



Minutes of the
MEETING OF THE FACULTY SENATE
May 14, 2018

APPROVED

PRESENT: Melinda Carrillo, April Cunningham, William Dalrymple, Kelly Falcone, Jenny Fererro, Joel Glassman, Erin Hiro, Sierra Lovelace, Jackie Martin, Susan Miller, Ben Mudgett, Wendy Nelson, Lillian Payn, Travis Ritt, Seth San Juan, Tara Roach, Candace Rose, Craig Thompson, Fari Towfiq, Lori Waite, Ellen Weller, Anastasia Zavodny

ABSENT: Teresa Laughlin, Steve Perry

GUESTS: Michelle Barton, Patrick O'Brien, Lesley Blankenship-Williams

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 Thompson, Zavodny: Faculty Senate approval of the minutes of May 7, 2018, as presented. The motion carried.

Public Comments: Patrick O'Brien indicated that the *Send Silence Packing* suicide awareness display will be shown on the lawn area in front of the Student Union on Thursday, May 17 from 8:00 a.m. – 4:00 p.m.

Announcements: Craig Thompson announced that the Bravura Gala will be held on Monday, May 21 from 5:30 – 8:30 p.m. in the Theatre.

Susan Miller announced that several open SOC 100 classes for summer will be available. Students are invited to explore introductory Sociology this summer starting June 11.

Travis Ritt announced that the Faculty Achievement Celebration of Excellence will be held on Friday, May 18 from 5:00 – 7:00 p.m.

Agenda Changes: There were no Agenda changes.

Faculty Senate
President Election: Nominations were received for Faculty Senate President:
Travis Ritt
Craig Thompson

Ballots were distributed to Senators.

Motion 2 MSC Glassman, Towfiq: Faculty Senate acceptance of the ballot for the following Faculty Senate position:

Faculty Senate President (through May, 2020)
Travis Ritt

The motion carried.

Committee
Appointments:

Motion 3

MSC Miller, Thompson: Faculty Senate approval of the following committee appointments:

Academic Standards & Practices (Faculty at-large)
Melinda Carrillo, (FT) Reading (18-20)
Jeffrey Epstein, (FT) Philosophy (18-20)

Academic Review Committee (Instruction)
Melinda Carrillo, (FT) Reading (18-20)

Tenure & Evaluations Review Board (Languages & Literature)
Melinda Carrillo, (FT) Reading (18-20)

Evaluations Appeals Committee (Faculty at-large)
Tracy Johnston, (FT) Mathematics (18-20)

Student Program Eligibility Committee (Counseling)
Katie Morris, (FT) Counseling

Disability Resources Committee (Faculty at-large)
Katie Morris, (FT) Counseling (18-20)

Team Life (Faculty at-large)
Laurel Anderson, (FT) Child Development

Curriculum Committee (MNHS)
Shelbi Mayo, (FT) Mathematics (18-20)

Comets Affordable Learning Materials (AMBCS)
Amy Caterina

Campus Police Committee (Faculty at-large)
Wayne Hooper, (FT) Public Safety/Fire (18-20)

Instructional Planning Council (AMBA or CTE)
Mark Bealo, (FT) Graphics

Elections Committee
Mark Clark, (FT), Mathematics (18-20)

Instructional Planning Council (Student Services)
Glyn Bongolan, (FT) Counseling

Professional Development Review Board (SBS)
Kalyna Lesyna, (FT) Behavioral Sciences (18-20)

Scholarship Committee (Faculty at-large)
Kimberly Christensen, (FT), Math (18-20)

Perkins Planning and Advisory Committee (CTE)
Linda Morrow, (FT) Library (18-20)

Personnel Standards & Practices (Faculty at-large)
Troy Smith, (FT) Computer Science & Information Technology (18-20)

Curriculum Committee
Patti Dixon (FT) American Indian Studies

Strategic Planning Council
Patti Dixon (FT) American Indian Studies

The motion carried.

Title V STEM
Grant Positions:

Letters of interest were distributed for the Title V STEM Grant positions.

Motion 4

MSC Weller, Towfiq: Faculty Senate approval of the following appointment to the Title V STEM Grant position:

STEM ESL Accreditation Lead
Nimoli Madan

The motion carried.

Motion 5

MSC Thompson, Zavodny: Faculty Senate approval of the following appointment to the Title V STEM Grant position:

STEM Student Pathways Coordinator
Karan Huskey

The motion carried.

Motion 6

MSC Falcone, Miller: Faculty Senate approval of the following appointment to the Title V STEM Grant position:

STEM Activities Director
Cynthia Anfinson

The motion carried.

Motion 7

MSC Thompson, Towfiq: Faculty Senate acceptance of the results of the ballot for the following Title V STEM Grant position:

STEM Program and Curriculum Coordinator Math Acceleration Lead
Wendy Metzger

The motion carried.

SLOAC Co-Coordinator
Positions:

Letters of interest were distributed for the SLOAC Co-Coordinator positions. The two SLOAC Coordinators will each receive 40% assigned time for a total of 80% assigned time. Coordinators are appointed for a one-year term.

Motion 8

MSC Falcone, Nelson: Faculty Senate approval of the following SLOAC Co-Coordinator position appointments:

2018-19 SLOAC Co-Coordinator Positions

April Cunningham
Katy Farrell

The motion carried.

Curriculum:

Senators were provided with electronic copies of the Curriculum Committee Action items last week.

Motion 9

MSC Nelson, Fererro: Faculty Senate ratification of the Palomar College Curriculum Committee Actions dated May 2, 2018. The motion carried.

Wendy Nelson indicated that members of the Curriculum Committee are finalizing changes to the process of approval for new programs.

Enrollment Management
Dashboard:

Michelle Barton shared with Senate members a prototype of Palomar Data Dashboard; a data collection program that provides a suite of Dashboards to provide enrollment data, FTES (credit and non-credit), and comparisons between semesters with the option of applying breakdowns by department/division, as well as the various campus locations.

It is anticipated that implementation of the program will begin in spring, 2018 with all reports generated from the Information Services area.

Student Services
Leadership Concerns:

At last week's meeting, Senate members discussed action that was taken at the March 13, 2018 Governing Board meeting where a motion was made and passed to modify the contract end dates for the Dean of Counseling Services and the Vice President of Student Services changing them from two years to one year, with no previous notification to either administrator.

Today, Patrick O'Brien distributed a draft document of a statement to the Governing Board outlining the importance of working towards the district's values and goals of inclusiveness, mutual respect, and integrity. Senate members discussed the lack of faculty voice in recent decisions that affect faculty, students, and the campus as a whole and whether there is recognition by the administration that this will likely affect working conditions and morale in all areas.

After further discussion, this item will be brought for Faculty Senate Action at next week's meeting.

New TERB Forms
for Part-time
Faculty:

Lesley Blankenship-Williams shared a first draft of A Guide to Creating a Workable Improvement Plan for Adjunct Faculty. The plan will assist evaluators who have completed an evaluation for an adjunct faculty member who received an overall *Needs Improvement* rating. The goal of the Improvement Plan is to help the adjunct faculty meet the standards and expectations established by their department. To this end, the Improvement Plan will need to prescribe viable remedies for each of the issues, concerns and/or deficiencies identified in the evaluation report.

Members of the Tenure & Evaluations Review Board (TERB) recognize that creating a viable Improvement Plan can be challenging and time-consuming. Therefore, TERB has developed this guide to more thoroughly describe the process, and help the evaluator create an Improvement Plan that can offer meaningful and appropriate remedies to address the evaluatee's deficiencies.

A brief question and answer period followed. One Senate member noted the importance of part-time faculty evaluations with the changes to the faculty contract. Each area on campus is encouraged to create a rubric for part-time faculty so they'll be aware of departmental expectations.

This item will come back for further discussion in the fall semester.

ADJOURNMENT: The meeting was adjourned at 3:51 p.m.

Respectfully submitted,

Erin Hiro, Secretary