



Minutes of the
MEETING OF THE FACULTY SENATE
May 2, 2022

APPROVED

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

ABSENT: Lacey Craft, Adam Meehan,

GUESTS: Leah Brown, Shelbi Hathaway, Billianne McLellan, Tina-Marie Parker, Leanne Maunu, Elena Villa

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

Senator and Committee on Committees Chair Anastasia Zavodny said she wanted to make a public comment about the Umoja Program saying she just learned that the two coordinators who recently resigned were not invited to the recent Senate meeting when Umoja was on the agenda and they found out about it during the Senate meeting from other attendees. She asked Faculty Senate to continue to look at the Umoja Program especially ensuring that it is taking advisement and information from the two coordinators that resigned. Senate should ensure that these two coordinators are being listened to in the process. Senator Zavodny said this item should come back to Senate as a discussion item or in the least, get a report back from the group discussions regarding Umoja.

Senator and PFF Co-President reminded faculty about speaking at the Governing Board meetings in support of colleagues doing DEI work. She placed a sign-up sheet in CHAT for faculty to volunteer for meetings in May, June and July and encouraged faculty to support this effort.

ANNOUNCEMENTS

Senate President Rocco Versaci welcomed new Senators Kelly Falcone, Leanne Maunu, Shelbi Hathaway and Elena Villa who will be confirmed today as Senators with full voting power beginning May 9. He also thanked out going Senators Beatrice Manneh, Adam Meehan, Tanessa Sanchez, Reza Wrathall and Fari Towfiq. President Versaci said he wanted to especially recognize Fari Towfiq who served on Senate for over 25 years.

Versaci also said when new Senators are seated next week, elections for officers will take place as well. These positions include Vice President, Secretary, and the At-large position on Council. Versaci said he can't fulfill his Past-President term on Council due to a teaching conflict next semester so a Past-President position will also need to be filled. He asked Senators to review the duties and responsibilities of these positions in the Faculty Constitution and to come to the May 9 meeting ready to volunteer.

Senate Secretary Molly Faulkner invited everyone to attend Performing Arts production of *Kentucky* starting this weekend. Senator Faulkner did the choreography and will be acting in the play as well. For more information, go to: <https://www.palomar.edu/palomarperforms/events/category/season-performances/>

Senator and EEDCC Co-Chair Eduardo Aguilar thanked Senators who attended the Tarde de Familia and also said he appreciated working with great colleagues who help make this event happen.

Senator Susan Miller reminded Senators about the Palomar Pride event taking place on May 11. It will be a carnival atmosphere with music, food, drag queens and fun things to do.

Senator Tanessa Sanchez said the DE Committee will be hosting two HyFlex training sessions for anyone interested. The first one is May 5 from 1 to 2 pm and then again on May 13 from noon to 1 pm. The trainings take place in H105 and live streamed on ZOOM. Faculty can sign up in the PD Portal.

AGENDA CHANGES – No agenda changes.

APPROVAL OF MINUTES

Motion 1 MSC: Towfiq/Faulkner

Faculty Senate approval of meeting minutes dated April 25, 2022 (see Exhibit 1).

The motion carried.

ACTION

A. Curriculum – No Curriculum actions required.

B. Committee Appointments

Senator Anastasia Zavodny said there were no committee appointment approvals required but reminded everyone that there is still an open call for a Student Services faculty member on the hiring committee for VP of Finance & Administrative Services and asked any interested faculty to apply.

Senator Zavodny explained the need for Senate to review Exhibit 2, primarily recommendations 1 and 2 so changes can be made before the Fall call for committees takes place this week. The timely changes involve a question asked on the committee call and another is EEDCC's desire to add an additional set of questions to their call. Another recommendation presented includes allowing a non-Senator to act as chair for a Faculty Senate Committee. The Faculty Constitution now indicates these committees must be led by Senators. The other recommendation to be considered is discontinuance of the Workforce and Community Development Advisory Group which has been defunct for many years.

Senator Zavodny said Committee on Committees will be introduce next week an idea of a survey distributed to faculty to gain faculty's viewpoints when it comes to service on Faculty Senate.

Motion 2 MSC: W. Nelson/Faulkner

Faculty Senate approval of the recommendations made by Committee on Committees regarding questions only (see Exhibit 2).

The motion carried.

There was discussion regarding deactivating Workforce and Community Development Advisory Group. It is unclear whether this group or another one just like it still meets and who has purview over it. Further research is needed before a decision can be made.

