



Minutes of the
MEETING OF THE FACULTY SENATE
September 19, 2022

APPROVED

PRESENT: Melissa Bagaglio, Lacey Craft, Will Dalrymple, Alexandra Doyle Bauer, Erik Duarte (ASG), Kelly Falcone, Molly Faulkner, Jenny Ferrero, Shelbi Hathaway, Erin Hiro, Jason Jarvinen, Leigh Marshall (ZOOM only), Leanne Maunu, Ben Mudgett, Michael Mufson, Scott Nelson, Wendy Nelson, Beth Pearson (ZOOM only), Nicole Siminski, Alyssa Vafaei, Elena Villa Fernández de Castro, Edwina Williams, Anastasia Zavodny

ABSENT: Lawrence Lawson

GUESTS: Jeff Epstein, Kevin Kearney, Billianne McLellan, Stephen Palmer, Netta Schroer, Kathleen Young

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 2:30 PM. The meeting was also streamed live on ZOOM.

PUBLIC COMMENTS – No public comments.

ANNOUNCEMENTS

Michael Mufson announced that *Greetings From the Red Planet* will be performed on September 30. More information regarding this play can be found at www.palomarperforms.com

Senator and Elections Chair Alex Doyle Bauer announced this was “Banned Books Week at Palomar. Librarians at the San Marcos, Escondido, Rancho Bernardo and Fallbrook libraries have set up displays in the lobbies.

Senator and Curriculum Co-Chair Ben Mudgett reminded Senators that the curriculum deadline is October 3rd. Three drop in sessions, Sep 21, Sep 27 and Sep 28 are on the calendar. Registration is on the PD Portal.

Senate President asked Senators if snacks should be provided at the meetings. A majority of the Senators said snacks were not necessary.

AGENDA CHANGES – No agenda changes.

APPROVAL OF MINUTES

Motion 1 MSC: Faulkner/Zavodny

Faculty Senate approval of meeting minutes dated September 12, 2022 (Exhibit 1).

Abstention: Alex Doyle Bauer

The motion carried.

ACTION

A. Curriculum

Curriculum Co-Chair Ben Mudgett said no actions need to be approved this week by Faculty Senate.

B. Committee Appointments

Motion 2 MSC: Zavodny/Faulkner

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

The motion carried.

Safety and Security Committee – **Arthur Lopez**, Faculty, different divisions (21-23)

Career Education Committee (formerly Perkins Planning and Advisory Committee) – **Anita Talone**, Faculty, CTE (22-24)

Motion 3 MSC: Doyle Bauer/Fererro

Faculty Senate approval of the following new Senators (Exhibit 3):

The motion carried.

- Nicole Siminski** – ESL (thru May 2024)
- Melissa Bagaglio** – English (thru May 2024)
- Edwina Williams** – Ethnic Studies (thru May 2025)
- Beth Pearson** – Biology (thru May 2025)
- Michael Mufson** – Performing Arts (thru May 2025)

Senator and Chair of Committee on Committees Anastasia Zavodny said there are three positions that need to be filled by Senators. The three positions are College Council, Committee on Committees and Educators for Equity, Diversity, and Cultural Consciousness (EEDCC) (and committee co-chair of EEDCC).

President Wendy Nelson nominated Michael Mufson to serve and co-chair EEDCC. Senator Mufson accepted the nomination.

Motion 4 MSC: W. Nelson/Vafaei

Faculty Senate approval of **Michael Mufson** to serve on and co-chair EEDCC.

The motion carried.

Motion 5 MSC: Vafaei/Faulkner

Faculty Senate approval of **Alyssa Vafaei** to serve on College Council.

The motion carried.

Motion 6 MSC: Hathaway/Faulkner

Faculty Senate approval of **Shelbi Hathaway** to serve on Committee on Committees.

The motion carried.

INFORMATION ITEMS

A. VP Resignations – W. Nelson

President Wendy Nelson asked Senators for guidance on how best to handle the transitions that are occurring because of the recent resignations of VP Vikash Lakhani and VP David Montoya.

Senators made the following comments:

Is there a plan in place to ensure that efforts continue to move forward in support of commitments or projects the VPs had recently made? VP Fererro said President Star Rivera-Lacey was reassuring that the work will continue to move forward. Christine Winterle will handle human resource matters and Dean Leslie Salas will step in for student services.

Faculty are hoping that important initiatives or positive movement on issues won't be delayed due to a "permanent" VP not in place. Over the last ten years, there has been so much change in the administration and it often delays decision making as well. To overcome this issue, faculty need to push to make positive actions go forward within their respective councils, committees or task forces.

President Nelson noted that President Rivera-Lacey is coming to visit Faculty Senate on October 17.

Faculty hope that implementation of HighPoint does not get delayed.

The constant turnover of administrators occurs throughout the California Community College system with an average turnover rate for executive level administrators at two to three years. Faculty are curious to know what circumstances were behind the resignations if possible and hopes the District can be more transparent. The turnover rate at Palomar seems to be much worse than the average.

Some administrators who are hired may have Cal State or private sector experience but do not have experience in the community college system and good knowledge of processes. This may be an obstacle for their own success at Palomar.

Palomar's hiring practices sometimes prevent current college employees from advancing into higher level positions. Capable employees aren't given the opportunity to gain the experience needed to fill the requirements but who could do the job. To combat this scenario, appointing "acting" roles may give others the opportunity to gain the experience needed. Often times though, there is no transparency whatsoever when appointing these "acting" positions.

Onboarding administrators needs to be improved. Most administrators are expected to hit the ground running and soon burn out because they are not being trained on the processes and the learning curve is very short-lived.

There is a need to hire associate deans at Palomar because of the unbelievable amount of work that is being expected of deans. The work coming down from the chancellor's office right now is overwhelming and causing burnout issues. Many former Palomar deans working at other institutions report their workload is much more manageable and balanced in their current dean role. It would be helpful to conduct exit surveys with administrators who leave.

B. Ad hoc subcommittee on cheating and plagiarism – Jeff Epstein (Exhibit 4)

Jeff Epstein requested that an ad hoc subcommittee be formed to pursue different avenues for institutional responses to cheating on campus or more broadly academic violations of academic integrity. During COVID, Palomar saw two years of crazy cheating because everybody was able to cheat. Faculty Senate did away with third party proctoring for good reasons as well. He said Instruction has committed to fund proctoring for a year and an assessment of the program will take place in January to see how many faculty have used it.

Regarding academic integrity, Epstein believes Palomar is lacking an institutional position on this problem. He said some of these issues may be unique to behavioral sciences where they have seventy five full time and part-time instructors and thousands of students who come through every semester. The reports of cheating and the concerns amongst the faculty there are very high. Some of this might be proportionate to the size of the department.

Epstein went on to say that authentic assessment is important and faculty should be committed to professional development in these areas. Unfortunately, students can cheat on authentic assessments as well.

Epstein said there are a few things that institutionally, must happen because departments can't do the work by themselves. There are online repositories like Chegg, Course Hero, Study.com, Bartleby and many others where a student can go to find every test question, every quiz question, every multiple choice question, every discussion prompt, every quiz and test. For many of these sites, faculty can sign up for a paid subscription and they will most likely

find some of their materials. Faculty can ask for a DMCA to have that material removed. The subscriptions are not free however and a commitment of institutional funding for these subscriptions is needed. Hiring part time workers as other institutions do to troll these sites and have materials removed may be another option.

Epstein said other institutions make their own data public for instances of violations of academic integrity occurring on campus. By capturing this data, institutions have a better idea if numbers are trending up or down and can make better decisions of how to manage it

Also, some type of a serious PR campaign, including social media, by Palomar is needed around academic integrity. Right now, Epstein said, Palomar students can access Palomar's five principles of academic integrity <https://www.palomar.edu/studentlifeandleadership/home/policies/academic-integrity/> The content basically comes from Duke University, cut and pasted and is not in Palomar's own words. This speaks to the lack of seriousness around the problem at Palomar. And, unfortunately, the Faculty Senate link which outlines the policy is not a live link and should be fixed. Once the link is fixed, it still is an obscure place for students to go and read this valuable information.

There are many articles regarding the new era of cheating with the use of artificial intelligence (AI). Maybe three years ago students would purchase papers. They buy is so it's not plagiarism, No one knows the student bought it but the instructor knows the student couldn't have written the paper. Now there is free AI software.

Epstein says he often hears that "we can't really do anything about it." Palomar should still make the attempt to do something about it. There must be a broader institutional effort even if the challenge is monumental or beyond our own efforts.

Epstein said he has been working with Acting Dean Teresa Laughlin and she recommended that an ad hoc subcommittee be formed to deal with this important matter. Faculty Senate is the key group that's responsible for developing these policies.

Instead of creating another new committee, some Senators supported reactivating the Academic Standards & Policies subcommittee to do this work. Senator Zavodny, chair of Committee on Committees said this committee could review the current structure of that subcommittee, evaluate options and make a recommendation to Faculty Senate of how best to get that committee back up and running.

It was noted that Director Sherry Titus and Pippa Pierce should be kept apprised of any actions moving forward since they were here a few weeks back regarding AP5500.

Epstein recommended that both administrators and students be included in the process in some capacity. Senators suggested inviting administrators and students to come to meetings to provide input if they'd like to but the subcommittee is comprised of Senators only. It was also suggested that maybe a task force be created instead that can include Senators, administrators and students. If administrators are included on the committee, it may help expediate actions that can be taken by the institution in a timelier manner. Just one advantage of having students involved is assisting with messaging and campaigns that students would actually hear or care about.

Because there are so many websites that facilitate cheating, taking action to remove material may not be the only option. Senators also supported fine tuning the consequences of violators so it's very clear to the students of what the consequences will be.

After all feedback was heard, President Nelson suggested forming a task force to deal with this issue and she will report back to Senate.

C. Part-time eligibility/parity on committees – Zavodny (Exhibit 5)

Senator and Chair of Committee on Committees Anastasia Zavodny reviewed the exhibit. The primary issue is whether part-time faculty can serve on a committee if they have no current class assignments.

Feedback from Senators included the following:

- Should Senate allow a part time faculty member to serve on a committee if they were hired but have never taught a class? Is this part time faculty truly serving part timer's interest on a committee? Do they have the ability to effectively report out to their colleagues?
- Should part time faculty be allowed to participate on a committee if they have taught a class but not currently teaching a class? There could be an exception if their class was cut.
- If a part time faculty has a priority number, it shows longevity and should be considered when participating on a committee or applying for a new position on a committee.
- It can take a significant amount of time to get on a prioritization list. There is no requirement for any of Senate's committees that faculty be tenured. Once hired as faculty, eligibility begins. If there is an approach to filling committees based on longevity at the college, this requirement should fall equally on both full time and part time faculty for parity's sake.
- There have been instances where part time faculty no longer have classes but not technically separated from the college, but who would like to remain on committees just to build resumes.
- There has to be a balance between providing opportunities but not exploiting part time faculty because they don't get paid for most of their committee work.
- Faculty Senate confirms all placements on committees. Setting a particular guiding principal or policy to be followed when confirming faculty. Each placement can be looked at on an individual basis.
- Senate should be mindful of instances when non-teaching part time faculty wish to serve on a committee where stipends are paid for committee service. This has caused issues in the past.
- A guiding principle might be the November '21 Faculty Senate resolution that we "actively adopt and advocate for policies that emphasize equity and inclusion for Adjunct Faculty within the College's shared governance...."

Senator Zavodny thanked Senators for their feedback and said she would bring back more tailored recommendations based on comments made.

D. DFA Update to governance sheet regarding part time faculty service – Zavodny (Exhibit 6)

Senator Zavodny explained the Governance Structure Group Request form for the DFA Committee. In efforts to bring more parity to part time faculty, the Part Time Parity group received approval from the DFA Committee to make the change as seen on the exhibit in red to the makeup of the committee.

Motion 7 MSC: Faulkner/Dalrymple Faculty Senate approval to move back into Action.

The motion carried.

Motion 8 MSC: Faulkner/Hathaway Faculty Senate approval of the revised Governance Structure Group Request form presented today.

The motion carried.

E. Senate reports – W. Nelson (Exhibit 7)

President Nelson shared the exhibit and asked for feedback for improving the reporting process. Some Senators would like to maintain the current reporting process but may consider asking chairs to report in person during Faculty Senate meetings. Nelson asked Senators to consider requiring a formal year-end report from certain committees as well and consider a template that could be used by chairs to ensure Senate is getting enough information. Senate may use the 10+1+1 to determine which committees really should be providing regular reports while others may not need to report regularly. Oral reports from ASG and some committees during Senate meetings should also be considered.

Motion 9 MSC: W. Nelson/Faulkner Faculty Senate approval to extend the meeting.

The motion carried.

ASG Secretary Erik Duarte gave a report on current ASG business and activities. Most officer positions have been filled but ASG needs to seat additional Senators. ASG currently has diverse representation in the group. ASG had a retreat on September 9th and 10th where they prepared and organized for this school year. ASG meets weekly on Fridays. If any faculty are interested in attending one of those meetings, contact Eric at eduarte@palomar.edu

F. Retreat, October 3rd – W. Nelson

President Nelson said the retreat is scheduled for October 3 from 2:30 to 5 PM in LRC-116. A representative from ASCCC will also be attending.

G. Articulation Office release time – Mudgett – TABLED.

H. Part time parity – Hathaway – TABLED.

I. Educational & Facilities Vision Plan – W. Nelson – TABLED.

REPORTS

ASG (Erik Duarte) – An oral report was provided during the meeting.

President (Nelson)

During the last week, I attended the following meetings: Committee on Committees, the College Council, Budget, and AP 5055. I participated in the Director of Business Services' second level interviews. I also attended the Educational & Facilities Vision Plan Taskforce training meeting where we were presented with an overview of the plan, process and timeline for completing the work. The constitution workgroup met again and finalized a plan for separating the bylaws from the constitution. Finally, VP Jenny Ferrero and I met with President Rivera-Lacey to discuss the resignation of the VPSS and VPHR

AB705 Subcommittee (Feld) – No report.

Accreditation (Versaci)

The Accreditation Writing Leadership Team (AWLT) met on Tuesday, September 13, to discuss current status, timeline moving forward, and the agenda for the Accreditation Steering Committee meeting, which was scheduled for Friday, September 23, but needs to be moved because of the Indigenous Peoples Holiday.

Budget (Ferrerro)

The Budget Committee met for the first time in the semester on August 30. The committee received an overview of the enacted 2022/23 state budget, which represents a 17% increase (\$45 billion) from 2021/22, as well as a sneak peek of Palomar's adopted budget for 2022/23, which shows a \$38 million ending fund balance (a \$10+ million surplus from last year). One important piece of information is that Palomar has the potential to become a basic aid/self-funded district within the next few years, which would drastically change our funding sources. The presentation from the meeting with details on the budgets is available here: <https://go.boarddocs.com/ca/pccd/Board.nsf/goto?open&id=CHRSET725F38>

The Budget Committee met for the second time in the fall semester on 9/13/22. Nancy Lane described the reasoning behind adding a line item to the FY22 budget to account for unrealized gains/losses of the investments (all Palomar funds are held in investment tools with the County of San Diego) due to currently poor market fluctuations. This line item would account for what it would look like if we liquidated all investments, which is highly unlikely to ever happen. This \$7.2 million estimated unrealized loss adjustment will go to the Governing Board as a consent item. While Palomar has not historically included estimated investment unrealized gains/losses in the budget entry, this is an

accounting practice requested by our auditors to avoid an auditing finding. Committee members raised many questions about the reasoning & motivations behind this proposal, as well as concerns about the optics. The committee also discussed meeting format and scheduling including possible hold dates for summer 2023, ideas for how to gather agenda items for discussion for the rest of the year, and the adopted budget books.

College Council (Nelson)

We worked on the College Council goals for the year. We also confirmed the governance structure for Educational & Facilities Vision Plan Taskforce and Accreditation Steering Committee. We discussed the impact of Friday holidays to the Fall 2022 meeting dates. We decided to add an additional date and added extra time to two meetings. President Rivera-Lacey provided a brief overview of the Summer of Safety. And finally, Anastasia Zavodny presented information about all the committees and subcommittees in the shared governance structure. The short discussion resulted in the need for more oversight/organization of the committee/subcommittee structure.

Credit for Prior Learning (Rose)

For information on CPL contact the CPL Coordinator, Candace Rose, at cpl@palomar.edu

Credit by Exam Fees

- As of May, 2022, the administration has permanently removed all Credit by Exam fees.
- The other methods of CPL assessment (portfolio review, industry certification and military transcripts) can not have fees. (title 5 55050)
- This is fantastic news and provides an equitable opportunity for our students to petition for CPL through the exam process, and all other methods of assessment.

CPL Petition Form version 2.0

- This new version of the petition form will roll out in the next couple of weeks.
- There is a new section for faculty to input a grade for credit by exam or portfolio review
- Students can now accept or deny their CPL grade in the form. (title 5 55050)

CPL Q&A sessions

Open to all faculty and staff, these sessions are an opportunity for you to drop in, ask questions and get answers on CPL topics such as...

- Using the CPL petition form and what's new
- The differences between the Requisite Challenge Petition and the Credit for Prior Learning petition - and how these two can be used together to benefit your students
- Creative ideas for how to boost enrollment with CPL opportunities
- An overview of the different CPL assessment methods
- And any other CPL related questions you may have

Register in the PD Portal

- Wednesday, Oct 12th from 12 - 1pm on Zoom
- Wednesday, Nov 9th from 3 - 4pm on Zoom

NEW! CPL Timeline

- We've implemented a new timeline that is posted on our [Apply for Credit for Prior Learning website page](#)
- This deadline allows for everyone in the approval process to have adequate time to complete their tasks and ensures the student can complete their petition process in a timely manner.

- The deadline for students to petition with portfolio review (PFL) or credit by exam (EXM): Monday, Oct 17th
- The deadline for students to petition with Industry Certification or Military Transcript: Monday, Nov 21

Distance Education (Hiro) – No report.

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

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

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

Equivalency (Klinger)

The Equivalency Committee is currently reviewing two applications.

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)

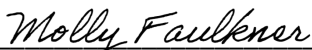
The sabbatical committee met Thursday, September 15. A report will be provided next week.

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

TERB (Falcone) – No report.

ADJOURNMENT The meeting was adjourned at 3:52 PM.

Respectfully submitted,



Molly Faulkner, Secretary