



Minutes of the
MEETING OF THE FACULTY SENATE
February 8, 2021

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, William Dalrymple, Alexandra Doyle Bauer, 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 President), Ben Mudgett, Scott Nelson, Wendy Nelson, Sabrina Santiago, Elizabeth Stephens, Fari Towfiq, Rocco Versaci, Reza Wrathall, Anastasia Zavodny

ABSENT:

GUESTS: Rachel Alazar, Leigh Marshall, Patriceann Mead, Tina Parker, 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 COMMENTS

Statement made by Senator and Committee on Committees Chair Anastasia Zavodny:

"I feel compelled to speak with you today. Our last Senate meeting concluded with a jovial remark by our president as to the nature of interactions between myself and Craig Thompson.

I feel I must set the record straight. I did not find my interactions with that man to be funny, friendly nor collegial.

In my first interaction with him, Craig told me he remembered teaching my brother and giving him a B to "help motivate him." Craig would later be instrumental in removing me from the Constitutional Review Committee and introducing prohibitions on Adjunct Senators from serving in Senate leadership. As president, he chose to continually mispronounce my name.

Craig's actions are a violation of the Faculty Senate Constitution, Article 3, sub points 2 and 3. For this reason, I cannot support the granting of his emeritus status. Further, I feel it reflects poorly upon Senate to have rushed this granting in the final moments of the meeting, with no prior exhibit nor announcement indicating the nature of the Information Item. I would urge Senate to reconsider the motion.

Lastly, I call upon my colleagues: if we are to be a body fighting for equity, it is imperative that we question the status quo at all times and challenge each other in our pursuit of fairness. "

ANNOUNCEMENTS

Senate President Rocco Versaci announced there will be no Senate Council meeting on Wednesday, February 10. The next Senate meeting will be on Monday, February 22. Senate Council will meet at 1 PM on February 17.

Versaci announced and congratulated the following Distinguished Faculty Award winners and finalists:

Full-Time

Dr. Richard Albistegui-Dubois – Biology, **Winner**
Amy Caterina, Photography
Wendy Gideon, Biology
Beatrice Manneh, German
Lakshmi Paranthaman, Real Estate & Legal Studies
Ellen Weller, Music

Part-Time

Dr. Roxanne Ocampo – English, **Winner**
Darci Holloway, Speech Communication
Ashley Howard, Biology
Chris Merrill, Computer Science
Chelsea Wright, Art
Anastasia Zavodny, Economics and Business Administration

Senator and TERB Coordinator Lawrence Lawson, a member of the Policies and Procedures Committee, shared a link to a website he created that allows Senators an opportunity to read the proposed changes and to provide feedback. Lawson will take that feedback back to Policies and Procedures. <http://bit.ly/PandP21>

Senator Teresa Laughlin is looking for faculty volunteers to work at the food distribution event on Saturday, February 20. The two shifts available are from 6 to 9:30 am and 7:30 to 10:30 am. A call will be going out to all faculty and she encouraged Senators to sign up and to spread the word.

Senator Katie Farrell encouraged Senators to invite students to join Phi Theta Kappa (PTK) this semester. Successful projects last fall included holding an antiracism event and PTK provided an opportunity for faculty and students to learn how to use the e-portfolio product in Canvas. New projects are in the works for this spring semester. PTK welcomes students who qualify to join the PTK international as well as students who don't as PTK provides encouragement for all students to succeed at Palomar. Senator Farrell introduced Phi Theta Kappa President and Student Trustee Rachel Alazar who was in attendance during today's meeting. Senator and Professional Development Coordinator Kelly Falcone inquired about the \$100 application fee for PTK and asked if there was financial assistance for students who can't afford this cost. Farrell added that while she is always looking for other financial assistance for these student fees, currently some assistance is available through PTK International and through EOP&S. ASG President Kateri Mouawad asked Senator Farrell to contact her regarding possible funding assistance through ASG.

AGENDA CHANGES None

APPROVAL OF MINUTES

Motion 1 MSC: Laughlin/Towfiq

Faculty Senate approval of meeting minutes dated February 1, 2021 as amended (see Exhibit 1).

The motion carried.

