



Minutes of the
MEETING OF THE FACULTY SENATE
December 12, 2016

APPROVED

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

ABSENT: Melinda Carrillo, Joel Glassman, Susan Johnson, Lori Waite

GUESTS: Letty Aguirre, Carol Bruton, Lisa Cecere, Kelly Falcone

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 Larson, Cunningham: Faculty Senate approval of the minutes of December 5, 2016, as presented. The motion carried. Abstentions: Albistegui-Dubois, Ferrero

Public Comments: There were no public comments.

Announcements: Shannon Lienhart distributed information on the North County Solidarity March & Rally in alignment with the Million Woman March on January 21, 2017. The event will bring together the North County community in the spirit of solidarity, hope, empowerment, political action, social justice, and peaceful resistance. The day begins at 11:00 a.m. at the San Marcos City Hall, a 12:00 march to Palomar College, followed by a 1:00 p.m. rally. More information can be obtained by visiting [facebook.com/NCSDSolidarity](https://www.facebook.com/NCSDSolidarity).

Travis Ritt announced that the Senate will devote most of the February 6, 2017, meeting to Online Education.

Kelly Falcone announced that the Professional Development Committee will hold meetings on December 13, from 3:30 – 4:30 p.m. and 4:30 – 5:30 p.m. to discuss two software programs currently being considered. All are encouraged to attend one of the meetings and provide input.

April Cunningham informed Senators that the Zero-Cost Textbook Degree Planning and Implementation Grant application that was supported by the Senate last week was submitted.

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.

UMOJA/Puente Project: Letty Aguirre shared information on the Puente Project, a national award winning program that has helped thousands of students reach their dreams of college success. Founded in 1981, the goal is to increase the number of Mexican American and Latino students who transfer to four-year colleges and universities. Puente has expanded to 78 community colleges and 32 high schools throughout California, and tens of thousands of students have been served. Part of the project's success includes having well-trained Puente instructors in English and counseling who work closely together to create communities in and out of the classroom.

UMOJA, which means UNITY, was formed in 1994 to support African-American students and is currently being utilized in 45 colleges in California. Sierra Lovelace stated that efforts are ongoing to bring the components of the program to Palomar. UMOJA instructors will work to develop a relationship with students to develop a sensitivity to the methods each one uses to process ideas. Diverse ways of learning require creative methods to ensure that each student remains mentally, physically and emotionally connected.

The UMOJA application has been submitted, and it is hoped that in early spring of 2017 Palomar can be assessed for participation.

New Faculty Award: Travis Ritt reminded Senators of discussion several weeks ago regarding an endowment left by a deceased emeritus faculty member for a Faculty Award. The total gift is \$100,000, with approximately \$5,000 per year to distribute to a faculty member who supports academic rigor. It needs to be determined how the recipient will be chosen and if it will be a part of our current awards process. Ritt added that discussion on this will continue next semester.

Faculty Senate
Appointed Release
Time:

Senators discussed release time currently assigned by the Faculty Senate and how it is distributed among the various leadership positions. There was agreement that since there hasn't been a review of the current distribution schedule in several years it would be beneficial to have this discussion in the spring semester.

General Policies &
Procedures:

Jenny Ferrero stated that the members of the Policies & Procedures Task Force approved AP 4260, Requisites & Advisories, at their meeting of December 9.

In the spring semester, the group will work on Chapter 5. The district has hired a consultant to work in Human Resources and assist in overseeing review of all of the HR related Board Policies & Academic Procedures.

AP 3900, Place, Time, and Manner, will be discussed by the group and the Faculty Senate in the spring semester.

Committee
Appointments:

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

Professional Development Committee
(16-18) Adjunct Faculty Member
Lisa Burns (PT)/Business Administration

Safety & Security Committee
(16-18)
Darryl Hebert (PT)/Public Safety Programs – Fire Technology

Selection Committee for the position of permanent Assistant Superintendent/Vice President, Instruction
Student Services
Ben Mudgett (FT)/Counseling Services

The motion carried.

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

Selection Committee for the position of Permanent Assistant Superintendent/Vice President, Instruction
Candace Rose (FT)/Media Studies (Arts, Media, Business, and Computer Sci.)
Barb Kelber (FT)/English (Languages & Literature)
Tracy Johnston (FT)/Mathematics (Mathematics and the Natural and Health Sci.)
Travis Ritt (FT)/Economics, History, & Political Sci. (Social & Behavioral Sci.)

Selection Committee Composition for the Associate Dean, Workforce Development & Extended Studies
Molly Faulkner (FT)/Performing Arts
Gracie Fowler (FT)/Graphic Communications
Pete Ordille (FT)/Emergency Medical Education

Disability Resource Center Advisory Committee
Susan Miller (FT)/Behavioral Sciences

The motion carried.

Motion 4 MSC Fererro, Thompson: Faculty Senate approval of the following committee appointment:

Campus Theme Organizer
Kelly Falcone (FT)

The motion carried.

Curriculum: Senate members received copies of the following Curriculum items electronically:

Wednesday December 7, 2016

I. ACTION - SECOND READING

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

A. Credit Program Changes

1. Program Title: Sociology
Discipline: Sociology (SOC)
Award Type: AA-T Transfer Major (18 units or more)
Total Units: 22.00
Removed PSYC 230 from program requirements, removed SOC/PSYC 120 from list A, added SOC/PSYC 145, SOC 165 and SOC 170 to list B, updated total units.
Susan A. Miller

B. Credit Course Changes

1. Course Number and Title: BIOL 125 General Botany
Discipline: Biology (BIOL)
Course Included in the following programs:
A. Biology-General, A.S. Degree Major/Cert. Achievement 18 units/more
B. General Studies: Emphasis in Science and Mathematics A.S. Degree Major
C. University Studies: Emphasis in Mathematics and Science A.S. Degree Major
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science
IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity
Transfer Acceptability: UC, CSU
Changed BOT 100 to BIOL 125, updated objectives, content outline, textbooks and required writing.
Elizabeth A. Pearson

2. Course Number and Title: BIOL 126 General Botany Lecture
Discipline: Biology (BIOL)
Course Included in the following programs:
A. Biology-General, A.S. Degree Major/Cert. Achievement 18 units/more
B. General Studies: Emphasis in Science and Mathematics A.S. Degree Major
C. University Studies: Emphasis in Mathematics and Science A.S. Degree Major
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science
Transfer Acceptability: UC, CSU
Changed BOT 101 to BIOL 126, updated objectives, content outline, textbooks and required writing.
Elizabeth A. Pearson

3. Course Number and Title: BIOL 140 General Zoology
Discipline: Biology (BIOL)
Course Included in the following programs:
A. Biology-General, A.S. Degree Major/Cert. Achievement 18 units/more
B. General Studies: Emphasis in Science and Mathematics A.S. Degree Major
C. University Studies: Emphasis in Mathematics and Science A.S. Degree Major
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science
IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity
Transfer Acceptability: UC, CSU
Changed ZOO to BIOL 140, updated methods of instruction and textbooks.
Elizabeth A. Pearson

4. Course Number and Title: BIOL 200 Foundations of Biology I
Discipline: Biology (BIOL)
Prerequisites: CHEM 110, and CHEM 110L
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science

IGETC Area 5: Physical and Biological - 5C: Laboratory Activity

Transfer Acceptability: UC, CSU

Added CHEM 110L as prerequisite, updated content.

Elizabeth A. Pearson

5. Course Number and Title: CSWB 110 Web Site Development with HTML5/CSS3

Short Title: Web Site Developmt (HTML5/CSS3)

Discipline: Computer Science and Information Technology - Web Technology (CSWB)

Recommended Prep: CSIT 105

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Added CSIT 105 as recommended preparation, updated textbook.

Stephen R. Perry

6. Course Number and Title: EME 217 Paramedic Recertification

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Standalone Course

Increased units from 2 to 3, increased lecture hours from 2 to 3, updated outline, added and updated repeatability.

Sarah DeSimone

7. Course Number and Title: GEOG 100L Earth's Dynamic Environment: Physical Geography Lab

Short Title: Earth's Dynamic Environmen Lab

Discipline: Geography (GEOG)

CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity

IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity

Transfer Acceptability: UC, CSU

Updated title, textbook, required reading, suggested reading, updated CB11 code, credit course.

Catherine M. Jain

8. Course Number and Title: LT 115 Library Operational Skills/Public Services

Short Title: LIBRARY OPER SKILLS/PUBLIC SRV

Discipline: Library Technology (LT)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated description, objectives, methods of instruction, outline, textbook, outside assignments, critical thinking, required writing and methods of assessment.

April Cunningham

9. Course Number and Title: PSYC 235 Principles of Learning and Behavior Modification

Short Title: LEARNING/BEHAVIOR MODIFICATION

Discipline: Psychology (PSYC)

Associate Degree General Education - D: Social and Behavioral Sciences

CSU GE Area D: Social Sciences - D9: Psychology

IGETC Area 4: Social and Behavioral Sciences - 4I: Psychology

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Updated textbooks added required reading, added online distance education.

Kathy Young

10. Course Number and Title: PSYC 255/SOC 255/AODS 255 Case Management, Law and Ethics

Discipline: Psychology (PSYC)/Sociology (SOC)/Alcohol and Other Drug Studies (AODS)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated textbooks, suggested reading, outside assignments, critical thinking and required writing, added online distance education.

Kathy Young

C. Credit Course Deactivations

1. Course Number and Title: BOT 197 Botany Topics

Discipline: Botany (BOT)

Transfer Acceptability: UC, CSU

Reason for Deactivation: We are consolidating our Biology 197 with the Botany 197 course as we change the names of our botany courses to the biology prefix as is done at most colleges and universities.
Elizabeth A. Pearson

D. Distance Learning

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

Catalog/Subject Number	Learning Offerings
LT 115	Online
PSYC 235	Online
PSYC/SOC/AODS 255	Online

E. Requisites and Advisories

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

Catalog Number	Type	Description	Proposal Type
MUS 105	Prerequisite	MUS 103	Change
	Recomm. Prep.	<u>Demonstrated availability to read music acquired through prior study (i.e. private lessons or AP Music Theory)</u>	
MUS 110	Corequisite	MUS 110	Change
	Prerequisite	and/or MUS 103	
	Corequisite	MUS 105	
	Recomm. Prep.	<u>and/or Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)</u>	

II. INFORMATION

A. Course Outline Reviews

The following courses have completed the course outline review process between November 11, 2016 and December 2, 2016 and are effective Fall 2017.

DBA	100	Introduction to Radio and TV
ENG	10	English Essentials
PSYC	250	Group Leadership and Process
PSYC	260	Chemical Dependency Family Counseling

B. 2016-2017 Curriculum Activity Summary

Proposal Type	Current Agenda	2016-2017 Cumulative
New Credit Courses	0	3
New Noncredit Courses	0	8
Credit Course Changes	12	49
Noncredit Course Changes	0	0
Credit Course Reactivations	0	0
Noncredit Reactivations	0	0
Credit Course Deactivations	1	24
Noncredit Deactivations	0	0
Course Reviews (11/11/2016 – 12/2/2016)	4	40
New Credit Programs	0	1
New Noncredit Programs	0	0
Credit Program Changes	1	4
Program Deactivations	0	4
Total Activity	18	133

Motion 5

MSC Fererro, Larson: Faculty Senate ratification of the Curriculum Committee Action items dated December 7, 2016. The motion carried.

Jenny Fererro informed Senators that the Curriculum Committee will be meeting on Wednesday, December 14. Because the Senate is not scheduled to meet until January 30, 2017, those items will not be sent to the Governing Board for approval until February.

That may not allow sufficient time for them to be forwarded to the Chancellor's Office to be effective in Fall, 2017.

After some discussion, Senate members agreed to hold a brief Special Meeting on Friday, December 16 at 12:30 p.m. to ratify those items.

Emeritus:

Motion 6 MSC O'Brien, Laughlin: The Faculty Senate grants Emeritus Status to the following faculty members:

Monika Brannick, Professor, Mathematics Department, effective December 18, 2016. She has served Palomar College for over 21 years from August 18, 1995 to December 17, 2016.

Theresa Hogan Egkan, Professor/Counselor, Counseling Department, effective November 1, 2016. She has served Palomar College for over 21 years from August 1, 1995 to October 31, 2016.

The motion carried.

Statement on
Articulation MOUs:

At last week's meeting, Ben Mudgett distributed information on Transfer Articulation Memorandums of Understanding (MOUs), and Senators reviewed the [Transfer Articulation Guidelines and MOU Policy](#).

At today's meeting, Mudgett shared additional information on the need for engagement by the Faculty Senate in discussions regarding transfer articulation. Mudgett noted that private institutions want to articulate, and will articulate with a MOU with a list of deliverables that we may or may not be able to provide and should be vetted by a larger body than one individual. Some of those deliverables might involve activity that an Articulation Officer alone cannot provide, such as access to a classroom. Other issues such as facilities requests or those relating to academic freedom call for broad discussion. A brief question and answer period followed.

Motion 7 MSC Laughlin, Towfiq: The Faculty Senate supports the adoption of the [Transfer Articulation Guidelines and MOU Policy](#). The motion carried.

Assign NCHEA Director
Release Time to Campus
Explorations for
Spring 2017:

Travis Ritt indicated that the North County Higher Education Alliance (NCHEA) Director position currently receives 20% release time. Because it is a rotating position, it is only assigned to Palomar College every six years. Ritt asked that the Senate consider a recommendation to assign that release time to the Campus Explorations Theme Director for the Spring semester until a permanent funding solution can be found.

Motion 8 MSC Towfiq, Fererro: The Faculty Senate reassigns the 20% NCHEA Director release time to the Campus Explorations Theme Director for Spring, 2017. The motion carried.

Adoption of the
LMS Canvas:

Travis Ritt stated that the Task Force on the LMS (Learning Management System) and the Academic Technology Committee have voted to support the adoption of the LMS Canvas.

Lillian Payn added that 108 out of 113 have made the commitment to join OEI and adopt Canvas as of December 1. The Academic Technology Committee has created a migration plan and currently have 62 courses and 39 instructors utilizing the system while it is still a pilot to see how the system functions and what changes need to be made.

Discussion followed on the conversion from Blackboard to Canvas, and whether faculty have had sufficient time and opportunities to review and explore Canvas. It was also noted that there is no data available on the eventual cost to the district at the conclusion of the pilot. Payn noted that the cost will be negotiated and will be the same for each district.

Motion 9

MSC Payn, Albistegui-Dubois: Faculty Senate ratification of the adoption of the Learning Management System Canvas effective Spring, 2018. The motion carried. Nay: Laughlin, Lienhart

Motion 10

MSC Towfiq, Martin: To extend the meeting to 3:55 p.m. The motion carried.

ADJOURNMENT:

The meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Jenny Fererro, Secretary