



Minutes of the
MEETING OF THE FACULTY SENATE
November 5, 2018

APPROVED

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

ABSENT: Teresa Laughlin, Jackie Martin, Benjamin Mudgett

GUESTS: Glyn Bongolan, Kian Nourollahi (ASG)

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 October 29, 2018, as presented. The motion carried.

Public Comment: There were no public comments.

Announcements: Jenny Fererro announced that some faculty members have requested clarification on hiring committee training. Monique Dumbrique confirmed that through the end of December 2018, online training is still available and once completed will satisfy the requirement for one year. Beginning in January 2019, the platform that has been utilized for online training will no longer be supported and a process utilizing an in-house, half-day training will be utilized. The in-person trainings will cover faculty for two years. More information is available in the Human Resources office.

Kelly Falcone added that access to the training is available through the PD Portal under, "EEO Hiring Committee Training," from 9:00 a.m. – 2:30 p.m. Compliance Officers and Department Chairs are also required to obtain additional training on a separate day from 9:00 a.m. – 2:30 p.m.

Agenda Changes: There were no Agenda Changes.

Committee
Appointments:

Motion 2 MSC Hiro, Fererro: Faculty Senate approval of the following committee appointment:

Committee on Service Learning (18-20)
Chelsea Wright (PT), Art (AMBA)

The motion carried.

Curriculum: The next meeting of the Curriculum Committee will be held on November 7, 2018.

Campus Survey
Data Memo:

Senate members reviewed and discussed the following memo from the Faculty Council for distribution to all faculty members:

Colleagues,

At the beginning of the Fall semester, the Faculty Senate conducted a survey to serve two purposes: first, to help the Senate set its annual goals, and second, to better understand the overall campus climate. The survey link was sent to approximately 2,000 faculty, both full and part-time; the highest number of responses to any question was 91 (approximately 5%).

To the first purpose, the setting of annual goals, the Faculty Senate developed six broad areas of interest based largely on feedback from the survey and has devoted time to discussion of them in each meeting since the survey was received. In the past, the Faculty Council developed possible goals and then brought them to the Senate for discussion and eventual adoption. This year, the full Senate engaged in discussion from the beginning of the process and made the decision to address areas of interest that had been identified in the survey. As discussions continue, each workgroup will develop more specific goals and objectives within its area of interest. Workgroups of no fewer than three Senators were created to address each area.

The workgroups' topics and members are as follows:

- **Faculty Hiring:** Teresa Laughlin (lead), Tara Roach, Will Dalrymple, Jenny Ferrero, Craig Thompson
- **Shared Governance:** Travis Ritt (lead), Kelly Falcone, Erin Hiro, Anastasia Zavodny
- **Communication:** Jackie Martin-Klement (lead), Candace Rose, Wendy Nelson, Melinda Carrillo, Sierra Lovelace, Lori Waite.
- **Senate Procedures:** Erin Hiro (lead), Travis Ritt, Lillian Payn, Ben Mudgett, Fari Towfiq.
- **Guided Pathways:** Kelly Falcone (lead), Travis Ritt, Wendy Nelson, Melinda Carrillo, Lori Waite.
- **Class Scheduling/Canceling Classes:** Wendy Nelson (lead), Steve Perry, Seth San Juan, April Cunningham, Jackie Martin-Klement.

Using your feedback, the Senate will continue throughout the year to work on the issues that concern faculty. If you have questions or suggestions for the workgroups, you can reach out to the workgroup lead.

To the second purpose, the Senate included Question #14, "How would you characterize the overall campus climate at this time?" There were 90 respondents to this question: 1.11% responded "very positive," 10% responded "positive," 14.44% responded "neutral," 50% responded "negative," and 24.44% responded "very negative." A follow-up question (#15) allowed for a free response. While it is striking that nearly three-quarters of the responses fell into the "negative" or "very negative" categories, because of the low-response rate there was a lack of consensus among Senators over how to interpret the results. Some argued that 90 respondents were too small of a sample to be indicative of "the overall campus climate"; some stated that voluntary surveys typically attract a disproportionate number of negative responses; and others claimed that the survey's most important revelation was the high level of apathy on campus.

Regardless of the uncertainty over whether the survey was an accurate gauge of campus climate, all fifteen questions prompted important feedback which the Senate will continue to consider and act upon. The entire survey will also serve as a valuable benchmark when future surveys are taken, and the Senate expresses its gratitude to those who responded.

Your Faculty Council,

Travis Ritt
Candace Rose
Erin Hiro
Fari Towfiq
Wendy Nelson
Craig Thompson
Kelly Falcone

Motion 3 MSC Thompson, Falcone: Faculty Senate support of the distribution of the Campus Survey Data Memo to all faculty members. The motion carried. 1 Nay: San Juan. 1 Abstention: Perry.

Special Session of the Senate: Travis Ritt reminded Senators that because of the Veterans Day holiday on November 5, and the Thanksgiving week break, the Senate will not have a scheduled meeting until November 26. He asked for input on whether a special Faculty Senate meeting should be held next week.

After brief discussion, Ritt indicated that he would send out a poll to Senators to choose a time on Wednesday, November 14, 2018, for the meeting to be held.

Motion 4 MSC Nelson, Zavodny: Faculty Senate support of holding a special Faculty Senate meeting on Wednesday, November 14, 2018 at a time to be determined by a poll of Senators. The motion carried. 2 Nays: Fererro, San Juan.

Middle College: Glyn Bongolan shared an example of Middle College High School:

What is a Middle College High School (MCHS)?

- Secondary schools located on a college campus
- Designed to serve high-potential, high-risk students (middle performing) 9th – 12th grade
- Feature effective support services, small class size, and the opportunity for students to concurrently take some college classes at typically minor cost to the student.

Why middle college:

- Bridge the high school and college experience for underserved youth leading to increased access to and success in college
- Another option for students who need something different than the traditional model.

What does this mean for Palomar faculty:

- There may be high school students in your classes
- Disciplines can opt in with a particular class
- Can be dual enrollment (all HS students) or concurrent (some HS students).

Which High School districts are interested?

- Escondido Union High School District – Orange Glen
- 60-90 students
- Classes after 12:30 p.m.

Bongolan also shared a sample of a Middle College Educational Plan. Other requirements include:

- Students will be enrolled in at least 4 MCHS classes, which are year-long
- Students may take a maximum of 11.0 college units per semester
- 2 Internships (50 hours each) must be completed prior to graduation
- Students are required to be enrolled in a math course each semester through Fall Senior year
- Students are required to fulfill a total of 200 hours of PE prior to graduation (50 hours per semester).

Discussion occurred on several issues relating to having younger students on campus, particularly the social and behavioral impact on young students who move through the high school experience so quickly. Bongolan emphasized that there will be support systems in place for students who participate. In response to a question about whether priority enrollment will be affected, she indicated that there is no expectation that these students will receive priority enrollment, though there will be a section reserved for them if it is listed as dual enrollment under CCAP. Bongolan stated that the Escondido High School District was hoping for a Fall 2019 start, though she will recommend a Fall 2020 implementation. (Academic Standard I.B.1)

Discussion on Submitted Reports:

Travis Ritt stated that he is looking towards making a change to the reporting relationship of committees and councils to the Senate. It is hoped that written reports can be created and sent to the Senate office for distribution to Senators as well as inclusion in the minutes. It will provide an opportunity to share more detailed, concise reports, and give Senators an opportunity to request follow-up information if they choose. (Academic Standard I.C.4-8)

Following up on discussion at last week's meeting regarding the current process for faculty observation of online courses, Steve Perry stated that the Academic Technology Resource Center (ATRC) has expressed some concerns with the Family Educational Rights and Privacy Act (FERPA).

There was discussion on the current process, which many Senators felt was much more intrusive than the proposed change. Senators are requesting that the ATRC explore the feasibility of activating the functionality that allows observer access.

Policies & Procedures:

Jenny Fererro indicated that members of the Policies & Procedures Committee met on Friday, November 2. There are several policies that will be brought to the Senate soon and will need Senate feedback, including:

BP/AP 4400
BP/AP 3430
BP/AP 3540
BP 7000
AP 4105

Fererro and Sierra Lovelace will provide more information and discussion on November 26.

Fererro also said that as a result of a governance structure request from CCE to add 1 classified member, Trustee John Halcon proposed reducing the number of Faculty Senate representatives on the committee. Discussion on that will continue on November 26.

Statewide Academic Senate Fall Session:

Travis Ritt stated that he and Candace Rose attended the Fall Session of the Statewide Academic Senate November 1 – 3.

He noted that Palomar is far ahead of many other campuses in preparing for the Chancellor's "Vision for Success," and assuring that the infrastructure is in place to meet the future expectations of the Chancellor's Office. Senators acknowledged Wendy Nelson and Kelly Falcone for their continued work on Guided Pathways.

Ritt added that he attended a breakout session which provided information on a program being offered by Norco Community College that provides credit for prior learning for veterans. They've created a custom database in which they take the Military Occupational Specialty code (MOS) and are matching it with curriculum in the catalog. This would be an ideal program for Palomar and our veteran population. Ritt will work toward getting more information on it.

Candace Rose reported that the Resolution on Articulation & Transfer brought to the Senate by Ben Mudgett several weeks ago passed. There was some opposition from those who felt Articulation Officers across the state didn't have a chance to provide input or vote. (Academic Standard II.A.9)

Rose also stated that a Resolution, "Improving Participatory Governance with the Chancellor of California Community Colleges," was passed. There was discussion on whether the current Chancellor should be referenced by name in the Resolution; which he was at the conclusion of the vote. This particular Resolution was also discussed at length at the recent Area D meeting. (Academic Standard II.A.9)

Other: Candace Rose reported that the Active Learning Conference registration is open. More information is available at: <https://www2.palomar.edu/pages/activelearning/>. (Academic Standard I.B.2)

Written Reports:

Distance Education
Committee:

Distance Education Faculty Senate Report (11/05/2018) - Steve Perry

1. Attended the SDICCCA Distance Education subcommittee meeting in San Diego on Friday, 11/2. I learned that there is an updated OEI Rubric that has been updated to more thoroughly cover accessibility requirements. Additionally, I was provided a list of various lawsuits, settlements, etc. that have come up over the past years about courses not meeting accessibility requirements. I will be reviewing those to access any vulnerabilities that Palomar College may have regarding ensuring that electronic documents distributed to students are accessible.

2. The Distance Education Committee will be meeting again on 11/7 to discuss and take a vote on using the new OEI Rubric as a standard for ensuring quality in our online classes.

We will also be discussing proposed changes to AP 4105 concerning Distance Education policy and how Palomar College will meet the accreditation requirements that instructors are "Validated for Preparedness" (an ACCJC term) before being allowed to teach online classes.

3. Continuing to work with Kelly Helming, in the ATRC, to develop a DE portal.

4. Working with David Gray, in the ATRC, to develop training materials for helping faculty ensure that all electronic documents are in compliance with Accessibility laws.

5. Continuing to do DE approvals through the Meta system.

6. Proceeding through online Accessibility course in Canvas

7. Completed an Accessibility Rollout project plan to help with the tasking and scheduling of the promotion and training of accessibility compliance.

NOTE: I will be absent from the next Faculty Senate meeting on Nov. 26th due to being at the DTE/CHE (Directors of Educational Technology – California Higher Education) conference in Monterrey, CA. (Academic Standard I.B.1)

Respectfully Submitted,
Steve Perry, Distance Education Committee Chair

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

Respectfully submitted,

Erin Hiro, Secretary