ACTION

A. Curriculum

Motion 2 MSC: Lawson/Laughlin

Faculty Senate approval of actions approved by Curriculum on February 3, 2021. (See Exhibit 2).

The motion carried.

Senate Secretary Molly Faulkner noticed that a correction needs to be made to Dance 149. Senator and Curriculum Chair Wendy Nelson stated that she can submit a course review now if needed and it can be approved this semester to be effective fall 2021.

Curriculum will be pushing course reviews and hopes to present a list by the end of February. In addition, Curriculum and the GE Work Group have been working on AP/BP 4025 and this will be presented to Senate later this month.

B. Committee Appointments

Senator and Committee on Committees Chair Anastasia Zavodny announced that there still is a need for a Senator to serve as chair for Academic Standards and Practices and an additional Senator to serve on SSPC for the remainder of this spring semester only. Senator Candace Rose volunteered to serve as chair for Academic Standards and Practices.

Senator Zavodny asked for a Senator volunteer to serve on the Hiring Committee for Director of Business Services. Senator Susan Miller volunteered to serve on this committee. An informal straw vote was conducted which unanimously approved Senator Miller to serve.

Motion 3 MSC: Zavodny/Laughlin

Faculty Senate approval to confirm the following committee appointments (see Exhibit 3):

Nay: Lawrence Lawson

The motion carried.

Academic Review Committee - **Thomas Ventimiglia**, Student Services – Faculty Counseling
Equal Employment Opportunity - **Shelbi Morales**, SBS – Faculty, Full-time (19-21)
Guided Pathways Advisory Taskforce - **Scott Richison**, AMBA – Faculty, at-large

Motion 4 MSC: Zavodny/Towfiq

Faculty Senate approval to accept the results of the ballot for the Professional Development Committee, Faculty, Part-time position (see Exhibit 3).

The motion carried.

Professional Development Committee - **Jozsef Pentek**, Faculty, Part-time

Senator Zavodny reported that Committee on Committees will continue with the committee review process and will bring reports back to the Senate later this semester.

C. PT Equity/Department By-Laws Template

Motion 5 MSC: Dalrymple/Falcone

Faculty Senate approval to adopt the template for department bylaws (see exhibit 4).

The motion was postponed (see Motion 6).

Senator Will Dalrymple reminded Senators this document is a result coming from the work group tasked with identifying part-time faculty equity issues. A survey was conducted resulting in 167 respondents, both full and part-time faculty. The overwhelming upshot being that Palomar has a lot of opportunities to improve when it comes to part-time equity. The summary of findings offered a number of possibilities one of which was offering department chairs some support when it comes to part-time equity at the department level.

Senator Dalrymple went on to state that Exhibit 4 is a template for documenting department bylaws and this document can include policies and procedures for most everything a department does including academic and professional matters and working conditions. Department bylaws are actually required by the Contract. It is his hope that by posting these publicly, Faculty Senate can promote conversation and the transparency may provide a sense of belonging for part-time faculty.

Senator Susan Miller shared her concerns that not all departments function the same way so a template may not work for departments with multiple disciplines who have separate rules within each discipline. In response to Miller's comments, Senate Vice President Jenny Ferrero, who participated in the work group explained that sub-bylaws, provisions or clauses could be added to the template by departments who have multi-disciplines. Ferrero went on to say that this bylaw exercise is meant to be a departmental autonomous decision to create policy and provisions that work best for that specific department.

Senator Wendy Nelson added that the prioritization process is still very confusing for many departments and believes there are some departments that would benefit from some additional support when maneuvering around areas such as part-time prioritization numbers outlined in the Contract

Senate VP Ferrero went on to mention that there are areas in the document related to teaching assignments that seem to imply that flexibility exists for departments to choose how teaching assignments, loads and prioritization are decided. But that flexibility is limited by the Contract. Ferrero volunteered to work with Dalrymple to edit content related to these processes and to make the bylaw template read very clear.

Senator Kelly Falcone shared something she did in the syllabus template guide was to provide "suggested statements" that can be used. She also included a brief synopsis of what the language means. Right now, when someone has questions about the part-time prioritization number outlined in the Contract, there's still confusion. When the part-time equity survey was done, it showed that a majority of part-time faculty didn't know what their own prioritization number was nor did they know what the processes were. When creating this bylaw template, the work group wanted to make sure that this section was explained to faculty and the template can become another resource that explains that process. In addition, Falcone suggested that this document evolve over time even after it has Senate's initial approval.

