



Minutes of the
MEETING OF THE FACULTY SENATE
May 7, 2018

APPROVED

PRESENT: Melinda Carrillo, April Cunningham, William Dalrymple, Kelly Falcone, Jenny Fererro, Joel Glassman, Erin Hiro, Teresa Laughlin, 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:

GUESTS: Mejghan Ahmadi, Barb Kelber, 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 April 30, 2018, as amended. The motion carried. Abstentions: Falcone, Glassman, Lovelace

Public Comments: There were no public comments.

Announcements: Fari Towfiq announced that the Baha'i Club is showing the documentary film "*Changing the World, One Wall at a Time*" on Wednesday, May 9 from 3:00 to 5:00 p.m. in room O-13.

Ellen Weller announced that the Palomar College Chamber Singers will perform at the Thursday, May 10 Concert Hour at 12:30 p.m. in the Performance Lab. The Honors Recital will be held on May 17 from 12:30 – 1:30 p.m. Also, the Spring Spectacular will be held on May 18 from 7:00 – 9:00 p.m., and on May 20 from 4:00 – 6:00 p.m.

Kelly Falcone announced that the Faculty Achievement Celebration of Excellence (FACE) will be held on Friday, May 18 from 5:00 – 7:00 p.m. Faculty who plan to attend should RSVP to Falcone as soon as possible.

Ellen Weller announced that the *Send Silence Packing* suicide awareness display will be shown on the lawn area in front of the Student Union on Thursday, May 10.

Jenny Fererro announced that the MODA Fashion Show will be held on Friday, May 11, at 7:00 p.m. at the California Center for the Arts. The Faculty Dance Concert will also be held multiple times this weekend in the Howard Brubeck Theatre.

Erin Hiro announced that the Palomar College **IMPACT** magazine is now available.

Travis Ritt announced that this year's Gift of Time recipient is Donna Cosentino.

Candace Rose announced that the Student Wellness Advocacy Group will be hosting a morning yoga session from 9:00 – 10:00 a.m. on the lawn near the Clock Tower.

Agenda Changes: There were no Agenda Changes.

Welcome: Travis Ritt welcomed new Senator Steve Perry, who will be officially seated at next week's meeting. He added that Senators Laughlin, Martin, San Juan, Waite, and Zavodny, were recently reappointed for terms of office through May 2021, and Council members Falcone and Hiro were reappointed for terms through May 2019.

Senators also thanked Susan Miller for all of her work on the Senate the past few years.

Faculty Senate Elections:
Senate Secretary and
Vice President:

Nominations were received for Faculty Senate Secretary:
Erin Hiro
Anastasia Zavodny

Ballots were distributed to Senators.

Nominations were received for Faculty Senate Vice President:
Craig Thompson
Candace Rose

Ballots were distributed to Senators.

Motion 2 MSC Laughlin, Falcone: Faculty Senate acceptance of the results of the ballot for the following Faculty Senate positions:

Faculty Senate Secretary (through May, 2019)
Erin Hiro

Faculty Senate Vice President (through May, 2019)
Candace Rose

The motion carried.

Travis Ritt reminded Senators that the election for the Faculty Senate President would occur at next week's meeting.

Committee
Appointments:

Motion 3 MSC Miller, Payn: Faculty Senate approval of the following committee appointment:

Distance Education & Academic Technology Committee
Steve Perry (FT), MNHS

The motion carried.

Curriculum: Senate members were provided with electronic copies of the following Curriculum Committee items:

Palomar College Curriculum Committee Actions
Wednesday, May 2, 2018

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

A. Credit Course Changes

1. Course Number and Title: CE 100 Cooperative Education

Discipline: Cooperative Education (CE)

Transfer Acceptability: CSU

Added 0.5 option to variable units, removed lecture hours, updated lab hours to 2.0-18.5, updated description, objectives and outside assignments, removed repeatability.

Jason Jarvinen

2. Course Number and Title: CE 110 Cooperative Education - General

Short Title: Cooperative Education-General

Discipline: Cooperative Education (CE)

Transfer Acceptability: CSU

Added 0.5, 1, 3 and 4 to variable units, removed lecture hours, updated lab hours to 2.0-18.5, updated description, objectives and outside assignments, removed repeatability.

Jason Jarvinen

3. Course Number and Title: CE 150 Cooperative Education Internship

Short Title: Cooperative Education Intrnshp

Discipline: Cooperative Education (CE)

Transfer Acceptability: CSU

Added 0.5, 1, 3 and 4 to variable units, removed lecture hours, updated lab hours to 2.0-18.5, updated description, objectives, methods of instruction, outside assignments and methods of assessment, removed repeatability.

Jason Jarvinen

4. Course Number and Title: GEOG 138 GIS Internship

Discipline: Geography (GEOG)

Prerequisites: GEOG 120

Transfer Acceptability: CSU

Added 0.5, 1 and 1.5 variable units, updated lab hours to 2.0-18.5, updated description and methods of instruction.

Wing H. Cheung

5. Course Number and Title: PSYC 298 / SOC 298 / AODS 298 Directed Field Experience I

Discipline: Psychology (PSYC) / Sociology SOC/Alcohol and Other Drug Studies (AODS)

Co-requisites: PSYC 298L / SOC 298 / AODS 298

Transfer Acceptability: CSU

Decreased unit value from 5 to 3, removed lab hours, added PSYC/SOC/AODS 298L as corequisites, updated description, objectives, methods of instruction, outline, required reading, suggested reading and methods of assessment.

