



Minutes of the
MEETING OF THE FACULTY SENATE
August 21, 2017

APPROVED

PRESENT: Melinda Carrillo, April Cunningham, William Dalrymple, Jenny Ferrero, Joel Glassman, Erin Hiro, Susan Johnson, Teresa Laughlin, Sierra Lovelace, Susan Miller, Benjamin Mudgett, Wendy Nelson, Lillian Payn, Travis Ritt, Tara Roach, Candace Rose, Seth San Juan, Craig Thompson, Fari Towfiq

ABSENT: Kelly Falcone, Jackie Martin, Lori Waite, Ellen Weller

GUESTS: Anastasia Zavodny

CALL TO ORDER: The meeting was called to order by the President, Travis Ritt, at 2:39 p.m. in Room SU-30.

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

Approval of Minutes:

Motion 1 MSC Laughlin, Thompson: Faculty Senate approval of the minutes of May 22, 2017, as presented. The motion carried. Abstentions: Johnson, Mudgett

Public Comments: There were no public comments.

Announcements: April Cunningham announced that the work of the Comet Affordable Learning Materials (CALM) continues with the assistance of a CCC Grant. Several Open Educational Workshops are scheduled this semester.

She also reminded Senators that in-line with SB 1359, beginning in January of 2018, zero-cost textbook sections will be highlighted in the schedule of classes.

Welcome: Travis Ritt welcomed new and returning Senators to the Fall semester.

Faculty Senate Goals: Copies of the Faculty Senate Goals for 2015-16 were distributed. Travis Ritt noted that the Senate did not update their goals last year, though most of the items listed are ongoing or in progress. He asked Senators to review the document and bring their suggestions to next week's meeting for further discussion.

**North/South
Center Updates:**

Travis Ritt informed Senators that an Advisory Group for Educational Center Planning has been meeting weekly to discuss the tasks assigned to them. Specifically, the group was charged with:

1. Assisting the college in making a decision on what Meta-Major(s) to pursue at the North and South centers;

2. Assisting the college in identifying majors that will be supported at the centers on opening day and in subsequent years;
3. Developing guided pathways and schedule development based on FTES/FTEF goals of the district;
4. Developing a marketing and outreach plan for each center;
5. Exploring and identifying community education offerings (non-credit and not-for-credit), AEBG connections, and Strong Workforce opportunities to do “more and better” CTE programs.

Ritt noted that it is anticipated that over the next several weeks deans will begin meeting with department chairs to discuss course offerings. Brief discussion followed on the need for campus-wide input.

Changes to PD/Service Points:

This item will be discussed at next week’s meeting.

Learning Outcomes Council:

Senate members discussed the current process and structure of the Learning Outcomes Council as well as the ongoing challenges of filling the faculty coordinator positions. Wendy Nelson provided a brief history of the structure developed after a state mandate was put in place requiring the use of Student Learning Outcomes (SLOs). Faculty serving in the positions of Student Learning Outcomes Assessment Cycle Coordinators have assisted in the process since the onset and have been extremely successful in assisting faculty in completing assessment cycles and entering data into TracDat. Moving forward there has been some discussion on moving the Learning Outcomes Council under the umbrella of the Curriculum Committee. More information will be forthcoming on this after further discussion by those groups.

Policies & Procedures:

Jenny Ferrero reported that the next meeting of the Policies & Procedures Committee will be held on September 1, 2017. She asked for a Senate volunteer to serve as an alternate and reiterated the importance of faculty input as it relates to college policies & procedures. After brief discussion, Sierra Lovelace volunteered to serve as an alternate.

Motion 2

MSC Laughlin, Nelson: Faculty Senate approval of the following committee appointments:

Strategic Planning Council (Faculty, at-large 16-18)

Martha Martinez, MNHS, Full time

Basic Skills Committee (One part-time Faculty member at-large)

Nicole Siminski, Languages & Literature, Part-time

Sabbatical Leave Committee (MNHS, 16-19)

Mark Clark, MNHS

Basic Skills Committee (DRC member)

Sherry Goldsmith, Student Services, Full time

Bookstore Subcommittee (Faculty, at-large 16-18)

Steve Perry, MNHS, Full time

The motion carried.

Curriculum:

There were no Curriculum items.

Senate President
Report:

Travis Ritt provided the following Senate President report:

He has been meeting with Vice President Kahn. Discussions have focused on Enrollment Management.

He noted that the Computer Sciences department has moved from Arts, Media, Business, and Computer Science division and into the Mathematics and the Natural & Health Sciences division. AMBCS will be renamed accordingly (perhaps as Arts, Media, and Business Administration, or Business Administration, Arts, and Media). A call will be distributed soon to fill the permanent dean position for the AMBA division.

The search to fill the vacant Social and Behavioral Sciences dean position was unsuccessful. Vice President Kahn will be meeting later in the day with department chairs in that division to discuss next steps.

Strategic Planning
Council:

Candace Rose presented a brief summary of a summer meeting held by the Strategic Planning Council:

The current committee structure as well as the number of current committees is being reviewed.

Michelle Barton presented updates on the CFT/ACCJC settlement and reviewed that 7-year accreditation report. Barton indicated that the district's Accreditation Steering Committee is proposing that the standards be allocated to the appropriate committees to document what is already being done, and to then report that information to the Accreditation Steering Committee. The Steering Committee can then compile that information for Palomar's self-evaluation.

Barton also reported that a good first draft of the ACCJC Substantive Change Form for the South Center has been completed. The Substantive Change Form for the North Center has not been completed due to some changes in ACCJC's process.

A group at the State level is creating an Applied Solutions Kit, which will assist colleges with enrollment strategies.

Vice President Kahn provided a Strategic Enrollment Task Force overview.

Instructional Planning
Council:

A Senator is needed to serve on the Instructional Planning Council.

Palomar Faculty
Federation:

Teresa Laughlin provided the following report of the Palomar Faculty Federation:

- Probationary faculty are reminded that they are not required to work outside of their contract without compensation. Pay is to be allocated at a non-instructional hourly rate.
- A membership drive is underway.

Student Success &
Equity Council:

Reporting on the Student Success and Equity Council, Travis Ritt indicated that most of the funds received from the state for student success has been earmarked so there is not a lot of additional monies for special projects.

Academic Technology
Committee:

Lillian Payn provided the following report on the Distance Education & Academic Technology:

- 280 instructors are now teaching in Canvas and 12,086 students are completing their coursework in Canvas
- On August 18, 2017 an additional 8 faculty members have completed POET, which increases the number to 148 total faculty who are validated to teach online
- A summer online orientation pilot was attended by approximately 12 faculty members. Another Fall pilot will be scheduled

Learning Outcomes
Council:

Susan Miller stated that Learning Outcomes received three SPFF Grants; one of which is being used to provide math supplements in a program titled, "My Open Math Lab." It should be available for students soon. The remaining two Grants will be utilized to create programs on problem solving and teamwork.

Miller added that Course Outlines of Record will include SLOs beginning in September.

Wendy Nelson added that a SLO assessment pilot program for Canvas will also begin this semester.

Articulation:

Ben Mudgett reported that last year the Curriculum Committee asked for a work group to review the district's Military Experience Credit policy. That group will begin meeting in September and will share their recommendations with the Curriculum Committee for a policy to assist our retired and active veterans in receiving course credit for military experience where relevant.

Resources continue to be added to the Articulation website, including a link with several Faculty resources (<https://www2.palomar.edu/pages/articulation/>).

ADJOURNMENT:

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

Respectfully submitted,

Jenny Fererro, Secretary