Senator Zavodny reminded Senators this document does not define voting members as it only states that departments should utilize their bylaws to define who the voting members are. She would like to see a recommendation statement added though that states that voting members should be inclusive of all faculty. Zavodny went on to say that she knows this is not necessarily the most popular practice based on past discussions but feels that if faculty are really pushing for

equity among the faculty groups, this would be another opportunity to highlight that Faculty Senate does support the notion that all faculty should have the right to have a say in department business.

Senator Susan Miller stated that creating these bylaws is closely tied to part-time equity. A scenario exists in her department where a full-time faculty member can take five classes for their contract, two for overload and as many intersession classes and summer classes as they choose. This has a terrible impact on part-time faculty as it erodes mentoring and other opportunities and does not allow enough classes for part-time especially during these constrictive financial times. Miller's department's current bylaws prevent faculty from making positive equity changes. The unanimous consent provision in her department's current bylaws is a barrier to embracing change including part-time equity and PFF backs up this unanimous consent rule. Senator Laughlin responded to that statement by saying that a unanimous consent rule is not in the Contract and asked Senator Miller to discuss this matter further in private.

There was consensus to postpone a vote on the bylaw template so Senator Dalrymple can incorporate the changes suggested today and bring the document back to Senate for a vote.

Motion 6 MSC: Laughlin/Towfiq Faculty Senate approval to postpone the vote on Motion 5 and bring the edited bylaw template back to Senate on February 22.

The motion carried.

D. Course Prerequisite Challenge Procedure – This item was tabled until February 22, 2021.

INFORMATION ITEMS

A. New Governance Council Appointment Process (see exhibit 5)

Senate President Versaci began the discussion by reminding Senators that Faculty Senate and PFF agreed in principle last spring, to work out how faculty appointments are to be split between the two groups for the new council structure. Senator Laughlin and Versaci met and came up with a breakdown (see exhibit 5). Versaci added that they tried to build in a mechanism where Faculty Senate and PFF can revisit this appointment process every two years. This document is also being presented to PFF at the February 11 meeting.

Senator Laughlin added that she and Versaci looked at the function of each group when creating this proposal. Senate's purview is academic and professional matters and PFF's purview is working conditions, compensation and related matters. Most of the action, when it comes to academic and professional matters was on Equity, Education and Student Success Council and that's why there would be up to nine appointed by the Senate and two full time faculty and one part-time faculty appointed by PFF. Whereas in the Institutional Effectiveness Council, most of the action that happens there has to do with budget, working conditions and compensation and more in the purview of PFF where PFF has three proposed appointments versus one from Faculty Senate. Other than those two councils, the split is almost even.

Senator Zavodny shared that she appreciated all the work that's been done on this structure revise. Senate is responsible for academic and professional matters, and one of the 10 +1+1 is district and college governance and the placement of faculty. Faculty Senate speaks for the faculty and then the union is made up of faculty but looks at the working conditions. PFF should have specific union representative spots on the councils but Faculty Senate should have the main authority to be placing faculty on councils. Zavodny believes a designated PFF representative seat should be supported but Faculty Senate maintain the purview to seat faculty in shared governance.

Senator Laughlin responded that Faculty Senate discussed this matter fully during the last academic year and as a body, Faculty Senate agreed to revamp that structure and split up the seats.

Senator Falcone shared her agreement with Senator Zavodny stating that Senate should have more seats on shared governance. Faculty Senate is the representative body for 10+1+1 and Falcone objects to the various splits proposed on the exhibit.

Senator Laughlin pointed out that 6.16 of the Contract says the Federation shall designate the faculty representatives to serve on any committee or council that may be established by the district that relates to matters within the scope of bargaining. She went on to say that Faculty Senate and PFF are co-equals and the idea that one has more power or should have more power than the other is counterproductive. Working together is a much better way of doing this and every two years, we would revisit this and make decisions. The idea that somehow PFF is a lesser representative body than Senate is not correct. PFF must be a part of the governance structure when it relates to faculty roles, working conditions and compensation.