James Fent

B. New Credit Courses

1. Course Number and Title: PSYC 298L / SOC 298 / AODS 298 Directed Field Experience I

Discipline: Psychology (PSYC) / Sociology (SOC)/Alcohol and Other Drug Studies (AODS)

Transfer Acceptability: CSU

Justification: Course created to correctly align with Title 5 Guidelines.

James Fent

C. Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2018.

Catalog Number	Type	Description	Proposal Type
GEOG 138	Prerequisite	GEOG 120	Change
PSYC/SOC/AODS 298	Corequisite	PSYC 298L / SOC 298 / AODS 298	Change

II. INFORMATION

A. The following courses have completed the course outline review process between April 14, 2018 and April 27, 2018 and are effective Fall 2018.

COUN 110 College Success

B. 2017-2018 Curriculum Activity Summary

Proposal Type	Current Agenda (Actions)	2017-2018 Cumulative
Course Reviews		
(4/14/2018 – 4/27/2018)	1	25
Course Reviews/Added DE	0	10
Credit Course Changes	5	85
Credit Course Deactivations	0	211
Credit Course Reactivations	0	11
Credit Program Changes	0	21
New Credit Courses	1	19
New Credit Programs	0	26
New Noncredit Courses	0	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	7	459

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

Student Services
Leadership Concerns:

Patrick O’Brien shared with Senate members 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.

O’Brien noted that this action has caused some uncertainty surrounding these administrative roles during a time when Student Services is expanding with many projects and initiatives; including Guided Pathways, Starfish Early Alert and Degree Planning, expanding Behavioral Health, and the opening of two new education centers that rely heavily on leadership from that area.

Senators discussed the importance of advocating for these positions for the benefit of not only our students, but the district as a whole, particularly with the implementation of our campus theme “Better Together.” The Governing Board’s action not only affect the Vice President and Dean as well as the Director of Public Affairs whose contract was also shortened to one year, but also send a message to the remaining administrators that they are not secure in their future here. That potentially affects working conditions, morale, and the foundation of the college.

There was agreement that this item should be brought back for further discussion and/or Faculty Senate Action at next week’s meeting.

Using Canvas for
Student Evaluations:

Lesley Blankenship-Williams shared with Senators the Tenure & Evaluations Review Board's (TERB) attempt to move to a paperless evaluation system for students. It utilizes a new system recently purchased by the district called "Evaluation Kit" which integrates with Canvas, and would consequently simplify the process. Williams added that she is hoping to pilot the software in some face-to-face classes, and appropriate candidates would be peer evaluations rather than probationary faculty evaluations. Faculty who are interested in learning more should contact Williams (lwilliams@palomar.edu) or incoming TERB chair Lawrence Hamilton Lawson (llawson@palomar.edu) for more information.

Starfish Degree
Planner:

Mejghan Ahmadi, Sierra Lovelace, and Ben Mudgett shared a presentation about Starfish Degree Planner with Senate members.

The Starfish Enterprise Success Platform combines Degree Planning & Early Alert retention tools to help students in mapping out a multi-year plan to successfully complete their Associates degree, Certificate, or transfer career pathway. Travis Ritt added that the software will be purchased when the district receives the funds from the state. It is hoped that implementation can begin next spring.

Information was shared on the benefits, next steps, long and short-term goals, and a question and answer period followed. More information can also be found at: <https://www2.palomar.edu/pages/starfish/degree-planner/>.

Faculty Hiring – 2nd
Level Format:

At last week's meeting, Senators discussed a recommendation by senior administration that the Senate discuss changes to the current hiring process for full-time faculty members and 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.

Candace Rose indicated that she met with President Blake regarding the Senate's discussion and shared the questions raised by Senators regarding the possibility of losing faculty input in the process, the role of faculty in writing the questions, and the need for faculty hiring to remain a faculty-led process. Rose stated that Dr. Blake felt that collapsing the process could create more transparency in that she can be present to hear candidate's responses to the interview questions, and in turn faculty would be present to hear responses to her inquiries. Dr. Blake also asked that there be consideration that it could be an individual department by department hiring committee decision if they wish to integrate the process.

Senate members talked about the current process and if it would be improved or expedited by making any changes. After some discussion, there was unanimous agreement that utilizing first and current second level formats is effective and that the current policy should remain in place.

Other: Travis Ritt informed Senate members that meetings will be held this week where campus police will meet with a consultant and participate in a Campus Threat Assessment to aid in the development of an Emergency Preparedness Plan.

STRATA Group: Travis Ritt stated that the STRATA Group will facilitate workshops this week as they meet with faculty and administrators to develop a Business Process Analysis for the Human Resources and Student Services areas.

Student Services
Planning Council: Barb Kelber provided Senate members with the following report of the Student Services Planning Council:

1. Chief Moore presented a proposal for the use of Digital Parking Permits (beginning as early as Fall '18). Two of the benefits (among others) would be: no more long lines at the Cashier's office; each permit could register up to five vehicles, but the programming will prevent anyone "gaming" the system.

The system would be managed by a contractor, Credential Solutions, which handles our transcript services. The cost would be offset by a hike in the parking fee. Proposed: \$46 (Ed Code allows us to go to \$50, and our current fee is \$40) this income will also cover the cost of maintenance for the parking structure.

Chief Moore will make the recommendation to the Board on May 8.

2. Campus Administration and Police are aware of a rise in reported incidents of white supremacist postings on campus. If we see any of these postings or hear of activity, please remove the posting and notify campus police. VP Gonzales reminded us that we are a free speech campus, but we do not support hate speech.

Organizations identified through notifications will be tracked through the appropriate channels and added to the growing list of white supremacy groups in the region.

ADJOURNMENT: The meeting was adjourned at 3:52 p.m.

Respectfully submitted,

Jenny Fererro, Secretary