they plan on registering for. The degree functionality of HighPoint will also provide information of what courses students are missing to ensure those classes are available for students to complete their degree.

### **C. DEI Updates (see Exhibits 10, 11 12)**

Dr. Star Rivera Lacey shared her PowerPoint presentation to address her macro perspective and approach for the call to action. Requests and recommendations came from EEDCC, from discussions developing BP3000, a work group for HSI and the Empowered Women's Group. Safety is always number one but some of these all have a thread she calls "a golden thread," the institutional priority. These are the guiding documents to help prioritize.

Dr. Rivera Lacey has asked administration to review institutional structures and practices. One of the things she has called for is the approach and how incident reporting is done and how can it be improved, specifically investigation procedures. She is also asking for review of violations of any type of accommodation, so that would be any 504 issues. This has to do with some of Palomar's investigation procedures. Another important review is the investigation timeline so when individuals go through this process, they know what to expect and how long it should take. She recognizes a lack of communication or a breakdown in communication and has asked that this be reviewed as well including the comprehensive communication loop and who is responsible.

Dr. Rivera Lacey next explained the institutional mitigation practices currently in play since improvements have begun. An independent investigator has been hired to review some areas that she is very concerned about. This third-party investigator can look at specific situations with a neutral lens and also can provide feedback on areas that need to be improved. Hiring a Chief Diversity Officer is also a priority for her. She is working on a job description for an ombudsperson position for biased incident reporting. This allows for anonymous reporting and allows for a format for individuals to report things in a way that they feel comfortable. She is working with an outside firm who provides the equipment and services the alarms and panic buttons on campus to continue to do walkthroughs on campus to upgrade lighting and upgrade any physical safety issues they may see.

Another concern Dr. Rivera Lacey has are incidents that occur that are not technically criminal but that do bump up against it. She would like to get a group of faculty together to look at best practices at other institutions who are dealing with this type of activity. In regard to funding and progress on space, there is funding available through SCA (?) and the Foundation. Some movement has taken place to house various student events and "space" on campus and more movement is happening now to accommodate those current requests.

Dr. Rivera Lacey has received updates regarding policing on campus and the Centers but the report did not provide enough specific information so it was sent back to be updated. The police chief will provide an update for Faculty Senate hopefully this Fall. Improving diverse hiring practices is already in play as well as explained earlier in the meeting. Ongoing professional development for administration is being developed as she is specifically asking her executive cabinet to participate in work around antiracism framework as well. She reported that the community advisory groups are up and running including the Native American Advisory Group and the Black African American Community Council. She is having standing meetings with Umoja, PBFSA (?) and the Pride Center. She is has also working with Dean Salas to restructure her DEI Advisory Group.

As far as initiative, Dr. Rivera Lacey said there are two initiatives that she's been working on including the Men of Color Initiative and the other one is the work that is being done to expand what Palomar is offering at the Vista Detention Facility to other detention facilities in the area.

Dr. Rivera Lacey closed her presentation by sharing that she has been doing DEIAA work for a very long time. Her DEIAA work is taken very seriously and its extremely important to her. She said she wants to be very loud and clear and



takes personal responsibility for these issues on campus. She emphasized her open door policy for anyone who wants to come to her office and speak about these issues.

In regard to the policing incident that occurred in Summer 2021, Dr. Rivera Lacey said she has received the initial report but has since requested additional information. There is personnel information that she is unable to share in this meeting forum but once she receives the update, she would be happy to share it.

#### **D. Discussion on Committee Organization – Tabled.**

Senate President Rocco Versaci thanked Senators and expressed how fortunate he felt being able to represent faculty over the last two years.

### **REPORTS**

**ASG (Mouawad)** – No report.

#### **President (Versaci)**

At the special Governing Board meeting on Tuesday, May 17, the Board discussed the planned classified/administration reorganization. VP of HR David Montoya presented an overview of the project in concept (i.e., no specifics about what the reorganization might be/look like), which is designed to result in no net gain of positions. It was also made clear that no reorganization of faculty is taking place; the focus will be on classified and administrative positions. The plan is to put out an RFP (Request For Proposals) from outside consultants to create a plan for reorganization. The complete timeline for completion of the reorganization was estimated at two years, which caused some concern from Board President Miyamoto, who said that the current workload conditions of some classified staff were not sustainable for two years. President Rivera-Lacey said that they would look at that.

