THE FACULTY SENATE
PALOMAR COLLEGE

Minutes of the
MEETING OF THE FACULTY SENATE
September 19, 2016

APPROVED

PRESENT:	Richard Albistegui-Dubois, Melinda Carrillo, April Cunningham, Jenny Fererro, Joel Glassman, Greg Larson, Teresa Laughlin, Shannon Lienhart, Sierra Lovelace, 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:	William Dalrymple, Jackie Martin
GUESTS:	Amber Bancroft (ASG), Wing Cheung, Kelly Falcone, Hope Farquharson, Margie Fritch, Khalid Hussein, Jack Kahn, Kathy Kailikole, Patriceann Mead, Jennifer Patel, Diane Record, Kevin Stahl
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, Lienhart: Faculty Senate approval of the minutes of September 12, 2016, as presented. The motion carried. Abstentions: Cunningham, Lovelace

Public Comments: There were no public comments.

Announcements: Seth San Juan invited all to the 43rd Annual California Indian Day Celebration on Thursday, September 22, 2016, from 4:00 – 5:30 p.m. at the Brubeck Theatre. The event is sponsored by the American Indian Studies department and Native American Student Alliance.

Travis Ritt reminded everyone about Political Economy Days, taking place October 26-27, 2016.

Candace Rose reported that several events are scheduled through Team Life. More information can be found at http://www2.palomar.edu/pages/teamlife.

Intention to Submit NSF Grant Proposal: Wing Cheung shared information on a grant proposal to the National Science Foundation's Advanced Technological Program on Unmanned Aircraft System operations Technical Education Program (UASTEP). (http://www.nsf.gov/pubs/2014/nsf14577/nsf14577.htm). The overarching goal of the project is to develop educational and career pathways at the community college level that will prepare students to succeed as employees or entrepreneurs in the ever-expanding UAS field. In this project, a strong emphasis will be placed on fostering sustainable partnerships between community colleges, industry partners, and 4-year universities and

high schools. Palomar College will lead and administer this project, but the courses and programs developed at Palomar will also be adopted by Southwestern College, not only to expand the project's reach to southern San Diego County, but also to document best practices in adopting a model UAS program in other 2-year colleges.

Cheung distributed information on the programs goals and objectives:

Goal 1: Program and Curriculum Development and Improvement:
Objective 1.1: Develop courses that are aligned with the UAS Advisory Committee's recommendations, DACUM (GeoTEd-UAS), and FAA regulations to be offered at Palomar College and Southwestern College.
Objective 1.2: Establish Certificate and Associate's Degree in UAS technology at Palomar College and Southwestern College.
Objective 1.3: Document the process as well as best practices in adopting the Palomar College UAS curriculum and program at Southwestern College.
Objective 1.3: Explore opportunities for offering classes online to reduce duplication of efforts among partner colleges, and increase access for underserved (veteran, rural) student populations.
Objective 1.4: Investigate opportunities to offer dual enrollment courses at high schools.
Objective 1.5: Investigate opportunities to articulate courses with CSUSM's B.S. in Business Administration's Entrepreneurship Track program (see goal 3 for details).

Goal 2: Professional Development for Educators
Objective 2.1: Develop and offer two annual workshops for STEM and CTE faculty members.
Objective 2.2: Mentor faculty member on lesson development during and after workshops.
Objective 2.3: Encourage faculty members to present their UAS lessons at the ESRI educational user conference, and encourage them to post their lessons on the SpatialLABS repository.

Goal 3: Strengthening Business and Workplace Competencies:
Objective 3.1: Develop two courses (Business Management for Entrepreneur I & II) in business and project management skills.
Objective 3.2: Request local economic investment organizations (e.g. San Diego Regional Economic Development Corporation) to offer feedback on the developed courses.
Objective 3.3: Courses will be articulated between Palomar College and CSUSM, and will be integrated into educational programs in respective institutions.
Objective 3.4: Develop sample educational plans for students who may be interested in transferring into the B.S. Business Administration program at CSUSM.

Goal 4: Student Outreach and Summer Academies:
Objective 4.1: Offer program marketing, and host or participate in outreach activities targeted at underserved student populations.
Objective 4.2: Develop and implement 6-day student summer academy annually.

A brief question and answer period followed.

Dual Enrollment: Margie Fritch and Jennifer Patel shared a PowerPoint presentation on Dual Enrollment with the Senate. The term dual enrollment refers to students being enrolled in two district academic programs or educational institutions at the same time.
Dual – Course taught at the high school during the school day for college and high school credit.
Concurrent – student takes college course. May or may not count toward high school credit (determined by the high school).

The benefits of Dual Enrollment include:
- Strategy to enhance HS to college transition
- Provides access to students who may not otherwise attend college
- Better prepared students in foundational courses
- Motivation to pursue a college certificate or degree
- Confidence in academic ability
- Accelerated pathway through college that can save time and money
- Pathway to college and student success.

Assembly Bill 288, which passed approximately one year ago, has provided guidelines and assistance in the process by creating a **C**ollege and **C**areer **A**ccess **P**athway agreement (CCAP).

- # of students enrolled
- # of FTEs collected
- Time, location, listing of courses
- Criteria to access students' ability to benefit from dual enrollment
- Protocols for information sharing
- Reporting requirements

- CCAP must be approved by both governing boards
- CCAP filed with CCCCO
- No fees to students
- Books paid for by high schools
- Can't offer impacted courses
- CCAP allows for Closed Campus (only HS students enrolled)
- Special part-time students granted 15 units/4 courses under CCAP
- Apportionment is either FTES or ADA

Discussion followed on the specifics of dual enrollment, and several topics were talked about at length, including the benefits for students, logistics of planning, faculty hiring and salaries, and legislative requirements. Fritch and Patel also provided clarification on several questions posed by Senate members. A few pilot programs are currently underway and have been successful.

The following resources provide more information:
http://www.careerladdersproject.org/ccccode/
http://www.sbcc.edu/dualenrollment/
http://www.shastacollege.edu/Student%20Services/DualEnrollment/Pages/Dual-Enrollment.aspx
http://www.msjc.edu/dualenrollment/Pages/default.aspx

Committee Appointment:

Motion 2   MSC O'Brien, Laughlin: Faculty Senate approval of the following committee appointments:

Equivalency Committee
(15-17) Languages and Literature
Chris Lowry (FT)/Speech Communication

Sabbatical Leave Committee
(15-18) Library
Marlene Forney (FT)/Library

The motion carried.

Motion 3   MSC Lienhart, Weller: Faculty Senate approval of the following Department Chair Peer Evaluation Committees:

Jenny Fererro – Child Development
Committee Chair – Diane Studinka
Committee Member – Bob Sasse

Lacey Craft – Health/Kinesiology
Committee Chair – Dan Early
Committee Member – Cord (Buck Taylor)

Teresa Laughlin – Economics, History & Political Science
Committee Chair – John Smith
Committee Member – Peter Bowman

Dennis Lutz – Trade & Industry
Committee Chair – Sergio Hernandez
Committee Member – David Wright

Gary Sosa – ESL
Committee Chair – Lee Chen
Committee Member – Carol Lowther

Erin Hiro – Media Studies
Committee Chair – Wendy Nelson
Committee Member – Donna Cosentino

Rudy Jacobo – MCS
Committee Chair – Martin Japtok
Committee Member – Jerry (Rafiki) Jenkins

Patrick O'Brien – Counseling
Committee Chair – Renee Roth
Committee Member – Glyn Bongolan

The motion carried.

Patrick O'Brien reminded Senators that a faculty member is needed to serve on the Instructional Planning Council.

Part-Time Senators:	Travis Ritt indicated that a call for nominations to fill two part-time Faculty Senate vacancies was distributed last week. Two responses were received and accepted, and in-line with the Faculty Constitution that states that if the number of nominees does not exceed the number of vacancies, no election will be held and those faculty members will be automatically elected. Those positions will be filled starting with the October 3, 2016 Senate meeting.
Curriculum:	The Curriculum Committee met on September 14, 2016. There are no Curriculum Committee Action items this week.
Workforce & Community Development:	Travis Ritt stated that a faculty liaison is needed to serve on the Workforce & Community Development Committee. Because Jackie Martin is currently chairing the committee, she will be asked to serve in that capacity.

Governing Board: Travis Ritt reminded Senators of discussion at last week's meeting regarding an item on the Governing Board Consent Calendar for the acceptance of a new Interim Director of Credit/Non-Credit Occupational programs that did not go through the district's hiring process of being opened and/or advertised. He stated that the item was removed from the Governing Board Agenda.

LMS Selection
Task Force: Lillian Payn shared the following information on the Canvas Pilot LMS Selection Project:

CANVAS PILOT LMS SELECTION PROJECT

WHAT: CANVAS Adoption Decision, *from Online Education Initiative*
WHY: To coordinate with the rest of the state & share resources
HOW: LMS Selection Task Force represents campus interest groups

Why?
Online Education Initiative (OEI): OEI is a collaborative effort among California Community Colleges (CCCs) to ensure that significantly more students are able to complete their educational goals by increasing both access to and success in high-quality online courses.

Canvas Selected:
In February, 2015, Canvas was selected from the vendor presentations at the Learning Management System (LMS) to standardize the course delivery at the OEI colleges.

What was the basis for the selection of Canvas?
- Commitment to partnership with California Community Colleges
- Overwhelming support from students
- Intuitive end user experience
- History of strong completion and success rate for students
- Faculty user adoption rate at colleges significantly higher than other LMS
- Site visits and reference checks were overwhelmingly supportive
- Flexibility for students to allow for choices
- Intuitive interface for faculty reducing the need for training

Telescope Newspaper Interview: May 16, 2016
https://issuu.com/telescopenews/docs/thetelescope.69.13

Background
1998: Blackboard adopted by Palomar College
Currently:
- 10-12% of courses are online
- 50+% published in BB
- Online   • Hybrid   • Face-to-Face

Canvas Features
- Intuitive – A clean interface for desktops, laptops, tablets, smart phones.
- Flexible – Allows customization to support a range of styles and formats.
- Dynamic and Cloud-Based – Continual improvements to features.
- Engaging – Instructors can easily connect with students through media.
- Reliable – Canvas support by phone, chat, or email is available 24/7/365.
- Efficient – Provides faster and easier grading capabilities.

How: Phased Introduction and Migration
- Canvas Pilot 1: 10 instructors/10 courses
- Canvas Pilot 2: 18 instructors/35 courses
- Additional 12 courses published in Canvas, but not part of the pilot

Methods
- Usage and satisfaction by students enrolled in Canvas and BB
- Instructor surveys
- Interviews with instructors
- Panel with Pilot instructors, May 2, 2016

Resources
Canvas Pilot Information Site
http://www2.palomar.edu/pages/canvaspilot/

Canvas Student Demo
https://community.canvaslms.com/videos/1124

Coming Attractions
Data collected from a website available to entire campus:
- Demo Live Blackboard and Canvas courses, side by side
- Feedback form

MORE INFORMATION? LILLIAN PAYN   LPAYN@PALOMAR.EDU / ext. 3626

Payn provided an overview of the project, and stated that the ATC will conduct research to collect faculty and student data. That information will then be considered by the LMS Selection Task Force. The following members are being proposed for the Task Force:

Dan Sourbeer, Vice President of Instruction
Jack Kahn, SBS Dean
Najib Manea, Academic Technology Manager
Lillian Payn, Academic Technology Coordinator
2 Faculty Senate appointees
3 faculty members, Academic Technology Committee
Kelly Falcone, Professional Development
1 Academic Technology System Engineer

This item will be brought back for Faculty Senate Action at next week's meeting.

Learning Outcomes Council (LOC): Hope Farquharson reported that members of the LOC discussed and approved the SLO questions for the draft of the Program Review & Planning document at their last meeting. The group also discussed future funding of the Dashboard and other products that are the results of the GE/ILO Assessment. There was also discussion on the GE/ILO knowledge and human culture, physical and nature and natural world, and its place in the educational process.

Professional Development: Kelly Falcone informed Senate members that she is seeking approximately 10 additional faculty mentors for new faculty members.

Strategic Planning Council: The next meeting of the Strategic Planning Council will be held on Tuesday, September 20.

Student Services Planning Council: April Cunningham reported that members of the Student Services Planning Council discussed revisions to the Program Review and Planning (PRP) document for Student Services. A workgroup was also created comprised of one faculty member, one classified, one administrator, and one individual from Research & Planning. The group will discuss the PRP document for Instruction and possibly make some recommendations. There is talk of the possibility of creating a system where one form can be utilized for both Student Services and Instruction.

Enrollment Management Task Force: Travis Ritt stated that he received ten responses from his recent request from faculty to serve on the Enrollment Management Task Force.

Palomar Faculty
Federation (PFF):   Shannon Lienhart indicated that members of the PFF are attempting to schedule meetings with the deans to discuss enrollment concerns before filing a formal grievance.

Budget Committee: Joel Glassman provided the following report from the Budget Committee:
The 2015/16 fiscal year ended with an ending fund balance of approximately $22 million; $12 million was also received for a one-time BLOC grant.
The district anticipates a $4 million deficit for this year, which will result in a final ending fund balance of an approximately $30 million surplus going into the next academic year.
That budget deficit is based on funding 17,800 FTES.

Glassman added that the group also discussed Discretionary Funding at the meeting. Each area on campus receives a certain amount of these funds per year. There was approximately $500,000 of discretionary funds that were not spent last year college-wide, including approximately $200,000 from Instruction. Those funds were rolled over into the following year.

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

Respectfully submitted,

Jenny Fererro, Secretary