



Minutes of the
MEETING OF THE FACULTY SENATE
May 24, 2021

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, Will Dalrymple, Alexandra Doyle Bauer, Molly Faulkner, Jenny Ferrero, Erin Hiro, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Beatrice Manneh, Leigh Marshall, Adam Meehan, Susan Miller, Kateri Mouawad (ASG), Ben Mudgett, Scott Nelson, Wendy Nelson, Tina-Marie Parker, Candace Rose, Sabrina Santiago, Elizabeth Stephens, Fari Towfiq, Rocco Versaci, Reza Wrathall, Anastasia Zavodny

ABSENT: Sergio Hernandez

GUESTS: Katy Farrell, Kelly Falcone, Barbara Hammons, David Montoya, Susan Snow, Alyssa Vafaei, 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

Co-Chairs of DEqCC, Hossna Sadat-Ahadi and Senator Eduardo Aguilar shared the following statement:

The Diversity, Equity, and Cultural Competency Subcommittee stand in solidarity with supporting Ethnic Studies (American Indian Studies, Africana Studies, Chicano Studies, and Asian-American Studies) at Palomar College. As educators and liberators, we must challenge settler colonialism and imperialism narratives that have silenced and erased the identity and history of communities of color in education. We must commit our efforts to centering racial justice and building strong collaborative relationships at Palomar College. Diversity, Equity, Inclusion, and Antiracism are our core focus values at Palomar College and we must all adhere to them.

In Solidarity,
DEqCC Subcommittee

Eduardo Aguilar, Ethnic Studies and DEqCC Co-Chair
Hossna Sadat Ahadi, Counseling and DEqCC Co-Chair
Alan Lechusza Aquallo, American Indian Studies
Cynthia Cordova, Counseling
Lawrence Hamilton Lawson, English as a Second Language
Lisette Lasater, English
Michael Mufson, Performing Arts
Tina-Marie Parker, English as a Second Language
Alyssa Vafaei, Counselor, Disability Resource Center

Kateri Mouawad, former ASG President thanked Senators for allowing students to be heard and taking their concerns seriously this past academic year. She welcomed all newly elected ASG representatives.

Senator and TERB Coordinator Lawrence Lawson shared the following statement:

White allies for anti-racism at Palomar College supports Ethnic Studies; the department, its mission, it's faculty and its students. Ethnic Studies is essential both the Center the stories and experiences of communities of color and to further Palomar College's anti-racist and diversity, equity and inclusion goals. We commit to efforts of centering racial justice and building strong collaborative relationships at Palomar College.

ANNOUNCEMENTS

Senate President Rocco Versaci welcomed new Senators Tina-Marie Parker and Sergio Hernandez to Faculty Senate.

President Versaci reminded Senators of the Special Senate meeting scheduled for Tuesday, June 1 at 2:30.

Senate Secretary Molly Faulkner reminded Senators to check out the musical performances for this weekend. More information can be found at www.palomarperforms.com

Senator Faulkner also mentioned she is working with Mardi Snyder putting some accreditation materials together. They are looking for any GE/ILO Assessment Reports for Teamwork & Problem Solving and also for Digital Literacy. If anyone knows if these were reported out to Senate and the approximate date this was done, please let Faulkner know.

AGENDA CHANGES

President Versaci said he received an application for the Service Learning Coordinator late on Friday which means extending the application deadline (see Information Item A) is moot. He asked for a motion to add confirmation of the Service Learning Coordinator to Action today.

Motion 1 MSC: Fererro/Faulkner

Faculty Senate approval to remove Information Item A and to add appointment of Service Learning Coordinator to Action for today's meeting.

The motion carried.

APPROVAL OF MINUTES - No action taken. The vote is delayed until June 1, 2021.

ACTION

A. Curriculum

Motion 2 MSC: W. Nelson/Faulkner

Faculty Senate approval of Curriculum Committee actions taken on May 19, 2021 (see Exhibit 1).

The motion carried.

Senator and Curriculum Co-Chair Wendy Nelson said a reminder will be going out tomorrow for some curriculum work that needs to be done by October 1. Two drop-ins will occur over the summer if faculty are interested.

