



Minutes of the
MEETING OF THE FACULTY SENATE
February 8, 2016

APPROVED

PRESENT: Richard Albistegui-Dubois, Melinda Carrillo, April Cunningham, Jenny Ferrero, Joel Glassman, Sergio Hernandez, Greg Larson, Teresa Laughlin, Jackie Martin, Pam McDonough, Lillian Payn, Travis Ritt, Seth San Juan

ABSENT: Shannon Lienhart, Fari Towfiq

GUESTS: Olga Diaz

CALL TO ORDER: The meeting was called to order by the Vice President, Jackie Martin, at 2:00 p.m. in Room SU-30.

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

Approval of Minutes:

Motion 1 MSC Ritt, Cunningham: Faculty Senate approval of the minutes of February 1, 2016, as presented. The motion carried.

Public Comment: There were no public comments.

Announcements: Greg Larson provided draft copies of the proposed 2016-2017 Academic Calendar. He noted that they will be brought to the next Strategic Planning Council meeting for a second reading next week.

Greg Larson shared information from Interim Vice President Dan Sourbeer on a RFP now available for \$50,000 from CA College Textbook Affordability Program. If the Senate wishes to submit a proposal, a resolution must be adopted that states its support. There is a due date of June 30, 2016. Larson indicated that he would forward the information to Senators for their consideration.

Agenda Changes: Senate members agreed to suspend the Agenda to discuss Information Item A, Student Success and Equity Council Activities, due to a guest being present.

Student Success and
Equity Council
Activities:

Olga Diaz provided an overview on a [PowerPoint](#) presentation which will be provided to Senators electronically. Information is included on topics relating to Instructional Faculty Advising, Conferences and Professional Development, Region X Equity Week, and M2C3 (Training/Survey/Focus Groups).

Providing an update on Instructional Faculty Advising, Diaz reported the following progress:

- A meeting schedule has been established.
- Participants have been invited, including the Student Success and Equity Council and individuals who have expressed interest. To date, 8 faculty have responded.
- Identified concerns and opportunities (students, instructional faculty, counseling, administration).
- Covered subjects:
Scorecard figures and context, student plan data, training needs, 3SP funding formula connection, role definition (advising/Counseling), constituency needs.
- Pending:
Faculty pilot group, student pilot group, data collection/metrics, handbook development, pilot logistics.
- Faculty participating in the pilot program will be paid for 10 hours of trainings and work this semester.

One Senate member recommended reaching out to faculty via contact with department chairs, many of whom are already overseeing advising within their departments.

Diaz reported that there are funding opportunities available for professional development and conference attendance. The committee has compiled a list of several conferences related to 3SP and Student Equity and the Tri Chairs will review the submissions and select attendees from the interest list.

Region X Equity Week will be held March 7 – 11, 2016.

Diaz also shared information on a 3-year contract that allows any faculty, student, or staff member on campus to participate in the M2C3 (Minority Male Community College Collaborative) training free of charge. The training focuses on education and retention of men of color, and is expected to be underway beginning in the fall semester.

Committee
Appointments:

Motion 2

MSC Ritt, Laughlin: Faculty Senate approval of the following committee appointments:

Distinguished Faculty Award
(14-16) Roger Morissette (FT) Psychology

Equal Employment Opportunity Advisory Committee
(14-16) Anjeanette Oberg Garcia (PT) Psychology

Instructional Planning Council
(15-17) Nimoli Madan (FT) ESL

The motion carried.

Curriculum:

Senators were provided with an electronic copy of the following Curriculum items:

Palomar College Curriculum Committee Actions
Wednesday, February 3, 2016

I. ACTION - SECOND READING

The following curriculum changes, pending appropriate approvals, will be effective **Fall 2016**:

A. New Programs

1. Program Title: Foundations in Technical Careers
Discipline: Industrial Technology (IT)
Award Type: Certificate of Proficiency
Total Units: 15.00
Justification: The curriculum of this program is structured to align with the proposed CAD/CAM Design and Manufacturing A.S. Degree Major and other technical occupation programs on campus.
Wing H. Cheung

B. Credit Courses - New

1. Course Number and Title: IT 175 Industrial Technology Capstone Project
Short Title: Capstone Project
Discipline: Industrial Technology (IT)
Course Included in the following programs:
 A. Foundations in Technical Careers, Certificate of Proficiency
Justification: This is a required course for the Certificate of Proficiency in Foundations in Technical Careers. It is intended to introduce students to the professional workplace.
Dennis C. Lutz

II. INFORMATION

A. Course Outline Reviews

The following courses have completed the course outline review process between January 16, 2016 and January 29, 2016 and are effective Fall 2016

CSIT	280	C# Programming II
HIST	105	History of Western Civilization through the Reformation
HIST	106	History of Western Civilization Since the Reformation
HIST	107	World History To 1650
HIST	108	World History Since 1650

B. 2015-2016 Curriculum Activity Summary

Proposal Type	Current Agenda	2015-2016 Cumulative
New Courses	13	31
Course Changes	5	146
Course Reactivations	7	8
Course Deactivations	0	14
Course Reviews (1/16/2016 – 1/29/2016)	5	53
New Programs	1	11
Program Changes	4	10
Program Deactivations	0	0
Total Activity	35	273

These items will be brought back for Faculty Senate ratification on February 22, 2016.

**Hiring Process for
Deans:**

At last week's meeting Senators discussed the recent number of interim administrator positions and how those appointments were made. Board Policy and Ed Code were referenced, which requires that these positions, even those that are interim, be opened for a full and open recruitment process that utilizes the permanent hiring processes.

At today's meeting Senate members discussed the need to adhere to the district's Board Policy and Ed Code, and there was agreement that appointed consultants currently in these positions should not be considered as applicants for the full-time positions. Senators also agreed that the current process of soliciting and accepting letters of intent for these positions is not appropriate and that the current process must be followed as written in policy.

Motion 3

MSC Laughlin, Martin: The Faculty Senate resolves that the district adhere to Board Policy AP 7120 and Education Code in regard to hiring interim and permanent administrators. There is no provision for the hiring of "acting" administrators; therefore it is the Faculty Senate's position that any such hiring falls under the category of "interim" and thus must follow official policy. The motion carried.

This item will remain on the Agenda for further Action at the February 22, 2016 Senate meeting.

TERB Report:

Last week, Senators received a copy of a letter sent by Barb Kelber to the Tenure & Evaluations Review Board (TERB), the Faculty Senate, and the Palomar Faculty Federation (PFF). The Senate expressed their support to the PFF in their efforts to protect faculty purview in faculty evaluations, and recognizing this issue as a subject for collective bargaining.

Motion 4

MSC Laughlin, Ritt: The Faculty Senate resolves that the Administration adhere to the Collective Bargaining agreement, specifically Article 17 (17.1.9), which states that Faculty review should be the primary consideration in Tenure & Evaluation Review and TEC Reports. The motion carried.

Presidential Search
Process and Committee
Composition:

Greg Larson reported that several faculty and staff have met with Interim President Gonzales about the Search Committee composition. Faculty are requesting 10 members on the committee: 7 appointed by the Senate, including the Faculty Senate President and divisional representation, plus 3 from the PFF, including the lead negotiator and Co-Presidents. The Governing Board will be revisiting the issue at a Special Meeting scheduled for February 16.

Strategic Planning
Council:

Greg Larson stated that members of the Strategic Planning Council reviewed the proposed 2016-2017 Academic Calendars at their last meeting.

Academic Technology
Committee:

Lillian Payn provided the following report of the Academic Technology Committee (ATC):

Academic Technology Committee Report

New Web Coordinator in ATRC

I am pleased to announce that the ATRC Web Coordinator position has been filled. Kelly Helming will begin February 16. She will be publishing content for the college in the new WordPress template, working with Laura Gropen and the marketing team for managing content, and working with faculty and staff as they adopt the WordPress standard to post their content. She has rich experience in Web Development, Multimedia, and Graphic Design.

PALOMAR.BLACKBOARD.COM ANALYTICS

	January, 2015	January, 2016	Change 1/15 to 1/16
Total BB Enrollments	72,472	68,550	5.4% less
Courses Available in BB	1,360	1,325	2.6% less
Total Palomar Courses	2,551	2,455	3.8% less
Adoption Rate	53.3%	54.0%	.7% MORE
Average Course Enrollment	28.4	27.9%	.5% less

ADJOURNMENT: The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Jenny Fererro, Secretary