



Minutes of the  
MEETING OF THE FACULTY SENATE  
January 30, 2017

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, Susan Miller, Ben Mudgett, Patrick O'Brien, Lillian Payn, Travis Ritt, Candace Rose, Seth San Juan, Fari Towfiq, Lori Waite, Ellen Weller

**ABSENT:** Jackie Martin, Tara Roach, Craig Thompson

**GUESTS:** Amber Bancroft (ASG), Kelly Falcone, Louis Guerra, Kevin Stahl, Anastasia Zavodny

**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 Towfiq, Waite: Faculty Senate approval of the minutes of December 12, 2016, as presented. The motion carried. Abstentions: Carrillo, Glassman, Johnson, Waite

**Motion 2** MSC Towfiq, Miller: Faculty Senate approval of the minutes of December 16, 2016, as presented. The motion carried. Abstentions: Albistegui-Dubois, Cunningham, Dalrymple, Johnson, Laughlin, Lienhart, Lovelace, Martin, Miller, Mudgett, O'Brien, Roach, San Juan, Thompson, Waite, Weller

**Public Comments:** There were no public comments.

**Announcements:** Richard Albistegui-Dubois announced that he would no longer be serving as Accreditation Tri-chair beginning in the fall semester as he will be going on sabbatical.

Susan Miller and Kelly Falcone announced that there are four Cultural Intelligence Professional Development workshops scheduled this semester. The first is an interactive, reflective workshop that will result in (a) knowing more about the strengths and challenges of undocumented students, (b) how faculty and staff can better serve undocumented students and their families, and (c) immigration updates at the state and federal level. The first 25 attendees will receive a copy of Marisol Clark Ibanez's book titled: Undocumented Latino Youth: Navigating Their Worlds. The workshop will be held on February 10, from 11:00 a.m. – 1:00 p.m. in MD-105. More information is available on the Professional Development website.

Patrick O'Brien announced that the Student Services division is creating a website with useful information for AB540 students, as well as faculty and staff:  
<https://www2.palomar.edu/pages/aclass/a-l-a-s-s-home/ab540/college-from-dream-to-reality/>.

Textbook Affordability  
Taskforce and Comet  
Affordable Learning  
Materials Program:

April Cunningham provided an update on the Zero Textbook Cost (ZTC) Pathways Grant. On the overhead, she shared information on the task force that will be created to take the lead in moving forward through the process. The membership structure of the group is still being discussed, and will report directly to the Faculty Senate. It is hoped that meetings will be scheduled by the end of February with meeting dates on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays at 2:10 p.m. A brief question and answer period followed. This will be brought for Faculty Senate Action at next week's meeting.

Cunningham also provided an update on the Comets Affordable Learning Materials (CALM): <https://www2.palomar.edu/pages/calm/>, where more information can be obtained on the grant and the task force, as well as resources for both faculty and student.

CTEE Divisional  
Realignment:

Travis Ritt informed Senators that beginning this semester, two noncredit programs have been relocated to the Trades & Industry department in order to provide better support to faculty and students:

- Construction Inspection
- Water/Wastewater Technology

These two programs were previously located in the Occupational and Non-Credit department within the CTEE division. The CTEE Dean and the Trades & Industry department chair collaborated on this decision and agreed that it was in the best interest of the programs and the students to locate them in an instructional department with other CTE programs.

Beginning in the fall, 2017, the following changes will be made to four instructional programs within the CTEE division in order to better align the programs within the departments and balance out the full-time faculty:

<u>Name of Program</u>	<u>Current Department</u>	<u>New Department</u>
Drafting Technology	Trades & Industry	Design & Manufacturing Technologies
Architecture	Trades & Industry	Design & Manufacturing Technologies
Construction Inspection	Trades & Industry	Design & Manufacturing Technologies
Industrial Technology	Trades & Industry	Design & Manufacturing Technologies

The department of Design and Consumer Education will be renamed Design & Manufacturing Technologies which better represents the programs assigned to this department. The Dean and Department Chairs of both departments met and consulted on these changes. The new department program structure is illustrated in the following table:

<u>Trades &amp; Industry department</u>		<u>Design &amp; Manufacturing Technologies department</u>	
<u>Program</u>	<u># of FT faculty</u>	<u>Program</u>	<u># of FT faculty</u>
Automotive Technology	3	Fashion Design & Manufacturing	1
Cabinet and Furniture	2	Interior Design	0
Diesel Technology	1	Drafting Technology	2
Welding Technology	1	Architecture	0
HVAC Technology	0	Construction Inspection	0

Water/Wastewater Tech.	0	Industrial Technology	0
		Nutrition	1

New Faculty Award  
Taskforce:

Last semester, Senate members received information on an endowment received by an emeritus faculty member for the creation of a faculty award. In revisiting the issue, there was discussion on whether it would be beneficial to create another task force or assign the task to an existing committee. It was agreed that the Senate would direct the members of the Distinguished Faculty Award committee to meet and create some suggested guidelines for the endowment, and bring that information back to the Faculty Senate.

Support for Active  
Learning  
Classrooms (Basic  
Skills Committee):

Lori Waite provided copies of Statements of Support from the Basic Skills Committee to district administrators regarding their support of faculty involvement in the selection of furniture for any new buildings, or refurbishing older buildings. The committee indicates that furniture selected should be the College standard, and should also be selected with the needs of our DRC students in mind (i.e., universal design). Several rooms demonstrating active learning furniture were recently showcased in the NS building and by Steelcase. In student spaces, such as the new Library and a potential South Center TLC, students should have furniture available for group work, individual work, meeting spaces, and calming areas for contemplative thought. These spaces should support the 21<sup>st</sup> century technology needs of our students as well.

Research into classroom designs and active learning furniture may be found at the following sites below. Note: SCALE-UP stands for **S**tudent **C**entered **A**ctive **L**earning **E**nvironment with **U**pside-down **P**edagogies.

- <http://scaleup.ncsu.edu/>
- [http://www.aaas.org/sites/default/files/03\\_Suc\\_Peds\\_Beichner.pdf](http://www.aaas.org/sites/default/files/03_Suc_Peds_Beichner.pdf)
- <https://scaleupserver.physics.ncsu.edu/wiki/projects/adopters/Adopters.html>
- Research is available on the Steelcase website:  
<https://www.steelcase.com/blog/category/education/>
- [https://docs.google.com/presentation/d/1VST03w0B90-ArchqUn54P-8MjJoMUs-Obw9I-U9ikzU/edit#slide=id.g15e957d741\\_0\\_4](https://docs.google.com/presentation/d/1VST03w0B90-ArchqUn54P-8MjJoMUs-Obw9I-U9ikzU/edit#slide=id.g15e957d741_0_4)

The Basic Skills Committee recommends an objective be added to Strategic Plan 2019, Goal 1, “Implement instructional strategies that strengthen and connect teaching and learning across the college.” This new objective will identify and address student active learning environments across the college.

General Policies  
& Procedures:

The next meeting of the Policies & Procedures Task Force will be held on Friday, February 4.

Committee  
Appointments:

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

Enrollment Management Taskforce

*Arts, Media, Business and Computer Science*

Molly Faulkner (FT)/Dance

*Mathematics and The Natural and Health Sciences*

Hope Farquharson (FT)/Nursing Education

*Social and Behavioral Sciences*

Teresa Laughlin (FT)/Economics, History and Political Sciences

*A counselor from a categorical program*

Sabrina Menchaca (PT)/Disability Resource Center

Selection Committee for the position of permanent DRC Director

Tina Barlolong (FT)/Counseling (Veterans)

The motion carried.

Motion 4 MSC O'Brien, Laughlin: Faculty Senate approval of the results of the ballot for the following committee appointment:

Selection Committee Composition for the Instructor, Work Experience Coordinator

Veronica Aguilera (FT)/EOP&S

The motion carried.

Motion 5 MSC O'Brien, Weller: Faculty Senate approval of the results of the ballot for the following committee appointment:

Classified Staff Employee of the Year Task Force

Lawrence Lawson (FT)/ESL

The motion carried.

Patrick O'Brien added that Senate representatives are needed to serve on the following committees/councils:

Human Resources Planning Council

Financial & Administrative Services Planning Committee

Instructional Planning Council

Curriculum: The next meeting of the Curriculum Committee will be held on Wednesday, February 2.

Faculty Senate  
President Report:

Travis Ritt reported that he has been meeting with Vice President Sourbeer each week, and with President Blake bi-monthly. There has been a lot of discussion on dual/concurrent enrollment as it moves through the planning stages.

Also being discussed is the Promise Program. Palomar has submitted a proposal for a planning grant for the program in hopes of expanding our participation from not only a

First-year Experience Program, but a Second-year Experience Program as well. This will aid students to make the transition from Palomar to a four-year institution.

Ritt added that the district has also approved the hiring of several full-time faculty positions to start in Fall 2017:

Assistant Professor, Biological Sciences (Biology)

Assistant Professor, Biological Sciences (Zoology)

Assistant Professor, Chemistry

Assistant Professor, Computer Information Systems (Networking)

Assistant Professor, English as a Second Language

Assistant Professor, Psychology

Counselor/Assistant Professor, Career, Technical and Extended Education (non-tenure track faculty position and continuation of the position is dependent upon the continuation of funding).

Instructional  
Planning Council:

Members of the Instructional Planning Council discussed Program Review & Planning documents (PRPs) at their last meeting.

Palomar Faculty  
Federation (PFF):

Reporting on the PFF, Shannon Lienhart expressed her gratitude to all who participated in the Women's March earlier in the month, noting the exceptional performances by the Performing Arts department and speaker Luis Guerra.

She also reminded all of the joint PFF/Faculty Senate gathering scheduled for Thursday, February 4, at 4:30 p.m. at the PFF offices.

ASG:

Amber Bancroft indicated that the ASG will hold their first meeting of the semester on Friday, February 5.

Academic Technology  
Committee:

Lillian Payn reported that 181 courses are now published in Canvas. She added that faculty can learn how to set up courses in Canvas at several Canvas Boot Camps, will be held on the following days:

March 10, 9:00 a.m. – 4:00 p.m.

March 16, 10:00 a.m. – 5:00 p.m.

March 22, 10:00 a.m. – 5:00 p.m.

March 28, 9:00 a.m. – 4:00 p.m.

Faculty can register at: <http://bit.ly/2jfG4Lw>

She added that research is being conducted on exam production tools and a survey was conducted at the plenary on faculty needs. Training is available to faculty, both departmentally and individually. To obtain training or assistance, visit <https://www2.palomar.edu/atrc/helpdesk/>.

Payn also noted that the Academic Technology Training Spring 2017 Workshop schedule is also available to faculty on the AT website.

Articulation:

Ben Mudgett stated that he and Elvia Nunez attended a North County Higher Education Alliance (NCHEA) retreat on January 12. The event focused on the associate degree for transfer career pathways as well as ways to successfully transfer students. Workgroups met and brainstormed ways to assist in the transition.

The next step in the process will include the chairs from all three campuses meeting to discuss AD-T, AA-T, and AS-T degree alignment and how to make a productive transition for students.

ADJOURNMENT: The meeting was adjourned at 3:41 p.m.

Respectfully submitted,

Jenny Fererro, Secretary