B. Changes to Committee on Committees Bylaws

Motion 3 MSC: Zavodny/Fererro Faculty Senate approval of Committee on Committees Bylaw changes (see Exhibit 2).

The motion carried.

Senator and Committee on Committees Chair reviewed and clarified document questions for Senators.

C. Committee on Committees Proposed Committee Changes

Motion 4 MSC: Zavodny/Faulkner Faculty Senate approval of the recommended changes to committee structures and mergers (see Exhibit 3).

The motion carried.

D. Committee Appointments

Motion 5 MSC: Zavodny/Towfiq Faculty Senate approval to confirm uncontested committee positions (see Exhibit 4, page 2)

Abstention: Lawrence Lawson

Academic Review Committee – **Benhui Zou**, Faculty, Instruction/Library 21-23
Bookstore Subcommittee – **Ladylyn Dominquez**, Faculty, At-Large 21-23
Campus Police Committee – **Craig Chamberlin**, Faculty, request for a counselor, 21-23
CALM Committee – **Adriana Guillen**, Faculty, At-Large 21-23
CALM Committee – **Elaine Wilson**, Faculty, AMBA 21-23
Committee on Service Learning – **Gina Wilson**, Faculty, SBS 21-23
Committee on Service Learning – **April Cunningham**, Faculty, Library 21-23
Curriculum Committee – **Patricia Dixon**, Faculty, SBS 21-24
Curriculum Committee – **Benhui Zou**, Faculty, Library 21-24
Curriculum Committee – **Sarah De Simone**, Faculty, CTE 21-24
Curriculum Committee – **Candace Rose**, Faculty, AMBA 21-24
Curriculum Committee – **John McMurria**, Faculty, AMBA 21-24
Curriculum Committee – **Luis Guerrero**, Faculty, MSE 21-24
Curriculum Committee – **Christine (Tina) Barlolong**, Faculty, Student Services 21-24
DRC Advisory Committee – **Katie Morris**, Faculty, At-Large 21-23
DE Committee – **Tina-Marie Parker**, Faculty, Full-time 21-23
EEOAC – **Shelbi Morales**, Faculty, Full-time 21-23
Equivalency Committee – **Laurel Anderson**, Faculty, Full-Time, SBS 21-23
Equivalency Committee – **Scott Klinger**, Faculty, Full-time AMBA 21-23
Evaluation Appeals Committee – **Tracy Johnston**, Faculty, Tenured-at-Large
Evaluation Appeals Committee – **Marquesa Cook Whearty**, Faculty, Tenured-at-Large
Evaluations Appeals Committee – **Dan Clegg**, Faculty, Tenured-at-Large
Facilities Review Committee – **P.J. DeMaris**, Faculty, different divisions 21-23
Facilities Review Committee – **David Wright**, Faculty, different divisions 21-23
Facilities Review Committee – **Mark Lane**, Faculty, different divisions 21-23
FSA Review Committee – **Rosie Antonecchia**, Faculty, Counseling
FSA Review Committee – **Tina-Marie Parker**, Faculty, Full-time, L&L

FSA Review Committee – **Marlene Forney**, Faculty, Full-time, Library
FSA Review Committee – **Patricia Dixon**, Faculty, SBS
PD Committee – **John Armenta**, Faculty, Part-time 21-23
PD Committee – **Tim Martin**, Faculty, Library 21-23
Safety and Security Committee – **Michael Finton**, Faculty, different divisions, 21-23
Team Life Committee – **Kimberly Christensen**, Faculty, At-Large, 21-23
Transfer Advisory Committee – **Eli Ziade**, Faculty, Math 21-23
Tutoring Committee – **Beatrice Manneh**, Faculty and World Languages Representative 21-23

The motion carried.

Motion 6 MSC: Zavodny/Towfiq Faculty Senate approval to accept the results of the ballot for committee positions (see Exhibit 4, page 3).

The motion carried.

The ballot was explained in detail by Senator Zavodny and then emailed to Senators.

A second ballot was needed due to the DE Committee vote on a part-time faculty position which created the need for a vote for the AMBA faculty position.

Behavioral Health & Campus Wellness Committee – **Angelica Yanez**, Faculty, Instructional 21-23
Behavioral Health & Campus Wellness Committee – **Loren Pope**, Faculty, Instructional 21-23
DE Committee – **Tanessa Sanchez**, Faculty, Part-time 21-23
DE Committee – **Melinda Finn**, Faculty, AMBA 21-23
Equivalency Committee – **Gregory Larson**, Faculty, Full-time, MSE 21-23
Equivalency Committee - **Benhui Zou**, Faculty, Full-time, L&L 21-23
P3CH – **Mark Raymundo**, Faculty, at-large 21-23
P3CH – **Lisette Ordorica Lasater**, Faculty, at-large 21-23
Sabbatical Leave Committee – **Travis Ritt**, Faculty, Tenured SBS 21-24
Scholarship Committee – **Adena Issalan**, Faculty, at-large 21-23
Scholarship Committee – **Talitha Basinski**, Faculty, at-large 21-23
Tutoring Committee – **Leah Hoover**, Faculty, Full-time, Bus Admin 21-23

E. Nominations & Election for Committee on Committees Chair

Senator and Elections Chair Alexandra Doyle Bauer called for nominations for the Committee on Committees Chair position. Senator Faulkner nominated Senator Anastasia Zavodny who accepted the nomination. No other nominations were presented.

Motion 7 MSC: Doyle Bauer/Aguilar Faculty Senate approval of Senator Anastasia Zavodny's confirmation as the Chair for Committee on Committees for a term of two years (21-23).

Abstention: Will Dalrymple

Committee on Committees Chair – **Anastasia Zavodny**, 21-23

The motion carried.

F. Nominations & Elections of Senate Council Positions

Senator Doyle Bauer called for nominations for the Vice President position. Senator Fari Towfiq nominated Senator Jenny Ferrero who accepted the nomination. No other nominations were presented.

Motion 8 MSC: Towfiq/W. Nelson Faculty Senate approval of Senator Jenny Ferrero's confirmation as Senate Vice President for a term of one year (21-22).

Senate Vice President – **Jenny Ferrero**, 21-22

The motion carried.

Senator Doyle Bauer called for nominations for the Secretary position. Senator Fari Towfiq nominated Senator Molly Faulkner who accepted the nomination. No other nominations were presented.

Motion 9 MSC: Towfiq/Fererro Faculty Senate approval of Senator Molly Faulkner's confirmation as Senate Secretary for a term of one year (21-22).

Senate Secretary – **Molly Faulkner**, 21-22

The motion carried.

Senator Doyle Bauer called for nominations for the Senate Council, at-Large position. Senator Molly Faulkner nominated Senator Eduardo Aguilar. Senator Aguilar declined the nomination due to other commitments. VP Ferrero nominated Senator Leigh Marshall. Senator Marshall accepted the nomination. Senator Lawrence Lawson nominated Senator Tina-Marie Parker. Senator Parker declined the nomination.

Motion 10 MSC: Ferrero/Aguilar Faculty Senate approval of Senator Leigh Marshall's confirmation as Senate Council, at-large position for a term of one year (21-22).

Senate Council, at-Large – **Leigh Marshall**, 21-22

The motion carried.

G. Senate Statement of Support for AB 1269

Senator Will Dalrymple asked President Versaci to pull this item from the agenda. Senator Dalrymple just received word from PFF Co-President Barbara Baer that AB 1269 did not make it out of committee due to opposition from the Chancellor's Office who believes this is a "local" issue. Dalrymple said that we may want to contact the Chancellor's Office.

H. Service Learning Coordinator

Motion 11 MSC: Ferrero/Towfiq Faculty Senate approval of Gina Wilson as the Service Learning Coordinator for a term of two years (21-23)(see Exhibit 5).

Service Learning Coordinator – **Gina Wilson**, 21-23

The motion carried.

INFORMATION ITEMS

A. Extend Deadline for Service Learning Coordinator – see Action item H

B. Special Senate Meeting June 1 @2:30 to confirm SBS Dean Hiring Committee

President Versaci assured Senators this special meeting will be very short. Senate must approve volunteers for the SBS Dean Hiring Committee. He has received confirmation that if Senate doesn't receive volunteers from each of the designated departments, Senate can appoint faculty at-large to fill those positions. Minutes for May 17 and May 24 should be approved as well.

C. Introduction of/Welcome to VP of Human Resources David Montoya

President Versaci introduced the new VP for Human Resources David Montoya. VP Montoya greeted the Senators and added that prior to coming to Palomar, he was the Associate Vice President of Human Resources at Humboldt State. Prior to that position, Montoya was a federal Indian law attorney working exclusively within the Indian tribes. Montoya expressed his appreciation of being here at Palomar, and will be a good resource, a colleague and a teammate in Senate endeavors.

D. Recommended Changes to Faculty Hiring Procedures & AP 7120 (see Exhibit 6 and 7)

President Versaci presented the two major hiring exhibits indicating that this is the first reading only with the expectation that they will come back again to Senate in early fall. The work group that was formed last fall included Senator Lawson, Versaci and Hossna Sadat-Ahadi. The two exhibits are the Faculty Hiring Procedures adopted by Senate in 2018 and the District's AP 7120 which covers all hiring. The whole impetus for this was to reexamine the hiring procedures and to recommend ways to improve diversity. Versaci said there are many barriers to hiring diverse faculty and the biggest barrier comes in play in the initial applicant pool, primarily in the first round interviews. Travel for those interviews is not reimbursed by the District which can eliminate good candidates. To maintain a fair and equitable process, all first round interviews should be conducted the same way...remote or in person. However, conducting face-to-face interviews provides better assessment so pushing the District to conduct first level interviews remotely is not a good solution. Versaci's personal view is to push the District to compensate the travel as is done in second round interviews. Versaci added that first round faculty interviews do include a teaching demonstration. Teaching is something that is conducted in front of a classroom with a live element.

Senator Wendy Nelson stated that she believes first round interviews can be conducted via ZOOM. Candidates may have other issues other than money for not being able to come for a face-to-face interview. Some candidates may even ask for a ZOOM interview if they are unable to come to campus. She also asked if any research has been done on this issue since Skype interviews have been conducted for a considerable amount of time.

Senate VP Fererro agrees that the District should provide compensation for first level interviews. This practice is done by neighboring colleges. She shared that it should be a decision made by the department. Some will prefer face-to-face interviews while others may be okay with a ZOOM interview. Fererro doesn't want to see that option removed entirely. She has personally participated in interviews over the last year via ZOOM and some have worked well.

Hossna Sadat-Ahadi added that there is a huge difference between being able to meet the candidate in person and being online. She said we must think about the inequities of those who can't be face-to-face and how do we give equity to them by allowing them to be paid and compensated for their travel. We kept it as an option. For someone who has financial barriers, they are not coming to the first level interview and most likely, if you look up the racial wealth gap, it's people of color.

Several Senators expressed their concern that a ZOOM interview would not be an option for their department's hiring. All agreed that all candidates vying for a particular position should be interviewed the same way; in person or via ZOOM or at least given the option. Coming to campus provides a better experience for the candidates as well and Senators felt that the District could compensate for this travel.

VP Montoya said that the process needs to be the same for everyone in the group of applicants to avoid claims of any discrimination.

Senator Adam Meehan stated community college hiring is very different than hiring at four year public colleges. In his experience, the format that must be followed here...we read questions but can't really ask follow up questions, is very different. During interviews at four year colleges, there seems to be much more dialogue in the interview. And, in trainings here, we've been told that a follow up question can only be asked for clarification of what the interviewee has already stated. He said that we must always follow the script written for us. VP Montoya said he would inquire into this policy.

Senator Zavodny reminded Senators that maybe three years ago, in order to expand applicant pools, Faculty Senate established that if a degree will be conferred by the start date, that person is eligible to be hired. Faculty Senate passed a resolution stating that if a candidate's degree would be conferred before their official hire date, that degree could be considered "in hand." Senator Zavodny said she would find the resolution and forward it to Versaci to be added to the document.

The exhibits will be edited and brought back to Faculty Senate in fall 2021. Versaci hopes the documents can be finalized by mid fall.

Motion 12 MSC: Zavodny/Faulkner

Faculty Senate approval to extend the meeting.

Abstention: Sabrina Santiago

The motion carried.

E. Summer Availability Survey

VP Fererro sent a survey to Senators asking for summer availability in case there is a need for a Special Faculty Senate meeting.

F. Spring 2021 Student Survey Summary of Findings

ASG Representative Kateri Mouawad shared a Summary of Findings from a spring 2021 student survey that was just conducted. The survey was sent to 5,000 randomly selected Palomar students which resulted in 308 responses. The focus of the survey was regarding the use of course packets, third-party proctoring, overall mental health, office hours availability, and some other privacy issues experienced during their online instruction. The results showed some improvements in the student's experiences this last semester over last semester.

Considerations that are being asked of Faculty Senate include the following:

- Privacy issues abound for many students due to the third-party nature of the proctoring service
- Test anxiety was one of the most common issues reported
- Technical issues limit the availability of the service to students, especially since not all computers run well with the programs in use

- Necessary implements such as glasses that would not be an issue in other settings or proctoring services, can become a hinderance and lead to a failed exam

Possible Recommendations for Faculty include the following:

- Hi Flex courses could reach an audience that we otherwise could not. Online courses have, despite their issues, proven affective and successful in providing educational opportunities
- Communication, or the lack thereof, seems to be the biggest issue students face. Having something like a student chat associated with Canvas could help break down those barriers

A more comprehensive and final Summary of Findings will be sent to President Versaci shortly to help faculty prepare for their courses.

Senator and TERB Coordinator Lawrence Lawson shared a brief summary of results for a survey that went out to faculty regarding student evaluations at the end of every course. 56% of faculty responding said “good idea.” 20% said “yes” but with some reservation mainly around not having this be part of the evaluation three-year cycle. The next step will be to work with PFF because this is a negotiated item.

G. **Part-Time Faculty Equity Issues** – Tabled until June 1, 2021

REPORTS

ASG (Mouawad)

- We will swear in our new candidates on our special meeting on the 24th!
- ASG end of year survey is live, and ASG will officialize our Student Bill of Rights at our Monday meeting.

By next meeting, I will no longer be an ASG member, so I want to thank all of the faculty who made our projects possible; without you, there would be no student voice to hear. Below is a summary of our end of year summary report, put together by VP Hussain. We’re excited to say we’ve accomplished most our goals while working through the nuances and uncertainty of a pandemic. I’m very proud of our ASG team for all of the commitment and dedication they’ve shown over the year, and for sitting though our meetings to hear the *wonderful* sound of my voice for an hour. Here are some of our significant accomplishments:

1. Having the most diverse Board Palomar College has ever had with representation from mothers, veterans, high-schoolers, non-traditional transfers, out-of-state residents, immigrants from other countries, and a wide base of religious and political beliefs to bring to the table.
2. Passing the first ASG budget with the plan to cut on reserves via deficit spending.
3. Increasing funding by thousands to ICC for the following year’s clubs.
4. Gave a total of \$7,000 in funding to STEM clubs on campus for summer innovation.
5. Student Summary of Findings, an ASG powered student wellness survey that was used to innovate change in online education environments. Second survey for Spring 2021 is in the works as of 5/17.
6. Representation with Ashley Gonzalez on the SSCCC Region X Communication Committee
7. Advocacy for progressive measures in SSCCC through the General Assembly.
8. ASG Podcast started and hosted by Marie Therese-Mouawad.
9. Complete restructure of the ASG Website www.palomar.edu/asg
10. Complete transfer from G Suite to Microsoft Offices.
11. Complete restructure of the Constitution
12. Complete restructure of the Bylaws

13. Establishment of Assignments for members, which would then be checked up on in biweekly evaluations.
14. Establishment of compensation for the Executive Board and Senators through the Constitution. To be ratified within the coming months.
15. Passing \$10,000 to enhance the student union spaces, as well as set up the meditation room.
16. Statements and consistency in regard to anti-racism. Includes a statement for both Black History Month and Asian Pacific History Month.
17. TERB, SPC and DE committee presentations about the Student Summary of Findings.
18. Online Elections held and establishing a board for the 2021-2022 academic year.
19. Online Events with prizes such as Halloween contests, Show and Tells, and most recently Palomar Storytime.

Again, thank you Senate, and have a wonderful summer break!

President (Versaci)

Here, at the end of what has no doubt been the most challenging academic year that we have experienced, I would like to thank all Senators, faculty leaders, and faculty serving on committees and councils for their hard work on behalf of students, fellow faculty, and the college in general. Over the course of this past year, we were able to accomplish a great deal, including the following:

- Met curricular & distance educational demands made by the State due to Covid
- Promoted DEI through various actions/initiatives
 - Establishing DEqCC
 - Enhancing our committee/leadership volunteer procedure
 - Crafting various statements/resolutions that we began to put into action
 - Establishing the Equity Teaching Practices page
 - Participating in the ASCCC DEI survey
- Discussed & began to address various challenges faced by students due to Covid
- Discussed & began to address issues faced by part-time faculty
- Helped navigate the move to the new governance model
- Established process to handle joint Senate-District faculty appointments
- Began process to revise faculty hiring procedures to help improve diversity

SSEC/SEA (Versaci)

The meeting on Friday, May 14 was cancelled. We are attempting to schedule one last meeting so that members of the AB705 Subcommittee can present their year-end report and recommendations, some of which probably require funding. The possible date for that rescheduled meeting is Wednesday, May 26.

SPC (Versaci)

SPC met on Tuesday, May 18. The main order of business was to approve BP/AP 7330 & BP/AP 5210—“Communicable Disease” and “Communicable Disease – Students,” respectively. These revised policies and procedures will require employees and students who return to campus to have received full Covid vaccination when one of the vaccines receives full FDA approval. After that point, the District will accept all vaccines that have received emergency FDA approval as fulfilling the requirement.

IPC Report (Versaci) - IPC no longer exists.

SSPC – No report.

HRPC – No report.

FASPC (Antonecchia) – No report.

PFF (Laughlin) – No report.

DEqCC – Diversity, Equity, and Cultural Competence (Aguilar/Sadat Ahadi)

The last DEqCC subcommittee meeting for the Spring 2021 semester is on Friday, May 21, 2021. DEqCC will discuss professional development workshops for the 2021-2022 academic year. We will also discuss the process and training regarding student and employee complaints about racism on campus.

Accreditation (Meehan) – No report.

Distance Education (Hiro)

1. Attendance Policy - Professor Amy Caterina asked if the committee should consider coming up with a recommended attendance policy for online courses and develop language that can be given to faculty. Members agreed to bring this back in the fall.
2. Professor Wade Rollins came to the Distance Education Committee to share his concern that Canvas is not working well with large videos files. The committee discussed it and directed DE Coordinator Erin Hiro to work with ATRC over the summer on this issue.
3. ATRC David Gray gave a presentation on four tools used for accessibility and discussed the pros and cons of each. Canvas has an accessibility checker. The ATRC just installed one called Pope Tech that is paid for by the state. The third tool is UDolt and the last is Blackboard Ally. Ally is up for contract renewal. Gray recommends all should be used but feels Ally is the best for faculty and students. DE Coordinator Erin Hiro and the ATRC will lobby to get Ally paid for the next academic year.
4. The DE Committee reviewed the Senate actions on the proctoring policy approval and agreed to work on developing better training as part of its goal for next year. Committee members also finalized an anonymous survey designed by the senate to ascertain the faculty needs for proctoring.
5. The DE Committee secured Guided Pathways Money to pay for @One courses. So far, faculty have asked for the DE Committee to pay for 21 courses with most focused on accessibility, humanizing and equity.

Guided Pathways (Nelson) – No report.

Policies and Procedures (Lawson) – No report.

Budget (Ferro) - No report.

TERB (Lawson) – No report.

Professional Development (Falcone) – No report.

AB705 Subcommittee (Anfinson)

- The AB705 Support Subcommittee met on 5/13/2021.
- We had a discussion on what we would like to include in a welcome event for spring 2022 as we welcome our students back to campus.
- We approved the April 2021 minutes.
- We discussed the lack of term limits for our subcommittee. We decided to roll over everyone and the committee is tasked with assigning 1-year and 2-year terms to its membership, roughly half-and-half (so half terms expire in '22, and half in '23) as first order of business in Fall. We reported this to Anastasia Zavodny.
- We read the following articles:
 - [ASCCC AB705 Presentation – Spring 2021 Plenary](#)
 - [CAP AB705 Checklist for Strong Implementation](#)
 - [CCRC: Caring Campus Initiative](#)
 - [Mapping Equitable Access to Math at California Community Colleges](#) (PPIC)

- Erin Feld reported on her Ph.D. research findings regarding interviewing English faculty with regards to AB705.
- Report from members of the AB705 Workgroup on the definition of throughput Palomar College is going to use.
- Guided Pathways asked our group for a definition of underprepared students. Tracy Fung suggested we use the AB705 definition. Glyn Bongolan suggested we change “underprepared” to “underserved.”
The Subcommittee voted that our campus use the definition of underserved students as those who are disproportionately impacted (as identified by research).
- The Subcommittee reviewed the equity gaps in our AB705 data, and then started the discussion of how to close those gaps. This discussion will continue in fall 2021.

Sabbatical Leave (Lawson) – No report.

Equivalency (Towfig) – No report.

Faculty Service Areas (Mudgett)

The FSA committee completed the following goals of the 2020/2021 academic year:

Goal 1: Improve the understanding of Faculty Service Areas amongst the faculty

- Streamlined the FSA website with resources, information and definitions, and forms easily identifiable and accessible
- Clarified the FSA website to distinguish personal FSAs from discipline FSAs
- Provided step-by-step process for discipline and personal FSAs
- Updated discipline and personal FSA forms to include a fillable pdf feature. The personal FSA form now includes additional details for personal FSA applicants to demonstrate competencies

Goal 2: Improve communication of the importance of FSAs and the 10+1+1

- Designed email templates with step-by-step processes and communicated to Chairs with references to Education Code and Board Policy and Procedures 7211, Article 18 of the PFF contract, and Education Code 87743

Goal 3: Increase discipline approved/Board approved FSAs by 50% by the end of the academic year

- 26 discipline FSAs approved representing close to a 60% increase in approved discipline FSAs

Credit for Prior Learning (Rose)

Palomar continues to lead the CCCs in Credit for Prior Learning throughout the state, with over 150 CPL eligible courses from 30+ disciplines and growing.

This past spring, Palomar collaborated with Saddleback to host the CPL Lunch and Learn workshop series and participated in several more workshops to inform and support CCC colleagues throughout the state. Workshops and materials are posted on our [CPL website](#).

On April 14th, our new CPL electronic petition form was launched that seamlessly walks students, faculty and staff through the CPL petition process from start to posting CPL on the student’s transcript. It was a collaborative effort between many departments. Special thanks to Tina Barlolong, Bethany Contreras, Rebecca Diaz, Mandi Horn, John Lewis, Richard Loucks, Krista Lough, Kendyl Magnuson, Jamie Moss, Ben Mudgett, Nichol Roe, Teresa Romero, Polly Shafer, and Cassandra Stone.

As of today, 14 students have launched 44 CPL petitions in four disciplines:

- Military Leadership (MIL) - 10
- American Sign Language (ASL) - 1

- English as a Second Language (ESL) - 2
- Accounting (BUS) – 1

CPL SUMMER WORKSHOP

Full-time faculty and disciplines leads, join this two hour workshop for Credit for Prior Learning, to build your course inventory and assessment methods in a collaborative, faculty driven process. Bring a buddy from your department or discipline, and we will help you complete a pre-created template for your department. You will also learn the process of Credit for Prior Learning, from student survey to grade transcription.

- **When?** June 8th, 10 am-noon, Credit for Prior Learning (June 8), **register by June 6th please.**
- **Compensation?** Yes, 2 hours for the workshop and 1 hour of prep, at your non-instructional hourly wage.
- Will it be informative and will you have a product at the end of the session? Yes!
- **Why Credit for Prior Learning?** To provide college credit for students' previous knowledge and experience, and to fast track them to success.
- **Register** through the [PD Portal](#)
- To see Credit for Prior learning information, go to this link: Credit for Prior Learning at Palomar

ADJOURNMENT: The meeting was adjourned at 3:59 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary