



Minutes of the  
MEETING OF THE FACULTY SENATE  
February 6, 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, Jackie Martin, 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:

GUESTS: Amber Bancroft (ASG), Carol Bruton, Mark Clark, Lemuel Davis, Kelly Falcone, Judy Fontanella, Marlene Forney, Jerry Limberg, Dan Long, Kirk Matto, Steve Perry, Al Trujillo, 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 Johnson, Towfiq: Faculty Senate approval of the minutes of January 30, 2017, as presented. The motion carried. Abstention: Martin

Public Comments: There were no public comments.

Announcements: Travis Ritt announced that announcements will be sent out soon for release time positions for the Curriculum Co-chair, Accreditation Tri-Chair, and Academic Technology Coordinator.

Senators briefly discussed the recent correspondence informing employees of a potential data breach and the concerns being expressed by faculty and staff of the depth and extent of the breach. It is hoped that the relevant administrative area will provide more information to employees, giving more specific details. Travis Ritt indicated that he has contacted Laura Gropen in an attempt to get an update on the situation.

Committee  
Appointments:

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

Instructional Planning Council  
*(16-18) Arts, Media, Business, and Computer Science*  
Erin Hiro (FT)/Communications

The motion carried.

Patrick O'Brien reminded Senators of the following committees/councils in need of Faculty Senate representation:

Human Resources Planning Council

Meets the 2<sup>nd</sup> and 4<sup>th</sup> Thursday from 2:00 – 3:00 p.m.

Finance & Administrative Services Planning Council

Meets the 2<sup>nd</sup> and Fourth Thursday from 2:30 – 4:00 p.m.

Instructional Planning Council

Meets the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday from 2:30 – 4:30 p.m.

Curriculum: Senators received copies of the following Curriculum items electronically:

**Palomar College Curriculum Committee Actions**  
Wednesday February 1, 2017

**I. ACTION - SECOND READING**

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

**A. Credit Courses - New**

1. Course Number and Title: BMGT 153 Small Business Entrepreneurship

Short Title: Entrepreneurship

Discipline: Business Management (BMGT)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Grading Basis: Grade Only

Justification: CTE monies being directed to this initiative, state-wide focus; by 2020 LMI shows 40% of new jobs will be small business ventures.

*L. Jackie Martin*

2. Course Number and Title: CHDV 205 Internship in Child and Family Services

Short Title: Internship: Child & Family

Discipline: Child Development (CHDV)

Prerequisites: CHDV 100, and CHDV 115, and CHDV 105

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: This is the capstone course for the Child and Family Service Program. Students will gain practical experience in the field of study.

*Laurel Anderson*

3. Course Number and Title: CSWB 280 Web Design and Development Capstone

Short Title: Web Design and Development Cap

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

Prerequisites: CSWB 135, and BUS 152, and CSWB 150, and GCMW 202, and GCMW 140, and GCMW 112, and GCMW 232

Course Included in the following programs:

A. Web Design and Development, A.S. Degree Major/Cert. Achievement 18 units/more

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: This is the culminating class for the Web Design and Development A.S. degree.

*Stephen R. Perry*

4. Course Number and Title: DT 113 / ENGR 113 Solid Modeling for Engineering I

Short Title: Intro to Creo/SolidWorks

Discipline: Drafting Technology (DT) / Engineering (ENGR)

Justification: Course is required for Mechanical Engineering students for SDSU transfer.

*Dennis C. Lutz*

**B. Credit Course – Change**

1. Course Number and Title: AIS 207A Luiseno IIIA

Discipline: American Indian Studies (AIS)

Prerequisites: AIS 108B  
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: CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Online  
Updated textbook, added GE (IGETC Area 3 and 6).  
*Patricia A. Dixon*

2. Course Number and Title: CSIT 180 C# Programming I  
Discipline: Computer Science and Information Technology - Information Technology (CSIT)  
Course Included in the following programs:  
A. Computer Information Systems, A.S. Degree Major/Cert. Achievement 18 units/more  
B. Management Information Systems, A.S. Degree Major/Cert. Achievement 18 units/more  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Updated description, objectives and outline.  
*Ronald Burgher*

3. Course Number and Title: GCIP 105 Design for Print Production  
Discipline: Graphic Communications - Imaging and Publishing (GCIP)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Updated objectives, outline, textbook, required reading.  
*Kenneth Dodson*

**C. 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
BMGT 153	<u>Online</u>
CHDV 205	<u>Online</u>
CSWB 280	<u>Online</u>
AIS 207A	Computer Assisted, Video Two Way, Video One Way, Online
CSIT 180	Online
GCIP 105	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
CHDV 205	Prerequisite	<u>CHDV 100 and CHDV 115 and CHDV 105</u>	New
CSWB 280	Prerequisite	<u>CSWB 135, and BUS 152, and CSWB 150, and GCMW202, and GCMW 140, and GCMW 112, and GCMW 232</u>	New
AIS 108B	Prerequisite	AIS 108B	Change

**II. INFORMATION**

**A. Course Outline Reviews**

The following courses have completed the course outline review process between December 13, 2016 and January 27, 2017 and are effective Fall 2017.

FIRE	100	Fire Protection Organization
FIRE	115	Hazardous Materials I
FIRE	118	Fire Prevention Technology
FIRE	120	Building Construction for Fire Protection
FIRE	125	Fire Apparatus and Equipment
FIRE	130	Fire Protection Equipment and Systems
FIRE	131	Emergency Preparedness
FIRE	132	Fundamentals of Emergency Management
FIRE	133	Disaster Mitigation
FIRE	142	Fire Ethics

FIRE 145 Fire Fighting Tactics and Strategy  
FIRE 160 Wildland Fire Control I

**B. 2016-2017 Curriculum Activity Summary**

<b>Proposal Type</b>	<b>Current Agenda</b>	<b>2016-2017 Cumulative</b>
New Credit Courses	3	7
New Noncredit Courses	0	14
Credit Course Changes	3	71
Noncredit Course Changes	0	0
Credit Course Reactivations	0	0
Noncredit Reactivations	0	0
Credit Course Deactivations	0	24
Noncredit Deactivations	0	0
Course Reviews (12/13/2016 – 1/27/2017)	12	54
New Credit Programs	0	1
New Noncredit Programs	0	0
Credit Program Changes	0	7
Program Deactivations	0	4
<b>Total Activity</b>	<b>18</b>	<b>182</b>

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

Textbook Affordability  
Taskforce and Comet  
Affordable Learning  
Materials Program:

At last week’s meeting, April Cunningham provided information on the Zero Textbook Cost (ATC) Pathways Grant and a task force being created to assist in moving forward in the process. At today’s meeting, she provided copies of the following proposed structure of the group:

Proposed Name of Requested Group: Comets Affordable Learning Materials Taskforce

Role: To develop and facilitate the Comets Affordable Learning Materials program at Palomar College in response to the Zero Textbook Cost (ZTC) grant.

Products:

- Institutional implementation plan
- Communication & Outreach Plan
- Help and Support Services Plan
- Plan for Discovery, Curation, and Distribution of Digital and Print Course Materials Technologies, Facilities, Policies, and Resources
- Training and Professional Development Plan

Reporting Relationship: Faculty Senate

Meeting Schedule: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, 2:10 – 3:00 p.m. in MD-155C

Chair: April Cunningham & Kelly Falcone (Co-chairs)

Members: Membership is open

Motion 3

MSP Laughlin, Cunningham: Faculty Senate Approval of the Governance Structure Group Request for the Comets Affordable Learning Materials Task Force. The motion was postponed.

Senators discussed the proposed membership and there was agreement that there should be a structured list of members or constituent groups rather than leaving it open.

Motion 4 MSC Laughlin, Mudgett: To postpone Motion 3 until the February 13, 2017, Faculty Senate meeting. The motion carried. Abstention: Cunningham

Distance Education: Lillian Payn shared a detailed presentation on the overhead on ATC's perspective on the current status and future of Distance Education at Palomar (<http://www2.palomar.edu/pages/canvastransition/files/2016/12/senatefeb6.pdf>).

Senate members and guests discussed this issue at length, sharing ideas and information. Topics and concerns related to DE raised included:

- The need for continued department autonomy in decisions related to DE within disciplines.
- Enrollment issues.
- Goals of the administration.
- Balancing face-to-face offerings with DE.
- The student needs served by both face to face courses and DE. Online classes serve and offer public education to those unable to attend face-to-face classes.
- DE course designation reflection on transcripts.
- The ease of privatization and corporatization of DE.
- The importance of public spaces for free speech and student gatherings provided by on-campus enrollment and attendance.
- Online courses provide job skills in CTE for non-traditional students.
- Security/academic honesty/proctoring.
- Enforcing and maintaining the academic rigor and quality of DE courses.
- Anecdotal evidence of successes and failures within individual departments.
- The potential need for limits on percentage of load that can be taught via DE, similar to the limits placed on number of units that can be taught, specifically relating to the need for active faculty presence and participation on campus and in-person engagement with students (both scheduled and casual).
- The cultural shift of the institution caused by the newly increased administrative push towards DE, and the ways this shift perhaps is at odds with our previously stated institutional goals of presence and engagement.
- Loss of or lack of opportunity to learn/practice soft skills in DE courses.
- Attrition/retention and success rates in DE vs. face-to-face courses.
- Ways DE decreases bias in instructors and students.

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

Respectfully submitted,

Jenny Ferrero, Secretary