



Minutes of the  
MEETING OF THE FACULTY SENATE  
October 1, 2018

APPROVED

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

ABSENT: Jackie Martin, Tara Roach, Lori Waite

GUESTS: Kian Nourollahi (ASG), Linus Smith (Telescope), Susan Smith

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

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

Approval of Minutes:

Motion 1 MSC Thompson, Zavodny: Faculty Senate approval of the minutes of September 24, 2018, as amended. The motion carried.

Public Comment: There were no public comments.

Announcements: Steve Perry distributed information on the upcoming online conference for Canvas users. The event, hosted by At One, is titled, *Can Innovate*, from the Online Education Initiative. It will be held on Friday, October 26 from 8:00 – 4:00 p.m. at the Rancho Bernardo Center.

Ellen Weller announced her Faculty Senate resignation. Senators expressed their thanks to Weller for her years of service and commitment.

Travis Ritt announced that an announcement to fill a total of two Senator vacancies will be sent out on Tuesday, October 2.

Agenda Changes: There were no Agenda Changes.

Committee  
Appointments:

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

Personnel Standards & Practices Committee (Faculty at-large, 2018-20)  
Matt Doherty (FT), Biology

Equal Employment Opportunity Advisory Committee (PT)  
Olga Sukhanova (PT) L&L

Distinguished Faculty Award Committee (PT)  
Garrett Chaffin-Quiray, AMBA

Police Academy Director Hiring Committee  
David Miller (FT)

The motion carried.

Curriculum: Senate members were provided with copies of the Curriculum Committee Actions last week. There was brief discussion on moving the Curriculum items through the approval process at a faster pace rather than the current two-week process of Senate review. There was agreement that effective immediately, Senators will receive the Curriculum items on either Wednesday afternoon or Thursday morning and they will be brought for Faculty Senate ratification on the following Monday. (II.A.1)

Motion 3 MSC Nelson, Laughlin: Faculty Senate ratification of the Curriculum Committee Actions dated September 19, 2018. The motion carried.

Resolution on ASSIST  
Updates:

Motion 4 MSC Mudgett, Laughlin: Faculty Senate support of the following Resolution on ASSIST Oversight and Implementation, as amended:

Whereas, ASSIST is the official repository of transfer and articulation agreements between California's public colleges and universities and supports a comprehensive statewide advising and information system "to facilitate the transfer of California Community College students to either the California State University or University of California systems by providing accurate articulation information";

Whereas, The ASSIST Executive Management Oversight Committee (EMOC) prioritized resources to support a new modernized ASSIST that has been delayed for two years and made the decision to no longer support the old ASSIST version causing current transfer and articulation agreements to no longer be accessible to the public; and

Whereas, The ASSIST EMOC recently announced secured funding to ensure the public release of the new ASSIST site with all articulation agreements up to date no later than May 2019, delaying public access to ASSIST by an additional year; and

Whereas, The continued lack of a publicly accessible and accurate ASSIST repository severely harms students and the efforts of California community colleges to reach the goals established in the California Community College's Chancellor's Office (CCCCO) Vision for Success, including increasing the rate of transfer students to California's public universities by 35% as supported by Guided Pathways and the California Promise;

Resolved, That the Academic Senate for California Community Colleges (ASCCC), in coordination with the California Intersegmental Articulation Council (CIAC), request CCC faculty representation to participate on the ASSIST EMOC including at least one Articulation Officer and one Transfer Center Director, to ensure ASSIST functionality enables all users to successfully navigate the transfer experience;

Resolved, That the ASCCC recommend the University of California, California State University, and Student Senate for California Community Colleges request appropriate

representation onto the ASSIST EMOC to ensure ASSIST functionality enables all users to successfully navigate the transfer experience; and

Resolved, That the ASCCC urge the California Community College Chancellor to allocate the required resources to ensure ASSIST is fully functional as the official articulation repository no later than the launch date of May 2019 including a coherent contingency plan to ensure public access to up-to-date intersegmental articulation agreements available through ASSIST for all years no later than May 2019.

IASSIST Resource Center Mission Statement

The motion carried.

Travis Ritt reminded Senators that Palomar College will be hosting the Academic Senate Area D meeting on Saturday, October 13 at the Rancho Bernardo center. Those interested in attending should let the Senate office know as soon as possible as breakfast and lunch will be provided.

Faculty Senate Goals: Copies of last year's Faculty Senate Goals were distributed for review. Senate members discussed their progress to-date, and some amendments were made to move forward for 2018-19. Travis Ritt indicated that Senators will be meeting in small groups to discuss various goals.

Areas to be focused on include:

- Conduct a review on the current committees and their functions.
- Receive feedback via written reports or committee updates to Senate from all committees.
- Reaffirm the importance of AP 7120, District Hiring, and assert the need for the district to follow current policies & procedures.
- A communication strategy between the Faculty Senate and the faculty as a whole.

Senators also discussed the faculty hiring process and the recent amended timeline for upcoming hires now and in the fall 2019 semester. There are concerns as to whether it's possible to distribute the announcements, form the committees, meet with the candidates, and complete the process within the timeline provided. There is frustration that faculty, and even potential hires, may be rushed through the process.

There was also discussion on faculty participation and improved communication. A stronger faculty body will be achieved when more faculty are involved in all aspects of campus service.

Policies & Procedures: Travis Ritt shared information on the overhead on AP & BP 4020, Procedure, Curriculum, & Course Development. Ritt noted the changes being proposed to assure compliance certification.

After a request by a Senate member, copies of the documents will be forwarded to Senators for further review and/or input prior to the next Policies & Procedures Committee meeting.

Palomar Faculty  
Federation (PFF):

Teresa Laughlin provided clarification on the intent of release time. When assigned, the intent is to be released from a 40-hour work week. Meaning 20% release time would be 8 hours (3 hours of prep, 3 hours of class time + 1 hour of institutional service and 1 office hour). A larger discussion on office hours and institutional service will be held at the

upcoming PFF Negotiations Listening Session on October 4 for part-time faculty, and on October 10 for full-time faculty.

Another joint PFF/Faculty Senate meeting is being scheduled. Faculty will be notified when a date is selected.

Laughlin also stated that the Ombudsman Program has been a great success. Anastasia Zavodny was acknowledged for her contributions.

Written Reports:

Distance Education  
Committee:

**Distance Education Faculty Senate Report (10/1/2018)**

1. The meeting I am having with Dean Ly, about continuing development of an Accessibility Primer, was postponed until Tuesday, 10/2.
2. I met with our instructional designer, Tera, on 9/25 so that she could hand-off information to me about her involvement with accessibility issues. This was her last day of employment.
3. The Distance Education Committee will meet on Wednesday afternoon, 10/3, and discuss more about the Web Accessibility rollout planning and the Accessibility Checklist (on the Palomar website)
4. I am in the process of setting up a meeting with Kendyl Magnuson and Richard Loucks to discuss how to set-up a better communication process with us before making changes to the Online Class Search site. Additionally, we will discuss how the FERPA requirements should be addressed when conducting our online classes.
5. Continue to have discussions with Wendy about the first draft of the proposed changes to the Distance Education Curriculum page.
6. I attended a Can-Innovate session (online) on Wed, 9/26 with other regional hubs to discuss the plans for the upcoming on-campus "viewing session" conference. Palomar College will hold an all-day session "viewing session" at the Rancho Bernardo campus on 9/26
7. Continuing to work through the problems with the Meta system concerning the DE approvals Lillian and I need to do. The system... shows that courses are not-pending, when they are (on the main Approvals page), both Lillian and I must approve each DE course (instead of just one of us), all courses show up for our approval (on the DE subcommittee) even if they are not DE courses... we have to go in and "approve" them with a comment that they are not really a DE course we just need to push them through the system.
8. I will attend the monthly SDICCCA meeting this Friday, 10/5 and will ask for the representatives at other college to notify their faculty about the Can-Innovate conference being held on 10/26.

I have been asked to write a @One blog post about the SDICCCA group.

Respectfully Submitted,  
Steve Perry, Distance Education Committee Chair

ADJOURNMENT:

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

Respectfully submitted,

Erin Hiro, Secretary