



Minutes of the
MEETING OF THE FACULTY SENATE
December 5, 2016

APPROVED

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

ABSENT: Richard Albistegui-Dubois, Jenny Fererro, Jackie Martin

GUESTS: Amber Bancroft (ASG), Joi Blake, Lisa Cecere, Kelly Falcone, Steve Perry, Dan Sourbeer

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 Johnson, Glassman: Faculty Senate approval of the minutes of November 28, 2016, as amended. The motion carried.

Public Comments: Travis Ritt stated that the members of PC3H have recently adopted a revised Mission Statement:

The members of the Palomar College Committee to Combat Hate celebrate differences and advocate for the rights and safety of lesbian, gay, bisexual, transgender, and queer/questioning members of the Palomar College community. We value intersectionality and support LGBTQ people of all races, classes, and abilities. Our primary undertaking is to oversee and support the Palomar College Pride Center to ensure access and inclusion for LGBTQ students, staff, and faculty and their straight allies. We are committed, in compliance with all applicable state and federal laws, to creating and sustaining a safe, secure environment where honest and open communication, trust, and acceptance can begin to take root and grow.

Shannon Lienhart stated that the Palomar Faculty Federation is overseeing Palomar College's participation in the Million Woman March on Saturday, January 21. The event, which will include several groups from the North County area, will begin at 11:00 a.m. at San Marcos City Hall and conclude here at the college with a rally and several speakers, booths, and events.

Announcements: Teresa Laughlin reminded all that faculty can vote on the Faculty Contract through December 6 by noon.

Patrick O'Brien stated that the Counselors area will be fully staffed and be available to see students on December 19-22, and January 3 – 27.

Seth San Juan indicated that donations are being accepted to support the Dakota Access Pipeline. Faculty who are interested in providing a contribution should contact Patty Dixon at pdixon@palomar.edu.

Ellen Weller invited all to attend the Palomar Symphony Orchestra and Palomar College Contemporary Dance Ensemble for *Ballet*, a charming version of Princess and the Pea, on Saturday, December 17, and Sunday, December 18, in the Howard Brubeck Theatre.

Lillian Payn announced that there will be a Canvas Pilot Panel on Friday, 12/9/16 at 9:00 - 10:30 am in MD 103 - PD Session #351.

As the Canvas Pilot 2 concludes, a panel of participants will present their experiences and specifically address the support and training for faculty that will be necessary to deliver our courses in a new CMS. Canvas is a very popular CMS and has been adopted by the Online Education Initiative as its official platform. Attendees will be able to ask questions.

Zero Textbook Cost
Pathways Grant:

At last week's meeting, April Cunningham shared information on the Grant application for the Zero-Cost Textbook Degree Planning and Implementation. This week Cunningham shared a presentation on the overhead about the Grant, which will assist the district with up to \$35,000 to explore and research the project. A brief question-and-answer period followed.

A workgroup will be created to identify courses which will benefit from the program, and identify possible zero textbook cost pathways.

A link to the presentation can be found here:
<https://docs.google.com/presentation/d/1uszVqgUOK47C6vPTce9-FnS9ObWiBUnRzAHcnVCXO-8/edit?usp=sharing>

Motion 2

MSC Laughlin, Towfiq: Faculty Senate support of the Zero Textbook Cost Pathways Grant. The motion carried.

Associate Dean
Position:

At last week's meeting, Senate members discussed the creation of an Associate Dean, Workforce Development & Extended Studies position, and several issues of concern were raised. There is no history of or precedent for Associate Dean positions at Palomar, and there was agreement that more information should be provided.

Dan Sourbeer informed Senators that the position will be an Associate Dean position. Because of the recent restructuring in the Career and Technical Education area and Workforce Development, the workload has increased to the point of needing another administrative position. The hiring committee structure proposal called for the inclusion of one faculty member, which the Faculty Senate feels is not adequate representation. Sourbeer shared the proposed composition of the committee, and noted that this particular position does not have the level of faculty engagement as other dean positions on campus. Discussion followed, and Senate members were in agreement that the committee structure should be similar to other dean hiring committees. Senators asked for a total of three faculty representatives on the hiring committee. Sourbeer indicated that he would discuss this with the executive administration and get back to Travis Ritt.

Motion 3 MSC Laughlin, Johnson: Postpone approval of one faculty member to the Associate Dean position until December 12, 2016 and to support a committee structure that includes 3 faculty representatives. The motion carried.

Transfer Articulation
MOUs:

Ben Mudgett distributed information on Transfer Articulation Memorandums of Understanding (MOUs), and shared information about the importance of the Faculty Senate in the process. When local Senates are involved, the final product is more likely to mesh with instructional needs, resources and services as well as allow for contingency plans should problems arise with new technology.

The Statewide Academic Senate and the California Intersegmental Articulation Council is recommending that institutions consider publishing a statement regarding their involvement with MOUs.

This item will be brought back for further discussion and/or Action at next week's meeting.

Post-election concerns
on Campus:

Dr. Joi Blake provided an update on campus activities and events since the recent election. Because there have been concerns expressed by faculty, staff, and students, of an uncertain future, it is the district's goal to assure that students feel safe and accepted.

Dr. Blake indicated that there is movement towards creating several avenues for students to receive direction and support, including a website of resources, campus forums, and ongoing support from administration, faculty, and staff.

More information on this will be distributed over the next few weeks.

Campus Explorations
Task Force:

Members of the Campus Explorations Task Force will be notifying the campus of the results of the ballot later in the week.

Committee
Appointments:

Motion 4 MSC Laughlin, Towfiq: Faculty Senate approval of the following committee appointments:

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

Student Services

Rosie Antonecchia (FT)/Counseling

Arts, Media, Business and Computer Science

Lisa Cecere (FT)/Media Studies

Selection Committee Composition for the Director, Occupational & Noncredit Programs position

1 faculty member appointed by the Faculty Senate

Gary Sosa (FT)/ESL

The motion carried.

Curriculum: There were no Curriculum items.

Academic Technology Committee: Lillian Payn provided the following report of the Academic Technology Committee:

Learning Management System Task Force, meeting December 5, 2016

Two motions approved unanimously:

1) license Canvas as our LMS

The migration plan and support services were proposed, and further discussion will take place in the Academic Tech. Committee.

2) join OEI (which does not require joining the Exchange for course distribution)

These were considered in the context of the fact that the latest report from the Chancellor's Office is that 108 out of 113 colleges have made the commitment to join OEI and adopt Canvas as of Dec. 1, 2016. The task force members considered that Palomar College would not benefit by being an outlier and not following the standards and services as the rest of the System.

Faculty Senate Questions about OEI (from Nov. 28 meeting)

Responses were from the interviews with OEI and Chancellor's Office representatives at the DET/CHE* conference Nov. 29–Dec. 1, 2016 in LA.

** Directors of Educational Technology/California Higher Education*

1. **Peer Review:** Only the course is reviewed, not the faculty, with the intent to see that OEI standards and the OEI rubric are followed. The review is not reported to anyone, as such, and the course would not be in the Exchange until the course met the standards. It is not a faculty evaluation. The review is conducted by a group of approved and trained reviewers. No one is required to have their course reviewed, but any instructor wanting to participate in the Exchange agrees to submit the course. So far that has not been an issue at any of the colleges. It is an iterative process with opportunities to improve any course. ***It is separate and isolated from the TERB process on all campuses.*** (Similar to the Best Practices Checklist that the TERB and Faculty Senate approved in 2012 when submitted from Academic Technology Committee to meet Accreditation Standards.)
2. **Courses selection for the Spring, 2017 list for the 8 colleges in the Exchange:** This Spring courses are a rehearsal to see how the system functions and what changes need to be made while it is still a pilot. They were not impacted courses necessarily, but were courses selected by convenience by anyone who was interested at those colleges. In the future, the courses selected will be due to its status as impacted, having a C-ID number, and being a transfer course.
3. **Security:** The System is working on a Single Sign on which will improve communication between colleges, make communication easier between and within colleges, facilitate compliance of ed plan, counseling, assessment, and transcripts, etc. Proctoring is also a part of this need to ensure secure testing environments.
4. **Assessments:** No assessments until 2018, but this is not an issue since OEI is still in Pilot status until after that. Reporting and tracking will be similar to Curricunet (as planned at the moment), so student records accompany the student single sign on ID number. Since the students will need to show that they have an ed plan, have seen a counselor, and have completed assessments to register for an Exchange course, the CCC Apply will not let them register for a class without having met these criteria.

5. **Exchange:** This week the Consortium is meeting to begin to establish membership in the Exchange, which currently has 24 colleges. They plan to have this worked out by 2018 when the Pilot is wrapping up and either going to the extra year built into the Initiative's grant or will be sustained with permanent funding.

Please note that if you have any other questions, send them along to me so I can investigate and locate who knows the answers, and report back to our Faculty Senate

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

Respectfully submitted,

Teresa Laughlin, Acting Secretary