C. Selection of Equivalency Chair

Senator Zavodny called for nominations from the floor for the Equivalency Committee Chair. Senator Fari Towfiq nominated Scott Klinger who accepted the nomination prior to today's meeting but who is not present at the meeting.

Motion 3 MSC: Towfiq/Zavodny

Faculty Senate approval of Scott Klinger as the Equivalency Chair for the term Fall 2022 through Spring 2024.

The motion carried.

D. Elections Update

Senator and Elections Chair Beatrice Manneh said she received seven (7) applications for full-time faculty Senator positions. Kelly Falcone and Leanne Mauna have terms ending 2024. Molly Faulkner, Alexandra Doyle Bauer, Shelbi Hathaway, Elena Villa and Wendy Nelson have terms ending 2025.

Motion 4 MSC: Manneh/Miller

Faculty Senate approval to confirm the following full-time faculty Senator positions.

The motion carried.

Kelly Falcone – Term expires 2024
Leanne Maunu – Term expires 2024
Molly Faulkner – Term expires 2025
Alexandra Doyle Bauer – Term expires 2025
Shelbi Hathaway – Term expires 2025
Elena Villa – Term expires 2025
Wendy Nelson – Term expires 2025

E. Scholarly & Professional Achievement Award

Senator Molly Faulkner made the following statement:

The selection for the Scholarly and Professional Achievement Award was particularly hard this year. The committee had four amazing applicants all with exemplary work.

Catherine Gwin’s article “The Selling of American Girls” is an important work that is interesting and relevant especially for this area of the country.

Patrick Nunally has written three in-depth textbooks on electrical engineering and all three are low cost for the students. He is a powerhouse in the industry whose work directly impacts students.

Andrew Steinberg has a variety of publications both academic and creative, he has composed music, taught at festivals, won numerous awards, and has studied the Rachèrian approach for saxophone in depth. He has an international presence in the field of music and is a great resource for Palomar students.

Martin Japtok has written multiple articles/chapters and has co-edited a book on Octavia Butler. His important works re-claim African-American histories that have been overlooked or lost.

The committee is pleased to announce there is a tie and recommend both Andrew Steinberg and Martin Japtok for this award.

Motion 5 MSC: Laughlin/Towfiq

Faculty Senate approval to confirm both Andrew Steinberg and Martin Japtok for the 2022 Scholarly and Professional Achievement Award.

The motion carried.

INFORMATION ITEMS

A. Part-time Equity Group By-Laws Proposal (see Exhibit 3)

Senator Will Dalrymple was joining the meeting from Sacramento as he along with others from Palomar were participating in CFT Part-Time Faculty Conference. They were there to learn more about current legislation in support of part-time faculty, to meet with legislators and to lobby for three bills specific to part-time equity: a health care bill, a teaching load bill and most importantly, a part-time parity bill. Senators and assembly members they spoke with have generally been supportive of these bills.

Senator Dalrymple reminded Senators of the presentation on emeritus status for part-time faculty. The 2020 survey showed a need to offer recognition to those who serve the college for a long time in a significant way. The work group learned this is something described by the Faculty Constitution and in order to offer this to part-time faculty, an update to the Constitution is necessary. The Constitution is a pathway to making changes and potentially other changes as well and the Part-Time Equity Group is willing to work together to make this happen. He said that If Faculty Senate wants to have a constitution that is written according to best practices for constitutions, a very specific thing needs to occur; a separate set of by-laws should be created. This is best practices for constitutions. It allows Faculty Senate to be nimbler and at the same time, maintain some continuity and stability.

Senator Dalrymple said that of the 115 faculty senates that have constitutions, 95% also have by-laws. Palomar being among community college who do not have by-laws. Palomar's Faculty Constitution is not operating according to best practices and this position should be reconsidered. ASCCC does provide guidance of how to do this and supports that the Constitution should provide the basic structure and authority and then the by-laws contain the larger operational details. Dalrymple shared a link from ASCCC which shows examples of bylaws and then compared the length of Palomar's Faculty Constitution (15 pages) to ASCCC's Constitution (1 page). ASCCC's bylaws outline a majority of the operational details.

The Part-Time Faculty Equity Group would like to begin creating by-laws. According to the current Faculty Constitution, Article VI, Dalrymple said that Senate Council would have to call upon or create a Committee of Constitutional Review to write bylaws and to make a recommendation to Faculty Senate.

Dalrymple asked President Versaci if he could make a motion to call upon the Faculty Council to call up or create a Constitutional Review Committee and to get started on this project right away and asked that part-time faculty be included on the committee or work group.

