



Minutes of the
MEETING OF THE FACULTY SENATE
March 20, 2017

APPROVED

PRESENT: Richard Albistegui-Dubois, Melinda Carrillo, William Dalrymple, Jenny Fererro, Joel Glassman, Susan Johnson, Greg Larson, Teresa Laughlin, Shannon Lienhart, Sierra Lovelace, Jackie Martin, Benjamin Mudgett, Patrick O'Brien, Lillian Payn, Tara Roach, Travis Ritt, Candace Rose, Seth San Juan, Craig Thompson, Fari Towfiq, Lori Waite, Ellen Weller

ABSENT: April Cunningham, Susan Miller

GUESTS: Marlene Forney, Susan Garland, Jacob Tucker (Telescope), 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, Weller: Faculty Senate approval of the minutes of March 13, 2017, as presented. The motion carried.

Public Comments: There were no public comments.

Announcements: Travis Ritt announced that the Resolutions for the upcoming Area D meeting are available for review at: <http://www.asccc.org/events/2017-04-20-150000-2017-04-22-230000/2017-spring-plenary-session>. They will be discussed at the local meeting in Barstow on Saturday, March 25, and eventually voted on at the Spring Session next month.

Senators acknowledged the recent passing of colleague April Woods. Travis Ritt stated that granting her Emeritus Status would be on the Agenda for Action at the April 3 meeting.

Senate members congratulated April Cunningham, Sierra Lovelace, Seth San Juan, and Lori Waite on recently earning tenure.

Ellen Weller invited all to attend the Palomar Theatre's *Ten Acrobats in an Amazing Leap of Faith*. Four more shows are scheduled, including one at 4:00 p.m. on Thursday for the convenience of staff, faculty and administrators.

Weller also noted an upcoming performance by the Palomar Symphony Orchestra of Beethoven's 1804 *Symphony No. 3 in Eb Major OP. 55* and Rachmaninoff's 1915 *Vocalise Op. 34 No. 14* for violin and orchestra. The performance will be held on April 8 from 7:00 p.m. – 9:00 p.m.

IEPI Institutionally Set Standards:

Travis Ritt shared data on the overhead for this year's Institutional Effective Partnership Initiative (IEPI) standards. The goal of the initiative is to help advance the institutional effectiveness of all California community colleges, reduce the number of accreditation sanctions and audit issues, and most importantly, enhance the system's ability to serve students effectively. Included in the initiative is a requirement, as established by law, for the State Chancellor's Office to develop a framework measuring the institutional effectiveness of each college in the areas of student success, accreditation, fiscal health and compliance with state and federal guidelines. Annually, all colleges must develop and adopt goals according to the framework.

Brief discussion followed on the proposed standard increases and how those figures are compiled through the office of Institutional Research and Planning.

Motion 2

MSC O'Brien, Towfiq: To move Information Item A, IEPI Institutionally Set Standards, to Action. The motion carried.

Motion 3

MSC O'Brien, Thompson: Faculty Senate acceptance of the figures proposed by the office of Institutional Research and Planning for IEPI Institutionally Set Standards. The motion carried.

Strong Workforce:

Jackie Martin and Susan Garland shared data on the overhead on the Code Alignment Project, a project to support the review of codes that have been assigned to courses and awards. The Code Alignment Project is a voluntary, faculty-led process for examining the reporting codes (TOP, CIP, SOC, and SAM) that have been assigned to CTE courses and program awards, to ensure that they appropriately match the content of the curriculum. A complete report outlining the project can be reviewed at: <http://bit.ly/CodeAlignmentPilot>.

Martin noted that the college, especially the areas of Instruction and Research, and Deans, working with the Faculty have assigned these codes in the past. The focus now is on discipline faculty involvement in the assignment of codes, which is why the initiative is termed a Faculty Senate led project. It is expected that the codes assigned on the first screen of Curricunet, before pre-launch and for all codes to be visible to all signatories in Curricunet, including faculty.

A question and answer period followed, and Senate members were provided with information on the timeline and participation requirements.

Policies & Procedures:

Jenny Ferrero reminded Senators that they received copies of AP 6075, Course Adds and Drops, and AP 5550-3900 Time Place and Manner electronically with their March 6 Agenda. She asked that any comments or suggestions be forwarded to prior to the next Policies & Procedures meeting on April 7.

