



Minutes of the  
MEETING OF THE FACULTY SENATE  
April 30, 2018

APPROVED

- PRESENT:** Melinda Carrillo, April Cunningham, William Dalrymple, Jenny Fererro, Erin Hiro, Teresa Laughlin, 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:** Kelly Falcone, Joel Glassman, Sierra Lovelace
- GUESTS:**
- 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 23, 2018, as presented. The motion carried. Abstentions: Mudgett, Nelson, San Juan, Waite
- Public Comments:** There were no public comments.
- Announcements:** Craig Thompson invited all to attend the House of Humanities event on Thursday, May 3 from 5:30 – 8:30 p.m. in the Humanities Building.
- Fari Towfiq announced that the Baha’i Club is showing the documentary film “*Changing the World, One Wall at a Time*” on Wednesday, May 2 and Wednesday, May 9 from 3:00 to 5:00 p.m. in room O-13.
- Travis Ritt announced that elections for Faculty Senate Vice President and Secretary will occur at next week’s meeting. New and returning Senators will also be seated next week. The election for Faculty Senate President will occur on May 14.
- Agenda Changes:** There were no Agenda changes.
- Senate President Report:** Travis Ritt reported that he and Candace Rose have been attending their scheduled meetings with Dr. Blake. Ritt also meets with Vice President Kahn regularly and discussion has focused mainly on the North and South Centers. He also noted Action taken by the Governing Board to reduce several administrator employment contracts from two years to one year.

Strategic Planning  
Council:

Travis Ritt stated that the Strategic Planning Council meetings have mainly consisted of hearing reports from several individuals and groups, rather than action or planning. The next meeting is scheduled for Tuesday, May 1.

Instructional Planning  
Council:

Seth San Juan indicated that members of the Instructional Planning Council have been discussing the committee's structure and whether any changes should be made to the membership. The group also completed the Faculty Prioritization List. 9 new positions have been prioritized for tenure-track hires to start in Fall 2019.

Human Resources  
Planning Council:

Members of the Human Resources Planning Council are currently discussing the Staffing Plan.

Palomar Faculty  
Federation (PFF):

Teresa Laughlin provided a report on her recent attendance at the Collective Bargaining in Higher Education Conference in New York. Laughlin, Jenny Ferrero, and Barbara Baer from PFF were joined at the conference by 4 representatives from CCE and 3 representatives from administration.

Members of the Negotiations Team are also discussing the prioritization of part time instructors, and Emeriti faculty instructors and potential changes to the contract language in Article 20.

Laughlin also clarified that there has been a false rumor on campus that there is friction between the union and Vice President Kahn. The PFF continues to enjoy a positive working relationship with Kahn and though there is not always agreement on every issue, the professional relationship remains productive and positive. The PFF is not working or speaking out against VP Kahn.

Anastasia Zavodny added that the PFF is hosting a beer tasting event for the Chairs and Directors on Friday May 4 after the Chairs and Directors meeting from 3:00 – 5:00 p.m. at Rip Current Brewery.

Student Success &  
Equity Council:

Travis Ritt indicated that members of the Student Success & Equity Council (SSEC) met on Friday, April 25. Discussion focused on the overall mission of the college and ways to support the various groups on campus. A subcommittee of SSEC has created Military Affiliated Students Guided Principles mission statement for the spouses and families of veterans and active duty military. Though this is not in the purview of SSEC, the group felt it was important to develop it and bring it to the Strategic Planning Council for a larger group discussion.

Ritt added that recent legislation allowed for the review of other DI groups such as the homeless, LGBTQ, and others who could benefit from college resources.

Articulation:

Ben Mudgett reported that several weeks ago a meeting was held at Cal State San Marcos to discuss their upcoming Electrical and Software Engineering Program. It is being supported by a \$6 million HSI Stem Grant to increase the Hispanic population of engineers in North County by reaching out to middle and high school students. Those in attendance at the meeting successfully discussed ways of aligning Curriculum which will result in full

Articulation of software and engineering programs. Software will be implemented in fall of 2019 for their first freshman cohort, followed by Electrical Engineering in fall, 2020 after final approval by the State.

Mudgett also reported that History has been approved at Palomar as the 24<sup>th</sup> Transfer Degree. Film, Electronic Media, Television, and Radio are currently in the approval process in the Chancellor's Office. Computer Science and Chemistry are still in the earlier stages.