Umoja update: at our 5/16 Senate meeting, it was agreed that a small group of Senate volunteers, along with the relevant administrators—VP of SS Vikash Lakhani and Dean of Counseling Leslie Salas—and representatives from the Palomar Black Faculty & Staff Association (PBFSA), the Black Advisory Council, and the former Umoja Co-Coordinators, would work on revising the Umoja Coordinator job announcement. Dean Salas set up a shared document and invited comments. As of this writing (the morning of Th, 5/19), the only comments on that document have been those made by faculty: Leanne Maunu, Alyssa Vafaei, Amber Colbert, and myself. The shared document is the original announcement that I sent out in October of 2020, and it needs to be rewritten with the details of the new structuring (e.g., the as-yet-to-be-formed Umoja Advisory Council, coordination with the PBFSA and the Black Advisory Committee, etc.). Those details need to be provided by VP Lakhani and Dean Salas. While I'm sure that those details will eventually get in there and the document revised so that it can be sent out, and while the Senate will, I'm sure, be willing to call a special meeting to select/confirm a volunteer, my concern at this point is that the call will not be as widely-viewed by faculty as possible, as the necessary administrative movement on this project took place at (or very near) the eleventh hour. I am including this information in my report not simply because it is relevant to (and also, perhaps, indicative of) the College's DEI efforts, but also to get on record that these delays were not the fault of the Senate.

In other news, we head into the final week of the semester, which will culminate with a fully in-person Commencement, which we have not seen since May of 2019. I am looking forward to that, and I am looking forward to handing over the reins of the Senate to Wendy Nelson. These last two years have been challenging and rewarding (sometimes at the same time), and always a learning experience. It has been my great pleasure and honor to represent the faculty as its Senate President, and I am proud of the accomplishments we have made together.

#### **College Council (Versaci)**

College Council met on Friday, May 13. A main topic of conversation was the Chief Diversity Officer, a new position that the College will go out for in the near future. The idea is to appoint an "Acting" CDO to begin doing the work while the search for the permanent position is underway. This position will report directly to the President, but it was unclear as to what "level" they would be at; VP of HR David Montoya said that he hadn't thought of it in those terms but that he

would imagine the position to be at the “dean” level. Feedback on the position and its description were solicited from the group.

**Equity, Education, & Student Success (EESS) Council (Versaci)** – No report.

The EESSC met on Friday, May 20 (before Senate but after reports were due).

**Institutional Effectiveness, Planning, and Fiscal Stewardship (IEPFS) Council (Bongolan)** – No report.

**Employees, Community, & Communications (ECC) Council (Ferrerro)** – No report.

**Infrastructure & Sustainability (IS) Council (Lucindo/Martin)** – No report.

**PFF (Laughlin)** – No report.

**Educators for Equity, Diversity, and Cultural Consciousness – EEDCC (Aguilar/Sadat Ahadi)**

EEDCC hosted its last meeting of the academic year on 5/13/2022.

- On behalf of EEDCC I want to thank Rocco for his leadership and support of our committee during his time as FS President. Your voice will be missed Rocco.
- Discussed the policy around protection of course materials and recordings and gave input to Lawrence Lawson.
- Discussed the email from Faculty Senate President, Dr. Rocco Versaci, regarding the [letter from Dr. Jack Khan on the police actions](#) following last year’s email controversy on DEI . EEDCC members were asked to try to attend the Faculty Senate meeting on 5/23/22.
- Discussed the future of EEDCC and who is planning to continue it and who has applied. Brought up the priority date of 5/16/22 to place new members and 5/23/22 as the last date this semester. The next time would be in the fall 2022. As of now Eduardo Aguilar will continue to serve as senator Co-chair, as he has one more year of service in the faculty senate. Michael Mufson and Alan L. Aquallo are the only two members who have applied and have been voted (5/16/2022) by the FS to continue to serve on this committee. Luis Guerrero was invited to apply at least as an advisor. The issue of the high probability of having to meet in person starting in the fall 2022 as well as Issues of accessibility and equity were brought up in this conversation. As well as the Brown Act.
- Will continue to look into priority registration AP5055 for groups needing equity. These include Puente, Umoja, and Transitions. Cynthia Cordova mentioned that the purpose of the next Equity Council (member of this council) is to revise AP5055. She advised all to revise and study the email that was shared at the end of this meeting with all EEDCC members so that everyone is aware of the most updated information.
- Various members shared their great experiences at Pride Fest!

The meeting ended at 2:05 PM, therefore we did not get to go over the EEDCC representation on DEI Curriculum workgroup (1 or 2 people). This last issue will be tabled for the new group of EEDCC members in the Fall 2022.

**Accreditation (Meehan)** - No report.

**Distance Education (Hiro)** – No report.

**Guided Pathways (W. Nelson)** – No report.

**Budget (Ferrerro)** – No report.

**TERB (Lawson)**

The TERB Committee is discussing ways to combine evaluation reports for peer, probationary, and even part-time into one, unified document. This discussion will continue into the Fall when the new TERB Coordinator, Kelly Falcone, takes over. Lawrence expresses his sincere gratitude for everyone’s help, patience, and good work on evaluations over these past four years.