Several Senators supported the idea of reviewing the Constitution and creating bylaws in order to make decision making nimbler but questioned the timing of a project this big. It may be better to hold off until Fall for several reasons. In its current form, any constitutional changes must be voted on by the entire faculty body which makes all processes cumbersome. Bylaws would allow Senate to be much more flexible and reactive to faculty's needs in a timely manner.

Senator Zavodny said delaying this constitutional review and creating bylaws is timely because this is a prospect for equity for part-time faculty. She said if Faculty Senate does not support beginning the review now, then she asked that a specific date, early in the Fall semester be calendared for this work to begin.

Senator and Articulation Officer Ben Mudgett said that this may be a two-step process and looking at Article VI would probably need to be addressed first. Article VI is about making sure that the Faculty at large are aware of an amendment and that they've had plenty of time to participate in the discussions. Adequate forums, information sessions about what is being proposed may be necessary similar to an opportunity to vote for PFF changes to working conditions. Senator Mudgett said this is academic and professional matters and the Faculty Constitution affects academic and professional matters. Faculty Senate needs to ensure that the proper forums and access to this information and the ability to participate in the discussion has been made.

Versaci ended the discussion saying that creating a workgroup or committee to do the work will be placed on the May 9 meeting agenda.

B. Update on Canvas Security (See Exhibit 4)

Senator and DE Coordinator Erin Hiro shared the exhibit outlining concerns and resolutions for curtailing students taking a professor of colors videos and posting it on hate group websites. This brought on a larger discussion about what can be done to prevent students from illegally sharing content. The DE Committee, ATRC and Information Services researched ways to deter legal content and sharing and all agreed that there isn't much that can be done to prevent it. They also said they will continue to look for options to help with these issues though. They told Senator Hiro that it is hard to deter this because students are paying for these courses and the content is difficult to protect online in an online setting.

Senate also asked the DE Committee to provide messaging for students that this is happening and these actions violate the Student Code of Conduct. These reminders can be added to CANVAS messages, course syllabi, placed on the campus dashboard at the beginning of each semester, and can even be part of the registration process. Senator Hiro shared the messaging to get Senate's feedback.

Senator Alyssa Vafaei said the statement could be firmer and recommended adding the reasons why students are being reminded now. Senator Vafaei also suggested that the EEDCC Committee weigh in on the statement.

Senator Lawrence Lawson said the work group is bringing language to Senate next week that could be used on syllabi. Senator Lawson shared an example in CHAT that talks about copyright law and that the material in the course is protected and its intellectual property and it shouldn't be disseminated. EEDCC is still creating the message to be shared next meeting.

David Williams from ASG asked Senator Hiro if any data is available to show how many faculty at Palomar have been affected by this issue. Senator Hiro said there is no data available but in her discussions with colleagues around the state, it is common practice to find quizzes online that students have posted. Senate Vice-President Jenny Fererro said that in many cases, she is confident that most faculty don't even know their class content is shared somewhere on the internet so accurate data may not be available. Williams suggested that websites that share this intellectual property should be contacted and be asked to remove the content. Hiro thanked Williams and added that a reporting mechanism can be created for faculty at Palomar to report this issue.

President Versaci said further discussion will take place at Senate on May 9.

C. DEI in Curriculum (see Exhibit 5)

Senator and Curriculum Co-Chair Wendy Nelson learned of this document at an ASCCC Curriculum meeting in late February and its still in its draft form and hasn't been released. She explained that the rubric has been organized fairly well. Curriculum has started this conversation and has started working on some different practices. She brought attention to the column showing culturally responsive practices for curriculum committees and local senates. Curriculum would like to use the document to make more changes to practices around curriculum and how its taught. She asked if a larger work group should be formed to go through the document and help decide what practices should be adopted and who should be responsible for the different activities and actions.

Senator Nelson said she sees professional development as part of this, curriculum and definitely part of Faculty Senate. The new hire for the full-time DEI position could also be responsible.

Versaci said creating a joint work group may be the best idea with volunteers from Curriculum and then adding some Senators and EEDCC members. Senator and EEDCC Co-Chair Eduardo Aguilar said the District should adopt this document and representation on this work group should come from different groups. Aguilar said the document

contains actions that are certainly achievable and would like to see what are realistically achievable short term and then long term goals. He said this should be an important goal for Faculty Senate to get this work going.

Versaci asked Senator Nelson to bring this item back to Senate next week to start organizing the work group. Nelson said she is trying to find some funding so some of this work can be started over the summer.

REPORTS

Before the meeting ended, Versaci asked Senators for any additional comments.

