



Minutes of the
MEETING OF THE FACULTY SENATE
August 22, 2016

APPROVED

PRESENT: Richard Albistegui-Dubois, Melinda Carrillo, April Cunningham, William Dalrymple, Jenny Ferrero, Joel Glassman, Greg Larson, Teresa Laughlin, Shannon Lienhart, Jackie Martin, Susan Miller, Ben Mudgett, Patrick O'Brien, Lillian Payn, Candace Rose, Travis Ritt, Seth San Juan, Craig Thompson, Fari Towfiq, Lori Waite, Ellen Weller

ABSENT: Sierra Lovelace, Michelle Vogel-Trautt

GUESTS: Erin Feld, Genesis Gilroy, Wendy Nelson, Kevin Stahl, Joel Vaughn

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

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

Approval of Minutes:

Motion 1 MSC Laughlin, Larson: Faculty Senate approval of the minutes of May 16 and May 23, 2016, as presented. The motion carried. Abstentions: Lienhart, Miller, O'Brien, Rose, Waite

Public Comments: There were no public comments.

Announcements: There were no announcements:

Senate President Report: Travis Ritt reported that Governing Board member Nancy Chadwick has indicated that she will not seek re-election.

Vice President Dan Sourbeer has announced that he will likely retire at the end of the academic year.

Members of the Faculty Council briefly met with President Blake over the summer and discussed issues such as campus-wide efforts to increase enrollment. A review of the Faculty Senate budget will also occur, where it is hoped that an increase in the travel budget will be made to allow for additional Senate members to attend meetings and conferences.

Strategic Planning Council: Travis Ritt indicated that plans are moving forward with the South Center, though there is a delay due to pending litigation with the City of San Diego which could affect construction.

Instructional Planning Council: A Senator is needed to serve on the Instructional Planning Council.

Human Resources
Planning Council:

Travis Ritt reported that the hiring process is moving forward to fill the position of Vice President of Human Resources, although Mike Popielski has agreed to continue in the position on a part-time interim basis.

Finance &
Administrative
Services Planning
Council:

Travis Ritt stated that Vice President Perez is working on the September budget. Perez is hopeful that the ending-fund balance will be improved over last year. The finalized budget will be brought to the September Governing Board meeting.

Palomar Faculty
Federation (PFF):

Shannon Lienhart indicated that several faculty who attended the break-out session at the Faculty Plenary last week were concerned with the number of class cancellations. Additional classes were cancelled over the weekend, some with as many as 18 or 19 students enrolled. Members of the PFF board have drafted a letter to President Blake outlining these concerns. Class cancellations in ESL are particularly threatening to our immigrant population and low-income students, who take classes at Palomar to become part of the mainstream community. Classes beyond the full-time load are not truly a financial decision if more than 10 students are signed-up for the course because it pays for the part-time faculty member teaching that class.

Lienhart added that members of the PFF are preparing a formal Information Request to the district in an attempt to gather information on the impact to students who enroll in a course that is cancelled and whether they stay at Palomar and enroll in another class, as is often argued, or leave Palomar.

Budget Committee:

The Budget Committee will meet on September 13, 2016.

Student Success &
Equity Council:

Travis Ritt reported that members of the Student Success & Equity Council (SSEC) held a meeting over the summer. Discussion focused on extra funds available and the most efficient way to utilize those funds. There will be an expansion of the Wi-Fi in and around the student union, with hopes of adding other campus areas as additional resources become available.

A subgroup of the SSEC is also looking at Career Pathways and ways to link high school students with college.

The National Behavioral Intervention Team Association (NaBITA) will be on campus in mid-October to provide training and resources to faculty.

Wendy Nelson provided a presentation with the results of the Intercultural Competence and Knowledge Assessment.

Michelle Barton provided a presentation on Multiple Measures.

Academic Technology:

Lillian Payn provided the following written report:

Academic Technology Committee, August 22, 2016

1. Our first meeting of the year will be Thursday, August 25, 2016. We have 14 members, including myself.
2. Blackboard status: 55.4% of Summer 2016 courses were available and published to students.
3. FYI: ATRC activities:
 - a. The library, in collaboration with Aaron Holmes, has been working during the summer to digitize and close caption legally obtained videos, which ATRC has placed on the new Kaltura server. It is very easy to “mash up” the video within a Blackboard and Canvas class.
 - b. ATRC has been conducting training prior to the pre-plenaries, and has a full training schedule planned, which includes both BB and Canvas training, online, f2f, and hybrid formats. Also, we have a category: “Design Your Own Workshop”. Faculty can easily contact us for self-directed learning or collaboration for a learning goal.
 - c. One of the more popular new technologies has been the 3D printer, and life sciences, oceanography, and anthro/archaeology are among the departments who have found ways to generate models for their classes in collaboration with David Gray. Faculty are invited to collaborate to see how this technology can augment learning for other disciplines.
 - d. The college’s goal to have a consistent branding image as one way to attract and retain students can be seen in the new college home page and faculty-driven template for department and faculty sites. Kelly Helming has been working with faculty to implement the WordPress templates, and Chris Norcross is delivering WordPress training.
 - e. We have set up an information site for the Canvas project, since this pilot has generated anxiety and rumors. This will be a good source to get the latest news from the Online Education Initiative (OEI), what Palomar is doing to stay current, and blog where faculty can post questions and concerns. This site is at:
<http://www2.palomar.edu/pages/canvaspilot/>

Learning Outcomes
Council:

Wendy Nelson reported that members of the Learning Outcomes Council will meet later in the week. A Written Communication Workgroup met over the summer and developed some strategies to support both students and faculty in writing. A workgroup met over the summer to discuss possible action as a result of the Intercultural Knowledge & Competency assessment. LOC will review the assessment of Digital Literacy this fall. The Written Communication Workgroup met over the summer and continues to bring information forward. Results for Intercultural Knowledge & Competency are being reviewed, and Digital Literacy will be assessed in the Spring.

Faculty Service Area
Committee:

Greg Larson stated that the Faculty Service Area Committee, with the assistance of faculty and department chairs, has almost completed the work needed to update the FSAs. There has been somewhat of a slow-down during the interim Presidency, but a meeting with Dr. Blake will be scheduled soon for a final review before they are forwarded to the Governing Board for approval.

Articulation:

Ben Mudgett indicated that all of the AA-T courses that were out of compliance are now in the development phase at the Chancellor’s Office. Work will continue to finalize these degrees as C-ID continues to respond and either approve or conditionally approve them with some minor changes.

Mudgett added that he will continue to work with faculty to close any existing articulation gaps that may hinder students from course completion or transfer.

Accreditation: Richard Albistegui-Dubois reported that the follow-up reports for the two recommendations to meet the standards are complete and will soon be reviewed by the Strategic Planning Council and Governing Board. A follow-up Accreditation site visit is expected sometime in October or November.

Albistegui-Dubois also provided information on the Comet Information Exchange, a central website where all committees and councils can post abbreviated versions of minutes and information. It can be reviewed at <https://www2.palomar.edu/pages/cie/>.

Emeritus:

Motion 2 MSC Albistegui-Dubois, Laughlin: Faculty Senate ratification of the granting of Emeritus Status to the following faculty member:

Marty Furch, Professor, English as a Second Language Department, effective July 1, 2016. She served Palomar College for 20 years from August 23, 1996 to June 30, 2016.

The motion carried.

Committee
Appointments:

Motion 3 MSC O'Brien, Laughlin: Faculty Senate approval of the following committee appointments:

Basic Skills Committee

(16-19) Mathematics Cynthia Anfinson (FT)/Mathematics

NCHEA (North County Higher Education Alliance)

(15-17) Phil Debarros/Anthropology

Personnel Standards & Practices Committee

(16-18) Juliane Van Houten (FT)/Nursing Education

Professional Development Advisory Board

(15-17) Mathematics and the Natural and Health Sciences

Cynthia Torgison (FT)/Mathematics

Selection Committee for the position of permanent VP for Human Resource Services (VPHRS)

Arts, Media, Business and Computer Science

Chris Sinnott/Performing Arts

Languages and Literature

Colleen Bixler (PT)/English as a Second Language

Student Services

Patrick OBrien (FT)/Counseling

Student Success and Equity Council

1 faculty member from ESL Department

Lawrence Lawson (FT)/English as a Second Language

The motion carried.

Motion 4 MSC O'Brien, Larson: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Academic Standards & Practices Committee
(16-18) Melinda Carrillo (FT)/Reading Services
Jeffrey Epstein (FT)/Philosophy

Equal Employment Opportunity Advisory Committee
(16-18) Michael Deal (FT)/Life Sciences

Food Services Subcommittee
(16-18) Cynthia Torgison (FT) Mathematics

Instructional Planning Council
(16-18) *Social and Behavioral Science*
José Briceño (FT)/Sociology

Scholarship Committee
(16-18) Clare Rolens (FT)/English

Selection Committee for the position of Permanent Vice President for Human Resources Services (VPHRS)
Mathematics and the Natural and Health Sciences
Shannon Lienhart (FT)/Mathematics

Social and Behavioral Sciences
Teresa Laughlin (FT)/EHPS

Student Program Eligibility Appeals Committee
(16-18) *one generalist counselor appointed by the Senate*
Katie Morris (FT)/Counseling

Tenure & Evaluations Review Board
(16-18) *Mathematics & the Natural and Health Sciences*
Beth Pearson (FT)/Life Sciences (At-large)
Julie E. Robinson (FT)/Nursing Education

The motion carried.

Patrick O'Brien also announced the following committees in need of a Faculty member or a Faculty Senator as representative:
Academic Standards & Practices Committee
Student Success and Equity Council (2 vacancies)
Sabbatical Leave Committee

Motion 5 MSC O'Brien, Mudgett: Faculty Senate support of the appointment of Hope Farquharson as the SLOAC Program Review Coordinator through Spring 2018. The motion carried.

Curriculum: Jenny Ferrero reported that there are a few faculty vacancies on the Curriculum Committee.

Six Curriculum Committee members attended the Curriculum Institute in July.

The Curriculum Committee will meet for training on August 31 and the first Curriculum Committee meeting of the semester is scheduled for September 7. The committee meets on the first and third Wednesday of each month from 3-5pm in AA-140.

Online Tutoring
Update:

Erin Feld indicated that for the first time the district offered on-line course tutoring over the summer. 13 live tutorial sessions were offered, 15 students used the paper center, and 3 students utilized the question-and-answer sessions.

In an attempt to offer more opportunities for students, an expanded tutoring program is being launched for students who are enrolled in online or off-site courses (excluding Escondido).

A brief question and answer period followed.

PRP Forms:

Travis Ritt informed Senators that the work group created to review the Program Review & Planning (PRP) forms has met and are recommending some revisions to the forms.

Members of the Instructional Planning Council and the Faculty Senate will be asked to review them and make recommendations.

Lengthy discussion followed on program review and planning and the important role of faculty in the process.

ADJOURNMENT:

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Jenny Fererro, Secretary