



Minutes of the
MEETING OF THE FACULTY SENATE
August 23, 2021

APPROVED

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

ABSENT: Sabrina Santiago

GUESTS: Kelly Falcone, Patriceann Mead, Tanessa Sanchez, Aundrea Tavakkoly

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

Senate Vice President Jenny Fererro reported the Pfizer Covid vaccination received full approval from the FDA this morning which now triggers the vaccine and immunization plan for Palomar faculty. This means faculty who are on campus, in any capacity, must be fully vaccinated within six weeks.

Senator Ben Mudgett attended the CCC+LGBTQ+Summit recently which prompted grassroots efforts over the summer to create a regional LGBTQ community that represents California community colleges as well as its students. These activities are ongoing and he will provide updates as these efforts progress.

Senator Eduardo Aguilar invited Senators to become a member of the Hispanic Serving Institution Book Club.

ANNOUNCEMENTS

Senator Erin Hiro reported she launched her first HyFlex synchronous class this semester meaning students have a choice to attend her class either in person or via ZOOM. Hiro, along with professors Molly Faulkner, Barbara Hammons, Wendy Nelson and Tanessa Sanchez are participating in the test case. She will report back on its success at the end of the semester.

Senate President Rocco Versaci announced that a faculty “conversational” meeting with new College President Dr. Star Rivera-Lacey is scheduled for Thursday, September 16 at 3 PM.

AGENDA CHANGES – None

APPROVAL OF MINUTES

Motion 1 MSC: Faulkner/Towfiq

Faculty Senate approval of special meeting minutes dated 06/01/21 as amended (see Exhibit 1).

Abstention: Lawrence Lawson

The motion carried.

ACTION

A. Curriculum

Senator and Curriculum Co-Chair Wendy Nelson stated that no action is required today but announced the curriculum deadline is October 1. To prepare for the work needed this semester, Nelson sent an email out last spring which listed the courses that need to be reviewed this fall. If any new programs are being considered, Nelson reminded that these programs must be approved by IPC or the new oversight committee. There is a link on the Curriculum web page for new programs <https://www2.palomar.edu/pages/curriculum/> She reminded faculty that new CTE programs must also go through the Regional Dean.

B. Committee Appointments

Senator and Committee on Committees Chair Anastasia Zavodny stated no action is necessary at the meeting. Zavodny went on to announce that a hiring committee call for the Director of Telecommunications and Grants is open and closes this Friday, August 27. Senators will vote to approve this faculty member at the August 30 Senate meeting.

INFORMATION ITEMS

A. Recommended Changes to Faculty Hiring Procedures/AP7120 (see Exhibits 2, 3)

Senate President Versaci said Palomar is going to apply for the \$1.5 million and ongoing funds to hire as many as 17 faculty positions this academic year. The details and timeline are still being worked out. Versaci has reached out to department chairs on the hiring priority list. A meeting takes place on August 24 to discuss the logistics of this process. Senate approval of the new faculty hiring procedure is vital and should be done before hires take place. The edits to the faculty portion of AP7120 is also necessary.

Versaci shared the exhibits and asked Senators for discussion and reminded Senators the documents must be in sync with one another and that all processes support more equity in hiring. Several Senators commented and suggested edits to Exhibit 2 – Faculty Hiring Procedures document. Senators agreed the faculty hiring document needs to be specific leaving no room for loopholes or inconsistencies in the hiring process for all faculty.

Versaci will incorporate the suggested edits and bring the document (Exhibit 2) back to Senate for Action on August 30.

Regarding AP7120, Senators discussed the document and suggested edits which will be noted on the exhibit. Regarding edits centered around the College President's role in the process, it was decided to ask the new College President what her preferences are before moving forward with those edits. Senator Zavodny questioned why faculty members serving on faculty hiring committees are not brought through Faculty Senate such as faculty members serving on Admin hiring committees. Versaci responded by saying the process of departments forming their own hiring committees may serve to support a department's autonomy. Versaci will incorporate the suggested edits to AP7120 and bring the document back to Senate for Action on August 30.

B. New Elections Chair

Senate President Versaci stated Senate needs to replace Senator Alexandra Doyle Bauer as the Elections Chair. This is a Senator position. Senator Doyle Bauer added this position is only active during Senator elections and when special elections or certain voting takes place during the academic year. An open call for this position will take place during Faculty Senate on Monday, August 30.

C. Faculty Emeritus Status

Versaci announced that two faculty retired over this last summer and hopes to get Emeritus status granted.

