



Minutes of the
MEETING OF THE FACULTY SENATE
March 16, 2020

APPROVED

- PRESENT: Richard Albistegui-Dubois, Jose Briceno, Melinda Carrillo, William Dalrymple, Alexandra Doyle Bauer, Erin Hiro, Teresa Laughlin, Lawrence Lawson, Jackie Martin, Adam Meehan, Wendy Nelson, Patrick O'Brien, Lillian Payn, Travis Ritt, Craig Thompson, Fari Towfiq, Rocco Versaci, Lori Waite, Anastasia Zavodny
- ABSENT: Julia Robinson, Chris Sinnott
- GUESTS: Jonathon Walker (ASG) Lisa Cecere (Faculty), Susan Miller (Faculty)

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

CALL TO ORDER: The meeting was called to order by Senate President Craig Thompson, at 2:34 pm in room SU-30 and conducted via ZOOM.

PUBLIC COMMENT: None

ANNOUNCEMENTS: Senator Teresa Laughlin announced that she received an email regarding a temporary change in the dean structure. Suzanne Sebring will be taking on some of the dean duties of Margie Fritch including Trade & Industry, Design Manufacturing, Workforce Community in Continuing Education, Public Safety and support for Police and Emergency Medical Education, Nursing and Dental. There was no formal process and this is something we need to be aware of because we can't have this crisis be an opportunity for the district's procedures to go out the window.

Senate President Craig Thompson shared a few important sections from an email by Chancellor Oakley. Oakley wrote "The spread of the virus continues to increase. We should expect significant increases in confirmed cases over the next two weeks. The COVID-19 health emergency is expected to continue through the month of June. I ask you to shift your immediate planning to adding horizon to this time frame. In addition, public health officials expect COVID-19 will peak for a second time in August and September of this year. It is likely that the impact of this crisis will extend through the spring of 2021 with some permanent changes to our business practices. Substantially limit all in-person interaction on campuses through June and consider reconfiguring all commencement ceremonies and pending ceremonies to limit event size. Cancel, postpone or move to a remote format for all events, large meetings or conferences for the remainder of the year. This includes moving public board meetings to a remote format. Consider the strong

possibility of a slowdown in the State’s economy. As you review ongoing expenditures, prepare for disruptions to your academic calendar for the 19/20 and 20/21 academic years.”

AGENDA CHANGES: President Jack Kahn requested we address an additional item today under Actions.

APPROVAL OF MINUTES:

Motion 1 MSC Nelson/Towfiq: Faculty Senate approval of minutes of March 9, 2020 (EXHIBIT I).

Abstentions: Lori Waite

The motion carried.

ACTION:

A. Committee Appointments/Elections: No action required.

B. Work-Based Learning Committee:

Motion 2 MSC Laughlin/Doyle Bauer: Faculty Senate approval to accept the ballot result for the Work-Based Learning Coordinator position with a release time of 20% (EXHIBIT II).

Elizabeth Stephens – Counseling

The motion carried.

C. Curriculum: No action required. Senator Wendy Nelson reported that all remaining curriculum will be moved on at the next meeting scheduled for Wednesday, March 18. This will complete the curriculum approval process for fall 2020.

D. Resolution on “acting” hires: Tabled.

E. Tutoring Committee Membership:

Motion 3 MSC Lawson/Nelson: Faculty Senate approval to the proposed governance structure changes to the Tutoring Committee as requested by Leanne Maunu (EXHIBIT III).

The motion carried.

F. Authorizing Online Teaching:

Motion 4 MSC Laughlin/Lawson: Faculty Senate approval to temporarily suspend online teaching certification requirements that are stipulated in AP 4105 (EXHIBIT IV).

Motion Amended – See Motion 5

Motion 5 MSC Nelson/Zavodny: Faculty Senate approval to temporarily suspend online teaching certification requirements that are stipulated in AP 4105 through spring 2020 and summer 2020 semesters (EXHIBIT IV).

Senators agreed that faculty are encouraged to complete AP 4105 required certification before the beginning of the fall 2020 semester.

The motion carried.

G. Pass/No-Pass Deadline:

Motion 6 MSC Nelson/Carrillo: Faculty Senate approval to extend the pass/no pass deadline to two weeks post when students return to college (EXHIBIT V).

In an email to Thompson, College President Jack Kahn suggests this will give students the opportunity to evaluate their situation and determine if they could take a Pass/No Pass option for a class. In that same email string, Director of Enrollment Services Kendyl Magnuson wrote that there are transfer ramifications when taking a Pass/No Pass option and suggested that students should have Ed Plan counseling prior to formalizing a Pass/No Pass option. Senators said they felt that many students won't seek Ed Plan counseling nor will they know they must take a grade in classes within their major. Senators decided a four-week deadline will help students who struggle with this transitional time. Other senators suggested an Excused Withdrawal as a better option for students or perhaps allowing students to drop classes without penalty. But some pointed out that extending the drop deadline may create tougher financial issues for the College when students expect tuition refunds. Course repeatability policies may also need to be adjusted.

Motion Amended – See Motion 7

Motion 7 MSC Lawson/Laughlin: Faculty Senate approval to extend the pass/no pass deadline to April 30.

The motion carried.

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

REPORTS:

- A. Senate President:** President Thompson reported the Faculty Hiring Procedure was not on the governing board agenda for March 10.
- B. Planning Council Reports:** Senator Anastasia Zavodny reported that IPC discussed the wait list issue at length and decided that we will be moving forward with a "trial" wait list of 10.
- C. Palomar Faculty Federation:** Senator Teresa Laughlin stated PFF is in negotiations over many issues and concerns created by COVID-19. A major goal is keeping part-time faculty paid despite schedule changes.
- D. ASG:** Jonathon Walker reported that ASG has suspended all events and activities. ASG members are discussing how to conduct spring elections remotely. Many students don't have access to the internet at home and asked faculty to consider internet options that may be available to students. For internet access options, Senator Zavodny

recommended that students go to <https://www2.palomar.edu/pages/teachanywhere/> to check out the FAQ section. Zavodny added that the Foundation is offering student grants to assist with these issues as well including purchasing laptops and hotspot devices.

E. Guided Pathways: Senator Wendy Nelson stated the meeting on Friday, March 20 has been cancelled.

F. Policies and Procedures: No Report.

G. Budget Committee: Senator Teresa Laughlin reported the committee met with the fiscal monitor and talked more about the revenue assumptions and how the four-year plan looked pretty dismal. She said the COVID-19 changes will certainly not improve the situation. The committee will continue to meet via ZOOM.

H. Senate Committee Reports: No Reports.

I. Other Reports: No Reports.
I.A.1, I.A.2, I.B.1, I.B.2

INFORMATION ITEMS:

A. TERB Structure: Senator Lawrence Lawson reported that President Kahn asked TERB to consider removing the VPI from all probationary committees due to scheduling. He asked for Senate feedback on this request. An MOU is in the works regarding evaluations stating that faculty, for the most part, cannot have face-to-face courses evaluated after March 13, 2020. Virtual counseling appointments may be excluded from this change. For probationary faculty, evaluations will be based on a modified document with student evaluations eliminated. Regarding improvement plans, the TERB committee is asking that every reasonable accommodation be made. Regarding part-time faculty evaluations, the MOU asks that all evaluations cease as of March 13 and any "standards" issued will not apply. The consensus among Senators was in favor of these changes.

B. Grading Policy: No Report.

C. Senate Meetings: Senate President Thompson will be working from home for the duration of the closure. All future meetings will be through ZOOM.

D. Grant Opportunity: Senator Anastasia Zavodny stated there is a collaborative opportunity for a NCHCA Grant with MiraCosta and CSUSM. Zavodny is hoping to bring the issue of best practices within the respective Academic Senates. MiraCosta is in favor of this opportunity and she will reach out to CSUSM officials.

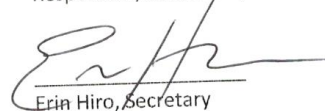
E. Retreat/Goals: Senator Erin Hiro request the Senate postpone goals for this year due to the COVID-10 virus. She added that the Senate's primary goal is to keep the communication lines with faculty. An example is listing all committee Zoom meeting links on the Faculty Senate webpage.

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

ADJOURNMENT:

The meeting was adjourned at 3:50 PM.

Respectfully submitted,


Erin Hiro, Secretary