



Minutes of the  
MEETING OF THE FACULTY SENATE  
August 29, 2022

APPROVED

**PRESENT:** Lacey Craft, Will Dalrymple, Alexandra Doyle Bauer, Kelly Falcone, Molly Faulkner, Jenny Fererro, Shelbi Hathaway, Erin Hiro, Jason Jarvinen, Lawrence Lawson, Leanne Maunu, Ben Mudgett, Scott Nelson, Wendy Nelson, Alyssa Vafaei, Elena Villa Fernández de Castro, Anastasia Zavodny

**ABSENT:** Sergio Hernandez, Leigh Marshall

**GUESTS:** Melissa Bagaglio, Renea Burns, Jeff Epstein, Barbara Hammons, Vikash Lakhani, Teresa Laughlin, Billieanne McLellan, Pippa Pierce, Netta Schroer, Sherry Titus

**Please note: All votes are presumed unanimous unless indicated otherwise.**

**CALL TO ORDER** The meeting was called to order by Faculty Senate President Wendy Nelson in LRC-116 at 2:35 PM. The meeting was also streamed live on ZOOM.

**PUBLIC COMMENTS** – No public comments.

**ANNOUNCEMENTS**

Senate Secretary Molly Faulkner announced that a free concert hour series takes place every Thursday beginning at 1 PM. The concert takes place face-to-face in the theater or in D-10. The concert will also be live streamed.

Lawrence Lawson, Senator and PFF Co-President said a PFF report is not included this week because PFF met after the 5 PM Thursday deadline but will appear in next week's reports.

Senator Lawson also made the following statement:

*This weekend, a candidate for Palomar College Governing Board sent an email to District residents saying this:*

*The radical left is turning our educational institution into a place to indoctrinate students. Palomar College even put an "Educator for Anti-Racism" sign on the website. They kept spending hours in their board meetings to discuss "Diversity, Equity, and Inclusion" (DEI) and even ask all their faculty candidates to make a DEI statement, which is clearly a political filtering that will harm academic freedom. However, all those ideologies are based on race and will divide our country by race. We have to stop that communist ideas and tactics. [sic]*

*If you're as concerned about these comments coming from a candidate for our Governing Board, please talk with me. PFF members will get relevant information in their off-campus emails in the next day or two.*

Senate President Wendy Nelson encouraged Senators to join the Education/Facilities Long Range Plan Taskforce.

**AGENDA CHANGES** – The order of Information Items may change.

**APPROVAL OF MINUTES**

**Motion 1 MSC:** Faulkner/Zavodny

Faculty Senate approval of meeting minutes dated August 22, 2022 as amended (Exhibit 1).

The motion carried.

**ACTION**

**A. Curriculum**

Senator and Curriculum Co-Chair Ben Mudgett reported no action needed.

**B. Committee Appointments**

**Motion 2 MSC:** Zavodny/Hathaway

Faculty Senate approval of the following faculty committee confirmation (Exhibit 2):

Educators for Equity, Diversity, and Cultural Consciousness Subcommittee (EEDCC) – **Amanda Fierro**, Faculty, At-large (22-23)

The motion carried.

**Motion 3 MSC:** Zavodny/Maunu

Faculty Senate approval of the following faculty committee confirmation (see Exhibit 3):

**Abstention:** Lawrence Lawson

The motion carried.

- AB705 Support Subcommittee – **Mark Clark**, Faculty, Math (22-23)
- Comets Affordable Learning Materials Committee (CALM) – **Alyssa Vafaei**, DRC Representative
- Distance Education Committee – **Alyssa Vafaei**, Faculty, DRC (22-24)
- Evaluations Appeals Committee – **Tracy Johnston**, At-large, tenured, full time (22-24)
- Food Services Subcommittee – **Steve Perry**, Faculty, at-large (22-24)
- Professional Development Committee – **Christopher (Chris) Sinnott**, Faculty, AMBA (22-24)
- Professional Development Committee – **Lisa Casas**, Faculty, SBS (22-24)

Senator and Committee on Committees Chair Anastasia Zavodny said calls continue to go out for positions on several committees. She asked Senators to encouraged colleagues in their own departments to volunteer. Senator Zavodny said it has also come up of when part-time faculty can volunteer for committees if they don't have current class assignments and Zavodny believes that Senate has not formalized a position on this issue. President Nelson said this is a topic Committee on Committees should discuss and then bring a recommendation back to Senate. Senator Zavodny said there are vacancies on this committee and she'd like to fill them.

**INFORMATION ITEMS**

**A. Academic Integrity Policy (Exhibit 4) – Titus**

Sherry Titus began the presentation recognizing the increase in academic integrity issues across that State and at Palomar College. Palomar does not have an integrity policy in place. Palomar does have a Standard of Student Conduct

but Palomar does not have an AP 5505 which covers academic integrity. Titus shared Mira Costa's policy. [https://www.miracosta.edu/office-of-the-president/board-of-trustees/\\_docs/5505BP-AcademicIntegrity.pdf](https://www.miracosta.edu/office-of-the-president/board-of-trustees/_docs/5505BP-AcademicIntegrity.pdf)

Titus then discussed Faculty Senate's webpage outlining its process for academic integrity in terms of a flagrant violation where faculty are allowed to issue an F grade for one instance of cheating or plagiarism. Her intention is to create a district policy and procedure around academic integrity so it is codified. Once in place, this could be linked to Senate's page and to the Standard of Student Conduct.

Senate's position on how failing grades are determined: <https://www.palomar.edu/facultysenate/academic-honesty-process-guidelines/>

Informal and Formal Grade Dispute:

[https://www2.palomar.edu/pages/facultysenate/files/2016/03/StudentGradeDisputePolicyProceduresFormRevised\\_928\\_2015.pdf](https://www2.palomar.edu/pages/facultysenate/files/2016/03/StudentGradeDisputePolicyProceduresFormRevised_928_2015.pdf)

Titus said her office gets requests from faculty to investigate how a student posted to various online databases like Course Hero and Chegg. She is unable to provide evidence to faculty that this student was the cause. Titus said she has no mechanism in place to allow her to do this and often times, these companies don't have the ability to track or trace where the post is coming from either.

Titus recommended that since violations of academic integrity fall under the Faculty Senate's purview, Faculty Senate needs to begin the process of creating policy regarding this issue and that language could be added to AP5500 and could be linked to the consequences around some of these behaviors.

The following comments were made by Senators and faculty:

- This presents a great opportunity for Faculty Senate to have conversations about academic integrity and to have policies codified.
- Although the current language and policy needs to be updated, there is some reluctance to take this to the District since this matter clearly falls on the shoulders of Faculty Senate. Faculty Senate can be nimble in making timely updates that are necessary. This is solely an academic matter and shouldn't have to be vetted through any constituency group at Palomar.
- AP 5500 updates are necessary and can be codified by the District but specify complete oversight by Faculty Senate.
- In addition to Faculty Senate updating the policies, the policies must be more direct and evident to students.
- This work falls under Faculty Senate's Professional Standards & Practices Committee who last updated this policy in 2015.
- Institutional or broader response is needed for a narrative or communication seen by students that academic integrity is essential at Palomar College.
- This academic integrity message can be integrated throughout Palomar's publications, materials and advertisements showing there is always an expectation of integrity at Paloma College.
- Faculty can subscribe to Chegg and get a copyright DMCA Review. Chegg will remove the materials. The subscription isn't free and the District needs to find funds to support these and other similar efforts.
- Other colleges hire staff to scour through database and websites to get the "illegal" information removed.
- Other institutions also use Anonymous to do data reporting. This reporting identifies the number of complaints and how many academic integrity violations occurred. This system doesn't identify students or faculty but allows up to date accounting of the problem.
- Research potential legal action against Chegg or similar websites that allow these violations to take place (Pearson College v. Chegg).
- ASG can play a bigger role in promoting academic integrity by adopting a goal to support this effort.

President Nelson said this matter will come back to Senate for further discussion in the future.

Sample Policy and Process presented by Sherry Titus:

MiraCosta: Academic Integrity Policy

<https://www.miracosta.edu/office-of-the-president/board-of-trustees/docs/5505BP-AcademicIntegrity.pdf>

MiraCosta: Academic Dishonesty Appeal Process:

<https://www.miracosta.edu/office-of-the-president/board-of-trustees/docs/5505AP-AcademicDishonestyAppealProcess.pdf>

**B. Faculty Emeritus - Lisa Yon (Exhibit 5) - Nelson**

**Motion 4 MSC:** Faulkner/Hathaway

Faculty Senate approval to move this Information Item to Action.

The motion carried.