**AB705 Subcommittee (Anfinson)**

The AB705 Subcommittee met on Thursday, May 12. Here is a summary of the meeting:

- **Discussion:** the committee discussed the upcoming graduation ceremony.
- **Comment Period:**
  - Richard Carr announced the first in-person celebration of Black graduates will be held in the Student Union on May 26 from 6 – 8 pm.
- **Action:**
  - The committee approved the April 14, 2022, Minutes.
  - The committee discussed meeting options for the Fall 2022 semester (F2F, Zoom, Hyflex). One member brought up the HR memo dated May 9 on “Summer Session and Fall 2022 Work Schedule,” which called for “Starting August 1, 2022, all employees will return to campus full time.” Discussion on whether that meant all meetings had to be F2F. The committee filled out a poll and the majority of members wanted to continue to meet via Zoom or HyFlex in fall 2022. One PT faculty member said requiring meetings on the San Marcos campus will create a barrier for them. No decision was made; further direction from the district is needed.
  - Document storage: all committee documents are currently stored on the chair’s OneDrive and shared with the committee. Since the OneDrive folder is owned by an individual, the committee discussed where to store documents as we are transitioning to a new chair. It was decided to store documents on a new site in Teams.
- **Information/Reports:**
  - **Math Placement Updates**
    - The [Math Placement Tool](#) has been updated to reflect the updated math placement algorithm.
    - The Math Placement Tool is available to students through MyPalomar and the Math Department webpage.
    - Students will be given their math placement on the screen and then they will get an email.
    - Classes below Math 140 temporarily have the requisites dropped in MyPalomar because the new placements can’t be programmed in PeopleSoft yet.
    - By spring 2023 enrollment the requisites will be added into PeopleSoft.
  - **AB1805 Updates**
    - Larry, Tracy, Cindy, and Leanne worked on a catalog statement on AB705 which will be added to the catalog addendum.
    - The old Basic Skills webpage was eliminated.
    - Catalog placement and orientation webpage was updated.
    - ME First web page is being updated.
    - Assessment and Orientation page will be deleted.
    - Cindy let deans know of websites that should be updated or deleted due to AB705.
  - **[AB705 2020 Cohort Throughput Spreadsheet:](#)**
    - Michael Large of IRP showed us how to use the filters on the spreadsheet.
    - This spreadsheet, and the other on their site, will be useful to the AB705 Departments as they fill out their PRPs.
  - **Guided Pathways:**
    - No report.
- **Reading:**
  - We went over the final IRP report, [AB705 Faculty, Student, and Counselor Survey Summary 2021](#)
- **Group Work**
  - The committee went over the ME First website, which is in dire need of updates. This is the main website Palomar College has regarding AB705/Equitable Placement and Completion. Updates to the site will be done through the month of June.
  - The committee broke into two groups, each group working on a different part of the ME First website.

**Sabbatical Leave (Lawson)**

We are continuing to review and approve Fall 2021 sabbatical projects. We are nearing the end of that work.

**Equivalency (Towfiq)** - No report.

**Student Learning Outcomes (Bealo/Tavakkoly)**

We had several issues in the reports we used to find the list of courses for this semesters ILO assessments. We also had issues with the PeopleSoft output as we attempted to create an accurate list of instructors to send the ILO assessment request and directions. We continue to refine the process in an effort to fix the errors and move forward towards accuracy and efficiency.

Hopefully we will be able to continue the conversation of looking into other software vendors that might have a more robust and viable alternative.

**Faculty Service Areas (Mudgett)**

This past year, the FSA Committee proudly brought all discipline FSAs up to date, meeting Education Code and Board policy standards. The committee has been hard at work streamlining the discipline FSA renewal process. The committee created an online google form for faculty to renew discipline FSAs or update these for changes. This new process has already renewed 28 discipline FSAs. Other work the FSA committee accomplished this academic year includes:

- Clarify the personal FSA application for applicants to demonstrate how each competency is met through attached documentation (completed)
- Communication to full-time faculty on applying for personal FSAs (completed)
- Communication to Chairs on upcoming discipline FSA renewal cycle (completed)
- Review and update BP and AP 7211 (in progress)

**Credit for Prior Learning (Rose)** - No report.

**ADJOURNMENT** The meeting was adjourned at 3:57 PM.

Respectfully submitted,

*Molly Faulkner*

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Molly Faulkner, Secretary



Minutes of the  
SPECIAL MEETING OF THE FACULTY SENATE  
June 6, 2022

APPROVED

**PRESENT:** Eduardo Aguilar, Lacey Craft, Alexandra Doyle Bauer, Kelly Falcone, Jenny Fererro, Shelbi Hathaway, Sergio Hernandez, Erin Hiro, Jason Jarvinen, Lawrence Lawson, Leigh Marshall, Leanne Maunu, Susan Miller, Ben Mudgett, Scott Nelson, Wendy Nelson, Alyssa Vafaei, Anastasia Zavodny

**ABSENT:** Will Dalrymple, Molly Faulkner, Elena Villa Fernandez de Castro

**GUESTS:** Vikash Lakhani, Hossna Sadat Ahadi, Leslie Salas

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

**CALL TO ORDER** The video conference special meeting was called to order by Senate President Wendy Nelson at 2:30 PM.

**PUBLIC COMMENTS** – No public comments.

**ANNOUNCEMENTS** – No announcements.

**AGENDA CHANGES** – Added an agenda item for a faculty member to serve on the Hiring Committee for the Director of Business Services.

**ACTION**

**A. Umoja Faculty Appointment Recommendation** (see Exhibit 1)

Faculty Senate President Wendy Nelson reminded Senators that she emailed the three applicants' information to Senators today just after the noon submission deadline and she hoped Senators had an opportunity to review all applicants. President Nelson explained this is the first joint appointment and the appropriate administrators, VP Vikash Lakhani and Dean Leslie Salas, are present today to participate in the discussion regarding all three candidates.

Motion 1 – MSC Marshall/Miller

Faculty Senate approval to accept the results of the ballot for the Umoja Coordinator position.

The motion carried.

Umoja Coordinator – **Richard Carr**

VP Lakhani opened the discussion by saying all three candidates looked very strong and Dean Salas agreed. Dean Salas then responded to a question by Senate VP Jenny Fererro asking if Carr would be able to continue teaching the linked courses associated with the program while being the official Umoja Coordinator. Dean Salas said there would be no conflict since the two positions are separate. VP Fererro explained that all three candidates are part-time faculty and the Umoja Coordinator role would not affect their teaching load. This work would fall under ancillary duties and be paid

a stipend. Senator Kelly Falcone asked that a full explanation of how this stipend works for part-time faculty be included in the next announcement for this position.

Senator Eduardo Aguilar expressed support for Edwina Williams since he has personally worked alongside her on various projects and the experience was very good.

Senator Leanne Maunu expressed her support for Richard Carr and said he attended Umoja's Summer Learning Institute. Carr is very dedicated to the program.

Senator and Elections Chair Alex Doyle Bauer emailed the ballot to Senators.

## **INFORMATION**

### **A. Letter to Support the Application of Hossna Sadat Ahadi to the Board of Governors of the California Community Colleges (see Exhibit 2)**

Senate President Wendy Nelson reviewed the letter written in support of Hossna Sadat Ahadi. Hossna Sadat Ahadi commented giving thanks to Senator Ben Mudgett for encouraging her to apply. She said she is looking forward to having a "seat at the table" on the State level to advocate for faculty and students and to bring in an institutionalized diversity, equity, inclusion, accessibility and antiracism Statewide.

Motion 2: MSC Fererro/Lawson

Faculty Senate approval to move this Information item to Action.

The motion carried.

Motion 3: MSC Fererro/S. Nelson

Faculty Senate approval of submitting the letter of Support for Hossna Sadat Ahadi to the Board of Governors of the California Community Colleges.

The motion carried.

### **B. Hiring Committee for the Director of Business Services (see Exhibit 3)**

President Nelson shared the email she received from VP Montoya regarding this matter. VP Fererro expressed her concern that HR is requesting a call to go out for faculty representation on a hiring committee during summer when many faculty are already gone for the summer. Fererro also questioned why there is a huge push to replace this position now when it has been vacant for a considerable amount of time and waiting until Fall may make more sense.

Nelson asked Senators to volunteer to serve or a call will need to go out right away. No Senators volunteered and Nelson said she would contact HR and explain Faculty Senate's concerns. Senator Kelly Falcone suggested that in the future, a call should go out before the end of a Spring semester asking faculty to serve on any hiring committee that may be formed over the summer. This way, Faculty Senate has potential faculty to serve and doesn't tie the hands of HR to do any hiring over the summer.

**ADJOURNMENT** The meeting was adjourned at 3:03 PM.

Respectfully submitted,

  
\_\_\_\_\_  
Molly Faulkner, Secretary



Minutes of the  
SPECIAL MEETING OF THE FACULTY SENATE  
June 27, 2022

APPROVED

**PRESENT:** Lacey Craft, Alexandra Doyle Bauer, Kelly Falcone, Shelbi Hathaway, Sergio Hernandez, Lawrence Lawson, Leanne Maunu, Susan Miller, Ben Mudgett, Scott Nelson, Wendy Nelson, Anastasia Zavodny

**ABSENT:** Eduardo Aguilar, Will Dalrymple, Molly Faulkner, Jenny Fererro, Erin Hiro, Jason Jarvinen, Leigh Marshall, Alyssa Vafaei, Elena Villa Fernandez de Castro

**GUESTS:**

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

**CALL TO ORDER** The video conference special meeting was called to order by Senate President Wendy Nelson at 3 PM.

**PUBLIC COMMENTS** – No public comments.

**ANNOUNCEMENTS** – No announcements.

**AGENDA CHANGES** – No agenda changes.

**ACTION**

Motion 1: Zavodny/S. Nelson                      Faculty Senate approval to confirm Wendy Nelson as the faculty representative to serve on the Hiring Committee for the Director of Business Services (see Exhibit 1).

The motion carried.

Hiring Committee for the Director of Business Servicers – **Wendy Nelson**

**ADJOURNMENT** The meeting was adjourned at 3:10 PM.

Respectfully submitted,

*Molly Faulkner*  
\_\_\_\_\_  
Molly Faulkner, Secretary

Faculty Emeritus Status for Spring Retirees Section 12 (“Granting of Emeritus Status”) of the Faculty Senate Constitution states that “Emeritus Status shall be granted by formal action of the Faculty Senate to full-time faculty retiring from the District who served for at least twenty years as members of the faculty at Palomar College, with at least ten years of service as a full-time faculty member.”

Faculty Member Position with 20 Years or more of Service

Michael Arguello – Professor, History (30)

Kevin Barrett – Professor, Administration of Justice (28)

Patricia Dixon – Professor (51)

James Gilardi – Professor (26)

Robert Jones – Professor (25)

Leah “Jackie” Martin-Klement – Professor (25)

Wendy Metzger – Professor (34)

Fergal O’Doherty – Professor (25)

Susan Snow – Professor (26)

Cynthia Torgison – Professor (22)

Anne Voth – Professor (32)



Kathleen Grove – Professor, Sociology (16)

Emeritus Status may be granted to full-time faculty with at least fifteen years' service to Palomar College provided they receive a majority of the votes cast by the Faculty Senate of Palomar College and meet one or more of the criteria listed below:

I. Served on the Faculty Senate for at least two years.

II. Served for a total of four years on one or more Faculty Senate Committees.

Chair, Committee on Service Learning 2012-14

Chair, Distinguished Faculty Award (DFA) Committee 2012

Member DFA committee 2012-14

Member, Tenure Committees 2009-2021

Academic Technology Committee 2009-11

III. Served for a total of six years on any other active (meets at least four times per academic year) college committee.

Coordinator, Service Learning Program. Palomar College. Jan. 2009 -2014

IV. Has demonstrated extraordinary dedication to students and the discipline as evidenced by nomination by five faculty members and a review by an ad hoc committee of the Faculty Senate.

***TEACHING AT PALOMAR:***

Professor, Department of Behavioral Sciences

Palomar College, 2005-2022

Courses taught within Sociology program: Introduction to Sociology, Social Problems, Women's Studies, Human Sexuality, Special topics: Sociology of Health, Healing and Illness, Social Psychology, Self and Society, Introduction to Soc. of Health, Marriage, Family and Intimacy

***PROFESSIONAL SERVICE- SERVICE TO PALOMAR COLLEGE***

Coordinator, Service Learning Program. Palomar College. Jan. 2009 -2014

Chair, Committee on Service Learning 2012-14

Chair, Distinguished Faculty Award (DFA) Committee 2012

Member DFA committee 2012-14

Mentor to SDICCA Interns 2007-08,2008-09, 2009-10, 2010-11, 2013-16, 2020-21

Faculty Mentor 2013-20

Member, IPC Committee 2012-14

Chair, Peer Review Committee 2011

Member, Tenure Committees 2009-2021

Member, Hiring Committee. Religious Studies 2007, Child Development 2011,  
Sociology (2012, 2014, 2019)

Chair, Hiring Committee, Sociology 2013

Academic Technology Committee 2009-11

Responsible for Hiring and Scheduling of Adjunct Faculty, Sociology program

Service Learning Work Group

Co-organizer of monthly “Brown Bag: Teaching Ideas to Share”

Behavioral Sciences Department. Fall 2008

Curriculum Committee, 2007-08

Scholarship Committee, 2008, 2009

## **PRESENTATIONS AT PALOMAR**

“Tiny Houses and Housing Scarcity” Political Economy Days Lecture 2019

“Women and HIV”. Presentation to American Association of University

Women. May 2017. Palomar College.

“Better Health? Start with Trauma Informed Care.” With Erin Falvey. Political Economy Days  
Lecture. Spring 2017.

“Women and Trauma”. Workshop for Women’s History Month. 2017.

“Magic Bullets or Social Justice: Exploring the worlds of women living with  
HIV”. Political Economy Days Lecture April 16, 2014. Palomar College

“Health Care Reform: Cure or Curse?” Political Economy Days. Palomar

College. Oct. 2009

“Charity and Social Justice: Thinking About Self and Citizenship” with R. Emerick. Political Economy Days. Palomar College. Oct. 2008

“Putting the ‘community’ back into Community College” with M. Cassoni, R. Emerick, J. Wilson. Break Out Session. Fall Plenary. Palomar College. August 2008

“Who’s Your Daddy?: Reproductive Technologies and the Family”. Campus Explorations. with Terry Humphrey. February 2008

“Service Learning- What’s In It For Me? Introducing Civic Responsibility Into Your Classroom” Professional Development Workshop with R. Dillon Emerick. January 31, 2007

“What’s In It For Me? Charity, Social Justice, and Activism”. with R. Dillon Emerick. Political Economy Days. April 2007

“Is Inequality Bad For Your Health?” Campus Explorations. November 2006.

“Teaching Social Class”. with S. Miller. Break out session. Fall Plenary Palomar College. August 2006

“Teaching Social Class: The Invisible Dimension of Diversity” with Susan Miller, Ph.D. Professional Development Workshop. Palomar College March 3, 2006

“Developing Moral Responsibility Among Teachers”. Campus Explorations-  
Ethics. Palomar College. February 8, 2006

“Building Bridges: An overview of educational reform in City Heights,CA”  
California State University, San Marcos. San Marcos, CA September 2005.

**GOVERNANCE STRUCTURE GROUP REQUEST**

<b>Request submitted by:</b> M. Barton – Sr. Dir IR&P					<b>Date:</b> 05/27/2022	
<b>Proposed Name of Requested Group:</b> Educational and Facilities Master Plan Task Force (EFMP)						
	<b>Council</b>		<b>Committee</b>		<b>Subcommittee</b>	<b>X</b>
<b>Action Requested:</b>		<b>Add</b>		<b>Delete</b>		<b>Change</b>
<p><b>Role:</b>            The Educational and Facilities Master Plan (EFMP) Task Force will steward the development of the College’s new Educational and Facilities Master Plan, Master Plan 2035. As an integrated plan, Master Plan 2035 will establish the vision for the College’s programs and facilities over the next twelve-years, with a significant update at year six. This plan will provide a foundation for developing the long-range direction of the District across our campus in San Marcos, education centers in Escondido, Fallbrook, and Rancho Bernardo, and Camp Pendleton, and other education sites.</p> <p>The EFMP Task Force, working with the College’s district architects and educational master planning consultants, will review external and internal data, both qualitative and quantitative, to gain an understanding of the community and our current and future students. From this information, the Task Force will develop planning assumptions, goals, and recommendations for establishing the desired capacity, programmatic focus, student services, and enrollments at each district site, as well as the role of each site as a resource to its local community. The Educational Master Plan will then inform the development of the Facilities Master Plan.</p> <p><b>Products:</b>            Master Plan 2035</p>						
<b>Reporting Relationship:</b> College Council						
<p><b>Meeting Schedule:</b> Task Force: <b>Third</b> Thursdays of the month 2:00 p.m.- 4:00 p.m. through Spring 2023; Coordinating Work Group Second Thursdays of the month 2:00-3:00 (as needed) through Spring 2023</p>						
<b>Membership appears on the next page.</b>						

## **Membership**

### **Co-Chairs:**

- Superintendent/President\* (1)
- Faculty Senate President, or designee\* (1)

### **Members:**

- One faculty representative from each instructional division, appointed by Faculty Senate (5)
- One librarian, appointed by Faculty Senate (1)
- One general counselor, appointed by Faculty Senate (1)
- One DRC Counselor, appointed by Faculty Senate (1)
- One part-time faculty, appointed by Faculty Senate (1)
- One faculty member, appointed by PFF (1)
- Chief Diversity Officer (1)
- One faculty member representing the institution's work related to DEIAA , appointed by Faculty Senate (1)
- Two classified staff representatives, appointed by CCE (2)
- One CAST representative, appointed by CAST (1)
- Two students, appointed by ASG (2)
- Assistant Superintendent/Vice Presidents (VPI will also serve on Coordinating/Steering work group\*) (4)
- One Academic Dean, appointed by VPI (1)
- Dean Career Technical and Extended Education (1)
- Dean of Equity, Student Success, and Counseling Services (1)
- Sr. Director, Enrollment Services (1)
- Sr. Director, Institutional Research, Planning, Effectiveness and Grants\* (1)
- Director, Information Services (1)
- Director, Facilities\* (1)
- Manager, Construction and Facilities Planning\* (1)
- Education Center Directors (2)

\*Coordinating/Steering work group

Reviewed by College Council:

First Reading

Approved

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# Committee Structures and Fall Modalities

Faculty Senate

~~May 16, 2022~~

August 22, 2022

Anastasia Zavodny

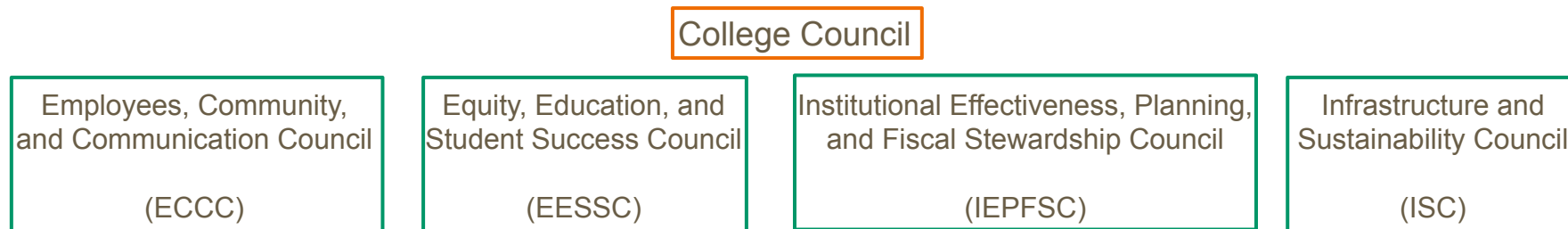
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# Governance Structure: Background

Palomar College overhauled our campus governance structure, debuting our new Councils Fall 2021.



Governance	Operational
These are the major councils and are responsible for overseeing the “big picture.” Tasks are delegated to operational committees.	Responsible for the daily operation tasks ( <i>hence the name</i> ). These committees, workgroups, and task forces work to carry out the “big picture” plans of the governance groups.

# Let's meet our Operational groups!

College Council

ECCC

EESSC

IEPFSC

ISC

Faculty Senate

Sabbatical Leave Committee International Education Advisory Committee  
Curriculum Committee Access and Universal Design Committee  
Learning Outcomes Council Subcommittee North County Higher Education Alliance (NCHEA)  
Academic Review Committee Accreditation Steering Committee Scholarship Committee  
Campus Police Committee Distinguished Faculty Award Committee Education and Facilities  
Benefits Committee Access and Inclusion Committee Master Plan Taskforce  
Registration Committee Safety and Security Committee AB705 Support Subcommittee  
Bookstore Subcommittee Fiscal Benchmark Taskforce Tenure and Evaluations Review Board (TERB)  
Faculty Position Priority Committee Transfer Advisory Committee Recruitment and Retention Committee  
Educators for Equity, Diversity, and Cultural Consciousness Subcommittee (EEDCC) Classified Professional Growth Committee  
Budget Committee Sustainability Master Plan Subcommittee Behavioral Health and Campus Wellness Committee  
Student Program Eligibility Appeals Committee Program Review and Resource Allocation Committee Elections Committee  
Equal Employment Opportunity Advisory Committee (EEOAC) New Programs Committee Tutoring Committee  
Committee on Committees Equivalency Committee Strategic Enrollment Management Committee  
DRC Advisory Committee Committee on Service Learning  
Program Review Feedback Committee Faculty Service Area Review Committee (FSA) Valedictorian Selection Committee  
Evaluations Appeals Committee Team Life Committee Perkins Planning and Advisory Committee  
Pride Center Committee to Combat Hate (PC3H) Comets Affordable Learning Materials Committee (CALM)  
Distance Education Committee (DE) Workforce and Community Development Advisory Group Food Services Subcommittee\*

# What does this mean for committees?

According to the new Governance Structure Handbook:

**Standing Committee** – A group of constituency representatives intended to consider all matters pertaining to procedural issues as defined by its role. A standing committee is part of the governance structure. Standing committees do not dissolve.

**Subcommittee** – A permanent sub-group convened by a council or standing committee to consider specific subjects in detail for recommendations back to the council or standing committee. The chair must be a member of the council/committee to which it reports. Other members need not be members of the council/committee to which it reports, but may be appointed by the appropriate constituent group(s) as defined by the subcommittee membership.

**Ad Hoc Committee** – A working group or subgroup created by a council or standing committee to address and make recommendations on a particular subject. Campus colleagues who are not members of the council/committee could be recruited to join these efforts. Ad hoc committees meet until the subject/issue is resolved.

**Joint Operational Committee** – Joint Committee for Academic and Professional Matters. The Faculty Senate may form a joint committee for academic and professional matters in response to a request, or a perceived need, for discussion on a 10+1+1 matter. The joint committee shall be comprised of members of equal number from the Faculty Senate and one other council/committee that is discussing a 10+1+1 matter (e.g., faculty hiring procedures, program review, or grading policies). The product of the joint committee, as it relates to a 10+1+1 matter, is sent to the Faculty Senate for recommendation.

# Why does this matter?

There are several committees which function on an as-needed basis, yet are listed and filled as if ongoing commitments.

Some do have periods of regular engagement; others have been non-responsive and it is unclear whether they currently meet.

Given the campus has undergone a committee revision with the new governance structure changes, it seems prudent to re-evaluate the necessity of some of our committees and their current structures.

# Faculty Senate Committees

Committee	Structure Sheet	Committee	Structure Sheet
<b>AB705 Support Subcommittee</b>	<b>2/10/22</b>	Elections Committee	Fall 2017
Academic Standards and Practices Committee ^^	Fall 2017	Equivalency Committee	Fall 2017
Committee on Committees	Fall 2017	FSA Review Committee	Fall 2017
Committee on Service Learning	Fall 2017	Oversight Committee Grant Funded Programs ^^^	Fall 2017
<b>CALM Committee</b>	<b>6/1/21</b>	Personnel Standards and Practices Committee ^^	Fall 2017
Curriculum Committee	7/1/19	Professional Procedures Committee ^^	Fall 2017
Distance Education Committee	Fall 2017	<del>Title V Steering Committee</del>	<del>4/24/14</del>
<b>DFA Committee</b>	<b>2012 **</b>	<b>Tutoring Committee</b>	<b>4/18/22</b>
<b>Educators for Equity, Diversity and Cultural Consciousness Subcommittee</b>	<b>9/20/21</b>	Workforce and Community Development Advisory Group	Fall 2017

## How does this relate to Fall meeting modality?

Provisions of the Brown Act have been temporarily suspended during the pandemic in the interest of public safety (Executive Order and AB 361).

