



Minutes of the
MEETING OF THE FACULTY SENATE
March 21, 2022

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, Will Dalrymple, Molly Faulkner, Jenny Fererro, Sergio Hernandez, Erin Hiro, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Beatrice Manneh, Leigh Marshall, Adam Meehan, Ben Mudgett, Scott Nelson, Wendy Nelson, Tanessa Sanchez, Alyssa Vafaei, Rocco Versaci, David Williams (ASG), Reza Wrathall, Anastasia Zavodny

ABSENT: Alexandra Doyle Bauer, Susan Miller, Fari Towfiq

GUESTS: Barbara Hammons, Billieanne McLellan, Shauna Moriarty, Elyse Real, Roberto Rodriguez

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 comments.

ANNOUNCEMENTS

Senate Vice President Jenny Fererro announced that the San Diego Chapter of the American Association for Women of Color is accepting nominations from each college for the 2022 SDCAAWCC Women of the Year Awards. Each college can have a winner in each of the following categories: Student, Faculty, Classified, and Administrator. Please nominate as many people as you like as we want Palomar to be well represented for the amazing women doing work for our College community. Nominations should be submitted by this Wednesday using the following link:

<https://forms.gle/uhbNqdtEcRpx1Cp8>

Senate Secretary Molly Faulkner publicly recognized everyone and their efforts for the great production of *Little Shop of Horrors*. She also reminded everyone about the free concert series on Thursdays at 1 PM and encouraged everyone to come to the theater or ZOOM in.

Senator Anastasia Zavodny invited everyone to a virtual Political Economy Days beginning April 19 and runs through April 21. There were still a few presenter slots open and Peter Bowman is the contact for that.

Senate President Rocco Versaci reminded everyone that Spring break is next week so the next Faculty Senate meeting will take place on Monday, April 4.

AGENDA CHANGES – No agenda changes.

APPROVAL OF MINUTES

Motion 1 MSC: Laughlin/W. Nelson

Faculty Senate approval of meeting minutes dated March 14, 2022 (see Exhibit 1).

The motion carried.

ACTION

A. Curriculum

Motion 2 MSC: Faulkner/Zavodny

Faculty Senate approval of actions taken at the March 16, 2022 Curriculum meeting (see Exhibit 2).

The motion carried.

Motion 3 MSC: W. Nelson/Faulkner

Faculty Senate approval of additional actions taken at the March 16, 2022 Curriculum meeting (see Exhibit 3).

The motion carried.

Curriculum Co-Chair Wendy Nelson is stepping down as Curriculum Co-Chair to fill the Faculty Senate President position. President Versaci will send out a call for this co-chair position for either a one-year term (remaining term of Senator Nelson's), or for a full two-year term. Senate needs to decide how to proceed. Senator Nelson suggested filling the position just for the remaining one-year term which will give the successful candidate the option then to run for the full, two-year term in Spring 2023. Consensus was met to proceed with Senator Nelson's recommendation.

B. Committee Appointments

Senator and Committee on Committees Chair Anastasia Zavodny announced that no appointments were to be confirmed today. She said there are faculty positions that do need to be filled right away for work starting in April. The committees are New Programs, Valedictorian and Faculty Position Priority. Zavodny encouraged Senators to volunteer or to encourage other faculty to volunteer for these positions.

Zavodny said a call will go out the end of April to fill faculty positions for regular committees with terms expiring. Faculty currently sitting on these committees who have terms expiring will get an email from Senator Zavodny reminding them of this.

INFORMATION ITEMS

A. Faculty Hiring Procedures (see Exhibit 4)

President Versaci shared that in a meeting with Senate Vice President Ferrero and College President Rivera-Lacey, a proposal was made to remove everything out of AP 7120 that referred to faculty hiring and instead insert language that would refer the reader to the Faculty Hiring Procedures (see exhibit). In order to do that, Versaci made edits reflecting this. Versaci also said he added content to the end of the Faculty Hiring Procedures regarding "Review of this Document." This was added to ensure that it goes through a shared governance process that works with the District. Part of that has to involve HR only to check the legality of anything and to negotiate with representatives from the District.

Versaci said there were a few sticking points regarding the final decision-making in the second level interview. The wording that was settled on is what's underlined on pages 15 and 16 and still gives the final decision to the President. In order to change this, more negotiation is necessary with the District because President Rivera-Lacey was uncomfortable with completely handing that over but also said this could be revisited once she's had more time and experience with faculty hiring. Versaci said the best chance Faculty Senate has to get this through is to make this one concession.

VP Ferrero said a meeting with the District's lawyer is scheduled for April 11 to sort through the legalities of structuring these changes.

Motion 4 MSC: Faulkner/Laughlin

Faculty Senate approval to suspend the meeting rules and move back into Action.

The motion carried.

Motion 5 MSC: Laughlin/Faulkner

Faculty Senate approval of the revised Faculty Hiring Procedures as amended (see Exhibit 4).

The motion carried.

B. DRC Students and Canvas

DRC Director Shauna Moriarty said she received complaints from DRC students who have instructors who are not extending the test taking time in Canvas to qualified DRC students. Director Moriarty said efforts are being made asking faculty to honor this extension of time to registered DRC students. PD Coordinators have been asked to create micro training for faculty who don't know how to set this up in Canvas. ATRC can also provide additional guidance if needed. DRC is also creating a short video to assist faculty with this as well.

Moriarty said that in order for a student to be eligible for this extension of time for exams and quizzes, the student must go through the process of getting a DRC authorized Academic Accommodation letter. It is the student's responsibility to get that letter to the instructor via in person or by email. Once received, the instructor is supposed to honor the extra time outlined in the letter. Faculty can login to MyDRC instructor Login and see if any of their students have been granted an Academic Accommodations letter. Legally though it is still the student's responsibility to provide the instructor with the letter in order for it to be activated.

Senator Wendy Nelson said it is cumbersome that Canvas doesn't allow an instructor to apply extended time for the DRC student for the duration of the semester. Each time a quiz or exam is taken, the instructor must remember to add the extended time and some instructors just may forget to do this. Moriarty said this tool will be available in the new Canvas Module coming in June of 2024.

ASG representative David Williams asked for further clarification whether faculty must provide this additional time for every exam or quiz or could the student waive this option if they don't feel they need the additional time. Moriarty said that the student and instructor can work together to make these types of arrangements but legally, the instructor is required to extend the time on all testing.

C. Canvas Course Cancellations Guidelines (see Exhibit 5)

Senator and DE Coordinator Erin Hiro said the DE Committee, PFF and ATRC have been working together to address issues and to come up with solutions. The primary solution is to advise faculty to build course shells in their practice shell that resides on the campus dashboard. Once the faculty member is confident that the class will remain with them, they can transfer the information from their practice shell. ATRC has offered to prepare a training video for faculty. Senator Hiro also said if for some reason the class gets reassigned to another faculty last minute and after the initial faculty has set up the class shell, ATRC is willing to assist to reset the shell for the new faculty.

Senator Anastasia Zavodny thanked Senator Hiro and the others for their work in finding solutions to these problems. Senator Zavodny asked how many courses can be included in the practice shell and asked how long part-time faculty access to their practice shell have should they have no current class assignments. Senator Hiro said there is no limit for number of courses stored in the practice shell. Both Senators Teresa Laughlin and Jenny Ferrero answered that access is removed after six semesters of inactivity.

D. Hyflex Education (see Exhibit 6)

Senator Erin Hiro gave a live demonstration from her classroom of how HyFlex works. She also shared a video explaining it as well. She encouraged others to embrace HyFlex because she thinks it is a positive step forward in getting students to come back face-to-face. HyFlex classes show live teaching on campus and can be used to showcase real activities and campus life. Students aren't coming back to campus fast enough and HyFlex can be utilized as baby

steps towards getting students here. Hiro also believes that HyFlex provides equity for all students as well. Hiro then summarized the exhibit showing more benefits for students, feedback from students and some of the disadvantages of using HyFlex. Hiro also explained Universal Design. Hiro said there are approximately 15 faculty teaching HyFlex classes this Spring semester. She is also asking Instruction for more information regarding HyFlex classes to be added to the catalog and schedule to make that option more visible to students. Hiro is asking Faculty Senate to endorse HyFlex and to lobby Instruction to promote it.

