



Minutes of the  
MEETING OF THE FACULTY SENATE  
December 5, 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, Lawrence Lawson, Leigh Marshall, Leanne Maunu, Ben Mudgett, Michael Mufson (ZOOM), Scott Nelson, Wendy Nelson, Beth Pearson, Nicole Siminski, Alyssa Vafaei (ZOOM), Elena Villa Fernández de Castro, Edwina Williams (ZOOM), Anastasia Zavodny

**ABSENT:**

**GUESTS:** Cynthia Cordova, Carmelino Cruz, Billieanne McLellan, Stephen Palmer

**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**

Senate Secretary Molly Faulkner announced that *Winter Dance* is this weekend, December 9 and 10. *Gods of Comedy*, directed by Michael Mufson is also this weekend, December 8 through the 11. To purchase tickets or for more information, go to [www.Palomarperform.com](http://www.Palomarperform.com)

Senator Leanne Maunu said the English, Humanities and Reading Department is hosting an Open House for the Little Free Library on December 7. New book stock will be available as well as refreshments. Menstrual product donations will be accepted for the Student Period Club during the Open House and other locations across campus.

Senator and PFF Co-President Lawrence Lawson said anyone can sign up in MD-330 for a free grocery gift card. Also, PFF thanked all who donated to PFF's recent toy drive. PFF just delivered 44 toys along with a PFF cash donation to the Labor Council to go to families that need assistance during the holidays. Also, anyone can sign up and buy a grocery gift card to be donated to the Nutrition Center here at Palomar.

**AGENDA CHANGES** – No agenda changes.

**APPROVAL OF MINUTES**

**Motion 1: MSC Faulkner/Doyle Bauer**

Faculty Senate approval of Faculty Senate meeting minutes dated November 28, 2022 (Exhibit 1).

Abstentions: Lacey Craft, Lawrence Lawson

The motion carried.

## **ACTION**

### **A. Curriculum – Mudgett**

Senator and Curriculum Cochair Ben Mudgett said no action was needed for Curriculum. He added that there is a Curriculum meeting scheduled for December 14 to approve the final curriculum.

### **B. Committees - Zavodny**

#### **Motion 2: MSC Zavodny/Faulkner**

Faculty Senate approval to confirm faculty on the following committee (Exhibit 2):

The motion carried.

Equal Employment Opportunity Advisory Committee (EEOAC) – **Adena Issaian**, Faculty,  
appointed by Faculty Senate, 22-24

## **INFORMATION ITEMS**

### **A. ASG Report – Erik Duarte**

ASG Senator Erik Duarte said that WinterFest takes place this week on Wednesday and Thursday from 11 to 2 pm and everyone is welcome. A costume and/or ugly sweater contest is planned. Two new ASG Senators were added last week.

### **B. Review HSI Recommendations Under Senate Purview (Exhibit 3) – W. Nelson**

Senate President Wendy Nelson began explaining the exhibit and asked Senators and others to provide feedback regarding activities and goals that fall under Faculty Senate. Senators expressed the need to focus, centralize or combine guidance coming for these issues from the Chancellor's Office, ASCCC and other equity workgroups or committees because this work can become very overwhelming.

As Senators and guests asked for clarification and provided feedback, President Nelson edited the EXCEL spreadsheet with changes to Recommendation 1-5. President Nelson said she would continue to update the document and suggested pulling information into a second spreadsheet that falls under Faculty Senate purview. She will bring the updated documents back to Senate for further discussion.

### **C. Constitution/Bylaw Vote – W. Nelson**

President Nelson summarized the results of the voting for the constitutional and bylaw change and asked Senators for feedback of what the next steps should look like.

Several Senators shared the following points:

- There may be some kind of disconnect between Faculty Senate and faculty in general.
- Issue(s) (part-time faculty becoming Senate President) were presented during the email exchange prior to the vote but Faculty Senate can't assume this was the only issue.
- A more in depth discussion needs to take place to better understand the split (constitution/bylaws) of what faculty need to approve versus what's appropriate for Faculty Senate to approve. Some Senators felt sufficient dialogue regarding this has not occurred. Then, take this information to the faculty.
- Introduce more evidence to faculty that shows most community colleges have separate faculty constitutions and bylaws... Palomar is not in the norm.

- Develop a simple faculty survey asking why they voted as they did and give them an opportunity to provide feedback in general.
- To maintain privacy, another voting system other than Google should be used for future faculty voting.
- Senate unanimously approved the changes to the constitution and bylaws but a majority of full-time faculty didn't agree. Is Faculty Senate truly representing faculty at this point?
- Senate should be honest and as clear as possible sharing potential outcomes of votes that are made.
- How does Senate engage faculty to participate in important discussions. This matter was on five separate agendas which gave all faculty an opportunity to come to Senate meetings to become more informed on all faculty related matters.
- In the future, Senate may give notice to faculty when an important issue or vote is coming their way. But it may not be useful because there is no guarantee that faculty will read "that" email if they aren't reading emails about Senate agendas and matters in general.
- If a survey is done, Senate will decide next steps...either make changes to the documents based on this feedback or leave the constitution as it reads now.

Council and the Council at Large member will create the survey and send it to faculty.

**D. Cross-Listed Course Evaluations – Tabled.**

**E. Reviewing a Syllabus – Tabled.**

**F. Educational & Facilities Vision Plan – Tabled.**

**REPORTS**

**President (Nelson)**

During the last two weeks I attended the following meetings: Educational and Facilities Planning Task Force Meeting, EESSC (report below), College Council (report below), Highpoint: Phase II strategy planning (Course Auditor / Degree Planner), META SLO Assessment demo, Title 5 Updates to DE and the College Council Organizing Governance. I also was the faculty observer for the VPFAS 2<sup>nd</sup> level interviews during the Thanksgiving break.

Here are some highlights:

1. Educational and Facilities Planning Task Force Meeting –
  - We discussed the College's enrollment flow – what areas our students are coming from, where students who reside in our service area go.
  - We also discussed our service area demographics.
  - Finally, we discussed labor market data – employment rates, occupations with most openings, and labor market gap analysis.
2. Highpoint: Phase II strategy planning – we discussed the following projects:
  - a. Advisee Relationship Management - Streamline the advising process by giving your advisors the tools they need to manage their advisees, communications, and appointments quickly and efficiently. So, they can focus on what really matters: student success.
  - b. Course Auditor: Comply with Title IV requirements. HighPoint Course Auditor ensures students take classes that qualify for their Financial Aid. Simplify the enrollment process by instantly notifying students of courses that will or will not qualify.

- c. Degree Planner: Improve on-time degree completion HighPoint Degree Planner automatically helps students identify the courses they should take to graduate and clearly indicates the sequence in which to take them. Students can explore various scenarios and see which plan fits their needs to graduate on time.
3. META SLO Assessment – We were provided with a demonstration of META’s SLO assessment module. If we decided to move our SLO assessment data to META then both curriculum information and SLO assessment data would be in one place.
4. College Council Organizing Governance – I attended the second meeting of this group. We continued discussing some of the issues around the organization of our counsels, committees and workgroups. We discussed some examples from other colleges, how to use Office to help,

**College Council (Nelson)**

Discussed BP 6250 Budget Management

Discussed and approved changes to AP 4235 and AP 2510

Discussed and approved adding a PD representative to the Access & Inclusion Committee

Reports from the following groups were presented: IEPFSC, EESSC, ECCC, ISC, Administrative Association, ASG, Confidential and Supervisory Team, CCE/AFT, Faculty Senate and PFF/AFT

**Equity, Education, & Student Success (EESSC) Council (Nelson)**

EESSC discussed two policies and reviewed 27 instructional comprehensive PRPs.

**Institutional Effectiveness, Planning, and Fiscal Stewardship (IEPFS) Council (Bongolan)**

Here you go and thank you!

The Institutional Effectiveness, Planning, and Fiscal Stewardship Council met on 11/18/2022. Below are some highlights:

1. General reserves change to 16.67%, up from 5%. GB reserve is going to 16.67% from 7%. Requirement for district to have in place before February 28. Part of Emergency Conditions Allowance application.
2. Governance surveys: Formative surveys – for the first 3 years. Then summative evaluations in year 4. Annual survey is in April and results will be looked at in May. During College Council annual retreat in summer, the college will look at results to set its goals or revise/edit handbook.

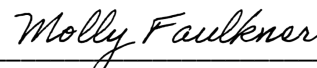
Next meeting is December 2, 2022.

**PFF (Lawson)**

PFF continues to negotiate with the District on the new, three-year contract. We took faculty feedback during our listening sessions and are presenting proposals reflective of faculty need and positive workplace environments. As well, we continue to pursue holiday charity activities such as our toy donation drive and grocery gift cards for members. We’re so proud of our members for the work they do both on and off campus for students and the community. Last, we say goodbye on the 6<sup>th</sup> to three current Governing Board members, thank them for their service, and look forward to positive relations with the new Governing Board.

**ADJOURNMENT** The meeting was adjourned at 3:58 PM.

Respectfully submitted,



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Molly Faulkner, Secretary