



Minutes of the
MEETING OF THE FACULTY SENATE
March 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, Benjamin Mudgett, Lillian Payn, Tara Roach, Travis Ritt, Candace Rose, Seth San Juan, Craig Thompson, Fari Towfiq

ABSENT: Patrick O'Brien, Lori Waite, Ellen Weller

GUESTS: Gustavo Cristobal, Kelly Falcone, 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.

Approval of Minutes: Please note: All votes are presumed unanimous unless indicated otherwise.

Motion 1 MSC Johnson, Miller: Faculty Senate approval of the minutes of February 27, 2017, as presented. The motion carried. Abstention: Lovelace, Mudgett, Rose, San Juan

Public Comments: There were no public comments.

Announcements: April Cunningham announced that the Comets Affordable Learning Materials (CALM) Cohort applications are due by March 10, 2017. It provides an opportunity to earn \$750 for making a plan to eliminate textbook costs for a class faculty currently teach or one they are planning to teach. The stipends are available through a Zero-Textbook-Cost Pathway Planning Grant from the Chancellor's Office.

Susan Miller reminded all that Planned Parenthood will be on campus on Wednesday, March 8 in the quad area between 10:00 a.m. – 2:00 p.m. providing health and wellness information to students, including free STD testing.

Agenda Changes: With no objection from Senators, there was agreement to amend the Agenda to hear a Palomar Faculty Federation (PFF) report:

Shannon Lienhart shared information on a rally that will be held on Tuesday, March 14 from 3:00 – 3:45 in the main parking lot just prior to the Governing Board meeting. She stated that for approximately 7 months there have been numerous incidents involving faculty and staff complaints about interactions with Dean Khaled Hussain and over a dozen employees have come forward with concerns as a result of their interactions with him. To date, there has been no intervention by the district on these employees' behalf, though Lienhart also stated that the PFF has repeatedly shared these concerns with Vice President Sourbeer and President Blake.

Resolution in Support
of Undocumented
Students:

Copies of the following Resolution in support of undocumented students was provided electronically to Senators:

**The Faculty Senate of Palomar College
Resolution in Support of Undocumented Students**

WHEREAS, on December 5, 2016 the California Community College Chancellor's Office reaffirmed its commitment to undocumented students; and

WHEREAS, on February 16th 2017 the Palomar Community College District Governing Board passed a resolution in support of undocumented students; and

WHEREAS, Palomar College is open to all students who meet the minimum requirements for admission, regardless of immigration status; and

WHEREAS, Palomar College will continue to advocate for educational opportunities for all students within its district boundaries, regardless of immigration status; and

WHEREAS, Palomar College has a long history of recognizing and celebrating the contributions of our immigrant student population, as their rich histories and cultures have contributed to, created and engaged global citizenry; and

WHEREAS, Palomar College continues to recognize the rights of all students and their families, regardless of immigration status, family structure, sexual orientation, gender identity, or marital status; and

WHEREAS, the results of the 2016 presidential election have caused uncertainty and concern among our student population; and

WHEREAS, it is the responsibility of the Faculty of Palomar College to provide a classroom environment that is conducive to learning; and

WHEREAS, the Faculty of Palomar College will continue to support an inclusive environment for all students;

BE IT RESOLVED that the Faculty Senate of Palomar College reaffirms its support for undocumented students, and all students who meet the minimum requirements for admission, regardless of immigration status;

BE IT RESOLVED that the Faculty Senate of Palomar College will continue to vigorously advocate for educational opportunities for all students in the district, regardless of immigration status;

BE IT RESOLVED that the Faculty Senate of Palomar College will continue to recognize and honor the human rights of all students and their families, regardless of immigration status, family structure, sexual orientation, gender identity, or marital status; and

NOW THEREFORE BE IT RESOLVED that the Faculty Senate of Palomar College support and affirm the decision taken by the Palomar Community College District Governing Board to declare Palomar College a safe haven and to stand united with them in an unequivocal support of an immigrant-friendly environment for all students who choose to better their lives through education.

Travis Ritt added that the Governing Board passed a similar Resolution at their last meeting. This will be brought for Faculty Senate Action at next week's meeting.

AB 1985 – AP
Courses:

Ben Mudgett shared information on Assembly Bill 1985, which relates to Advanced Placement Credit.

Existing law requires the Board of Governors of the California Community Colleges, the Regents of the University of California, and the Trustees of the California State University, with appropriate consultation with the Academic Senates of the respective segments, to jointly develop, maintain, and disseminate a shared core curriculum in general education courses for the purposes of transfer.

The bill would require the office of the Chancellor of the California Community Colleges to begin development of, and would subsequently require each community college district to begin adoption and implementation of, a uniform policy to award a pupil who passes an Advanced Placement examination course credit for certain requirements in a course with subject matter similar to that of the Advanced Placement examination.

Mudgett added that this will not have a large effect on Palomar due to its robust advanced placement award policy and that the district is already in-line with CSU on how the district awards credit.

Hiring and Evaluation
For Dual/Concurrent
Enrollment:

Teresa Laughlin reminded all that any Palomar College course taught by a Palomar College faculty member teaching a course is subject to The Right of Assignment as outlined in items 20.10 and 20.11 of the District Contract. Faculty are discipline experts in their areas and can make the determination of how a course should be taught.

Data Collection on
AEBG:

Travis Ritt indicated that Gary Sosa will be attending next week's Senate meeting to provide more information on Adult Education Block Grants (AEBG).

Teresa Laughlin added that part of the funding requirements of the AEBG is to provide student data. Students are being asked to fill out questionnaires which may violate their privacy. Some of the questions, when answered over several sections, can provide a clear answer to a student's citizenship status. Faculty are reminded that participation in filling out questionnaires are optional and there is no obligation for students to participate.

Deans in Department
Meetings:

Shannon Lienhart opened discussion on deans attending department meetings. The culture at Palomar has always been that departmental meetings are held for faculty to freely exchange ideas and concerns in an environment with colleagues in their departments.

Some faculty have pointed out that in a few instances, some deans are attending entire department meetings.

Travis Ritt added that because there has been such a large turnover of deans over the last couple of years, it may be a good practice to solidify current practice by providing a written document to assure faculty autonomy and primacy in their areas of expertise. He asked several of the Senators to provide ideas on wording for such a document.

Policies & Procedures:

Jenny Fererro reported that members of the Policies & Procedures met on Friday, March 3. She reminded Senators of their review of AP 3900 Speech: Time, Place, and Manner, at the February 13 Senate meeting. She stated that she would email Senators a copy of the document so they could take another look at it and provide input if necessary.

Faculty input is also being requested on AP 5075 Course Adds and Drops. Though there is no major changes being proposed, it was discussed that wording in the document currently states that a student can be dropped for any of the following: Excessive absences, not turning in assignments on time, and not taking exams. There is a proposal to strike the last two and only retain wording on excessive absences. After some discussion, Senate members did not support the proposal to remove the last two items. It was also noted that current Ed Code only includes wording about excessive absences, with no reference to turning in assignments and participating in class testing.

BP 1300 Educational Philosophy, was also discussed. Fererro noted that Dr. Blake has requested that the existing policy incorporate elements from the Resolution recently passed on undocumented immigrants.

Fererro added that she would also forward to Senators copies of AP 5075 and BP 1300 for information.

Committee
Appointments:

Motion 2

MSC Laughlin, Thompson: Faculty Senate approval of the following committee appointment:

Professional Development Committee
(16-18) Mathematics and the Natural and Health Sciences
Gina Sanders (FT) Mathematics

The motion carried.

Curriculum:

Senators were provided with copies of the following Curriculum Committee items electronically:

Palomar College Curriculum Committee Actions

Wednesday March 1, 2017

I. ACTION - SECOND READING

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

A. Credit Course - Change

B.

1. Course Number and Title: CI 125 Plan Reading Technologies

Discipline: Construction Inspection (CI)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated methods of instruction, textbooks and methods of assessment, added distance ed.

Dennis C. Lutz

2. Course Number and Title: CI 89 Plumbing Codes

Discipline: Construction Inspection (CI)

Distance Learning Offering(s): Online

Updated methods of instruction, textbooks and methods of assessment, added distance ed.

Dennis C. Lutz

3. Course Number and Title: CI 90 Mechanical Codes

Discipline: Construction Inspection (CI)

Distance Learning Offering(s): Online

Updated methods of instruction, outline, textbooks, methods of assessment, added distance ed.

Dennis C. Lutz

4. Course Number and Title: COMM 104 Introduction to Public Relations

Short Title: Intro to Public Relations

Discipline: Communications (COMM)
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Updated textbooks, added distance ed.
Wendy Nelson

5. Course Number and Title: FIRE 101 Firefighter Safety
Discipline: Fire Technology (FIRE)
Transfer Acceptability: CSU
Removed FIRE 100 prerequisite, updated textbooks
Wayne Hooper

6. Course Number and Title: FIRE 165 Fundamentals of Fire Protection Chemistry
Short Title: Fund/Fire Protection Chemistry
Discipline: Fire Technology (FIRE)
Transfer Acceptability: CSU
Removed FIRE 100 recommended prep, updated textbooks and methods of assessment.
Wayne Hooper

C. New Non Credit Courses

1. Course Number and Title: N CSIT 900 Digital Literacy - Computer Fundamentals For Older Adults
Discipline: Noncredit Computer Science Information Technology (N CSIT)
Distance Learning Offering(s): Online
Justification: Adult Education Offering.
Nicholas R. Green

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 |
|------------------------|------------------------|
| CI 125 | Online |
| CI 89 | Online |
| CI 90 | Online |
| COMM 104 | Online |
| N BUS 952 | Online |
| N BUS 987 | Online |
| N MEDC 901 | Online |
| N MEDC 902 | Online |
| N MEDC 903 | 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 |
|----------------|---------------|---------------------|---------------|
| FIRE 101 | Prerequisite | FIRE-100 | Change |
| FIRE 165 | Recomm. Prep. | FIRE-100 | Change |