Senator Mudgett asked for a future report or update on the LGBTQ+ funding allocation Palomar is set to receive from the Chancellors' Office. VP Fererro said she didn't see this application in NOVA and will reach out to Dean Salas (person in charge) to get an update and report to Senate.

GUIDED PATHWAYS

Senator Wendy Nelson said the first grant is ending June 2022. Part Two of the Guided Pathways funding is coming but we are unsure what the focus of that grant will be. Until this happens, the task force will be suspended until the funding is figured out. Depending on the focus, the group may need to change its member makeup.

ASG (Mouawad) – No report.

President (Versaci)

Along with Senate Vice President Jenny Fererro and Senate President-Elect Wendy Nelson, I met with President Rivera-Lacey on Monday morning (4/25). We discussed several outstanding items, and she is going to follow up on the progress of two documents generated by the Senate this last year: the hiring procedures recommendations for things not under Senate purview, and the enrollment improvement/"Bring back Palomar" suggestions that we had made. I followed up with the President later to also get an update on the action items on policing from last summer's all-campus forum.

At the Governing Board Agenda Review meeting on Tuesday, 4/26, it was confirmed that our Faculty Hiring Procedures will be on the agenda for their regular meeting on 5/3. Their review of this document will be the final step in its validation. I have already updated the most recent document to the Senate website.

College Council (Versaci)

College Council met on Friday, April 22. Dennis Astl gave a presentation/overview of the Fallbrook 40 Building Design. We also discussed an agenda item called the "DEI Action Plan," which President Rivera-Lacey presented, in this initial phase, as establishing a "baseline" for procedures to address the safety of and conflicts involving employees. Title IX Officer Shawna Cohen discussed several steps, and there was some discussion of/suggestions for making the procedures better known and more clear (such as a "decision tree" with links). Someone also raised a question about what happens if a member of the HR department is the one accused of discrimination, and Shawna replied that it would be handled by someone in HR not involved in the allegation.

Equity, Education, & Student Success (EESS) Council (Versaci) – No report.

The EESSC next meets on Friday, May 6.

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

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

ECC Council next meets on 5/6.

Infrastructure & Sustainability (IS) Council (Lucindo/Martin) – No report.

PFF (Laughlin)

The PFF has risen to the call to action brought to us regarding the safety of Faculty and Staff on campus, particularly those involved in DEI work. To that end, a small group of Faculty members met last Friday to was to craft a structure where the PFF can assist faculty who are at risk. This will be discussed further in the meeting tonight. The idea is to provide an ally to help navigate the HR system.

I have been actively involved in the shared governance and union meetings including:

- CFT Committee meetings via Zoom and in person
- Special Governing Board Meeting 4/19/22:
- Meetings with Dr. Rivera-Lacy
- Campus shared governance meetings:
 - Faculty Senate
 - College Council
 - TERB
 - Budget
- Support of PFF members
- We stay in close communication with our brothers, sisters, siblings in the CCE. We stand shoulder to shoulder.
- We meet monthly with each Trustee to keep the lines of communication open.
- We have several special projects we are working on including the pay project and part-time equity project which require many meetings.
- Negotiations are ongoing.

The semester is rapidly coming to a close and with it, so to is my tenure as Co-President of the PFF. I just want to say that being in the leadership of the PFF for more than a dozen years has been my great pleasure and privilege. I have learned a lot about myself and the amazing Faculty at Palomar college.

Educators for Equity, Diversity, and Cultural Consciousness – EEDCC (Aguilar/Sadat Ahadi)

- Our last meetings of the 2021-2022 academic year will be in May: 5/5/22 2:30-4:00 p.m. and 5/13/22 12:30-2:00
- We finalized questions for the subcommittee application and Anastasia will be sharing this with Faculty Senate on Monday 5/2/22
- We are still trying to get students paid for participating in the Social Justice eConvening and working with Vice President of Student Services, Dr. Lakhani to expedite this from the finance department.
- PFF will be collaborating with EEDCC on actioning our statement read at Faculty Senate regarding faculty leading DEIA work experiencing threats and we are attending the PFF meeting 2/28/22.
- Tina Parker spoke at the Faculty Senate meeting on 4/25/22 regarding the importance of faculty speaking up at upcoming board meetings regarding the action points to protect faculty doing DEIA work at Palomar College.

Accreditation (Meehan) – No report.

Distance Education (Hiro)

The Distance Education Committee is set to meet May 4 at 2:30 p.m.