Committee Appointments:

Patrick O'Brien indicated that members of the Instructional Planning Council (IPC) are seeking two faculty members to serve on the IPC Sub-committee. The sub-committee is currently assisting in work related to faculty priorities, and brief discussion followed on the duties associated with serving.

Motion 4

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

Instructional Planning Council Sub-Committee

Jenny Fererro, Child Development

Ellen Weller, Performing Arts

The motion carried.

Curriculum Committee
Co-Chair Appointment:

A copy of the letter of interest for the position of Curriculum Co-Chair were shared.

Motion 5

MSC Fererro, Laughlin: Faculty Senate approval of the appointment of Wendy Nelson as Curriculum Co-chair, effective Fall, 2017 – Spring, 2019. The motion carried.

Curriculum:

Senate members were provided with electronic copies of the following Curriculum items:

Palomar College Curriculum Committee Meeting Actions

Wednesday March 15, 2017

I. ACTION - SECOND READING

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

A. Credit Course – Change

1. Course Number and Title: CINE 122 Identity in American Film

Discipline: Cinema (CINE)

Associate Degree General Education - C: Humanities

Associate Degree Multicultural Requirement - Yes

CSU GE Area C: Arts and Humanities - C1: Arts

IGETC Area 3: Arts and Humanities - 3A: Arts

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Updated objectives, methods of instruction, textbooks, required reading, outside assignments, critical thinking and required writing, added distance education.

Candace Rose

2. Course Number and Title: IT 190/DT 190/ENGR 190/WELD 190 Manufacturing I Introduction to MasterCAM

Short Title: Intro MasterCAM/Manufacturing

Discipline: Industrial Technology (IT)/Drafting Technology (DT)/Engineering (ENGR)/Welding (WELD)

Transfer Acceptability: CSU

Added DT, ENGR and WELD cross-listings.

Dennis C. Lutz

3. Course Number and Title: PHOT 50 Digital Camera

Discipline: Photography (PHOT)

Distance Learning Offering(s): Online

Updated textbooks.

Donna Cosentino

B. New Non Credit Courses

1. Course Number and Title: N MEDC 901 Medical Professions Preparatory Module 1

Discipline: Noncredit Medical (N MEDC)

Distance Learning Offering(s): Online

Justification: The Nursing and EME departments recognized a trend indicating a lack of basic knowledge in the entry level student resulting in increased attrition rates.

Sarah DeSimone

2. Course Number and Title: N MEDC 902 Medical Professions Preparatory Module 2

Discipline: Noncredit Medical (N MEDC)

Distance Learning Offering(s): Online

Justification: The Nursing and EME departments recognized a trend indicating a lack of basic knowledge in the entry level student resulting in increased attrition rates.
Julia Robinson

3. Course Number and Title: N MEDC 903 Medical Professions Preparatory Module 3
Discipline: Noncredit Medical (N MEDC)
Distance Learning Offering(s): Online

Justification: The Nursing and EME departments recognized a trend indicating a lack of basic knowledge in the entry level student resulting in increased attrition rates.
Sarah DeSimone

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
CINE 122	Online
COMM 104	Online
N MEDC 901	Online
N MEDC 902	Online
N MEDC 903	Online
PHOT 50	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. 2016-2017 Curriculum Activity Summary

Proposal Type	Current Agenda	2016-2017 Cumulative
New Credit Courses	0	7
New Noncredit Courses	5	29
Credit Course Changes	3	90
Noncredit Course Changes	0	0
Credit Course Reactivations	0	0
Noncredit Reactivations	0	0
Credit Course Deactivations	0	26
Noncredit Deactivations	0	0
Course Reviews (2/25/2017 – 3/10/2017)	0	64
New Credit Programs	0	1
New Noncredit Programs	0	0
Credit Program Changes	1	9
Program Deactivations	0	4
Total Activity	9	230

These items will be brought for Faculty Senate ratification at the April 3 meeting.

Senate President
Report:

Travis Ritt reported on several issues currently being discussed by faculty and administrators:

- Chairs of constituent groups are discussing committee membership and structure. This is a result of the district moving towards campus-wide Professional Development and the creation of software to track service points.

- Meetings are ongoing with the Enrollment Management Group. A basic preliminary report outlining the direction of the group will be distributed to members of the Senate soon. Members of the IEPI team who were on campus on Friday, March 17 participated in the discussion and provided input.
- Also discussed with members of the IEPI team was Shared Governance, Business Practices, and Human Resources. They are expected to return to campus in approximately 4 weeks to share the results of their report with the district.
- Candidates for the Vice President of Instruction position will participate in first-level interviews this week. It is hoped that forums for the recommended candidates can be held the first week after spring break.

Strategic Planning Council:

Members of the Strategic Planning Council will meet on Tuesday March 21. The group is currently discussing SPFF funding requests.

Student Services Planning Council:

Patrick O'Brien stated that members of the Student Services Planning Council are currently reviewing PRPs for Athletics, Counseling, International Students, Campus Police, the Pride Center, and the Department of Student Affairs.

Human Resources Planning Council:

Teresa Laughlin indicated that the district will hire a consultant to temporarily fill the position of Vice President of Human Resources. In addition to acting in the position, the individual will also oversee the process of recruitment and hiring of the permanent Vice President of HR.

Palomar Faculty Federation (PFF):

Shannon Lienhart reported that the PFF filed a grievance with the district regarding class cancellations. The grievance states that the district followed guidelines in the contract regarding class cancellations that were not in-line with good faith discussions in relation to a previous grievance on the issue. During those discussions, the district agreed that unless enrollment in a class was very low, they would be allowed to meet the first day of classes in an attempt to fill those seats. In this case, it appears this occurred in order to cancel classes to prevent the enrollment of the required 20 students. She shared examples where classes with 17 or even 19 students were cancelled 2-3 days before the first day of class without providing an opportunity for them to be filled.

Mediation will begin on Tuesday, March 21, followed by binding arbitration.

Lienhart stated that members of the EBoard will meet on Thursday, March 23. Discussion will focus on the legislation governing part-time assignment to classes.

Student Services & Equity Council:

Members of the Student Success & Equity Council will meet on Friday, March 24.

Academic Technology:

Lillian Payn provided the following Academic Technology report:

ATRC is delivering another set of Canvas Boot Camps, after the success of the early sessions. Please register at: <http://bit.ly/2jfG4Lw> and then view the orientation prior to attending the day of your choice. Please note that you will receive the opportunity to select the day you wish to attend AFTER you register.

Mon, Apr 3 Monday, April 3, 10:00AM-5:00 PM.
Tue, Apr 11 Tuesday, April 11, 10:00AM-5:00 PM.
Wed, Apr 19 Wednesday, April 19, 9:00AM-4:00 PM.
Thu, Apr 27 Thursday, April 27, 9:00AM-4:00 PM.
Fri, May 5 Friday, May 5, 9:00AM-4:00 PM.

Basic Skills

Steering Committee:

Lori Waite stated that members of the Basic Skills Steering committee met last week. Members of the group continue their discussion on the Adult Education Block Grant (AEBG). She added that it is hoped that the grant will be discussed on a campus-wide level. After brief discussion, Senate members asked that this item be placed on the Senate Agenda for discussion at the April 3 meeting.

Travis Ritt added that 3SP, SE, and BSI plans have been brought together at the State level. Currently discussions are ongoing on what will occur on Palomar's campus to bring those groups together.

Tutoring Committee:

Travis Ritt reported that members of the Tutoring Committee are working to appoint a new committee chair. Discussions are ongoing to consolidate the work of the committee under the Star Center.

Faculty Service Areas:

Greg Larson indicated that several departments have updated their Faculty Service Areas. They will be placed on the Governing Board agenda for approval sometime in April.

Travis Ritt added that a new Senator will be needed to serve as Chair of the FSA committee in the Fall semester.

Equivalency:

Fari Towfiq stated that members of the Equivalency Committee are meeting twice per week during the hiring period this spring.

Articulation:

Ben Mudgett reported that the Chancellor's Office will require CID transfer courses pending approval after 45 days be resubmitted. They will then be considered for program approval with the CID pending until that process is complete. This has met with positive responses, as there are currently not enough faculty reviewers available to look at all the courses submitted by 113 colleges.

Mudgett added that he recently attended the Academic Senate's Innovative Curriculum Design Institute. Discussion focused on issues that impact equitable access for quantitative reasoning with the CSU. Recommendations have been finalized by their Academic Senate that quantitative reasoning be redefined in a way that fits today's needs and not necessarily within the mathematics or distance divisions, and that any discipline may be able to teach a student quantitative reasoning. He added that Open Education Resources was also discussed.

Accreditation:

Travis Ritt reminded Senators that the deadline to submit a letter of interest for the position of Tri-Chair of the Accreditation Committee is Tuesday, March 21.

ADJOURNMENT:

The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Jenny Fererro, Secretary