Motion 2 MSC: Towfiq/Lawson

Faculty Senate approval to move meeting back into Action.

The motion carried.

Motion 3 MSC: Fererro/Laughlin

Faculty Senate approval to confer Emeritus status to the following retired faculty (see Exhibit 4):

Kevin Barrett, Lisa Carmichael

The motion carried.

D. SLOs & Accreditation

SLO Co-Coordinator Aundrea Tavakkoly stated they are currently getting all course SLOs assessed and then they will move onto programs. All courses are required to be assessed every three years. The goal for September is to get all programs up to date. Some departments have been staying current with this task while others are behind. She asked for support from faculty to get this goal achieved. SLO facilitators will be busy during October making sure the program SLOs are assessed. A request was sent out to all facilitators to have this work completed by September 1. The ACCJC Accreditation Report will be prepared by VPI Kahn and others who will be relying on a report provided to them on November 4 by SLO. This report will show which courses have been assessed in the last three years. Tavakkoly reminded Senate these SLOs are very important to accreditation.

Senator Wendy Nelson reinforced Tavakkoly's remarks of just how important the SLOs are for accreditation.

E. Spring 2022 Scheduling

Senate President Versaci reported the early deadline issue came up in the faculty meeting on August 20 and clarification was needed for the dates. Versaci discussed issues with VPI Kahn. Kahn stated that deans were told to tell department chairs that a few extra weeks is provided before this planning was to start. Versaci shared that some chairs suggested changing the 15 minute passing period to the regular 10 minutes. This would create more flexibility to bring back face to face classes. Versaci also shared his desire to have a more authentic return to normal scheduling in spring 2022.

Senator Scott Nelson asked if there was a way to discuss the timeline for this process when faculty are not off contract so their opinions can be included. Also, during this highly fluid time, it may be better to hold off Spring 2022 scheduling until there is a better idea of what the pandemic will look like. Senator Wendy Nelson added that Palomar no longer prints the class schedule so printing deadlines are no longer a real issue and it may also be beneficial to discuss scheduling with students as well. Also, what are other colleges and universities doing successfully as far as schedules and

should we consider adopting similar schedules. Senate VP Fererro added there may be some concerns about the timing of this plan due to shifted financial aid concerns and deadlines as well. The final version of the schedule impacts registration which impacts financial aid and other student resources.

Versaci asked the department chairs present during the meeting whether they thought chairs/directors should have a seat at the table to discuss Spring 2022 scheduling. All department chairs present answered yes.

F. DEI Coordinator Proposal/Brainstorm (see Exhibit 5)

Senate Versaci reported that over the summer VPI Kahn suggested that since there was so much DEI efforts happening across the campus in different places that it may be smart to add an organizational component for these efforts as well. Kahn, along with Interim VP Sivert and VP Lakhani discussed hiring a faculty member solely for a DEI Coordinator position. Versaci suggested making this a release time position instead.

Versaci and VP Fererro reviewed a list or description of this position. They told VP Kahn this current job description goes beyond 100% release time and, includes duties/responsibilities/roles already being performed by others. Also mentioned was the fact that it's difficult to fill positions with high release time, and there are faculty currently doing this work who are not getting any compensation. Versaci and Fererro asked Kahn about providing release time to those faculty doing the work now. It seems the District would like to have a more unified approach and clearinghouse of sorts to help make sure this work is being done, and to avoid having silos of where this work is being done and not shared or communicated with others.

Versaci asked Senators to email feedback to either him or to VP Fererro about how they would like to see this position move forward.

Senator Lawrence Lawson asked that any release time for this position or for providing release time to those faculty already performing some of the duties, come from the institution's release time pool and not Faculty Senate's.

Senator Zavodny suggested maybe some of the various groups already doing DEI work on campus should consolidate. There seems to be an abundance of groups with the same or very similar mission. Maybe those groups pursuing DEI initiatives can meet, select a coordinator amongst the groups and the institution could provide release time if necessary.

Senator and Credit for Prior Learning Coordinator Candace Rose stated that her position is still not institutionalized and carries only 40% release time that will expire soon with no options for release time in the near future. If the District can find 100% release time for an entire new position, can it also review institutional release time for positions that should clearly fall under the District and not Faculty Senate. She hopes that Faculty Senate will be an advocate for this review over some current release time positions. Rose added that CPL is now part of ACCJC Accreditation, and the District should be taking it more seriously. VP Fererro added that this matter has been presented and discussed with the District on many occasions and now feels the District may be moving to the position to review and rethink its importance. Both Versaci and Fererro will bring up this issue again with VP Kahn and President Rivera-Lacey and report back to Senate.

REPORTS:

ASG (Mouawad) – No report

President (Versaci)

I would like to welcome everyone back as we attempt to transition back to pre-pandemic levels of face-to-face classes and other on-campus activities/presence. The situation is fluid given the rise of the Delta variant (and, perhaps, others), so we should all be ready to do what we can to respond to changes while still maintaining the highest standards of educational excellence for our students.

Over the summer, the Senate was asked to appoint faculty members to two search committees—the first for the Senior Director of Fiscal Services and the second for the Director of Telecommunications-Grants. I asked for both to be delayed until fall, when we would have a full contingent of faculty from which to solicit volunteers. VP of HR Montoya explained that the first position was critical, but that the second could wait. This led to a larger conversation about the difficulty of appointing faculty to these search committees over the summer, and how doing so—aside from the logistics of calling special Senate meetings—ran counter to the stated goals (of both the Senate and HR) to consider diversity in making appointments to hiring committees (i.e., with only a small number of faculty checking their email over the summer, the pool of volunteers would be both limited and predictable). We discussed some solutions to this, and VP Montoya will be invited to a later Senate meeting to discuss the matter. We agreed on two basic principles: first, that only critical positions should have search committees formed over the summer, and second, that we improve communication so that HR can let Senate know of upcoming positions mid-spring semester so that we can prepare and/or put out the calls ahead of summer.

On June 23, the Governing Board announced that Dr. Star Rivera-Lacey would be the next Palomar College President. Dr. Rivera-Lacey's start date was July 26. Dr. Jack Kahn moved back into his position as Vice President of Instruction, and Shayla Sivert returned to retirement. I met with Star on August 11, and then again—this time with Senate VP Jenny Ferrero—on August 18. Star also announced that Palomar would apply for the \$1.5M available from the state to hire full-time faculty. Details on this are forthcoming.

I met with VPI Kahn on August 17, and we discussed plans for Spring '22. The plan right now is to delay creating the spring schedule for as long as possible to see how things develop. Also, the initial plan is to have departments discuss with their deans what kind of face-to-face presence departments would like to have on campus. Jack also said that the “block schedule” that created barriers for many departments in their face-to-face scheduling for this fall would be discarded and rethought, especially in terms of the long passing periods between classes.

At the August 3 Governing Board meeting, Trustee Brian Olson announced that he would be resigning from the Board, as he is moving out of District 4. The remaining trustees will decide whether to call for a special election to replace him or instead appoint a replacement from District 4 after an open call and interview process.

College Council (Versaci) - The College Council will meet on Friday, September 10.

Equity, Education, & Student Success (EESS) Council (Versaci) -The EESS Council will meet on Friday, September 3.

Institutional Effectiveness (IE) Council (Bongolan) - No report

Employees, Community, & Communications (ECC) Council (Ferrerro) – No report

Infrastructure & Sustainability (IS) Council (Lucinda) – No report

PFF (Laughlin)

This has been a very busy summer with the ever-changing guidelines regarding face-to-face interactions. We have worked with the administration and Governing Board to negotiate the effects of a vaccine mandate. The governing Board has to decide the policy, it is not our call, but the PFF can negotiate any impact to Faculty. If Faculty have specific

concerns, the District has indicated that they will work with individuals to accommodate their needs if possible. Contact Human Resources if you want to learn more about the accommodation process.

We would like to extend a warm welcome to Dr Rivera-Lacy who, although new to her role as President/Superintendent, is not new to our Palomar Family! We look forward to working with you as we move into the future of (fingers crossed) normalcy.

We have negotiated several important policies that will benefit Faculty. See Negotiations update sent to your Palomar College email on 7/7/21 for details.

- COLA of 5.07%
- Accessibility MOU
- Reimbursement MOU
- Compensation for mandatory trainings (part-time Instructors)
- Compensation for POET training for new part-time Instructors

We continue to work to protect Faculty interests and welcome feedback. Please feel free to email me tlainelaughlin@gmail.com if you have concerns or input.

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

Co-chairs Aguilar and Sadat Ahadi presented at Fall 2021 plenary on Friday August 20, 2021, regarding the following:

- New core values statement (will be shared with Faculty Senate soon)
- Updates on Adhoc Faculty Hiring Procedures
- Social Justice Convening Coming Spring 2022

Accreditation (Meehan)

The Accreditation Writing Leadership Team (AWLT) has spent the summer responding to feedback solicited from an external reviewer and putting finishing touches on the 2022 Institutional Self-Evaluation Report (ISER). Two all-day meetings are scheduled for September 1-2, during which AWLT will meet with the President and Vice Presidents to review the content. Final revisions, editing, and formatting will follow, and the ISER will move through the shared governance process in fall 2021 before it is submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC) in December 2021.

Distance Education (Hiro)

The biggest news is that four faculty members will spend this fall semester testing out HyFlex, the class format where students choose each class session whether to attend in person or on Zoom. We have spent the summer training and are excited to test it out. We will update the Senate on our progress throughout the semester and will offering trainings in the Spring.

The Distance Education Committee is set to meet this semester the first and third Wednesdays of each month from 2:30 - 4 p.m. Everyone is welcome to attend this public meeting by Zoom:

<https://palomar-edu.zoom.us/j/91999303997?pwd=V1dFbjBNT21zclZhTm5xVW5PdWQ2Zz09>

or

Meeting ID: 919 9930 3997

Passcode: 974173

For more information, visit the Distance Education Committee website at <https://www.palomar.edu/distance-education-committee/>

Guided Pathways (Nelson) – No report

Policies and Procedures (Lawson) - No report

Budget (Versaci for Fererro)

The Budget Committee met on Wednesday, August 4, to discuss the upcoming Budget presentation to the Governing Board on August 17. VP of Fiscal Services Ambur Borth walked the committee through the presentation. There were several suggestions and points of clarification made. There was also some discussion of the Faculty Obligation Number (FON) in terms of its significance, calculation, and impact on hiring (particularly in light of the \$1.5M in ongoing funds that the state is providing community colleges to hire full-time faculty).

TERB (Lawson) - No report

Professional Development (Guerrero) - No report

AB705 Subcommittee (Anfinson) - The AB705 Subcommittee next meets on Thursday, September 9.

Sabbatical Leave (Lawson) – No report

Equivalency (Towfiq)

The Equivalency Committee met four times during the summer of 2021 and completed a review of nine applications. Eight were approved, one was not. Three additional applications are still pending the Committee's review. The Committee has scheduled two other meetings before fall semester starts for these three and any additional applications. The schedule of these meetings is as follows:

Date: Thursday, August 19, 2021
Time: 10:30 – 11:30 Closed Session
11:30 – 12:00 Open Session

Date: Friday, August 20, 2021
Time: 4:00 – 5:00 Closed Session
5:30 – 6:00 Open Session

Faculty Service Areas (Mudgett)

The FSA Committee completed discipline FSA approvals for Board approval during June and July. Attached to the end of this report are the approval documents.

Credit for Prior Learning (Rose)

Students at Palomar College are now earning college credits for their prior learning through Credit for Prior Learning (CPL), since mid-spring semester. This fall, we are launching a marketing campaign to alert even more students to CPL opportunities.

For courses that were previously “waived,” allowing students to bypass a prerequisite and enroll into a more advanced course, students now have the opportunity to earn these course credits through CPL - saving the student time and money towards program completion. Faculty can contact the CPL Coordinator at cpl@palomar.edu to set this up.

Palomar now has over 200 Credit for Prior Learning (CPL) eligible courses from over 41 disciplines. These courses and disciplines are listed on our [Credit for Prior Learning website course list page](#).

The new CPL eForm is available for students to petition for CPL. This form takes the student, counselor, faculty and staff through the entire CPL petition process. The CPL Coordinator, Candace Rose, and CPL & Veterans Counselor, Tina Barlolong, work with the faculty and student to initiate the form, review education plans and answer any questions along the way.

Funds are available until the end of June 2022 to pay Faculty to set up their courses for CPL.

CPL Start up work includes:

- Attending professional development CPL workshops
- meeting one-on-one with the CPL Coordinator to identify CPL eligible courses
- Collaborating with colleagues on CPL
- designing CPL portfolio rubrics
- developing CPL exams
- researching Military ACE IDs
- meeting with the CPL Coordinator, counselor and CPL students

For more information, or to set up your courses for CPL, check out the [Credit for Prior Learning website](#) and contact the CPL Coordinator, Candace Rose, at cpl@palomar.edu.

ADJOURNMENT: The meeting was adjourned at 3:50 PM.

Respectfully submitted,



Molly Faulkner, Secretary