



Minutes of the
MEETING OF THE FACULTY SENATE
April 10, 2017

APPROVED

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

ABSENT: Melinda Carrillo, Shannon Lienhart, Craig Thompson

GUESTS: Kelly Falcone, Dung Pham (ASG), 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 Laughlin, Cunningham: Faculty Senate approval of the minutes of April 3, 2017, as presented. The motion carried.

Public Comments: There were no public comments.

Announcements: Ellen Weller announced that there will be a recital on Friday, April 14 at 12:00 p.m. in the Howard Brubeck Theatre by Applied Music students.

Susan Miller invited all to attend the Teaching in Difficult Times Workshop on Friday, April 14 from 10:00 a.m. – 12:00 p.m. in MD-105.

Senators were reminded that Wednesday, April 12 and Thursday, April 13 are Political Economy Days, from 8:00 a.m. – 3:25 p.m. each day. A complete schedule of presentations can be found at: <https://www.palomar.edu/ehp/politicalEconDays.htm>.

April Cunningham announced that the Comets Affordable Learning Materials (CALM) cohort has been formed. The first meeting was held on Friday, April 7.

Statewide Academic Senate Resolutions: Travis Ritt reminded Senators that he will be attending the Statewide Academic Senate Spring Session on April 20 – 22. Copies of the Resolutions can be viewed at: <http://www.asccc.org/events/2017-04-20-150000-2017-04-22-230000/2017-spring-plenary-session>.

He added that Resolution 17.01, Academic Senate Involvement in and Sign-off on Grants and Initiative Plans, has been removed from the Consent Calendar so it can be discussed by the group.

AP Credit Policy –
AB 1985:

Travis Ritt reported that all department chairs have been notified of AB 1985, which would require the California Community Colleges to develop a uniform policy to award a pupil who passes an Advanced Placement exam with a score of 3 or higher credit for a course within this curriculum with subject matter similar to that of the Advanced Placement exam. Though there is some leeway as to which courses it can be applied to, it will provide continuity throughout the community college system.

Dual Enrollment:

Teresa Laughlin shared copies on the overhead of the contract between the district and the Palomar Faculty Federation on Dual Enrollment (District CCAP), which pertains to high school students only. Some clarifications have been made to the document relating to hiring processes and academic freedom. A question and answer period followed where issues such as scheduling and faculty prioritization were discussed. Laughlin noted that ultimately the department chair and dean will oversee all scheduling, including for Dual Enrollment.

Faculty Senate
Clarification on Elections
For Part-Time Faculty:

Richard Albistegui-Dubois shared with the Senate a recent occurrence during the Faculty Senate nominations process. A part-time faculty member who was teaching classes in two departments was interested in serving and the current membership included a part-time faculty member from one of those departments. Due to Constitutional restrictions only one part-time faculty member can serve from each department, though there is no specific reference to instances when faculty members teach in more than one department.

Senators briefly discussed the issue, and because both full and part-time faculty members represent the faculty as a whole rather than departmentally, there was agreement that in the future a faculty member from multiple departments could use either department when being considered for Senate vacancies.

Policies & Procedures:

April Cunningham stated that there is a proposed new Board Policy; BP 7000 Civility and Mutual Respect, which is being brought forward by the Governing Board for consideration.

Senators discussed BP 7000 and the potential challenges in defining something that can vary based on each individual's beliefs and personalities.

Cunningham also stated that AP 3430, Prohibition of Harassment, would be brought next week for discussion as well.

Copies of the documents will be forwarded to Senators for further discussion at next week's meeting.

Committee
Appointments:

Motion 2

MSC Laughlin, Larson: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Selection Committee for the Director of Development/Executive Director of the Foundation

Patti Dixon (FT)/American Indian Studies

Selection Committee for the position of Chief of Police

Rafiki Jenkins (FT)/English & Multicultural Studies

The motion carried.

Motion 3

MSC Albistegui-Dubois, Laughlin: Faculty Senate approval of the following committee appointment:

Selection Committee for the position of Director of Health Services

Susan Miller (FT)/Behavioral Sciences

The motion carried.

Faculty Senate
Elections:

Richard Albistegui-Dubois stated that nominations for Faculty Senate vacancies were distributed several weeks ago. Because the number of candidates did not exceed the number of available seats, no election will be held. The following Senators were automatically elected:

Terms through 2020:

April Cunningham (FT) Library
Patrick O'Brien (FT) Counseling
Lillian Payn (FT) Graphic Communications
Candace Rose (FT) Cinema
Fari Towfiq (FT) Math
Ellen Weller (FT) Music

Term through 2019:

Angelica Yanez (FT) Multicultural Studies

Part-time through 2020:

Will Dalrymple (PT) English

There was an announcement distributed earlier in the day for the two remaining Faculty Council vacancies.

Curriculum:

Jenny Fererro stated that the Curriculum Committee approved the request of the Earth, Space, and Aviation Sciences department to be renamed the Earth, Space, and Environmental Sciences department. Members of the Curriculum Committee have been working with the department to deactivate the Aviation courses and the Aviation program because they have not been taught or offered for some time.

She added that the committee also took action to include the SLOs on the Course Outline of Record. The Curriculum Committee voted for it to occur via an information import from TracDat. This will allow the Active dates on all courses to remain the same. Faculty are being asked to go into TracDat and make any changes to SLOs before they are imported into Curricunet. The timeline for the import will be decided by the LOC.

Senators also received electronic copies of the following Curriculum items:

Palomar College Curriculum Committee Meeting Actions
Wednesday April 5, 2017

ACTION

- A. SLOs and Curriculum – Moving SLOs into CurricUNET
- B. Change the name of Earth, Space and Aviation Sciences to **Earth, Space and Environmental Sciences**

II. ACTION - SECOND READING

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

A. Credit Course/Program Packages

Package Title: Aviation - Deactivation of Courses and programs
Discipline: Aviation Sciences (AVIA)
Description: Deactivation of AVIA courses and programs at department's request due to decline in enrollment. Aviation curriculum being re-evaluated and restructured for possible future offerings.
Catherine Jain

1. Credit Course Deactivations - Aviation

a. Course Number and Title: AVIA 100 Introduction To Aviation Sciences
Short Title: Intro To Aviation Sciences
Discipline: Aviation Sciences (AVIA)
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

b. Course Number and Title: AVIA 105 Basic Pilot Ground School
Discipline: Aviation Sciences (AVIA)
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

c. Course Number and Title: AVIA 105 Basic Pilot Ground School
Discipline: Aviation Sciences (AVIA)
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

d. Course Number and Title: AVIA 106 Commercial Pilot Ground School
Discipline: Aviation Sciences (AVIA)
Prerequisites: Private Pilot Certificate, or AVIA 105
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

e. Course Number and Title: AVIA 107 Instrument Pilot Ground School
Discipline: Aviation Sciences (AVIA)
Prerequisites: Private Pilot Certificate, or AVIA 105
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

f. Course Number and Title: AVIA 120 Aviation Weather
Discipline: Aviation Sciences (AVIA)
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

g. Course Number and Title: AVIA 145 Glass Cockpits and GPS Navigation
Short Title: Glass Cockpits/GPS Navigation

Discipline: Aviation Sciences (AVIA)
Prerequisites: AVIA 105, or Private Pilot Certificate
Transfer Acceptability: CSU
Reason for deactivation: Decline in enrollment.
Catherine Jain

h. Course Number and Title: AVIA 75 Private Pilot Certification
Discipline: Aviation Sciences (AVIA)
Grading Basis: Pass/No Pass Only
Reason for deactivation: Decline in enrollment.
Catherine Jain

i. Course Number and Title: AVIA 80 Instrument Rating Certification
Short Title: Instrument Rating Cert
Discipline: Aviation Sciences (AVIA)
Grading Basis: Pass/No Pass Only
Reason for deactivation: Decline in enrollment.
Catherine Jain

j. Course Number and Title: AVIA 85 Commercial Pilot Certification
Discipline: Aviation Sciences (AVIA)
Grading Basis: Pass/No Pass Only
Reason for deactivation: Decline in enrollment.
Catherine Jain

2. Credit Program Deactivations - Aviation

a. Program Title: Aircraft Commercial Pilot
Discipline: Aviation Sciences (AVIA)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 23
Reason for deactivation: Decline in enrollment.
Catherine Jain

b. Program Title: Aviation Operations and Management
Discipline: Aviation Sciences (AVIA)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 33
Reason for deactivation: Decline in enrollment.
Catherine Jain

B. Credit Course/Program Packages

Package Title: Upholstery - Deactivation of Courses and programs
Discipline: Aviation Sciences (UP)
Description: Deactivation of UP courses and programs at department's request due to decline in enrollment.
Upholstery curriculum no longer offered at Palomar College.
Solange Wasef

1. Credit Course Deactivations - Upholstery

a. Course Number and Title: UP 85 Basic Upholstery
Discipline: Upholstery (UP)
Reason for deactivation: Decline in enrollment.
Solange Wasef

b. Course Number and Title: UP 86 Advanced Upholstery
Discipline: Upholstery (UP)
Recommended Prep: UP 85
Reason for deactivation: Decline in enrollment.
Solange Wasef

c. Course Number and Title: UP 88 Antique Furniture Restoration
Discipline: Upholstery (UP)
Recommended Prep: UP 85
Reason for deactivation: Decline in enrollment.
Solange Wasef

d. Course Number and Title: UP 90 Automotive Upholstery
Discipline: Upholstery (UP)
Reason for deactivation: Decline in enrollment.
Solange Wasef

e. Course Number and Title: UP 95 Window Treatments
Discipline: Upholstery (UP)
Reason for deactivation: Decline in enrollment.
Solange Wasef

f. Course Number and Title: UP 96 Decorator Accessories
Discipline: Upholstery (UP)
Reason for deactivation: Decline in enrollment.
Solange Wasef

g. Course Number and Title: UP 97 Upholstery Topics
Discipline: Upholstery (UP)
Reason for deactivation: Decline in enrollment.
Solange Wasef

B. Credit Program Changes

1. Program Title: Child and Family Services
Discipline: Child Development (CHDV)
Award Type: A.S. Degree Major/Cert. Achievement
Total Units: 37.50
Updated description and courses, reorganized program, removed curriculum electives category and child development electives category.
Laurel Anderson

D. New Non Credit Courses

1. Course Number and Title: N-PHOT-920 Getting to Know Lightroom for Older Adults
Discipline: Noncredit Photography (N-PHOT)
Justification: This class is an investigation into the technology and aesthetics of digital photography, with instruction in digital image processing using Adobe Lightroom.
Amy Caterina

2. Course Number and Title: N-PHOT-950 Getting to Know your Digital Camera for Older Adults
Discipline: Noncredit Photography (N-PHOT)
Justification: This will be part of the new 50 Plus Community Ed program. This course is similar to our Intro to Digital Camera, Photo 50. We believe it will be a perfect class to try as a Community Ed non-credit class.
Donna Cosentino

III. INFORMATION

A. 2016-2017 Curriculum Activity Summary

Proposal Type	Current Agenda	2016-2017 Cumulative
New Credit Courses	0	7
New Noncredit Courses	0	29
Credit Course Changes	0	90
Noncredit Course Changes	0	0
Credit Course Reactivations	0	0
Noncredit Reactivations	0	0
Credit Course Deactivations	17	43
Noncredit Deactivations	0	0
Course Reviews (2/25/2017 – 3/10/2017)	0	64
New Credit Programs	0	1
New Noncredit Programs	2	2
Credit Program Changes	1	10
Program Deactivations	2	6
Total Activity	22	252

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

Strong Workforce: Jackie Martin reminded Senators of the information shared at the March 20 meeting on the Code Alignment Project, a project to support the review of codes that have been assigned to courses and awards. The faculty-led pilot process for examining the reporting codes (TOP, CIP, SOC, and SAM) that have been assigned to CTE courses and program rewards to assure that they match the content of the curriculum is expected to be implemented by April 28. If any CTE faculty member has a program that they would like to have reviewed this is an opportunity to do so.

Travis Ritt added that he recently sent an email to department chairs to identify three programs and three faculty members in each area to participate.

Ritt also informed Senate members that he is considering holding a Faculty Senate meeting in the Trade & Industry department to give Senators an opportunity to learn more about the department and see first-hand the opportunities provided to students in those areas. The Senate may also want to consider holding one meeting per semester at each of the satellite campuses.

Senate President Report: Travis Ritt provided the following Senate President Report:

- The Vice President of Instruction forums were held last week. A decision on who will be appointed to the position is expected very soon. Meetings continue each week with Vice President Sourbeer and discussions have focused on the grants process.
- Ritt met with President Blake last week. The next Accreditation Site Visit has been pushed back to 2022 in order to align with the new cycle.
- The T-Tip South Grant has been renewed for \$5 million dollars.
- Kathy Kailikole will be confirmed as Dean of Mathematics and the Natural & Health Sciences at the Governing Board meeting on April 11. Kailikole oversaw the district's process for the receipt of a \$2 million technology grant focusing on STEM pathways.
- The district is pursuing a Title 5 grant for an Education Transfer Degree.
- The Chancellor's Office is pursuing another round of Baccalaureate degrees at community colleges. The district will begin discussing this to identify three potential target degrees.
- Ritt presented Dr. Blake with a revised budget for the Faculty Senate. It includes an increase for travel so other members of the Senate can attend the Area D meetings.

Strategic Planning Council:

Travis Ritt stated that members of the Strategic Planning Council discussed the Interim Vice President position at their last meeting, as well as the creation of a task force for the Staffing Plan 2022.

Senate members noted that it has been the practice to have a hiring committee to fill interim vice president positions. In the case of the Vice President of HR, the district has chosen to have the Superintendent/President and the Supervisor of HR interview and select the candidate. This could be a concern unless it is written into the contract that the individual in the position cannot apply to the permanent position.

Instructional Planning Council:

Members of the Instructional Planning Council discussed PRPs, the Priority List, and Resource Allocation at their recent meeting.

- Palomar Faculty Federation (PFF): Teresa Laughlin reported that members of the EBoard discussed the CCAP Agreement concerning dual enrollment at their last meeting. An EBoard meeting is also scheduled for Thursday, April 13 at the PFF office on Mulberry Street in San Marcos.
- Budget Committee: Joel Glassman stated that the Budget Committee has scheduled a meeting for Tuesday, April 11, at 2:45 p.m.
- ASG: Dung Pham reported that members of the ASG have been discussing funding for various clubs on campus. He noted that the Student Union Club will hold an event in May to celebrate those students who are transferring.
- Academic Technology Committee: Lillian Payn indicated that the Academic Technology Committee (ATC) continue to host Boot Camps, with training scheduled for the remainder of the semester on April 11, from 10:00 a.m. – 5:00 p.m., April 19, from 9:00 a.m. – 4:00 p.m., April 27, 9:00 a.m. – 4:00 p.m., and May 5, from 9:00 a.m. 0 4:00 p.m. Single and one-on-one sessions are also offered for faculty, with summer sessions being planned.
- News flashes are still being distributed each week to faculty.
- Members of ATC have completed their self-study and are now working on their DE plan.
- A college-wide online orientation is being discussed. This was an accreditation standards recommendation.
- DE surveys from the Chancellor's Office are concluding. The Chancellor's Office asked for district-wide, student-wide, and faculty-wide surveys.
- March 31 Academic Technology data:
Total Courses: 2395
Courses Available in Blackboard: 1,267
Adoption Rate: 52.9%
- Courses available in Blackboard: 271 + 4 (this week) = 275
Instructors: 156 + 3 (this week) = 159
Students: 6112
Adoption rate: 11.2%
- Total adoption rate for courses published via our LMS's = 64.1%
- Articulation: Ben Mudgett reported that Cal State Marcos is in the final process of finalizing development on three new programs: American Indian Studies (Bachelor's degree), Environmental Studies (Bachelor's degree), and Ethnic Studies (Bachelor's degree).
- There are new C-ID descriptors for Environmental Science and Hospitality Management.
- ADJOURNMENT: The meeting was adjourned at 3:50 p.m.
- Respectfully submitted,
- Jenny Fererro, Secretary