Lots of changes are coming forward with AB705 and the changes to English and Mathematics. The University of California Office of the President has come forward with support of AB705 changes and are reconvening to discuss how to support community colleges to assure English courses remain transferrable to the University of California. GE approvals which were submitted last fall are due May 18.

The Assist Transfer System has been deferred until further notice. A series of webinars will be provided for information. (II.A.10)

Accreditation:

Reporting on Accreditation, Lori Waite indicated that the Substantive Change Report was approved for the South Center and is being completed for the North Center as well. Work continues on the Mid-Term Report, which will be submitted in mid-January, 2019. (I.C.12)

Distance Education &  
Academic Technology:

A summary of the Distance Education data that has been collected to date for San Diego and Imperial Counties' colleges from 2011-2017 was presented, which can be accessed from:

<https://goo.gl/cpwS7p>

The summary includes:

- 1) DE sections
- 2) One DE class vs. only DE classes
- 3) DE FTES & % of total enrollment

Also, greater detail and better zoom views are also linked at this URL:

Regional College Distance Education Data (2011-2017) –  
SDICCCA-regionalData-to-Spring2017

FYI: Original data files:

- 1) FINAL-PALOMAR-SDICCCA Regional DE Data-2009-2017
- 2) SDICCCA-regionalData-to-Spring2017
- 3) RegionalDE-Feb27-17-DataSlides

Senators expressed their gratitude to Payn for all her work as Distance Education & Academic Technology Coordinator.

Basic Skills Steering  
Committee:

Lori Waite reported that members of the Basic Skills Steering Committee have primarily been focused on AB705, the California Acceleration Model, and how it will shape Basic

Skills. The group is also working to define their role in Equity and Student Success now that they are required to complete an Integrated Plan with no change in legislation and how the funding requirements are currently written.

Learning Outcomes  
Council:

Susan Miller indicated that the Learning Outcomes Council has completed their review of ACCJC recommendations. Work continues on GE ILOs and assessing teamwork. A few more classes are needed to participate in the surveys.

Wendy Nelson added that Focus Groups will be conducted in May to receive feedback from faculty on their experiences.

Senate members expressed their gratitude to Susan Miller and Wendy for their work with Learning Outcomes this year.

Other:

Jenny Ferrero informed Senators that the retroactive pay increase is reflected in faculty's April paychecks.

Committee  
Appointments:

There were no committee appointments.

Curriculum:

Senators received copies of the Curriculum Committee Actions dated April 18, 2018 last week.

Motion 2

MSC Nelson, Towfiq: Faculty Senate ratification of the Curriculum Committee Actions dated April 18, 2018. The motion carried.

Senators discussed the change in utilization of coursework from other institutions towards certificates and degrees. While the previous requirement was that 50% of coursework for the certificate program must be taken at Palomar, the new requirement is that 12 units of a certificate program or degree must be taken in residence at Palomar; the remaining courses may be completed at other accredited institutions. (II.A.11)

Senate Leadership Roles  
& Release Time:

Over the past several weeks, Senate members have been discussing Faculty Senate Leadership roles and the release time associated with those positions.

There was agreement that the Secretary position should be combined with the Committee on Committees position. Though this would expand the duties of the position of Secretary, it will ensure that the Committee on Committee Chair position is always filled. 20% release time will be provided total, though release time for all Faculty Council positions can be changed at any time at the Council's discretion.

Motion 3

MSC Towfiq, Zavodny: Faculty Senate support of combining the positions of Faculty Senate Secretary and Committee on Committees Chair. The motion carried.

Motion 4

MSC Zavodny, Thompson: The Faculty Senate accepts the recommendation to allow part-time faculty Senators to be elected to the position of Faculty Senate Secretary. Nay: Ferrero, Hiro. Abstentions: Nelson, Thompson

Discussion followed on the recommendation, which would provide hourly employment for a part-time faculty Senator to be elected as Secretary. Some Senate members

expressed concern about part-time faculty members being in leadership roles and how it could potentially negatively impact their departmental relationships.

Military Credit  
Workgroup:

Ben Mudgett distributed the following information to the Senate on the Military Credit Policy Workgroup and their summary of recommendations:

**Military Credit Workgroup**  
**Sub-Committee: Curriculum Committee**  
**MEMORANDUM**

**DATE:** March 2, 2018

**TO:** Curriculum Committee

**FROM:** Military Credit Workgroup – Chair: Benjamin Mudgett, Articulation Officer

**RE:** Military Credit Policy Workgroup Summary of Recommendations

California Assembly Bill 2462 requires each California Community College to form a taskforce to review and make recommendations to their local military credit policy. As a result, the Curriculum Committee designated a workgroup to review and recommend changes to existing policy related to military credit. The workgroup included Instructional and Counseling faculty, staff and administration from Student Services representing Veteran's Services, Financial Aid, Evaluations, Camp Pendleton Enrollment Services, and Chaired by the Articulation Officer. The workgroup began meeting early in the Fall semester on a bi-weekly basis to analyze Palomar College's current policy, its effect, and researched opportunities to award credit for prior learning military experience.

Discipline faculty reviewed examples of the Joint Military Transcript (JST) and the American Council on Education (ACE) recommendations for credit. ACE provides policy guidance for the JST used by the Army, Marine Corps, Navy, and Coast Guard. Authentic assessment of the learning outcomes associated with ACE recommended credit resulted in the discipline faculty recommendation to award credit through Palomar College's course substitution, credit by exam, and/or prerequisite waiver process. The discipline faculty continue to stress their preference for review and analysis of each substitution request based on ACE recommended guidelines to ensure adequate preparation and rigor is met.

Moreover, our discovery and analysis resulted in the recommendation to reduce the number of elective units awarded from military active duty. Our assessment included:

- The current policy of awarding up to 48 elective units per ACE recommendations is preventing access to critical support services such as EOPS
- Intersegmental challenges continue to pose a risk in awarding course to course credit as many universities will not accept *pass along* credit using ACE recommendations
  - o Credit awarded for course equivalencies using JST transcripts and ACE recommended credit must be consistent for all Veteran and active military students
  - o Veteran and active military students cannot be certified to repeat a course already awarded through prior learning
  - o To ensure equitable access to Veteran benefits and transfer opportunities to the baccalaureate, Veteran and active military students should not receive ACE recommended course to course credit; rather, course substitutions and waivers will continue on an as needed basis
- Course substitutions and waivers related to ACE recommended credit will continue to be forwarded to the appropriate department Chair for discipline faculty recommendation and approval
- Units awarded from the military JST should be reduced to a maximum of 4.0 semester units
- Active military and Veteran students shall satisfy the District's Health and Fitness competency requirement through demonstration of basic/recruit training
- Active military and Veteran students shall be awarded 3.0 – 4.0 semester units toward general education Area E lifelong learning and self-development
- Additional ACE recommended units may be awarded on a case by case basis following a student petition (e.g. to meet the 60 semester units required for graduation) to be reviewed by the Academic Review Committee

Lastly, it is recommended after discussions with Palomar College's Accreditation Liaison Officer, an official Board Policy and Administrative Procedure should be developed to address an official Military Credit policy and procedure. The policy, in consultation with Palomar College's consultant and in coordination with Palomar College's Accreditation Liaison Officer, should be drafted and included with Chapter 4 revisions currently taking place. The Administrative Procedure should be drafted in consultation with Veteran's Services, Enrollment Services, Evaluations, Financial Aid, and Counseling.

Our recommendations will open access to critical support services offered by EOPS for many Veteran students. These support services include enhanced counseling, book stipends and aid. The workgroup supports faculty purview over curriculum related matters including the awarding of external credit for prior learning through the military and continues to emphasize discipline input for course substitution and prerequisite waivers. Together, our recommendations will increase student success and reduce the time to completion for our Veteran and active military students.

Mudgett added that the group will continue to refine the policy as needed.

Faculty Hiring – 2<sup>nd</sup>  
Level Format:

Travis Ritt indicated that senior administration is potentially seeking changes to the current hiring process for full-time faculty members and has asked whether the second-level process should be changed in order to simplify and expedite the process. Currently, the second level process includes the candidates meeting with both the second-level committee and the Superintendent/President in two separate interviews held during the same time period. It is being proposed by administration that the second level be collapsed into one group meeting that includes the Superintendent/President.

Senate members discussed the proposal, and there was concern expressed with the possibility of losing faculty input in the process. It was also noted that faculty's role in writing the questions is important, as well as the need for faculty hiring to remain a faculty-led process. Concerns included the shift in tone and type of questions that might occur if the President's questions were combined with the second-level committee's questions (typically those two interviews serve separate purposes for information gathering), the loss of time with the candidates, and the fact that combining the interviews would NOT expedite the process for administration, but would only serve to minimize the time that candidates are interviewed.

This issue will be brought back for further discussion at next week's meeting.

ADJOURNMENT:

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

Respectfully submitted,

Jenny Ferrero