II. INFORMATION

A. Course Outline Reviews

The following courses have completed the course outline review process between February 10, 2017 and February 24, 2017 and are effective Fall 2017.

| | | |
|------|-----|--|
| BIOL | 118 | General Ecology (Lecture) |
| CINE | 102 | History of Film to 1945 |
| CINE | 103 | History of Film 1945 – Present |
| PHOT | 100 | Elementary Film and Darkroom Photography |

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

Jenny Fererro provided copies of the following Resolution approved by the Curriculum Committee at their March 1, 2017 meeting:

WHEREAS non-credit coursework represents valid learning and skill development for students,

and WHEREAS, non-credit courses move through the same curriculum approval process as credit courses,

and WHEREAS, some students would benefit from being able to prove their participation in non-credit coursework (e.g. employment purposes),

BE IT RESOLVED that the Curriculum Committee recommends that official and unofficial student transcripts reflect all coursework taken at Palomar College, both credit and non-credit courses,

and BE IT FURTHER RESOLVED that the Curriculum Committee recommends that students have the option when ordering an official transcript to select whether that transcript will reflect only credit coursework or both credit and non-credit coursework.

Ferferro stated that the Curriculum Committee is seeking the Senate's support of the Resolution. This will be brought back for Faculty Senate Action at next week's meeting.

Ferferro also reported that the Curriculum Committee is discussing non-credit courses. Because there are a lot more of these courses being developed and seen by the Committee, discussion occurred regarding the teaching load associated with non-credit coursework and whether Palomar Faculty should take a position about how non-credit courses might affect contractual load.

Ferferro added that the committee voted last fall to include SLOs on cores, and discussions continue on how to move forward in that process. It is possible to import the SLOs from TracDat into Curricunet. The benefit to this method is that the active dates will be retained for current courses. As course reviews occur, SLOs would be reviewed as part of the course review and changes could be made as needed. Feedback is welcomed.

Ferferro also shared copies of the current Palomar College Curriculum Committee Approval Process and the newly adopted Simultaneous Curriculum Approval Process. She provided examples of the current process and the committee's proposal to have the pre-launch to launch period a simultaneous process. Items would come to Curriculum Committee for first reading prior to it being launched. Curriculum Committee would then provide feedback while the faculty member still has access to the course and could make changes. The Curriculum Committee will administratively launch the course and it can then go through the approval process. The new approvals process will be effective starting in Fall 2017.

She added that there will be Curriculum workshop on Wednesday, March 8 from 3:00 – 5:00 in room MD334.

Ferferro stated that the Curriculum Committee has also been discussing University Studies degrees. The decision of the committee is that they will be housed with the Articulation Officer, who will oversee coordinating program assessments and review with assistance from discipline experts in the appropriate areas. A three-year process will occur as a trial period, followed by a review of whether it is successful. Brief discussion followed and Ben Mudgett provided an overview of how the process will work.

Senate President
Report:

Travis Ritt stated that the calls for the Curriculum Co-Chair and the Academic Technology Coordinator were distributed last week. A call for the Articulation Tri-Chair will also be distributed this week.

He also indicated that President Blake will attend next week's Senate meeting to provide an update on the Rancho Bernardo Education Center. The grand opening is expected in early summer.

He also added that he will be bringing an additional Program Review & Planning (PRP) form for Student Services will be brought for Faculty Senate Action at next week's meeting.

PFF: Teresa Laughlin stated that she has met with Dr. Blake regarding the recent data breach. There has been concern expressed by faculty and staff that approximately one month passed after the district was made aware of it and then notified employees. A Forum was held last week which provided some information, but there were many unanswered questions. It is hoped that another will be held once more information is known.

Strong Workforce: Jackie Martin reported that there is \$50,000 available for marketing of Strong Workforce programs. Faculty who are developing CTE programs should contact Martin or Margie Fritch for more information.

Academic Technology: Lillian Payn provided the following Academic Technology update:
255 courses have been published to-date in Canvas this semester by 247 instructors
5,965 students are currently in Canvas courses; 10.6% of all courses on campus
Blackboard has a total of 61.9% courses, including hybrid and face-to-face courses.

Learning Outcomes Council: Susan Miller stated that members of the Learning Outcomes Committee (LOC) are continuing discussions on streamlining GE/ILOs. Once complete, it will be brought to the Senate for information and discussion.
3 SPFF requests were submitted; including one for a Center for Teaching Excellence which would include a Virtual Center.

LOC will be hosting an Educational & Cultural Intelligence Workshop on Friday, March 10 from 9:00 a.m. – 12:00 p.m. in MD-105

Articulation: Ben Mudgett reported that he attended a meeting at the CSU Chancellor's Office in Long Beach last week.

He stated that several GE proposals have been submitted and are going through a data migration. More information on that is expected late April or early May.

Accreditation: Richard Albistegui-Dubois reported that members of the Accreditation Committee are working on the Substantive Change Report. Once complete, work will begin on the follow-up Accreditation report.

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

Respectfully submitted,

Jenny Fererro, Secretary