



Minutes of the
MEETING OF THE FACULTY SENATE
March 28, 2016

APPROVED

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

ABSENT:

GUESTS: Ben Mudgett, Kelly Falcone, Joel Vaughn (Telescope), Terhea Williams

CALL TO ORDER: The meeting was called to order by the President, Greg Larson, 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, McDonough: Faculty Senate approval of the minutes of March 14, 2016, as presented. The motion carried. Abstentions: Ferrero, Hernandez, Towfiq

Public Comment: There were no public comments.

Announcements: There were no announcements.

Senate President Report: There was no Senate President report.

Student Success & Equity Council: Greg Larson indicated that members of the Student Success & Equity Council have begun reviewing funding requests. Though there are more funds than there are requests, it needs to be determined if all of the requests are allowable under the guidelines provided.

Academic Technology: Lillian Payn asked that faculty members submitting requests for streaming of videos and video materials should contact the library as soon as possible. There will be limited staff over the summer to assist with these requests.

Payn reminded all of the 4th Annual Palomar Showcase recognizing exemplary teaching with technology. Faculty can submit their class(es) and materials through April 1, 2016.

Basic Skills Steering Committee: Melinda Carrillo reported that members of the Basic Skills Steering Committee are currently reviewing and discussing funding processes. The group is also working on reviewing their goals.

- Constitutional Review Committee:** Travis Ritt indicated that members of the Constitutional Review Committee are meeting later in the week. It is expected that they will have information for Faculty Senate review at next week's meeting.
- Equivalency:** Fari Towfiq stated that members of the Equivalency Committee continue to review Equivalency materials. Over spring break approximately 15 applications were received.
- Articulation:** As reported at the last Senate meeting, Ben Mudgett stated that two Area of Emphasis (AOE) degrees (Social Justice and Global Studies) have been created at the state level and are being vetted by statewide community college and CSU faculty. Faculty are being sought to participate in the initiative, which currently includes 29 community colleges, and is designed to help underrepresented groups complete a 7-course pattern. CSU has also expressed interest in participating by funneling students through several degree options that follow the 7-course pattern.
- Mudgett invited all faculty, but particularly those in the following areas, to participate in a Discipline Input Group on Saturday, April 2, 2016, from 10:00 a.m. – 3:00 p.m. in Ontario, CA:
- Communication Studies
 - Administration of Justice
 - Philosophy
 - Political Sciences
- Faculty wishing more information on this should contact Mudgett. A brief question and answer period followed.
- Committee on Committees:** Travis Ritt reminded Senators of a document distributed last fall on proposed new start times for committees due to the compressed calendar. Beginning in the fall semester, several committee meeting times will have to be changed due to changes in class meeting times. Those committees that will be affected have already been contacted.
- Committee Appointments:** There were no committee appointments.
- Research Award:** Greg Larson asked for Senators to review the Research Award submissions. Richard Albistegui-Dubois, Jenny Ferrero, and Pam McDonough volunteered to serve in that capacity.
- Accreditation Tri-Chair:** Greg Larson stated that the announcement to fill the Accreditation Tri-Chair position will be distributed soon. After brief discussion, Senators agreed that due to the Accreditation cycle, it would be beneficial for the position to be offered as a 3-year term position.
- Other:** Jenny Ferrero reminded Senate members that a Senator is needed to serve on the Sabbatical Leave Committee.
- Faculty Senate Membership Update:** Travis Ritt reported that the nomination period for Faculty Senate vacancies has closed. Because the number of candidates did not exceed the number of vacancies, no election will be held and those who submitted their names for consideration will be automatically

seated to those positions. All positions were filled with the exception of one part-time faculty vacancy.

There was discussion about Senators from the Counseling and business departments. Two Counselors were elected, and two Senate members from the Business department currently serve as Senators. Ben Mudgett, the Articulation Officer, is housed in the Counseling area but meets minimum qualifications as a Business department faculty member. The Faculty Constitution does not address this unique situation, though it does allow for two counselors and a specialist, which addresses this particular election.

Curriculum: Senate members were provided with electronic copies of the following Curriculum items:

Palomar College Curriculum Committee Actions
Wednesday, March 16, 2016

I. ACTION

A. Upholstery Program Deactivation

II. ACTION - SECOND READING

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

A. New Programs

1. Program Title: AA-T Economics
Discipline: Economics (ECON)
Award Type: A.A. Degree Major
Total Units: 20.00 - 23.00
Justification: Developing to comply with state ADT requirements.
Teresa Laughlin

B. Program Changes

1. Program Title: Retail Management
Discipline: Business Education (BUS)
Award Type: Certificate of Achievement
Total Units: 25
Added CSIT 105, removed BUS 110, BUS 120, ENG 100 option, SPCH 100 and SPCH 115 option, updated total.
Mary Cassoni

C. Credit Courses - New

1. Course Number and Title: ARCH 204 Advanced Revit
Discipline: Architecture (ARCH)
Prerequisites: ARCH 202
Transfer Acceptability: CSU
Justification: Students need for advanced training in Revit software.
Dennis C. Lutz

D. Credit Course - Changes

1. Course Number and Title: ARCH 200 Advanced Computer Aided Architectural Drafting
Short Title: Adv Computer Aided Arch Draft
Discipline: Architecture (ARCH)
Prerequisites: DT 101 / ENGR 101,
Recommended Prep: ARCH 105, or ARCH 150 / ID 150
Transfer Acceptability: CSU
Decreased unit value from 4 to 3, lecture hours from 2 to 1.5 and lab hours from 6 to 4.5, added DT/ENGR 101 as prerequisite, updated objectives, textbooks and methods of assessment.
Dennis C. Lutz

E. Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2016.

