



Minutes of the
MEETING OF THE FACULTY SENATE
October 19, 2020

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, William Dalrymple, Alexandra Doyle Bauer, Kelly Falcone, Katy Farrell, Molly Faulkner, Jenny Ferrero, Erin Hiro, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Beatrice Manneh, Jackie Martin, Adam Meehan, Susan Miller, Kateri Mouawad (ASG), Ben Mudgett, Scott Nelson, Wendy Nelson, Patrick O'Brien, Candace Rose, Sabrina Santiago, Elizabeth Stephens, Craig Thompson, Fari Towfiq, Rocco Versaci, Ellen Weller, Reza Wrathall, Anastasia Zavodny

ABSENT:

GUESTS: Vikash Lakhani, Leigh Marshall, Patriceann Mead, Leslie Salas, Jon Walker

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

CALL TO ORDER: The video conference meeting was called to order by Senate President Rocco Versaci, at 2:30 PM.

PUBLIC COMMENT: No Public announcements.

ANNOUNCEMENTS: The Faculty Senate Council meeting will be moved to 1:30 PM on October 21, 2020.

AGENDA CHANGES: No agenda changes.

APPROVAL OF MINUTES

Motion 1 MSC: Thompson/Towfiq Faculty Senate approval of minutes dated October 12, 2020 as amended (see Exhibit 1).

The motion carried.

ACTION

A. Curriculum – No curriculum actions to report.

B. Committee Appointments

Motion 2 MSC: Zavodny/Laughlin Faculty Senate approval to un-table Motion 4 from October 12, 2020 and to accept the results of the ballot for Pillar 3 Lead (see Exhibit 2).

Glyn Bongolan, PJ DeMaris, Lorena Lomeli-Hixon, Katie Morris, Elvia Nunez (Team)

The motion carried.

Senator and Committee on Committees Chair Anastasia Zavodny reached out to all candidates giving them an opportunity to amend their original statement submitted for this position. The deadline to make changes was Friday, October 16, 2020. All individual applicants responded/provided additional information by the deadline date of October 16, 2020. The group/team applicant (Glyn Bongolan, PJ DeMaris, Lorena Lomeli-Hixon, Katie Morris, Elvia Nunez) provided additional information on Monday, October 19, 2020. Late last week, candidate Julee Hollis reached out to Senators Falcone and Hiro. Hollis reconsidered her position as a candidate and stated she would not be able to provide the leadership required at this time. Zavodny was not made aware of this event until this moment.

Senator Ellen Weller recommended that after today, Faculty Senate should more clearly define the structure of committees, primarily the lead or co-lead position, to ensure balanced participation among the various constituent groups. When a group or team of individuals apply as one unit, this can clearly throw off the balance of the committee.

During this discussion, Senator Craig Thompson asked VP Lakhani to confirm that he wants to appoint co-leads for three of the four Pillars. VP Lakhani confirmed that co-leads from Student Services have been identified to fill these co-lead positions including Dean Leslie Salas. Lakhani wants to work with Faculty Senate to provide more involvement from Student Services.

Senator Zavodny commented that if Senate is not comfortable with a co-lead, we absolutely do not have to go for a co-lead for a position. It's important to remember that these pillars will also have faculty involvement serving on the pillars so it's not necessary that all of these faculty who are interested in pillar three service as a team, lead for pillar three.

Senator Wendy Nelson stated that as a member of the Guided Pathways task group, organizing the structure of Guided Pathways moving forward was not an easy task. So much of the work that needs to be done isn't new work, and new projects already have certain people overseeing the work or who are assigned to work on that part. Pillar three is definitely one of those areas. This may be a reason why Glyn Bongolan and her team applied for this co-lead position and from Nelson's perspective, Glyn Bongolan's email indicates that she would be the lead.

C. UMOJA Co-Coordinators

Senate President Versaci presented five applicants for the UMOJA Co-Coordinator positions. One of the co-coordinators will come from Instruction and the other from Counseling. This is one of those positions that falls under the gray area as whether Administration or Faculty Senate has the authority to appoint. He invited Vice President Lakhani and Dean Salas to come today to weigh in on this matter because the UMOJA Co-Coordinators would report to them.

Vice President Lakhani expressed his appreciation for the collaboration. When it comes to student support programs, passion matters, experience matters, and having someone who is always on campus makes a big difference. His preference, and it's nothing against part time or adjunct faculty, but in these kind of programs, connections to resources on campus comes out stronger from a full time faculty member. Dean Salas also expressed her appreciation for this collaboration.

VP Lakhani addressed Senators comments regarding equity between UMOJA and Puente positions and programs. Lakhani stated that the call was for the coordination piece of the program. Once the co-coordinators are in place, he and Dean Salas will work with the co-coordinators to ensure we have the appropriate structure set up and to work out other details and make sure that it's equitable across the student populations.

As a Puente mentor at both Mira Costa and Palomar College, Senator Eduardo Aguilar is concerned about the release time percentages/stipends because of how much work is really required and produced by these coordinators. So much time and energy is required, far beyond the written job description. The coordinators need the time to produce and

operate an excellent program and to provide the services that the students deserve. Faculty should be accurately compensated for this work.

Senator Patrick O'Brien emphasized the need to follow best practices that shows for both Puente and UMOJA that the co-coordinator from counseling also teaches the learning community counseling class. At Palomar, it doesn't seem as if the co-coordinator for counseling would be required to teach the class. So that's a real disconnect especially when you have two coordinators and neither one of them teach any of the learning community classes. The class is where we have most of our connection with the students.

The roll call vote followed.

Motion 3 MSC: Laughlin/Lawson

Faculty Senate approval to accept the results of the ballot for UMOJA Co-Coordinators (see Exhibit 3).

Amber Colbert, Instruction

Mercedes Tiggs, Counseling

The motion carried.

D. Faculty Senate Subcommittee on Equity and Diversity (see Exhibit 4)

Senator Zavodny reported that Committee on Committees is not ready to recommend or forward the final submission for the subcommittee. During their meeting today, two representatives from Mira Costa came and shared excellent advice and expertise about how their process works. Zavodny closed stating the document may be ready for Action next meeting.

INFORMATION ITEMS

A. NameCoach (see Exhibit 5)

Vice President Jenny Fererro was asked by President Kahn to gauge Faculty Senate's interest, on behalf of the faculty, in the District pursuing purchasing the NameCoach add on for Canvas. NameCoach is a tool that allows people using Canvas to record how their name is pronounced. We as faculty would be able to hear students pronounce their name. At the USC e-convening for the Equity Assurance Alliance, Fererro learned that the most common types of racism that students face in the classroom is mispronunciation of their name.

Senator Falcone asked that any future add on tools for Canvas should go through the Distance Education (DE) committee first and then come forward to the Senate. Falcone also announced that there is a free @One Course with a 5-Day Accessibility Challenge where NameCoach is embedded in it. <https://onlinenetworkofeducators.org/course-cards/organizing-your-canvas-course/>

Senators supported the idea.

B. Senate Statement on Antiracism – Senate Task Force (see Exhibit 6).

President Versaci thanked the task force for their time and effort taking on this task. Senator Lawrence Lawson shared a draft of the statement which begins with why Faculty Senate is interested in putting out a statement like this. The

group then developed the statement around the 10 +1 +1, within the scope of antiracism. The statement was sent out for feedback and several BIPOC colleagues responded. Other groups have not yet responded.

Senators discussed the structure, and various paragraphs specifically the language used to codify their commitment to making change. A straw vote was taken to maintain the structure of the statement. Senator Lawson will meet with task force members, make suggested edits and will bring back a revised statement for Action next week.

C. Part-time Instructor Equity

With less than five minutes on the meeting clock, Senator Will Dalrymple asked to bump this matter to the next meeting.

REPORTS

President (Versaci) - In the past week I attended the Budget Committee, the Governing Board meeting, and IPC (See reports below).

At the Governing Board meeting, President Nancy Ann Hensch reported out of closed session that the District reached a settlement with former Dean of MNHS Kathy Kailikole in the amount of \$303,000. The Board also had a workshop with Dr. Helen Benjamin, who had spoken with them individually beforehand. She expressed dismay that some board members were not really interested in resolving internal tensions but instead waiting for the election to change the makeup of the trustees. Nevertheless, she gave suggestions for how they could work together better. Near the end of the meeting, the Board also discussed the upcoming Superintendent/President Search, and they asked me to share some thoughts and answer questions about previous searches in general and about working with a consulting firm in particular.

SSEC (Versaci)

This Council met on Friday, October 9. We discussed the impending governance structure changes and how that would impact our council. The understanding was that IPC, SSPC, and SSEC would all be folded into one of the main governance councils. We also asked the AB705 Subcommittee (formerly the Basic Skills Committee) to select two faculty representatives for SSEC. Also, Michael Large from IRP discussed some of the metrics used to determine equity, and Olga Diaz gave an overview to how the spring emergency funds were dispersed.

SPC (Versaci) - SPC next meets on Tuesday, October 20.

IPC Report (Versaci) - IPC met on Wednesday, October 14. Here are some highlights:

- The Council voted to support the merge between Philosophy and Religious Studies
- DRC requested two FT DRC Counseling positions because they are shorthanded due to retirements
- PRPs are due on Friday, October 16
- The NCHCA Tri-Equity Conference will be held on October 24

SSPC (O'Brien) - No report.

HRPC – No report.

FASPC - There are currently two Senate-appointed faculty vacancies on this council.

PFF (Laughlin) – No report.

Distance Education (Hiro) – Senators, please remind your department faculty that per our AP [4105](#), EVERYONE teaching in the Spring must be on the [Certified Instructors for Online Teaching](#) by the end of this semester.

There are three ways to get on that list:

- Evidence of **successful completion of Faculty Senate-approved distance education** pedagogy workshops. Currently, that means taking and passing the self-paced, 10-hour Palomar Online Education Training Course. Instructions to enroll in POET are [here](#).
- Evidence of coursework, certificates, and/or degrees that focus on online teaching which were completed at other accredited higher education institutions. If you were trained somewhere else, send proof of that training to ehiro@palomar.edu.
- Evidence of a successful course design and facilitation as demonstrated by alignment with the criteria approved by the Faculty Senate. Currently, that is the [OEI Course Design Rubric](#). See instructions for [How to do a Self-Evaluation of a Course](#). Send the completed rubric to ehiro@palomar.edu.

Guided Pathways (Nelson) - Reports for GP are suspended until the GP Task Force gets up and running. The Senate will put out a call for the at-large faculty members shortly.

Policies and Procedures (Lawson)

P&P met on October 2nd. Both Faculty Senate Reps were in attendance. We spent some time approving 2nd reads of various sexual harassment policies. We were also presented 1st reads for various policies, which Senators should review and provide feedback on.

Visit <https://go.boarddocs.com/ca/pccd/Board.nsf/Public#> and then select “Policies and Procedures” from the upper right-hand menu and navigate to the agenda from October 2nd to view policies. Of special interest may be BP 3000 ANTIRACISM; BP/AP 4021 PROGRAM DEVELOPMENT, REVIEW, REVITALIZATION, AND DISCONTINUANCE; and AP 4230 GRADING AND ACADEMIC RECORD SYMBOLS. Please bring any feedback to Senator Lawson or Senate Rep Cardenas to transmit to the Policies and Procedure Committee.

Budget (Ferrerro)

The Budget Committee met on Tuesday, October 13. We received a summary of the Moody's and S&P Credit Ratings which analyze the risk of our bonds and influence whether investors are attracted to our bonds. Moody's rated us as an AA2 low credit risk with a negative outlook (due to state budget, etc.) which is similar to other colleges. S&P were more generous and maintained our rating from our 2017 upgraded rating. The majority of the meeting was spent reviewing the FY 20/21 Adopted Budget, which anticipates that this will be the first year in a long time where revenues will exceed expenditures, partially due to the large number of retirements last year and the benefits changes that were negotiated. There were many questions, identification of errors/confusing labels, and requests for clarifications about how the material was presented, but unfortunately the information was presented to the Governing Board the same day that the Budget Committee saw it for the first time.

TERB (Lawson)

At the 28 September meeting, we discussed a revision to the online course observation form. We need an update that better aligns with accreditation standards and the OEI rubric. However, such a change would be quite significant, so TERB decided to implement that change for Fall 2021—when, perhaps, the only online classes would be courses typically designated as online—and for Spring 2021 institute one change to the current form and bring in a question, on the observation form, about accessibility.

TERB also discussed revising the student evaluation options for peer evaluations to better standardize how Peer Review Chairs conduct interviews with students. Instead of “summarizing” student comments—and thereby perhaps not capturing student comments exactly—TERB is discussing the PRC Chair formalizing their questions in a form for

students to fill out so that they have access to student comments and *then* summarize from those primary documents. This process is still in discussion.

Last, in the online environment, it is proving difficult to run student evaluations for Behavioral Health Counselors or DRC Counselors as the fact that a student had one of those types of counseling appointments is confidential yet, to put those evals into the online system, the TERB Coordinator would know the names of students having each type of counseling session. As a result, DRC and BH Counseling Student Evals (and evals as a whole) are being pushed to Fall 2021, when, hopefully, we’ll be back in a face-to-face environment. At the same time, TERB will continue to investigate a way to have a confidential system with the current online software.

Professional Development (Falcone) - No report.

Sabbatical Leave (Lawson) - No report.

Faculty Service Areas (Mudgett) – No report.

Accreditation (Meehan)

Over the summer break the Accreditation Writing Leadership Team (AWLT) reviewed the first narrative drafts of the Institutional Self-Evaluation Report (ISER). AWLT generated reports and action plans for each of the writing teams. AWLT has now met with all writing teams and scheduled meetings and writing sessions to facilitate the revisions that will culminate in Draft #2, which will be completed in late October/early November. AWLT will then review Draft #2 and return to the writing teams with final feedback in early 2021 in anticipation of the complete ISER draft being distributed to councils and committees throughout the spring 2021 semester.

ASG (Mouawad) - No report.

ADJOURNMENT:

The meeting was adjourned at 4:00 PM.

Respectfully submitted,

Margaret Faulkner

Molly Faulkner, Secretary