Senate President Versaci supported Laughlin's statement and said that there are faculty members who are not just serving in the union or on the Senate, there's a lot of crossover and this seems like an equitable split. If Senators want to object to the specific breakdown with reasons, more discussion can take place. Versaci added that faculty are stronger when the two major groups work together and this seems to be a good compromise.

Senator Zavodny recognizes a lot of crossover between the two groups as well and believes that may have led to a bleed over of the responsibilities of what each group does. It's important that these are two separate groups that work strongly together but with two different charges.

Senate VP Fererro added that Senate has already talked about this multiple times and came to the agreement that Senate and PFF would come up with a way to jointly appoint faculty to these Councils. What's really important to not forget is that governance structures related to faculty roles is also part of the Contract. It is not just Senate that has a say in how faculty are appointed and how they're participating in shared governance. She went on to add that if you look at the breakdown on the proposal, councils that are really specifically and heavy academic and professional matters, those are weighted towards Senate appointed faculty. The ones that are weighted towards working conditions and compensation are more heavily weighted toward PFF. Fererro went on to say that she doesn't understand the argument that somehow Senate has more say overall for all faculty. Senate can't ignore that the Contract also outlines that PFF plays a role in shared governance.

Senator Lawrence Lawson stated that whatever side Senators agree with, if the Faculty Senate says we are accepting that the PFF chooses a certain amount of faculty members for a Council, to get around some of the procedural arguments, Faculty Senate could easily just vote on what PFF voted on.

President Versaci ended the discussion by stating this proposal will be brought back to Senate on February 22.

B. Asynchronous & Synchronous Time Conflict

Senate Secretary Molly Faulkner shared that recently she had students contact her to tell her that they needed to drop her class because their other professors who offered asynchronous classes are also adding synchronous meetings during really popular class times. Some of these meetings are optional while others are required. This has happened when scheduling finals as well. This practice puts the students in an awkward position when they must choose which class to attend.

Senator and DE Coordinator Erin Hiro shared that the DE Committee is aware of this practice and has addressed this practice with faculty. There seems to still be some confusion for faculty and Senator Hiro stated that an email may need to go to faculty reminding them that this can make it more difficult for students when choosing which class or optional/mandatory class meeting to attend.

Senator Susan Miller recognizes this practice and while she offers additional and optional class meetings for her asynchronous classes, she also makes the students aware that these meetings are optional and recorded. Most students prefer the “live” sessions but they are reminded that they can view the recordings at any time. Miller is opened to suggestions of how to make this clearer to students so they do not have to choose which class to attend.

Senator Jackie Martin stated that this practice needs to be included in the course syllabus. Make it very clear that this class meeting is optional and maybe even define synchronous and asynchronous classes for the students. As the department chair, she also tells students to let her know if they have issues with other faculty within her department. She asked Senator Hiro about creating a communication from the DE level that can go to faculty that would further explain the problems that students may face when this practice occurs. Martin also asks that Faculty Senate review the language in the document before it goes out.

ASG President Kateri Mouawad added that some confusion comes for students when this information is not clearly laid out within the class notes or syllabus. Lately students have been seeing up to a 15 page syllabus but all this extra information needs to be included. Maybe providing some kind of syllabus guide for professors with language that easily defines the distinction between synchronous and asynchronous. Complaints were found within the student survey where either times are not clearly laid out or asynchronous classes become synchronous classes later on in the semester.

Senator Falcone added what might be helpful when faculty offer optional zoom sessions for a class and they use canvas to schedule a Zoom, start with the word “optional” and then the session title because then students see “optional” in the course calendar and the course summary before they even see something like “orientation” that makes them think they have to get there. Second, those faculty who have asynchronous classes but who are requiring synchronous sessions, that's a problem. Where can students go to report this? Falcone has worked with a few faculty members through Poet who didn't realize they were doing something wrong. As much information DE can provide to prevent this practice is most helpful to students.

Senate President Versaci asked Erin Hiro to bring a plan forward for Senate to review.

C. DEI Survey from ASCCC

President Versaci shared that there is a Diversity, Equity and Inclusion survey coming from ASCCC. There are a number of training webinars available to assist with completing the survey. Senate presidents are expected to complete this highly involved survey with supporting help from faculty members. He encouraged Senators to sign up for these webinars since their assistance will be needed to respond to the survey. The survey deadline is March 15.

REPORTS

President (Versaci)

Jenny and I met with President Kahn, Vice Presidents Lakhani, Montoya, and Sivert, ASCCC President Dolores Davison, and CCLC CEO Larry Galizio to discuss the issue of grant-funded faculty appointments (appointments where Title V-

granted Senate authority overlaps with the District's right of assignment). We presented Dr. Kahn and the VPs with a draft of proposals for how a joint process might work, and Davison and Galizio moderated a very collegial conversation. The two of them informed the group that no college in the system had a written plan and were appreciative of our efforts (and interested in using the final product). Jenny, myself, and the administrators are going to sharpen the draft, which will then come to the Senate for discussion and approval.

The ASCCC will release its Diversity, Equity, and Inclusion survey to Senate Presidents on Monday, February 8. They are offering introductory webinars on this survey on February 8, February 9, or February 11. Faculty interested in attending can register at these links: [Register for February 8, 2021 | 3:00 pm – 4:00 pm](#); [Register for February 9, 2021 | 9:00 am – 10:00 am](#); [Register for February 11, 2021 | 12:00 pm – 1:00 pm](#). The ASCCC will also be hosting open webinars to help Senate Presidents and their team to complete the survey, and these will be held on 2/16, 2/24, and 3/10. I will work with those interested in helping complete the survey to either attend one of these webinars or do it on our own; please stay tuned for an announcement on this. Information from this survey will be shared by the ASCCC through a report, Rostrums articles, breakout sessions and other ASCCC-sponsored events.

The Governing Board met on Tuesday, February 2. Some highlights:

- Everyone welcomed our two new VPs—VPFAS Ambur Borth and VPHRS David Montoya
- FCMAT presented their recommendations in a letter available [HERE](#)
- The Board approved the Guided Pathways SOAA
- The Board approved the position announcement for the permanent Superintendent/President and discussed having a search firm work on some specific tasks, such as recruitment of candidates
- The Board was presented with its quarterly Diversity, Equity, and Inclusion update

SSEC (Versaci) - SSEC next meets on Friday, February 26.

SPC (Versaci)

- Because the Governing Board switched their meetings to the 1st and 3rd Tuesdays, SPC now meets on the same days as the GB meeting, which created an initial problem because the end of SPC ran right up against the beginning of the GB meeting. As a temporary fix, SPC has been moved up to 2:00, but that will create issues for faculty when we return to a regular schedule. President Kahn asked for some suggestions for how we might address this scheduling issue.
- Julie Lanthier Bandy presented the college's COVID-19 Prevention Program (CPP); the complete CPP can be found [HERE](#).
- SPC will, at a future meeting, hear a detailed proposal for \$10M of Prop M money on small projects for the Athletics Department (VP Lakhani is working with AD Dan Lynds on this).
- President Kahn presented various flow charts for more integrated planning. One of the goals for institutional planning is to align with the Guided Pathways plan and to make sure that planning is done through an equity/antiracist framework. The underlying principle is to get all of the planning/priorities set before the budget is built.
- Vice President Lakhani gave an update on the Student Success Call Campaign; over 1,000 students were reached through these efforts.

IPC Report (Versaci) - IPC next meets on Wednesday, February 10.

SSPC – No report.

HRPC – No report.

FASPC (Antonecchia) – No report.

PFF (Laughlin)

Our first meeting of semester is February 8th from 4-6 pm. All are invited! We have three food distributions scheduled for 2/20/21, 3/20/21, and 4/17/21 from 9-10:30 am in parking lot 12. Please spread the word! If you are interested in volunteering, there will be an email from PFF with directions in the next week or so.

DEqCC – Diversity, Equity, and Cultural Competence (Aguilar)

- DEqCC was presented to the whole campus at Plenary on 1/28/2021.
- DEqCC meet on 1/29/2021 at 12:30 PM via Zoom. All members attended the meeting. We began with introductions. We discussed DEqCC's mission and role. Finalized our meeting dates and times for the rest of the spring 2021 semester. These are every 2nd and 4th Friday of every month from 12:30-2:00 PM. We also set a process for voting for a co-chair from the general membership of DEqCC.
- Our next meeting will take place on 2/12/2021 at 12:30 PM. We are holding the election of the co-chair at this meeting. We will also be developing a vision and goals for DEqCC short (Spring 2021) and long term (our collective vision for years to come).

Distance Education (Hiro)

The DE Committee is working on adding information to the Zoom resource page including suggestions for a Zoom for students guide. Any suggestions or questions to add to this area can be sent to ehiro@palomar.edu

A subgroup of the DE Committee is finalized a plan to launch a small POCR group for this semester. It would train faculty to be course reviewer and team them up with other faculty to help review and access online courses. More information will be coming as this project proceeds.

The DE Committee is working on how to help faculty learn about course pack accessibility. There was discussion on producing a list of all course packs and their accessibility ratings for instructors. We will talk to the ATRC about creating this list that would be found on the Palomar website. It would be models after a list like this: <https://www.montclair.edu/digital-accessibility-initiative/vpat-repository/>

Cheating: VPI Sivert asked the DE Committee to investigate faculty concerns about cheating. The members discussed their experience and the challenges of catching cheating online and in person. Members also brought up the stress and anxiety that proctoring programs can have on students. While the DE Committee will look for training to help with authentic assessment, members decided that this was not an issue they could tackle this semester.

The DE Committee worked on their yearlong goals and created semester goals in each area:

- Goal 1: (Russell and Erin) Becoming a Teaching College
 - o Erin: goal: become Home College by end of semester and stretch goal: apply to be teaching college by end of spring or summer
- Goal 2: POCR (Linda, Amy)
 - o Linda: we would like to get 7 step process by DE committee approved. Assign reviewers to faculty who want help with their college. Also become part of Exchange so that our courses could be opened to everyone
- Goal 3: TERB (Kelly, Jacob): Update TERB instructions to refer to CVC Rubric. Also will talk to TERB about fully revising Online Observation form. The current form is pretty good already, so may not need updating.
- Goal 4: Website (JJ, Stacey). Steve has ideas about how to improve navigation and will look through his notes to hone these ideas.

- Erin requested JJ and Stacy go onto Palomar website as new teachers and look for resources, report back on impressions. JJ and Stacy will report back next meeting.
- Goal 5: Course packs, cameras (John, Michael) Continue work with ATRC on course pack integration resource page and add a component to that page about advantages of integration, including instructor testimonials. John will create a short video on the advantages of MyMathLab integration.
- Goal 6: Increase number of faculty on accessibility training (Alyssa, Barbara) Alyssa: POET has gone a long way in this regard. DRC now has a prominent link on their page. Goal from last semester: universal design training. May not be feasible until July 1, when DRC is fully staffed.

Guided Pathways (Nelson)

- The Taskforce met for the first time in December and discussed the purpose of the group, history of the GP committee and organization of the pillars. The group split into Pillar Groups (Clarify the Path, Enter the Path, Stay on the Path, Ensure Learning) to review the SOAA plan. The GP Taskforce meets on the third Friday of the month from 11 a.m. - 12 p.m.
- The GP Pillar Leads organized a Guided Pathways Institute in January. The pillar partners were invited and met within pillar groups to discuss activities and goals for the semester.

Policies and Procedures (Lawson) - No report.

Budget (Ferrerro) - The Budget Committee next meets on Tuesday, February 9.

TERB (Lawson) - No report.

Professional Development (Falcone) – No report.

AB705 Subcommittee (Anfinson) - The AB705 Support Subcommittee will have its first meeting on Thursday, Feb. 11.

Sabbatical Leave (Lawson) - No report.

Faculty Service Areas (Mudgett) – No report.

ASG (Mouawad)

- ASG is conducting research to provide students who suffer from addiction resources and support, specifically from nicotine
- President Mouawad and VP Hussain will present the findings of the survey launched last year on February 16 at SPC
- ASG will hold their spring retreat on February 22, and will attend the SDSU leadership summit on February 19
- ASG continues to work on advocacy issues, which will be presented to the Governing Board later once plans are solidified
- ASG is celebrating Black History month on their socials, and we asked and encourage all faculty to let their students know about ASG and where to contact us for recourses, opportunities, and support

ADJOURNMENT: The meeting was adjourned at 4 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary