



Minutes of the
MEETING OF THE FACULTY SENATE
November 7, 2016

APPROVED

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

ABSENT:

GUESTS: Amber Bancroft (ASG)

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, Johnson: Faculty Senate approval of the minutes of October 31, 2016, as presented. The motion carried. Abstention: Cunningham

Public Comments: There were no public comments.

Announcements: Ellen Weller invited all to this week's concert hour, where jazz master Paul Kurokawa will perform. The event will be held on Thursday, November 10 at 12:30 p.m. in the Howard Brubeck Theatre.

General Policies & Procedures:

Jenny Ferrero reported that AP 4260, Prerequisites, Corequisites, and Advisories, will be seen for second reading in December. She also stated that approval of any fine structure for the Smoking Policy (BP 3570) is being postponed until there can be consensus among the constituent groups. Smoking and vaping on campus is still prohibited and is being enforced via the Student Code of Conduct; those violating are referred to the Office of Student Affairs

Copies of AP 5030, Fees, were shared on the overhead. Ferrero noted some of the changes to the document and brief discussion followed.

State Academic Senate Fall Plenary Resolutions:

Travis Ritt stated that he attended the State Academic Senate's Fall Plenary Session on Thursday, November 3 – Saturday, November 5. Most of the Resolutions passed with little or no discussion. He noted that Resolution 10.02, Collaborate with System Partners

to Relocate Minimum Qualifications from Title 5 to the Disciplines List, was referred to the Executive Council for more discussion with the constituent groups. It will be brought back for review and possible approval at the Spring 2017 session. Several Resolutions regarding CTE were brought in at the last minute rewritten to address the Board of Governors recommendations. Because there wasn't sufficient time for discussion and review, many of those failed to be approved. Copies of the Resolutions are available for review at: <http://www.asccc.org/search/node/resolutions>.

Ritt noted that it is hoped that our Senate budget can be adjusted to allow more Senators to attend these events. It is common among colleges for teams to be sent to provide an opportunity for more faculty to participate and provide input during break-out sessions and meetings.

Campus Explorations: Travis Ritt recently met with Barb Kelber, who was a former faculty leader of Campus Explorations. He also shared the Senate's discussion on this issue with members of the Strategic Planning Council (SPC). One recommendation was that the surveying process be started by Professional Development office.

Senators talked about how to productively move forward with the process while waiting for funding and ownership decisions to be made. It was agreed that those Senate members as well as any faculty who wish to provide input will meet at 4:00 p.m. after the next Faculty Senate meeting on November 14 in order to get the ball rolling.

Religious-Based Groups
On Campus:

At last week's meeting, there was discussion on the importance of providing a balanced, safe environment for all on and off-campus groups to provide information and services to students. Recently there were challenges faced by some groups who were attempting to submit paperwork for event approval/presence on campus.

Shannon Lienhart added that this issue was discussed at the Policies & Procedures meeting on Friday, November 4 where the importance of free speech and open communication were reiterated.

Travis Ritt added that he also discussed this matter with President Blake at their weekly meeting and she will be following up with some of the issues raised as well.

Committee
Appointments:

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

Selection Committee - Dean, Math and the Natural and Health Sciences (MNHS)
Chemistry - Heriberto Rivera (FT)
Earth, Space and Aviation Sciences – Scott Kardel (FT)
Life Sciences -Richard Albistegui-Dubois (FT)
Mathematics – Susan Snow (FT)

The motion carried.

Motion 3 MSC O'Brien, Laughlin: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Selection Committee – Dean, Math and the Natural Health and Health Sciences (MNHS)

Nursing Education

Karen Donovan (FT)

Physics/Engineering

Daniel Finkenthal (FT)

The motion carried.

Curriculum: Senators received electronic copies of the following Curriculum Committee items:

Palomar College Curriculum Committee Actions

Wednesday November 2, 2016

I. ACTION - SECOND READING

The following curriculum changes, pending appropriate approvals, will be effective **Fall 2017**:

A. Credit Course Changes

1. Course Number and Title: AIS 166B Elementary Cahuilla IB

Discipline: American Indian Studies (AIS)

Prerequisites: AIS 166A

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 3: Arts and Humanities - 3B: Humanities

IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Added AIS 166A as prerequisite, updated methods of instruction, required reading, suggested reading, outside assignments, methods of assessment and CB 11 to Credit Course.

Patricia A. Dixon

2. Course Number and Title: GCMW 154 Preparing Web Graphics

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated description, objectives, content and textbooks, updated CB 11 to Credit Course.

Lillian S. Payn

3. Course Number and Title: GCMW 164 Interactive Web Graphics

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Online

Updated description, objectives, content and textbooks and methods of assessment, updated CB 11 to Credit Course.

Lillian S. Payn

4. Course Number and Title: GERM 101 German I

Discipline: German (GERM)

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online

Updated description, objectives, outline, textbooks, suggested reading, outside assignments, required writing and methods of assessment, updated CB 11 to Credit Course.

Beatrice Manneh

5. Course Number and Title: GERM 102 German II
Discipline: German (GERM)
Prerequisites: GERM 101, or two years of high school German
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
Updated description, objectives, outline, textbooks, outside assignments, required writing and methods of assessment, updated CB 11 to Credit Course.

Beatrice Manneh

6. Course Number and Title: GERM 201 German III
Discipline: German (GERM)
Prerequisites: GERM 102, or three years of high school German
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
Updated description, objectives, outline, textbooks, required reading, outside assignments, required writing and methods of assessment, updated CB 11 to Credit Course.

Beatrice Manneh

7. Course Number and Title: GERM 202 German IV
Discipline: German (GERM)
Prerequisites: GERM 201, or four years of high school German
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English
Transfer Acceptability: UC, CSU
Updated description, objectives, outline, textbooks, required reading, suggested reading, outside assignments, required writing, methods of assessment and CB 11 to Credit Course, updated CB 11 to Credit Course.

Beatrice Manneh

8. Course Number and Title: LT 130 Library Media and Technology
Discipline: Library Technology (LT)
Transfer Acceptability: CSU
Distance Learning Offering(s): Video Two Way, Online
Updated description, objectives, methods of instruction, content, textbooks, required reading, suggested reading, outside assignments, critical thinking, required writing and methods of assessment, updated CB 11 to Credit Course.

Linda Morrow

B. New Noncredit Courses

1. Course Number and Title: N BMGT 905 How to Start a Business
Discipline: Noncredit Business Management (N BMGT)
Justification: This course is being created as part of the new non-credit curriculum based on the adult block ed grant.

Mary Cassoni

C. Distance Learning

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2017.

<u>Catalog/Subject Number</u>	<u>Learning Offerings</u>
AIS 166B	Online
GCMW 154	Online

GCMW 164	Computer Assisted, Video Two Way, Online
GERM 101	Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
GERM 102	Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
GERM 201	Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
LT 130	Video Two Way, Online

D. Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2017.

Catalog Number	Type	Description	Proposal Type
AIS 166B	Prerequisite	AIS 166A	Change
GERM 201	Prerequisite	GERM 102, or three years of high school German	Change
GERM 202	Prerequisite	GERM 201, or four years of high school German	Change

II. ACTION - SECOND READING

The following curriculum changes, pending appropriate approvals, will be effective **Spring 2017**:

A. DE Changes – Credit Courses

1. Course Number and Title: ANTH 121 Cultural Resource Management

Discipline: Anthropology (ANTH)

Recommended Prep: ANTH 120

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated textbooks, added Distance Education

James D. Eighmey

2. Course Number and Title: CHDV 110 Introduction to Special Education

Short Title: Intro to Special Education

Discipline: Child Development (CHDV)

Associate Degree General Education - D: Social and Behavioral Sciences

CSU GE Area D: Social Sciences - D9: Psychology

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated textbooks, added Distance Education.

Jenny Ferrero

3. Course Number and Title: HIST 107 World History To 1650

Discipline: History (HIST)

Associate Degree General Education - D: Social and Behavioral Sciences

CSU GE Area C: Arts and Humanities - C2: Humanities

CSU GE Area D: Social Sciences - D6: History

IGETC Area 3: Arts and Humanities - 3B: Humanities

IGETC Area 4: Social and Behavioral Sciences - 4F: History

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Updated methods of instruction, suggested reading, methods of assessment, indicated no open entry/open exit, added distance education, updated CB 11 to Credit Course.

Travis Ritt

B. Distance Learning

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Spring 2017.

Catalog/Subject Number	Learning Offerings
ANTH 121	Online
CHDV 110	Online
HIST 107	Online

C. Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Spring 2017.

Catalog Number	Type	Description	Proposal Type
ANTH 121	Recomm. Prep.	ANTH 120	Change

III. INFORMATION

A. Course Outline Reviews

The following courses have completed the course outline review process between October 29, 2016 and November 10, 2016 and are effective Fall 2016

BIOL	201	Foundations of Biology II
CSIT	150	Introduction to SQL
MATH	135	Precalculus Mathematics
MUS	100	Music Appreciation

B. 2016-2017 Curriculum Activity Summary

Proposal Type	Current Agenda	2016-2017 Cumulative
New Credit Courses	1	1
New Noncredit Courses	2	8
Credit Course Changes	11	23
Noncredit Course Changes	0	0
Credit Course Reactivations	0	0
Noncredit Reactivations	0	0
Credit Course Deactivations	0	18
Noncredit Deactivations	0	0
Course Reviews (10/29/2016 – 11/10/2016)	4	32
New Credit Programs	0	1
New Noncredit Programs	0	0
Credit Program Changes	0	0
Program Deactivations	0	4
Total Activity	18	87

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

Jenny Fererro reported that the Curriculum Committee voted at their last meeting to move forward with putting SLOs on Course Outlines of Record.

PRP Form: Senate members were provided with a copy of the signature page for the Comprehensive Instructional Program Review Template (PRP) document. At last week’s meeting, Senators asked for a postponement of approval until the signature page was provided because the Department Chair’s signature was inadvertently left off of the initial document.

Motion 4 MSC Fererro, Mudgett: Faculty Senate approval of the Comprehensive Instructional Program Review Template (PRP) document. The motion carried.

It was requested that IPC members who review the PRPs and provide recommendations sign their names to the document as well.

Senate President Report: Travis Ritt stated that Interact Communications, a marketing firm hired by the district to provide communication strategies, will hold focus groups for faculty on November 17 from 10:00 – 11:00 a.m. in AA140.

Strategic Planning
Council (SPC):

Members of the SPC discussed the Strategic Plan at their last meeting.

Instructional
Planning Council
(IPC):

Discussion focused on the PRP document at the recent IPC meeting.

A Senator is also needed to serve on this council.

Human Resources
Planning Council
(HRPC):

Travis Ritt indicated that the recent search to fill the position of Vice President of Human Resources was declared a failed search. An announcement to fill the position will be distributed in approximately 6 months. In the interim, Adrian Gonzales and Shawna Cohen will be assisting Ron Perez with the VPHR duties.

Palomar Faculty
Federation (PFF):

Shannon Lienhart reported that PFF negotiations are ongoing.

Student Services
Equity Council:

Members of the Student Services Equity Council continue to break into focus groups to work on individual projects.

ASG:

Amber Bancroft reported that members of the ASG provided exhibits and information on several of the Propositions which will be on the November 8 ballot to students on Monday November 7.

The ASG will also attend the General Assembly this weekend to vote on Legislation.

Academic
Technology:

Lillian Payn shared information on Blackboard Usage:

- To date, over 61% of courses have been made available on Blackboard
- Blackboard and Canvas shells are available through Spring, 2017 classes
- Faculty are reminded to archive their Blackboard and Canvas courses
- Data for the Canvas 2 pilot and Blackboard students is being collected.

Lillian Payn also shared information on the following events:

Palomar Teaching with Technology Award, “Best of the Best” 5th Annual Palomar Showcase. Faculty are asked to showcase tools or techniques used to teach students in online, hybrid, and/or face-to-face classes. Entries will be accepted February 1 – April 1, 2017. More information is available at: <http://www2.palomar.edu/pages/onlineshowcase/>

Canvas Pilot LMS Selection Project, CANVAS Adoption Decision, from Online Education Initiative (OEI). OEI is a collaborative effort among California Community Colleges 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. More information is available by contacting Payn at lpayn@palomar.edu, or ext. 3626.

Tutoring
Committee:

Travis Ritt reported that a new chair will be appointed to the Tutoring Committee in-line with a reorganization of committee duties. There will also be a review of the committee’s

role and responsibilities with the potential shift of online tutoring to the Star Tutoring Center. All these issues are still in the discussion stage.

Ritt added congratulations to the Tutoring Center as a whole for their large role in the recent successful visit by the Accreditation Team.

Articulation: Ben Mudgett stated that a new generation of Assist.org is being created. He noted that he recently trained a training session for Articulation Officers that provided information on a central location that will be accessible by all receiving institutions. It will be available in January for Articulation Officers and for more widespread use in the Summer of 2017.

Accreditation: Richard Albistegui-Dubois indicated that although no formal response has been received from the Accreditation Team after their recent visit, all went extremely well and the district is hopeful for a positive response.

Travis Ritt added that Michelle Barton will oversee all areas related to Accreditation after the retirement of our current Interim Vice President of Instruction and until the position is filled.

Sabbatical Leave Committee: Craig Thompson shared information from a recent meeting of the Sabbatical Leave Committee and the review of three applications requesting specific changes. There was brief discussion on the role of the deans in approving sabbatical leave applications and reports.

ADJOURNMENT: The meeting was adjourned at 3:48 p.m.

Respectfully submitted,

Jenny Fererro, Secretary