This has allowed for virtual meetings.

Moving into Fall, shared governance groups subject to the Brown Act will need to stay informed as to modality change requirements.

# Recommendations

- Faculty Senate conduct a review of all operational committees, including updating governance structure sheets greater than 2 years old
- Consult with appropriate entities (e.g. ASCCC) for training on Brown Act as it pertains to Faculty Senate and shared governance groups
  - Identify shared governance groups subject to the Brown Act
- Create agenda/minutes standard and location for all Senate operational committees

## Senate Goals, '21-'22

<u>Idea for Goal</u>	<u>Possible Action</u>
Clarify the Faculty Senate's involvement with the PRP process	Discuss as agenda item Take information to VPI/ relevant Council
Action items from part-time equity document	Discuss as agenda item Form work group to pursue
Clarify Senate calendar – monthly “to dos”	Create in Senate Council & bring as agenda item for discussion & approval
Training for Senate committee reps	Discuss as agenda item Create document and/or outreach plan
Re-evaluate Senate release time positions	Create in Senate Council & bring as agenda item for discussion & approval
Clarify the NOHE process	Discuss as agenda item Form joint work group with PFF
Communication strategies from Senate to the faculty/campus	Discuss as agenda item
Review of committees	Discuss recommendations from ConC as agenda item
Outreach to Governing Board members	Discuss schedule of visits as agenda item
FAQ or training about 10 + 1 + 1 Onboarding for new senators	Discuss as agenda item in early spring



- B. If a permanent vacancy occurs within the Faculty Senate within one (1) month of a previous election, the next highest vote-getter in the just-concluded election shall be awarded the seat. In the event the previous election was uncontested, the position shall be filled by a special election (see Article 4, Section 5). Positions elected in this case shall complete that vacant term.
- C. Permanent vacancies that occur after one month following the spring election can be filled by a special election at the discretion of the Faculty Senate. Positions elected in this case shall complete that vacated term.
- D. In the event that the Senate has fewer than 2/3 of its membership as stipulated in Section 3, a special election will be held as soon as possible after the vacancy occurs. Senators elected in this case shall complete that vacated term.

V. Special Election Provisions

- A. Should the Senate choose to fill any permanent Senator vacancies, the Senate shall send a call for nominations to the applicable faculty group for these positions; this nomination period shall be open not fewer than four business days. All nominations received will be considered by the Senate. The Senate shall conduct an electronic vote from the requisite faculty group if there are more eligible nominations than permanent vacancies; this voting window shall be open for not fewer than four business days. In the event that the number of eligible nominations is equal to the number of permanent vacancies, the Senate shall vote to confirm. In the event a permanent vacancy occurs in a Senator position with one semester or less of its term remaining, the Senate may choose to not fill the position.
- B. In the event that a permanent vacancy occurs in the role of Secretary or Vice President and a special election is warranted, the Senate shall entertain nominations of Senators and shall conduct a vote of the Senate membership to fill the position(s) for the remainder of that vacated term. In the event the vacancy occurs in March or later, the Senate may choose to not fill the position.

V. Senator Expectations:

- A. To attend Senate meetings regularly;
- B. To stay informed about state and local policies relating to the welfare of the College;
- C. To serve on at least one academic, Senate, ASCCC, or governance committee throughout their tenure on Senate.

SECTION 6: OFFICERS

- I. Shall be elected from among the Senators.

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# Part-Time Faculty Update

— Faculty Senate  
August 22, 2022 —

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# Parity Project

## Awareness

- Created videos on key issues of parity
- Presented to Governing Board
- ParityforPalomar website

## Data

- Collected data on faculty inequities

## Compensation

- Created comparison tool for faculty salary

## Who we are:



**ANASTASIA ZAVODNY**

Adjunct Professor



**NICOLE SIMINSKI**

Assistant Professor



**SHELBI HATHAWAY**

Associate Professor

# Negotiations Update

This August PFF negotiated with the District for the following:

## Office Hours

- Now 1.5 hours per each unit
- Pay increased to non-instructional rate

## Healthcare

- Required average load now 40%
- District pays 90% (up from 75%)
- Dependants now covered (50% District)
- Funding doubled to \$800,000

## Committee Service

- Increased to 13 committees
- Pay increased to non-instructional rate



DEBBIE



JENNY



**Will Dalrymple**



LAWRENCE



BARBARA B.

# Senate

## Official naming convention

- Adjunct Assistant Professor
- Adjunct Associate Professor
- Adjunct Professor

## Recognition for Service

- Service pins

## Mentoring Program, Part-Time Faculty

- Housed under PD Committee

## Department Bylaws Template

- Recommendations promoting equity

## Equity within Shared Governance

- Ensuring equitable opportunities

# Where we go from here

Equal pay

*for* Equal credentials

*and for* Equal work