Everyone is welcome to attend via Zoom:

Meeting ID: 919 9930 3997

Passcode: 974173

Proctoring:

Palomar's own online proctoring program is set to launch on May 2. We need volunteers to try proctoring one of their current classes through our program during this last month of the semester.

Below is more information on this new program. Here is the [form](#) to sign up to have your online test proctored in the month of May.

What Is the Palomar Online Proctoring Program?

The Online Proctoring Program at Palomar offers faculty online proctoring services for their online courses beyond the end of Palomar's contract with Proctorio. (Proctorio will end June 2022). The Online Proctoring Program at Palomar offers virtual proctoring for online assessments via Zoom facilitated by student proctors.

Online Proctoring sessions are held in a Zoom room, where students are placed individually into breakout rooms. They turn on their video in Zoom and share their entire screen in the break out room. Student proctors periodically join each break out room, but do not disturb the test taker. Any issues are reported by the proctor and sent to the test takers' instructor.

NOTE: We are concerned about the fact that there is no funding for online proctoring this summer or fall semester. We need to continue to lobby the administration to fund this program for the coming academic year.

Guided Pathways (W. Nelson)

The following presentations were given to the GP Taskforce:

1. Presentation – Palomar Perks by Scott Richison, Media Studies Dept.

Offers a variety of career and academic events for students that help with goal creation and life decision. Posted 700 jobs last semester Created survey for students. 200 responses.

- 92% responses would like access to local jobs
- 67% would like some follow up contact regarding class election
- 50% did not know that they need to apply to graduate
- 63% would like to speak with Palomar College alumni

2. Presentation - Student Success Teams:

- Why Student Success Team and definition (A student success team is an academic and student services team that collaborates to plan and implement data-informed, equity-infused practices along the student journey).
- The concept of team is to provide wrap-around, holistic view support to students and will likely include peer mentoring, student support programs, instructional and counseling faculty, admission and evaluation, and financial aid.

B. Taskforce: With the completion of the initial grant in June 2022 - the GP Taskforce will end. GP Pillar Leads, VPI and VPSS will meet during the summer to discuss funding requirements for GP Grant part 2 (once the details are received) to discuss reporting and leadership options.

Budget (Ferrerro)

Budget Committee met on 4/26. We received estimates for COLA, Lottery Funds, etc. The anticipated budget for 2022-23 for total minimum revenue (aka hold harmless) is \$127 million. The group reviewed the FY22 actuals and projections. A workgroup consisting of representatives from all constituency groups will be meeting to discuss compensation vs expenditures in May and then again in the fall. The committee received a status update on the FCMAT recommendations and presentations on the Faculty Obligation Number and PRP requests.

TERB (Lawson) – No report.

Professional Development (Guerrero) - No report.

AB705 Subcommittee (Anfinson) - No report.

The subcommittee will meet for the last time this semester on May 12.

Sabbatical Leave (Lawson) – No report.

Equivalency (Towfiq) - No report.

Student Learning Outcomes (Bealo/Tavakkoly) – No report.

Faculty Service Areas (Mudgett) - No report.

Credit for Prior Learning (Rose)

- 87 students have petitioned this semester for Credit for Prior Learning and are on track to earn credits in a total of 299 courses.
- Of those students, 67 are active-duty Marines in our Military Leadership Program, earning credits in a total of 268 classes.
- The other 20 students will earn credits through CPL in 31 courses from the following programs:
 - Administration of Justice
 - Computer Science
 - German
 - Graphics Communications
 - Japanese
 - Library Technology
 - Spanish

As we near the end of the semester, just a reminder to faculty with pending CPL petition eForms, these need to be completed/approved by the end of May.

Additionally, faculty will be able to add grades for the credit by exam or portfolio reviews to eservices by the end of the semester.

For information on how to use the CPL petition eForm, check out our [Faculty Resources CPL website page](#) and scroll down to the “How do I use the CPL petition eForm” section. You can also contact Candace Rose, the CPL Coordinator, with questions or to set up a Zoom training session.

Credit for Prior Learning (CPL) is college credit awarded for validated college-level skills and knowledge gained outside of a college classroom. Students’ knowledge and skills might be gained through experiences such as:

- Military training
- Industry training
- State/federal government training
- Apprenticeships, internships, work-based learning, or other industry-based experiential learning
- Validated volunteer and civic activities (e.g. Peace Corps)

This CPL definition does not include knowledge and skills already assessed and awarded credit through formal education at regionally accredited in-state and out-of-state institutions. Check out the [Palomar College CPL Website](#) for more information.

ADJOURNMENT: The meeting was adjourned at 3:49 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary