



Minutes of the
MEETING OF THE FACULTY SENATE
August 19, 2019

APPROVED

PRESENT: José Briceño, Melinda Carrillo, William Dalrymple, Alexandra Doyle-Bauer, Jenny Ferrero, Erin Hiro, Teresa Laughlin, Lawrence Lawson, Jackie Martin, Wendy Nelson, Lillian Payn, Steve Perry, Travis Ritt, Craig Thompson, Fari Towfiq, Lori Waite, Anastasia Zavodny

ABSENT:

GUESTS: Linus Smith (ASG), John Matson (ASG) and Susan Snow

- I. CALL TO ORDER: The meeting was called to order by the President Craig Thompson, at 2:30 p.m. in room SU-30.

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

- II. APPROVAL OF MINUTES:

Motion 1 MSC Perry, Ritt: Faculty Senate approval of minutes of May 20, 2019, as amended. The motion carried. Abstentions: Ferrero, Briceno

- III. PUBLIC COMMENT: Susan Snow participated in the "Ask Me" campaign this morning and stated the most common question was "where is the NC Building" referencing North Center. She suggested to update the online registration site to include a location filter so students can search for classes by campus or center location.

- IV. ANNOUNCEMENTS: Lawrence Lawson announced that there are 40 new first year probationary faculty. He needs 40 faculty volunteers to assist with their professional development programs this year. He added that it can take 5 to 10 hours of time for the semester (III.A.1, III.A.5).

Jenny Ferrero stated that a call has gone out to faculty seeking additional senators and encouraged senators present to share this call with any faculty interested in joining the Senate.

- V. AGENDA CHANGES: None

- VI. ACTION

A. Committee Appointments/Elections:

1. Confirmations: Erin Hiro presented the following committee nominations and noted they are all running unopposed. She moved to approve their appointments listed below. During discussion, senators brought up concerns of tenure-track faculty members becoming over extended in committees. Erin Hiro suggested that some faculty may volunteer for several committees hoping

that he/she gets approved for one. Further, she suggested that we make committee participation clearer on the Senate website. Jenny Ferrero stated the Senate may want to consider creating a policy for multiple committee participation.

Motion 2 MSC Hiro, ~~Ferrero~~ Fererro: Faculty Senate approval of committee appointments. The motion carried. (I.B.6, I.B.7, I.B.8, I.B.9)

Mejghan Ahmadi – Student Program Eligibility Appeals (Faculty, at-large 19-21)
Scholarship (Faculty, at-large 19-21)
International Education Advisory (Faculty, Counseling or Matriculation)
Chris Lowry - Equivalency (Faculty 19-21)
Ladylyn Domingue - Strategic Enrollment Management (Faculty Counseling General)
Timothy Martin - Professional Development (Faculty 19-20)
Julia Robinson - Evaluations Appeals (Faculty, at-large 19-20) Alternate
Elizabeth Stephens - Workforce & Community Development Advisory (Student Services)
Matt Doherty - Professional Procedures (Faculty, at-large 19-21)
Academic Standards & Practices (Faculty, at-large 19-21)
Faculty Service Area Review (Faculty, Full-time MNHS 19-21)
Curriculum (Faculty, MNHS 19-22)
Candace Rose - Curriculum (AMBA 19-21)
Alexandra
Doyle Bauer - Oversight/Grant Funded Programs (Faculty, at-large 19-21)
Michael Deal - Strategic Enrollment Management Advisory (Faculty, Full-time MNHS 19-21)
Dana O'Callaghan - Equivalency (Counseling)

Motion 3 MSC ~~Ferrero~~ Fererro, Ritt: Faculty Senate approval of hiring committee ballot. The motion carried.

2. Elections: Erin Hiro presented applicants for three (3) hiring committees. The Director of Athletics committee needs just one of the seven (7) faculty members listed. The Director of Communications committee also needs just one faculty member listed. At this moment, Erin Hiro recused herself as an applicant stating that Wendy Nelson would be a stronger faculty representative for hiring this type of position. Also, during discussion it was determined that there were just two viable candidates for the Dean of MSE hiring committee: John Harland and Cynthia Anfinson. Jenny ~~Ferrero~~ Fererro explained the ballot voting process. (III.A.1, III.A.3) Voting took place and Jenny announced the following results:

Lacey Craft - Director of Athletics Hiring Committee
Wendy Nelson – Director of Communications Hiring Committee
Cynthia Anfinson – Dean of MSE Hiring Committee

Next Erin Hiro called for interest for a new Committee on Committees Chair. Craig Thompson explained that Erin Hiro, current Chair needs to relinquish her duties and dedicate time to her Senate Secretary position. Craig further explained that although the Senate expected Committee on Committees Chair and Senate Secretary position would go hand-in-hand, with Suzanne gone, Erin will be performing more Senate administrative duties. Teresa Laughlin nominated Anastasia Zavodny for the position of Committee on Committees Chair and Anastasia accepted the nomination. Craig conducted the vote and ayes were unanimous.

- B. Curriculum: Wendy Nelson reported that a mini curriculum institute will take place again this year on September 6th 13th. She said this is a perfect opportunity for more faculty to get involved with curriculum and working in META. Wendy added that META is still a challenge for the team and added that she just recently went to a statewide META curriculum conference and learned that the state is trying to find curriculum software that can be used system wide. In the meantime, Palomar is researching better curriculum software. (I.A.1, I.A.2, I.B.1, I.B.2)
- C. Emeritus: Steven White submitted his name for Emeritus status. Because Steven does not meet the 20 years of service qualification for automatic consideration, Craig asked for volunteers to review his qualifications and to make a recommendation to the Senate. Teresa Laughlin reminded the Senate that in order to apply for Emeritus status, the retired faculty member needs support from three (3) additional faculty members. Travis Ritt added that an ad hoc committee of two is all that's needed to review the different qualifications and reach out to those three other faculty members to see if they will support the nomination letter as well. Ad hoc members will report back to Senate. Lawrence Lawson and Erin Hiro volunteered.

VII. INFORMATION ITEMS:

- A. Constitutional Review Committee: Craig Thompson announced that the group will take the next 20 minutes to go through the draft of the revised constitution and discuss changes. Jenny Fererro volunteered to memorialize each change. She will make those changes and bring back an updated draft to the Senate next meeting.
- B. Committees: Tabled
- C. Policies and Procedures: Tabled

VIII. REPORTS:

- A. Senate President: Craig Thompson reported that he was very busy over the summer attending various retreats or workshops, attending Governing Board Meetings, meetings with Dr. Blake, meetings with VP Kahn and other special meetings. Many things happened over the summer including an authorization for a new SRP feasibility study. Someone reminded the Senate that a SRP has to be negotiated. Later he announced the VP Norman has resigned as well as Dean Sivert. Lastly, he spoke of the Credit For Prior Learning Program that allows applicants to get credit for work they've done and not just for exams. He added that most likely there will be an "opt in" option for most departments.
- B. Planning Council Reports: Craig Thompson reported that he attended a SPC 6+ hour retreat over the summer. The retreat covered many topics but much of the time was spent discussing the budget. It was noted that the College is looking at an \$8 million budget deficit. Time was also spent discussing the general climate on campus. At the end, President Blake asked everyone to commit to working together.
- C. Palomar Faculty Federation: Teresa Laughlin reported that negotiations took place over the summer. Moving forward, PFF is encouraging more faculty attendance at all Governing Board Meetings. An email will be going out over the next day or so to get commitments from faculty to attend those meetings. Regarding the \$8 million deficit, the budget now accounts for filling all vacant positions which will not happen since there is a hiring freeze.
- D. ASG: Linus Smith reported that ASG will soon be coming to the Senate to ask for endorsements in support of the overnight parking program and to get ahead of AB302.
- E. Accreditation: Lori Waite reported that the Accreditation team will be meeting regularly and starting the process an entire year earlier than before to help the writing teams. Training will take place soon for the writing teams.
- F. Senate Committee Reports:
Distance Education & Academic Technology: Steve Perry reported the following:
 - During the Plenary, several Accessibility workshops were offered as well as a POET workshop.
 - Developing a workshop (onsite and online) to cover the new Title 5 requirements for online classes to include mechanisms to encourage student-to-student interaction.

- The DE committee will meet on Sept 4th to discuss replacing the current POET training with course from @ONE and discuss how to set up a POER (Peer Online Course Review) group to assist faculty who wish to align their courses with the OEI Course Design Rubric.
- Six faculty completed the POET training over the summer.
- Continuing to do DE approvals through the Meta system, which continues to have problems causing unnecessary work on our part. These issues were pointed out to Cheryl last September, 2019, who forwarded them on to the programmers at Meta.

G. Other Reports: None

IX. ADJOURNMENT: The meeting was adjourned at 3:54 PM.

Respectfully submitted,


Erin Hiro, Secretary