Catalog Number	Type	Description	Proposal Type
ARCH 204	Prerequisite	<u>ARCH 202</u>	New
ARCH 200	Prerequisite	<u>DT 101/ENGR 101</u>	Change
	Recomm. Prep.	ARCH 105, or ARCH 150/ID 150	

III. INFORMATION

A. **Cross-Listing** Agreement – Legal Studies (LS) and Political Science (POSC)

B. Course Outline Reviews

The following courses have completed the course outline review process between February 26, 2016 and March 11, 2016 and are effective Fall 2016

AMS	100	American Culture and Identity
TA	192A	Technical Theatre Practicum I
TA	192B	Technical Theatre Practicum II
TA	192C	Technical Theatre Practicum III
TA	192D	Technical Theatre Practicum IV

C. 2015-2016 Curriculum Activity Summary

Proposal Type	Current Agenda	2015-2016 Cumulative
New Courses	1	34
Course Changes	1	148
Course Reactivations	0	8
Course Deactivations	0	14
Course Reviews (2/12/2016 – 2/26/2016)	5	59
New Programs	1	12
Program Changes	1	11
Program Deactivations	0	0
Total Activity	9	286

These items will be brought for Faculty Senate ratification at next week’s meeting.

Diversity in
Faculty Hiring:

Over the past several weeks, Senate members have discussed the need for campus-wide discussion on diversity and hiring practices that support diversity. At the March 14th meeting, Greg Larson shared with the Senate an article from the February edition of *The Rostrum*, titled “A Commitment to Success for all: Hiring Faculty to Serve the Needs of Our Diverse Students” (<http://www.asccc.org/publications/rostrum>).

Today, Senators members discussed the progress made by the Faculty Senate over the last year, including the recent updates to the Faculty Hiring Policy, and the Faculty Forum hosted by the Senate last year. There was also discussion and agreement that a mechanism is needed by Human Resources to expand hiring pools and provide hiring committees with an increased number of diverse candidates. More in-depth information is needed as to why a more diverse population is not applying for positions at Palomar. Is it the advertising process, the pay offered to Palomar’s faculty, the user-friendliness of the website, the cost of housing in the area, or other factors? All areas need to be explored rather than solely focusing on the hiring committee and an assumption that there is bias. If, in fact, there is bias on a hiring committee, it can be proven by providing statistics on the ethnic diversity of each applicant pool. Senate members discussed contacting Human Resources to request statistical information on the ethnic diversity of the hiring pools.

Faculty Representation
On Presidential

Search Committee: Senators discussed the recent action by the Governing Board's approving 8 faculty members to serve on the Presidential Hiring Committee, and how those appointments should be made. After some discussion, it was determined that the Palomar Faculty Federation would appoint two faculty, and the Senate would appoint the remaining 6, attempting to provide divisional representation. Greg Larson shared the committee composition, which totals 19 representatives: 8 faculty, 5 classified staff, 3 administrators, 1 community member, 1 student, and one board member who will also serve as Chair. A question was asked regarding a Compliance Officer and whether one would be included in the membership, as well as for the second level interviews, given that a board member will be chairing the committee. It was pointed out that those interviews do not have to be held in closed session, and perhaps should not be, in order to maintain as fair a process as possible. Greg Larson and Shannon Lienhart indicated that they would ask that a compliance officer be included in the interest of fairness and collegiality.

Strategic Plan/
Institutional Goals:

Greg Larson reminded Senators that in-line with Accreditation standards, an institutional goal must be in place for completion rates. Currently we have selected 70% as our goal, which is in-line with Palomar's current completion rate. After brief discussion, Senators expressed their support for maintaining the current goal.

Accreditation:

At the March 14th meeting, Senators discussed Accreditation Recommendation #2, which calls for the establishment of an environment which encourages participation by faculty and staff in the shared governance process. Senate members focused their discussion on part-time faculty and talked about ways to improve their participation, particularly with issues such as scheduling changes each semester, and the lack of compensation for committee service.

At today's meeting, Greg Larson asked for Faculty Senate support of compensation for committee work for part-time faculty members. After some discussion, Senate members were in support of it, though it was mentioned that it would be more equitable for part-time faculty members to be compensated for office hours, which would provide a pay increase on a larger scale and provide a more effective way of bringing up their pay.

Policies & Procedures:

Greg Larson referred to wording in AP 7120 regarding the 2nd level committee on faculty hires, which states that it should have no more than 7 committee members, including the chair, unless extenuating circumstances exist. There is no definition or example of extenuating circumstances given, or who determines whether extenuating circumstances exist.

After brief discussion, Senate members agreed that rather than trying to define what could be considered extenuating circumstances, item number 7 should be removed and each department can determine the number of committee members that should serve on a hiring committee based on their needs.

ADJOURNMENT:

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Jenny Fererro, Secretary