



Minutes of the
MEETING OF THE FACULTY SENATE
September 17, 2018

APPROVED

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

ABSENT: Teresa Laughlin

GUESTS: Dennis Astl, Michelle Barton, Marlene Forney, Patriceann Mead, Chris Miller, Kian Nourollahi (ASG), Ron Perez, Susan Snow, Linus Smith (Telescope), Trevor Wilcox

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 September 10, 2018, as presented. The motion carried.

Public Comment: There were no public comments.

Announcements: Craig Thompson announced that on Thursday, September 20, colleague Dr. Adam Meehan will give a presentation on Virginia Wolfe's, *Mrs. Dalloway* from 4:00 – 5:30 p.m.

Agenda Changes: There were no Agenda Changes.

Committee
Appointments:

Motion 2 MSC Hiro, Towfiq: Faculty Senate approval of the following committee appointments:

Facilities Review Committee (at-large)
Paul Kurokawa (FT), AMBA

Distance Education Committee (at-large)
Erin Hiro (FT), AMBA

Evaluations and Appeals Committee (at-large, alternate)
P.J. DeMaris (FT), Student Services

Recruitment and Retention (at-large)
Elizabeth Stephens (PT), Student Services

Student Program Eligibility Appeals Committee (Athletics) (18-20)
Amber Slivick (FT), Student Services

Distance Education (faculty at-large)
John Harland (FT), MNHS

The motion carried.

Motion 3 MSC Hiro, Rose: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Distance Education Committee (PT, at-large)
Peter Ovwiovwio (PT)

The motion carried.

Curriculum: Curriculum Committee items were provided to Senate members last week.

Motion 4 MSC Nelson, Hiro: Faculty Senate ratification of the Palomar College Curriculum Actions dated September 5, 2018. The motion carried.

Wendy Nelson added that at the September 5, 2018 Curriculum Committee meeting, members voted in favor of creating a Technical Review Coordinator position. Faculty member Candace Rose was voted on and approved.

Motion 5 MSC Nelson, Fererro: Faculty Senate ratification of the appointment of Candace Rose to the position of Technical Review Coordinator for the Curriculum Committee. The motion carried. 1 Nay: San Juan

Emeritus Status: Travis Ritt indicated that the Ad hoc committee created to discuss the recommendation of granting Emeritus Status to Srisuda Leuttringhaus met briefly after last week's Faculty Senate meeting.

Motion 6 MSC Fererro, Thompson: Faculty Senate support of the granting of Emeritus to the following faculty member:

Srisuda Leuttringhaus, ECE Lab School. She has served Palomar College for 19 years from August 1, 1999 to June 29, 2018. The motion carried.

Academic Calendar: Senators were provided with copies of drafts of the 2019-2020 and 2020-21 Academic Calendar. Fererro pointed out the potential start dates available for the spring and fall semesters as well as summer and winter intercessions. After brief discussion, Senate provided their recommendations and asked Jenny Fererro to pass them on to the district for consideration.

Educational Master Plan & Facilities Master Plan: The college is currently in the process of conducting its regular update to the Palomar Educational Master Plan (EMP). The last update was completed in 2010, and the current EMP sunsets in 2022. This update will provide current data and information about the college to continue relevant, contemporary educational planning, responsive to student and community needs for the Palomar College region. Additionally, it will provide an updated foundation for ongoing facilities planning. The 2018 EMP will carry the college forward

to its more in-depth, comprehensive Educational and Facilities Master Planning process, which is planned for 2020-2022.

To assist with the EMP 2018 Update, the college has engaged the Collaborative Brain Trust (CBT) to provide technical services and support for the process. CBT will work with the Palomar EMP Update Steering Committee to gather current internal and external environmental scanning data and information to guide the update. A series of listening sessions will be conducted, utilizing the College's existing governance structure and planning councils so as not to duplicate efforts, and to support transparency and communication with all college departments and constituents. Once completed, the draft EMP Update will be reviewed by the Strategic Planning Council (SPC), and then provided to the Board of Trustees. The final document is expected to be ready for distribution by November 2018.

Michelle Barton stated that as a result of the district receiving a \$694 million dollar Proposition M funding, several construction projects were completed or are near completion. As those funds are being depleted, plans are being made on how to utilize existing space on campus with the recent construction. The district is also considering seeking approval of another bond to continue fulfilling the needs of the district. Reviews are also ongoing with the North and South Centers as needs change based on projected enrollment patterns.

Ron Perez shared information on the Facilities side of the plan, stating that there is currently \$174 million in funding remaining from Prop M, with a focus on construction and improvements in the following areas:

- An Athletic complex
- Phase 1 of the Fallbrook Center
- An Arboretum trail
- Completion of Comet Circle for two-way traffic

There is a need for an updated Student Services Area, but there are challenges in finding a location to fulfill the size needed to meet those needs. A space of approximately 75,000 square feet was proposed, which would provide one area on campus to house all departments related to Student Services. The old library building will be vacant early in 2019, but only has only approximately 52,000 square feet available. There is an area graded by the new Library building that is being proposed for a new Student Services building, with funding being provided by a new bond that the district will seek approval of in 2020.