Senator Reza Wrathall asked Hiro's opinion about students who do not have cameras on and does the "blank" screen detract from the class. Hiro said it does sometimes but she compensates for this by sending students to breakout rooms really often and discovered that students seem more willing to turn on cameras in that setting. To compensate for no microphones, Hiro said she can launch questions in CHAT as well. Hiro said she always encourages students to use their cameras and continuously engages the students so they likely may turn it on.

Senator Hiro would like to get a formal recommendation for HyFlex from Faculty Senate at the next meeting on April 4.

E. "Better Know a Trustee"

Trustee Roberto Rodriguez thanked Senate for the invitation and said he is very impressed with the hard work that Faculty Senate performs. Trustee Rodriguez is a 30 year teacher and is currently working labor relations for the school district he is working for now.

Senator and PFF Co-President Teresa Laughlin thanked Trustee Rodriguez for supporting the Palomar Faculty Federation resolution regarding support of faculty, staff and administrators who are doing the DEI work. Rodriguez said that DEI work is very important to him and important for Palomar College.

VP Jenny Fererro asked Rodriguez what he thought the top priorities are for the Governing Board to accomplish before the November election. She also asked what he sees as potential opportunities and challenges after the election. Rodriguez said that one of the priorities was the redistricting piece that was done. Beyond this, he said the DEI work is important and getting through the recent accreditation process was key. Now with a new College President, finding better ways to work together and finding ways to address some of the long-standing issues that have been part of the College for some time now is priority including addressing some of the cultural issues and other accumulated baggage left behind by previous College Superintendents/Presidents. Trustee Rodriguez said for the upcoming election, he sees a hard push from the right, the conservative right wing side, since many school boards at the K-12 level have experienced this already. He said there is a candidate running in Trustee Evilsizer's area who may be a challenge. He said this is something that warrants a serious conversation about moving forward.

Senator and EEDCC Co-Chair Eduardo Aguilar asked Trustee Rodriguez to share one of his important accomplishments. Rodriguez said the hiring of Dr. Star Rivera-Lacey is an accomplishment he is very proud of. Hiring someone as qualified and so ready to do the job, and as the first Latina leader of the College is good. Reading of the Native Land Acknowledgments is very important to him. Rodriguez added that he knows DEI work is ongoing but it seems its not talked about often enough lately and he wants to keep that work on track.

David Williams from ASG asked Trustee Rodriguez how ASG could work with trustees to engage more with the student community, and what were some of the pressing issues that he would like to help with in the student body. Trustee Rodriguez asked Mr. Williams for his assistance to help him meet more with students. Without students on campus due to COVID, Rodriguez said this has been hard to do recently. Once he has had the opportunity to meet directly with students and to hear their concerns firsthand, he will be more able to identify issues that he can personally address. Rodriguez did say that he wants to know more about how basic level courses are cancelled and then sometimes never come back and to ensure that courses needed for students to achieve their educational goals don't get permanently cancelled. Williams will get an invitation out to Trustee Rodriguez to join an ASG meeting.

Senator and TERB Coordinator asked Rodriguez what his thoughts were on the accreditation report that was just released. Trustee Rodriguez said he is feeling positive about it but having been in education for so long, he knows that sometimes those documents can present the institution in the best light and possibly gloss over issues that need to be

worked on. He added that he knows Faculty Senate will keep the District honest so that issues don't get swept under the rug.

Senator Erin Hiro asked Trustee Rodriguez if he felt like he got an adequate onboarding orientation when he came onboard and he answered no but feels there were extenuating circumstance that made it extremely difficult. COVID and an interim president without trustee onboarding experience made it difficult. With his own education background, he found it may have been easier for him than it was for the other new board members.