**Motion 5 MSC:** Faulkner/Lawson

Faculty Senate approval to grant emeritus status to the following faculty:

**Lisa Yon**

The motion carried.

**C. Faculty Emeritus - Perri Gillman (Exhibit 6) - Nelson**

**Motion 6 MSC:** Fererro/Faulkner

Faculty Senate approval to move this Information Item to Action.

The motion carried.

**Motion 7 MSC:** Faulkner/Maunu

Faculty Senate approval to grant emeritus status to the following faculty:

**Perri Gillman**

The motion carried.

**D. Proctoring for 2022-2023 (Exhibit 7) – Hiro**

Senator and DE Chair Erin Hiro summarized the exhibit. Regarding online proctoring, Senator Hiro said a recent court ruling came down making room scans unconstitutional. Some Palomar faculty are saying that authentic assessments don't work for their classes. A few faculty have tried to participate in Palomar's online ZOOM proctoring but the availability doesn't match their testing needs. Live online proctoring isn't being utilized because the hours the proctors are available and paid for are not what faculty want. Often faculty want proctoring to take place on Saturdays and Sundays but proctors are only available Monday through Friday. Occasionally, faculty aren't supplying enough notice to get a proctor in place (like the next day) or a very narrow window for assessment.

Senator Hiro said Instruction will back whatever faculty need and Faculty Senate needs to tell us what those needs are. ATRC said they can amp up authentic assessment training if needed. Hiro asked Senate if online proctoring should be funded now. Should another third-party proctoring option be explored if it can be limited in some way (no camera or only lockdown browser)? Should PFF request additional funding for faculty to further their authentic assessment trainings?

Comments included the following:

- Palomar’s online proctors can not work from home. It was pointed out that this isn’t a legal obstacle rather it’s simply a District policy.
- World Languages needs to be able to “hear” students for verbal assessment
- Math for example, faculty need to “see” the problem being worked out on paper and online proctoring makes this difficult.
- Some faculty won’t use what’s being offered to them because it doesn’t meet their needs, instead of figuring out how to use what’s available and make their own adjustments. There is not unlimited funding and resources available for each and every faculty to have their own individualized program.
- A week before classes began, faculty were told there wasn’t going to be online proctoring available and why was Proctorio eliminated without a reliable back up plan in place?
- If Palomar continues to push for online proctoring, they do need to accommodate the needs of all the faculty.
- If Faculty Senate told faculty that Proctorio was ending in June 2022 and that online proctoring will be made available through Palomar, then Palomar must find the funding for this.
- Palomar was trying to correct some legal issues and equity issues by moving away from third-party proctoring. The way to correct this is to make sure the “online proctoring plan” is in place by fixing problems and pushing forward.
- Funding for online proctoring can become available but Hiro wants to make sure faculty will use it before moving forward.
- Proctorio was originally supposed to be funded using HERFF funds but VP Kahn used funds from Guided Pathways. Guided Pathways can no longer fund any third-party proctoring program.
- Senator Hiro did report in May that funding for online proctoring was no longer available and shared her concern with Faculty Senate.
- Star Tutors are currently available to proctor just during regular Star Center hours. Their wages are already built into the Star Center budget. Additional hours for proctoring need to be funded.
- Students who are going to cheat will always find a way to cheat. A push for an academic integrity culture at Palomar is the means to make any and all online proctoring work.
- Students should be making proctoring appointments instead of walking in.
- Best practices from the State say students should have a full week window to take an online proctored test.
- DRC has a reliable testing center that can be accessed for tips to overcome online proctoring issues.
- The campus face-to-face proctoring center is currently located on the third floor of the Library but is moving to the Humanities Building.
- If a class is DE, faculty can’t require the student to come to campus to take a test. Best option is to make the class a Hybrid to overcome this obstacle.
- A student-oriented proctoring webpage needs to be developed making it easier for students to find information.
- If online proctoring is made available now, there’s a good chance it won’t be utilized much this semester because faculty have already had to make other plans for assessment.

Senator Hiro will bring this item back to Senate in two weeks with an update.

**E. Discuss/Evaluate Current Senate Reporting Process – Tabled.**

**F. Retreat & Meeting Snacks – Tabled.**

## **REPORTS**

**ASG (Garcia Mendez)** – No report.

**President (Nelson)** – No report.

**AB705 Subcommittee (Feld)** – No report.

## **Accreditation (Versaci)**

The Accreditation Team will begin meeting again in September (days and times TBA) to continue with the post-Accreditation Visit/Accreditation Report work.

**Budget (Ferrerro)** – No report.

**College Council (Nelson)** – No report.

**Credit for Prior Learning (Rose)** – No report.

### **Distance Education (Hiro)**

**Our biggest news is that Palomar is officially a Certified POCR Campus.**

POCR stands for Peer Online Course [Review](#) and we were recognized by the state for the work of Professors Amy Caterina and Linda Morrow. This means our online classes have met the state's high standards. It also means that we can pay professors like you to improve online classes. If you are interested in learning more, email me.

#### **NameCoach**

There is a new [tool](#) in Canvas that will help your students and colleagues pronounce your name correctly. You can find it in the Canvas menu. NameCoach trainings are available in the PD Portal. We encourage you to try it out.

#### **Home College**

Palomar is now a [Home](#) College with the state's CVC. That means it is easier for our students to find online classes at other community colleges if they can't find the right class at Palomar. Please let your students know about this course database as we want them to successfully complete our programs. Next up, we are working on becoming a Teaching College, which would allow community college students from outside of Palomar to more easily take our online classes. Stay tuned.

#### **New Canvas Tools**

The DE Committee and ATRC put together a process for faculty to suggest new tools for online classes. Thanks to Professor Russell Backman for leading that charge. If you have a program you would like us to consider using/buying to work in Canvas, please fill out this [form](#).

#### **Accessibility and Universal Design**

The DE Committee created a self-paced accessibility course in Canvas called Accessibility and Universal Design. If you are looking for ways to fill your PD hours this year, consider that. It is found in the PD Portal.

#### **Accessibility tools**

Reminder: Palomar has four accessibility checkers available in Canvas:

1. Canvas built-in [accessibility](#) checker
2. [PopeTech](#) accessibility checker
3. [UDOIT](#) accessibility checker
4. [Ally](#) accessibility reporting

#### **HyFlex Courses**

The Faculty Senate has adopted HyFlex as a course format. HyFlex stands for Hybrid Flexible, where students have the choice each class session whether to attend class in a classroom or on Zoom.

HyFlex faculty are finding their colleagues are misinformed about what HyFlex is.

NOTE: It is not a hybrid class format.

It is not difficult to implement.

It has user-friendly technology and does not require massive curriculum changes.

It is very similar to teaching in person.

There is a self-paced Canvas training available in the PD Portal.

Consider this format for your future classes, especially if you are having trouble with retention in online classes or enrollment in ground classes. Email [ehiro@palomar.edu](mailto:ehiro@palomar.edu) with questions.

#### **New Quizzes**

Canvas is phasing [the Classic Quizzes](#) format by June 2024.

The ATRC recommends trying the New Quizzes tool for assessments you create this semester to save you hassle later.

#### **Proctoring**

**There is currently no option for online test proctoring.** We launched Palomar Online Proctoring in May of 2022 and no one used it. Proctorio's contract ended in June 2022. Instruction is working on a plan for proctoring this fall. We will keep you updated.

## **Plagiarism**

Palomar has transitioned from Unicheck to a new plagiarism checking tool, called Copyleaks.

Similar to the Unicheck tool we've used, Copyleaks generates similarity reports pointing out possibly plagiarized content in three tiers: Identical, minor changes, and related meaning.

For information visit the [ATRC website on this topic](#).

## **Zoom Recordings**

Please remember that Palomar will automatically erase all Canvas Zoom recording made during the Spring 2022 semester Sept. 5

What **it means for you:**

If you need to keep any of these Zoom recordings, you need to find the recording you want to keep in Zoom and download it. Here is a [how-to guide](#).

**Educators for Equity, Diversity, and Cultural Consciousness (EEDCC)** – No report.

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

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

**Equivalency (Klinger)** – No report.

**Faculty Service Areas (Jarvinen)** – No report.

**Guided Pathways (Nelson)** – No report.

**Infrastructure & Sustainability (IS) Council (Hiro)** – No report.

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

**PFF (Lawson)** – No report.

**Professional Development (Guerrero)** – No report.

**Sabbatical Leave (Epstein)** – No report.

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

**TERB (Falcone)** – No report.

**ADJOURNMENT** The meeting was adjourned at 3:55 PM.

Respectfully submitted,

*Molly Faulkner*

\_\_\_\_\_  
Molly Faulkner, Secretary