In response to a question by a Senator on the likelihood of another bond passing so soon, Perez indicated that a Feasibility Study will be conducted in 2019, noting that support has been received by The Taxpayer Association, who will provide oversight. If the bond is not approved, other potential funding sources will be sought.

As to what will be housed in the LL building, Perez stated that several proposals have been received. The current process will be utilized, which is first submission for consideration by the deans, the executive staff, and then the Strategic Planning Council. Some Senators expressed frustration that there is not yet a final plan in place for the remodel of the building and that the building will remain vacant for an undetermined amount of time.

A lengthy question and answered period followed. Some Senate members felt that Student Services should have been the district's number one priority and that waiting two years to see if a bond is approved is not the best direction to serve Palomar students as a whole.

There was a question as to whether the issue of requiring 75,000 feet rather than utilizing a smaller space could be revisited or reconsidered. Michelle Barton noted that these plans account for long-term planning, with many areas on campus expected to be housed for 20 years or more once situated in their new location. The college is attempting to not only consider the best needs of students now but far into the future. There was some uncertainty, though, as to how much input faculty and staff have in the planning process and how that input is needed in order to serve students in those departments. There was also some discussion on student housing, though much more research would need to be done on location and cost.

All are invited to review the plan at: <https://www2.palomar.edu/pages/strategicplanning/>.

Other:

Travis Ritt indicated that members of the Faculty Council have discussed the recent survey sent out to all faculty members. Senate members will be forwarded a copy of the data and asked to review them prior to next week's meeting. Based on the information received from faculty in the surveys, the Senate will begin work on their goals for 2018-19.

Travis Ritt stated that the hiring of 9 new faculty has been approved. Announcements for those positions will be distributed soon.

Written Reports:

The following written reports were received:

Distance Education
Committee:

Distance Education Faculty Senate Report (9/17/2018) by Steve Perry

1. There was 1 faculty member who completed the POET training in the past week.
2. I wrote a first draft of a Web Accessibility primer to help faculty learn about the accessibility issues we will be dealing with this year. I met Dean Pearl Ly, on Wed, 9/12 to discuss the draft. Pearl asked for some faculty feedback on how well the faculty would understand the items on the accessibility checklist, found on the "Web Accessibility" page.
3. At the meeting, on 9/10, there was some discussion of tying in 3D Portal's Live Feed ("General Information") with the Palomar Online Calendar.

Currently, Kelly Helming and Chris Norcross control access to who may add items to the Calendar. The most recent 10 items, or so, appear on the Palomar College Home page and get pushed off as new items are added. I recommend further discussion on whether or not the items put out in the "General Information" are the same kind of things that would should be posted to the Calendar and, if so, how we might go about linking the systems electronically.

4. Currently, Lillian Payn and I are the DE subcommittee "approvers" and there is an ongoing glitch in the CurriQnet system that sends all courses for DE approval, even if the DE checkbox is not selected. A few weeks ago, Cheryl Kearse, requested a fix from CurriQnet and there is no ETA on when that will be completed. In the meantime, Lillian and I are "approving" non-DE curriculum with a note that the course is not really a DE course and we are just trying to move it along the process.

5. I created a first draft the Distance Education Requirements that would replace the current DE text in the Meta CurriQnet system and sent it on to Wendy Nelson and Lillian Payn for review. The goal is to remove the busywork involved with checking boxes that simply affirm items the DE addresses in general and, instead, asks for specific information on how the course will meet the Web accessibility requirements and be Title V compliant.

6. I have met and will be meeting with the CAN-INNOVATE online conference on 10/28. Palomar College is a co-sponsor.

7. The Distance Education Committee will meet on Wed afternoon, 9/19, and discuss the Web Accessibility rollout planning, the accessibility checklist (on the Palomar website), updating the POET system.

Facilities Review
Committee:

Report by Candace Rose for Facilities Review Committee on 9/6/1
Prop M updates:

- M&O won the Engineering News-Record Magazine's Best Green Project in Southern California
- M&O building is still waiting on office furniture
- High Density mobile storage system is in place in M&O - means more stuff in less space
- Dispatch is in the process of moving into their new building by the end of the semester
- Working with faculty in Athletics on their new facility
- New permanent Fallbrook facility in the works
- Arboretum trail - in development
- Getting started on 3 new storage buildings being added behind the T Building (for auto, welding and carpentry)
- LRC - IS equipment and AV systems moving in, furniture coming in this month

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

Respectfully submitted,

Erin Hiro, Secretary