



Minutes of the  
MEETING OF THE FACULTY SENATE  
April 1, 2019

APPROVED

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

ABSENT: Michael Hernandez, Lori Waite

GUESTS: Katy Farrell, Kena Haun (ASG), Pearl Ly, Susan Snow, Liz Leguizamo (Counseling Mentee)

CALL TO ORDER: The meeting was called to order by the President, Travis Ritt, at 2:30 p.m. in the Library Conference Room (LL116).

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

Approval of Minutes:

Motion 1 MSC Thompson, Nelson: Faculty Senate approval of the minutes of March 18, 2019, as amended. The motion carried.

Public Comment: There were no public comments.

Announcements: Teresa Laughlin reminded all that Political Economy Days will be held on Wednesday, April 17, and Thursday, April 18.

Agenda Changes: Travis Ritt indicated that Action Item C, Confirmation of faculty composition on Governing Board ad hoc committee, will be postponed until next week.

Committee Appointments: There were no committee appointments.

Curriculum: Senators received electronic copies of the following Curriculum Committee items:

Palomar College Curriculum Committee Actions  
Wednesday, March 20, 2019

SECOND READING – The following curriculum changes, pending appropriate approvals, will be effective FALL 2019:

A. Credit Course Changes

1. Course Number and Title: LS 121 Introduction to Law  
Short Title: Introduction to Law  
Discipline: Legal Studies (LS)

Transfer Acceptability: UC/CSU Transfer Course – Yes  
 Distance Learning Offering(s): Two-Way Video conferencing, One-Way Video Conferencing, Television Course, Online Course  
 Grading Basis: Grade/Pass/No Pass  
 Proposed for new Pathways to Law TMC. Updated course description, distance education, student learning outcomes, objectives, content outline, required reading, required writing, critical thinking, outside assignments and textbooks.  
*L. Jackie Martin*

B. Credit Course Deactivations

Course Number	Title	Trans.	Multi.	Reason	Originator/Requestor
READ 49	Developing College Reading Skills	No	No	Dept. requests deactivation	Melinda Carrillo
READ 30	Fundamental Reading Skills	No	No	Dept. requests deactivation	Melinda Carrillo
READ 31	Developmental Reading Skills	No	No	Dept. requests deactivation	Melinda Carrillo
READ 32	Intermediate Reading Skills	No	No	Dept. requests deactivation	Melinda Carrillo
READ 51	Mastering Reading Skills	No	No	Dept. requests deactivation	Melinda Carrillo
READ 115	Vocabulary Enhancement	CSU	No	Dept. requests deactivation	Melinda Carrillo
ECON 197	Economics Topics	UC/CSU	No	Dept. requests deactivation	Jose Esteban

INFORMATION

The following courses have completed the course outline review process between March 2, 2019 and March 15, 2019 and are effective Fall 2019

GCIP	140	Digital Imaging/Photoshop I
GCIP	141	Digital Imaging/Photoshop II
GCIP	149	Page Layout and Design I
GCIP	152	Digital Publisher/Illustrator I
GCMW	115	Web Page Layout/Word Press
GCMW	165	Digital Video Design
JOUR	200	Mastering Social Media
JOUR	100L	Multimedia Journalism Laboratory
MATH	197	Mathematics Topics
MATH	205	Calculus with Analytics Geometry, Third Course
NURS	103	Nursing Foundation I
NURS	110	LVN-RN Transition
NURS	117	Nursing I
NURS	197	Nursing Topics
NURS	295	Directed Study in Nursing
READ	120	Critical Reading

I.A.1, I.A.2, 1.B.1, 1.B.2

Motion 2

MSC Nelson, Zavodny: Faculty Senate ratification of the Palomar College Curriculum Committee Actions dated March 20, 2019. The motion carried.

Senate President Report:

Travis Ritt reported that he attended the Statewide Academic Senate’s Area D meeting on Saturday, March 23 in Norco. He asked Senate members to review the Resolutions prior

to next week's meeting ([Resolutions tab](#)) and provide input and recommendations. This item will be on the April 8 Agenda for discussion. I.B.1, 1.B.2

Ritt also indicated that he has been discussing Faculty Hiring with Dr. Blake at their bi-weekly meetings, including the practice of hiring of non-tenure track, full-time faculty with categorical funds and whether a mechanism can be created to bring those faculty into tenure-track positions. III.A.1

Strategic Planning  
Council:

Travis Ritt indicated that the Strategic Planning Council continues to focus on setting Institutional Goals and hearing reports from various groups. I.A.1, I.A.2, 1.B.1, 1.B.2

Instructional Planning  
Council:

Jenny Fererro reported that members of the Instructional Planning Council are currently working on Program Review and Planning (PRP) documents and the Accreditation report as it relates to institutional goals.

Student Services  
Planning Council:

Travis Ritt stated that it was reported at the last Strategic Planning Council meeting that due to concerns relating to air quality in the Humanities building, an organization was brought in to conduct the appropriate tests on electromagnetic levels and air quality from a transformer in the region. The results of those tests all showed normal levels; however, those with concerns are still working with the district to address those issues.

Palomar Faculty  
Federation:

Teresa Laughlin reported that members of the Palomar Faculty Federation attended the CFT Convention in Los Angeles the weekend of March 23.

A joint membership meeting of the PFF and CCE will be held on Wednesday, April 24, and all are invited to attend.

April 15 will be the next scheduled "Meet & Greet," with members of the Governing Board.

ASG:

Kena Haun indicated that members of the ASG will be attending the SSCCC General Assembly Session on Friday, April 5.

Other Reports:

Travis Ritt reminded Senators that because of the Collegiality in Action event on Monday, April 15, no regular Senate meeting will be held. He indicated that he would be sending out a poll to Senators this week asking if there is interest in holding a short meeting on a different day that week.

Ben Mudgett reported that Assist Next Generation will be live and running on May 31. He hopes to provide more information on the new system during fall plenary or early in the fall semester. Tutorials and Professional Development opportunities will also be available. I.A.1, I.A.2,

Fari Towfiq reported that members of the Equivalency Committee continue to meet each week. The committee is scheduled to review 11 applications at their next meeting. III.A.8

Discussion on Reports:

Senators followed up on information provided on written reports at previous Senate meetings:

- In relation to hiring an Instructional Dean, that job description will be brought to the Senate for discussion prior to distribution.
- The district continues to reach out to USC for clarification of questions in relation to the Campus Climate Survey. To date, no response has been received.

#### ASG Syllabus Statement

##### Recommendation:

At the March 18 meeting, Senators received information from ASG representative Kena Haun on Basic Needs Insecurity, a major issue affecting community college students throughout the state. The ASG is asking that faculty consider including language within their syllabi directing students to available Palomar College services.

The ASG is also requesting that the Senate distribute a memorandum to all faculty members with this request.

After brief discussion, Senators Jenny Farrell and Wendy Nelson agreed to create a sample statement and bring it to the Senate for Action at next week's meeting. II.C.1

#### Online Tutoring for Hybrid and Evening Courses:

Katy Farrell informed Senators that members of the Tutoring Committee are bringing forward a recommendation and asking for Faculty Senate support of offering expanded online tutoring to all students enrolled in hybrid and evening courses. Currently, online tutoring services are only available to students who are enrolled in online courses as well as courses that are in remote locations where face-to-face tutoring services are not available.

Tutoring services are available for a variety of subject areas, including writing and math. A lengthy question and answer period followed, and Farrell shared examples of services utilized by students. Some senators wanted online tutoring expanded to all courses while others worried that might cause students to default to online tutoring when face-to-face tutoring would be more effective. The costs of both services were also considered. This item will be brought back for Faculty Senate Action at next week's meeting. II.C.1

#### Improving CTE Online Pathways Grant:

Dean Pearl Ly shared information with the Senate on the district's pursuit of a Statewide Online Pathways Grant.

One-time funds of \$35 million are available to the Online Education Initiative to develop online programs and courses that do either of the following:

- Lead to short-term, industry-valued certificates or credentials or programs.
- Enable a student in a pathway developed by the California Online Community College to continue his or her education in a career pathway offered by an existing community college.

Grants may range in size and may be awarded to an individual college or districts, or multiple colleges and/or districts working together as partners, and must fall within one of three approved tracks. Palomar has elected to submit a proposal for Track 2, which focuses on increasing the number of online programs that meet workforce needs by filling in gaps within programs – missing content, missing courses; leveraging industry partnerships to create or expand access to online programs; and encourage collaboration between colleges to offer joint programs.

Workgroups have been created on campus to address the needs of Palomar students, and planning meetings are scheduled for April 9 from 3:00 – 5:00 p.m. in LRC 116, and April 16, from 4:00 – 5:30 p.m. in MD 155-C. A question and answer period followed. II.C.1

Constitutional Committee

Review Group:

Senate members discussed the ongoing work of the Constitutional Committee Review Group. A rough draft of some of the proposed changes was shared with Senators several weeks ago, and some recommendations were made. The group will attempt to meet again this week to create a revised document where each section can be shared and addressed separately. Senators talked about the proposed timeline for Senate discussion and/or Action. III.A.8

Written Reports:

The following written report was received but not discussed at today's meeting.

Report on Meeting with  
President Blake:

Senate President & Vice President's meeting with Dr. Blake on March 19, 2019:

April 13 - Joi will be interviewed at Wineversations event in Escondido to promote Palomar College.

May 21 there is a joint board meeting with Poway Unified to talk about the possibility of a middle-college high school proposal.

The first phase of the Feasibility Study on the housing is completed - there is a demand, so consultants will present the data and there will be on-campus presentations. The team is figuring out the financials now.

Completing the letter of interest to obtain center status for RB center. The goal is to have paperwork in by June 30 - Letter of Interest and Needs Study.

North has "conditional status" and we are submitting enrollment data to get permanent status.

The District is starting a survey for polling for a construction bond.

Aramark Refresh - Aramark regional office is doing a refresh of the food service area. They also are revisiting food options and pricing.

The district is looking at mechanisms to convert faculty lines that are created through categorical funding to institutionalized tenure track positions.

ADJOURNMENT:

The meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Erin Hiro, Secretary