President Versaci thanked Trustee Rodriguez for visiting Faculty Senate.

REPORTS

ASG (Mouawad) – No report.

President (Versaci)

At the special Governing Board meeting on Tuesday, March 15, the trustees heard three reports: an overview of the instructional programs in the AMBA division, an overview of the District's training for compliance officers, and an overview of the Veterans' Resource Center.

The Area D meeting was held on Saturday, March 19. The resolutions under discussion will be brought for ratification to the ASCCC Spring Plenary on April 7 through 9.

College Council (Versaci)

College Council met on Friday, March 11. The Council approved two new-ish committees, the Valedictorian Selection Committee and the Faculty Position Priority Committee. As regards the latter, there was some discussion as to whether this would be a joint committee (between Senate and EESSC) and follow the Governance Handbook policies for the formation of such committees. The Council decided to approve with the understanding that the Senate would have a discussion on the issue (this agenda item is currently planned for our 4/4 meeting).

Equity, Education, & Student Success (EESS) Council (Versaci)

The EESSC met on Friday, March 18 (before Senate but after reports were due).

Institutional Effectiveness, Planning, and Fiscal Stewardship (IEPFS) Council (Bongolan) - No report.

Employees, Community, & Communications (ECC) Council (Ferro) - No report.

Infrastructure & Sustainability (IS) Council (Lucindo)

Here are the working goals from Infrastructure and Sustainability Council.

- Here are a few subcommittee goals and working objectives
- Subgoals with details and due dates
- Deliverables and deadlines
- What will be included in April self-evaluation and summary reports. Who will submit?
- Will this goal need to carryover to 2022/2023 year?
- How will accessibility be incorporated into this goal?
- How will this improve the student experience.

Technology

Goals

1. Security and associated training
2. Accessibility, Technology Project Prioritization
3. T.M.P. group updates
4. Compliance

Facilities

Goals

1. Lack of communication and awareness of facilities projects, services and processes. 2. Lack of clear process for facilities project prioritization.

Sustainability

Goals

How to proceed and create working group to accomplish state mandates

PFF (Laughlin) – No report.

Educators for Equity, Diversity, and Cultural Consciousness – EEDCC (Aguilar/Sadat Ahadi) – No report.

Accreditation (Meehan) - No report.

Distance Education (Hiro)

- HyFlex
 - The committee discussed a HyFlex Promotion Plan to let faculty, deans and administrators learn more about the HyFlex format.
- Zoom Security
 - The ATRC discussed recent Zoom bombings and how to protect against them. DE members recommend creating a training program for those hosting public meetings as well as a second Zoom manager to act as a bodyguard during public Zoom meetings.
- Online certification expiration
 - The DE Coordinator proposed exploring the possibility of recommending that online training must be renewed at some number of years. We know this would be negotiated but wanted to see what members thought. This will come back for further discussion.

Guided Pathways (Nelson) – No report.

Budget (Ferreiro) - No report.

TERB (Lawson)

TERB has finished reviewing and approving Improvement Plans for Probationary and Peer Faculty. TERB discussed the out-of-cycle peer evaluation process—which borrows aspects of the probationary evaluation process to ensure a more robust process to meet this goal from the contract: “a flexible and careful process designed so that the permanent (regular) faculty member maintains a standard of excellence.” One of the several aspects of the probationary process that is part of the *out-of-cycle* peer evaluation process is a letter from the Department Chair. In the case where the evaluatee in an out-of-cycle evaluation *is* the Department Chair, TERB has ruled that the Chair Letter must be written by an Assistant Chair if one exists in the department as the evaluatee is not permitted to write their own Chair Letter.

TERB also discuss a topic that come up during accreditation: verification that faculty are giving students syllabi. The issue isn't that faculty are not doing so—all indications suggest they are. However, the accreditation team was looking for a mechanism that verifies that students received syllabi. One possible solution is to add a question to the student evaluations that asks, “Were you given a syllabus for this course?” This could also be done *outside* of student evaluations. The conversation continues.

Professional Development (Guerrero) – No report.

AB705 Subcommittee (Anfinson)

The AB705 Subcommittee met on Thursday, March 10. Here is what happened:

- **Comment Period**
 - Michael Large showed the [new AB705 section](#) on IRP's website.
 - The information there includes the annual reports and the faculty and student satisfaction surveys.
- **Action**
 - We approved the February 2022 Minutes.
 - Erin Feld was elected the committee chair beginning Fall 2022.
- **Reading/Research:** We went over the following research:
 - From the ASCCC's (Academic Senate for California Community Colleges) OERI: [Inclusion, Diversity, Equity, and Anti-racism \(IDEA\) Audit Framework](#)
 - Recommended to look at this – helpful things with PD and other items to help the college.
 - From Sciences Advances: [STEM Faculty who believe ability is fixed have larger racial achievement gaps](#)
 - College Transition Collaborative: [Student Impacts of Faculty Mindsets in California Community Colleges](#)
 - From the CAP Workshop on 2.11.2022:
<https://docs.google.com/document/d/1JbEXYMw4fiiWhEkhyLET2OCCwIUwteBdqfJyBZMFMc/edit>
- **Information/Reports**
 - Update on the [Equitable Placement and Completion Improvement Plan](#) (Cindy)
 - Faculty Senate approved in February, submitted to CCCCO in March. Will go to the Governing Board for information in April.
 - Governance Structure Update: Cindy
 - Faculty Senate approved changes including a classified position and changing Debra Avila's title to reflect her current position. EESSC also approved the governance structure change.
 - Guided Pathways: members who represent us on Guided Pathways report out (Alex Cuatok, Glyn Bongolan, and Tracy Fung).
 - The Scale of Adoption (SOAA) is due March 30.
 - ESL placement process going into the application is going to be worked on soon. There is some funding to get this going.
- **Group Work**
 - We reviewed the 2021 [AB705 Faculty Experience survey results](#) provided by IRP.
 - **Group 1:** reviewed Table 5 on "Type of AB705-related Training Respondent Would Attend."
 - The group identified common themes
 - The group recommended themes for PD training the college should take action on.
 - **Group 2:** reviewed Table 5 on "Most Important Thing to Do to Support Students with the Placement Process."
 - The group identified common themes
 - The group recommended which items the college should take action on.

Sabbatical Leave (Lawson) – No report.

Equivalency (Towfiq) - No report.

Student Learning Outcomes (Bealo/Tavakkoly)

Meeting with the remaining SLO Facilitators who were not able to make the meetings at the start of the month. All facilitators should be working with their faculty on refining the GE/ILO Mapping for Written Communication and Civic Knowledge and Engagement. ILO assessments for those two will go out after spring break to all faculty with courses mapped to the relevant ILO.

Faculty Service Areas (Mudgett)

Faculty Service Area approved a form that will collect discipline FSA renewals via google form. This form is expected to be sent to Chairs of 45 disciplines after Spring break.

Credit for Prior Learning (Rose)

The CPL Coordinator, Candace Rose, along with Nichol Roe, Associate Dean of Workforce Development and Extended Studies at Palomar and Ben Gamboa, Associate Dean of Career Education at Mira Costa, are leading a regional CPL Implementation Workgroup with SDICCA, comprised of 10 Community Colleges in San Diego and Imperial Counties.

The focus of this workgroup is to:

- Develop regional support for local CPL development
- Identify resources for colleges implementing CPL
- Develop a Train-the-Trainer professional development series for the CPL leads at each campus to share with their colleagues to help institutionalize CPL at their campuses

Palomar now has over 240 CPL eligible courses. Check out our [CPL Website Course List](#) Recent additions this past fall and spring include courses from the following disciplines:

- Administration of Justice
- Art
- Music
- Deaf Studies
- Drafting Technology
- Photography

For more information about CPL or to make your courses CPL eligible, check out our [CPL Website](#) and contact Candace Rose at cpl@palomar.edu

ADJOURNMENT: The meeting was adjourned at 3:52 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary