



Minutes of the
MEETING OF THE FACULTY SENATE
April 9, 2018

APPROVED

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

ABSENT: Joel Glassman, Jackie Martin, Lori Waite

GUESTS: Karl Borrero (student), Chelsea Kott, Steve Perry, Dung Pham (ASG), Linus Smith (Telescope), Sherry Titus

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 April 2, 2018, as amended. The motion carried. Abstention: Weller

Public Comments: There were no public comments.

Announcements: Travis Ritt announced that the closing date has passed for the positions of Distance Education & Academic Technology Coordinator, Professional Development Coordinator, and Tenure & Evaluations Review Board Coordinator. Letters of interest were provided for review.

Dung Pham announced that the Associated Student Government is accepting candidates for upcoming ASG officer positions. Students should apply by April 12, 2018 to be considered as candidates.

Teresa Laughlin reminded all of Political Economy Days being held Wednesday, April 11, and Thursday, April 12.

Committee Appointments: There were no committee appointments.

Curriculum:

Motion 2 MSC Nelson, Laughlin: Faculty Senate ratification of the Palomar College Curriculum Committee Actions dated March 21, 2018. The motion carried.

Senators were also provided with electronic copies of the most recent Curriculum items:

Palomar College Curriculum Committee Actions
Wednesday, April 4, 2018

ACTION – SECOND READING – The following curriculum changes, pending appropriate approvals, will be effective **Fall 2018**:

A. Credit Course Package – Deactivations

Package Title: Program and Course Deactivations Spring 2018
Course Disciplines: *FASH, JOUR* Program Disciplines: *ASTR, CFT, DT, PWM, REC, TA*,
Description: Programs with low completion rates and courses not offered in 3 or 4 years. Deactivating at the request of departments.
Package Submitted by Instructional Services (see courses for faculty)

1. Credit Course Deactivations – FASH, JOUR

a. Course Number and Title: FASH 119 Fashion Buying/Management I
Discipline: Fashion (FASH)

Course Included in the following programs:

- i. Fashion Merchandising, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Justification: Course not offered in 3 or 4 years. Deactivating at the request of the department.

Rita Campo Griggs

b. Course Number and Title: FASH 131 / TA 131 Elementary Stage Costume and Make-Up

Short Title: Elem Stage Costume and Make-Up

Discipline: Fashion (FASH) / Theatre Arts (TA)

Transfer Acceptability: CSU

Justification: Course not offered in 3 or 4 years. Deactivating at the request of the department.

Rita Campo Griggs

c. Course Number and Title: FASH 149 Fine Dressmaking

Discipline: Fashion (FASH)

Prerequisites: FASH 136,

Co-requisites: FASH 165

Course Included in the following programs:

- i. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Justification: Course not offered in 3 or 4 years. Deactivating at the request of the department.

Rita Campo Griggs

d. Course Number and Title: FASH 90 Design Collection

Discipline: Fashion (FASH)

Recommended Prep: At least one of the following courses: FASH 135, FASH 136, FASH 139, FASH 145

Course Included in the following programs:

- i. Costume Design, A.S. Degree Major/Cert. of Achieve.
- ii. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Justification: Course not offered in 3 or 4 years. Deactivating at the request of the department.

Rita Campo Griggs

e. Course Number and Title: JOUR 103 Magazine Feature Writing

Discipline: Journalism (JOUR)

Recommended Prep: JOUR 101

Course Included in the following programs:

- i. Multimedia Journalism, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Justification: Course not offered in 3 or 4 years. Deactivating at the request of the department.

Wendy Nelson

2. Credit Program Changes – ASTR

a. Program Title: Astronomy

Discipline: Astronomy (ASTR)

Award Type: Cert. Achievement 18 units/more

Total Units: 34

Deactivating A.S. due to low completion rates; retaining Cert. of Achieve.
Wing Cheung

3. Credit Program Deactivations – CFT, CI, DT, FCS, PWM, REC, TA

a. Program Title: Carving Technology
Discipline: Cabinet and Furniture Technology (CFT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 22
Justification: Deactivating due to low completion rates.
Anthony Fedon/David Wright

b. Program Title: Construction Inspection
Discipline: Construction Inspection (CI)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 27
Justification: Deactivating due to low completion rates.
Dennis C. Lutz

c. Program Title: Drafting Technology: Multimedia
Discipline: Drafting Technology (DT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 29 – 30
Justification: Deactivating due to low completion rates.
Dennis Lutz

d. Program Title: Entertainment Technology
Discipline: Theatre Arts (TA)
Award Type: Certificate of Achievement
Total Units: 33
Justification: Deactivating due to low completion rates.
Wendy Nelson/Chris Sinnott

e. Program Title: Family and Consumer Science-General
Discipline: Family and Consumer Sciences (FCS)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 24
Justification: Deactivating due to low completion rates.
Dennis C. Lutz

f. Program Title: Outdoor Leadership
Discipline: Recreation (REC)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 18 - 23
Justification: Deactivating due to low completion rates.
Lacey Craft

g. Program Title: Public Works Management - Level I
Discipline: Public Works Management (PWM)
Award Type: Certificate of Achievement
Total Units: 19
Justification: Deactivating due to low completion rates.
Anthony Fedon/David Wright

h. Program Title: Recreation Agency Leader
Discipline: Recreation (REC)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 21.5 – 31
Justification: Deactivating due to low completion rates.
Lacey Craft

B. New Noncredit Programs

1. Program Title: Project Management
Discipline: Noncredit Business Management (N BMGT)
Award Type: Certificate of Competency (Hours only; no units)

Justification: Project Management is a workplace preparation skill set that is in demand and provides students with new skills as well as significantly upgrading existing management skills.
Jackie Martin

2. Program Title: Medical Professions Prep
 Discipline: Noncredit Medical (N MEDC)
 Award Type: Certificate of Competency (Hours only; no units)
 Justification: The Nursing and Paramedic Training Programs at Palomar College are rigorous 5 day/week programs and include subject matter and terminology that is unfamiliar to many students. Based on the intensity, fast pace of the programs and the unfamiliarity, students historically struggle to learn and demonstrate competency in the subject areas of cardiology and med math as these subject areas comprise a large portion of the curriculum. The instructors have also found that even though students must complete a basic reading comprehension class, many of the students struggle to read at the level of the textbooks, struggle with the foreign medical terminology and are unfamiliar on how to navigate the textbooks and lack basic study and test taking skills.
Sarah DeSimone

C. Non Credit Courses - New

1. Course Number and Title: N BMGT 988 Procurement Management; Quality, Cost, and Risk
 Discipline: Noncredit Business Management (N BMGT)
 Distance Learning Offering(s): Online
 Justification: Provide students with basic tools & techniques for purchasing fundamentals and risk management within the scope of project management.
Jackie Martin

2. Course Number and Title: N BUS 972 Word Workshop for Older Adults
 Discipline: Noncredit Business (N BUS)
 Part of AEBG Grant for Older Adults and/or CTE short term training leading to jobs.
Jackie Martin

3. Course Number and Title: N KINE 900 Adult Active Fitness
 Discipline: Noncredit Sociology (N KINE)
 Part of AEBG Grant for Older Adults
Lacey Craft

4. Course Number and Title: N KINE 906 Hatha Yoga for Older Adults
 Discipline: Noncredit Sociology (N KINE)
 Part of AEBG Grant for Older Adults
Lacey Craft

5. Course Number and Title: N KINE 913 Beginning Tai Chi for Older Adults
 Discipline: Noncredit Sociology (N KINE)
 Part of AEBG Grant for Older Adults
Lacey Craft

6. Course Number and Title: N KINE 921 A Matter of Balance: Managing Concerns About Falls of Older Adults
 Discipline: Noncredit Sociology (N KINE)
 Part of AEBG Grant for Older Adults
Lacey Craft

II. INFORMATION

A. The following courses have completed the course outline review process between March 3, 2018 and

March 29, 2018 and are effective Fall 2018.
 COUN 101 Transfer Success

B. 2017-2018 Curriculum Activity Summary

Proposal Type	Current Agenda (Actions)	2017-2018 Cumulative
Course Reviews		
(3/3/2018 – 3/29/2018)	02	19
Course Reviews/Added DE	0	10
Credit Course Changes	0	81
Credit Course Deactivations	5	211

Credit Course Reactivations	0	11
Credit Program Changes	0	21
New Credit Courses	0	19
New Credit Programs	0	26
New Noncredit Courses	6	35
New Noncredit Programs	0	4
Noncredit Course Changes	0	5
Noncredit Course Deactivations	0	2
Noncredit Deactivations	0	2
Noncredit Reactivations	0	0
Program Deactivations	0	3
Total Activity	13	449

These items will be brought back for Faculty Senate ratification at next week’s meeting.
II.A.11

Elections: Letters of interest were shared for the positions of Academic Technology & Distance Education Coordinator, Professional Development Coordinator, and Tenure & Evaluations Review Coordinator.

Motion 3 MSC Laughlin, Payn: Faculty Senate approval of the appointment of Steve Perry to the position of Distance Education and Academic Technology Resources Coordinator with a term through Spring 2021. The motion carried.

Motion 4 MSC Zavodny, Nelson: Faculty Senate approval of the appointment of Kelly Falcone to the position of Professional Development Coordinator with a term through Spring 2020. The motion carried.

Motion 5 MSC Laughlin, Falcone: Faculty Senate approval of the appointment of Lawrence Lawson to the position of Tenure & Evaluations Review Board Coordinator beginning in Fall 2018 and ending Spring 2020. The motion carried.

Student Code of Conduct: Sherry Titus provided Senate members with an update on Palomar College’s Student Code of Conduct and Student Rights & Discipline policies. There has been recent campus-wide discussion on safety and security as a result of a reported threat by a student a few weeks ago.

She outlined the due process for students in relation to misconduct and discipline, and noted the benefits of addressing issues at the onset so corrective measures can be taken to hopefully remedy the situation in a timely manner.

There was discussion on the need for a balance between student rights and campus safety and whether there is a responsibility of the district to let faculty members who have these students enrolled in their courses know if and when specific threats are made. Titus noted that each case is different and is addressed the importance of due process. Senate members agreed that if a threat reaches the level of campus-wide notification, it should be followed-up with what steps are being taken by the administration, and what steps should be taken by faculty and staff to assure a safe outcome.

Changes to Learning Outcomes Council Structure: Wendy Nelson shared with Senators a proposed Governance Structure Group Request for the Learning Outcomes Council (LOC). It is being recommended that the council be made into a subgroup of the Curriculum Committee. She noted the membership changes,

which would be reduced to include the Student Learning Outcomes Coordinator(s), 3 faculty members at-large, and a Curriculum Specialist. Moving forward with this change has been discussed in the LOC for several years and as progress continues to be made it is an efficient way to move forward. Both LOC and Curriculum Committee have approved this change. Last year the Curriculum Committee voted to include SLOs on Course Outline of Records and having all this information in one place will be helpful as the district continues to update and improve the process.

This item will be brought back for Faculty Senate Action at next week's meeting.

Redesigning America's
Community Colleges –
Chapters 2 & 3:

Senators talked about Chapter 2, Guiding Students, and Chapter 3, Rethinking Student Instruction. Discussion focused on the following areas:

- The challenge of effective schedule planning and helping students feel open to receiving assistance throughout their educational process. It is beneficial when faculty members utilize Counselor liaisons or advisors for their areas, though it is understood that because the ratio of advisor to students is low that is not always the case.
- Create student focus groups to hear what can be done to help students meet their goals.
- Have college and career information available with software programs that can guide them through the process of course selection.

Discussion on this will continue at the April 16 meeting.

Travis Ritt added that the Guided Pathways funding is expected to be released on April 30. This will provide opportunities for training and workshops for faculty who want to learn more about the development of educational pathways.

Statewide Academic
Senate Resolutions:

Travis Ritt indicated that he will be attending the Statewide Academic Senate Spring Session. Senators were asked to review the Resolutions (<https://asccc.org/sites/default/files/Resolutions%20Packet%20S18%20for%20Thursday%204-12-2018%20Final%20R.pdf>) and provide input as soon as possible.

ADJOURNMENT:

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

Respectfully submitted,

Jenny Fererro, Secretary