



Minutes of the
MEETING OF THE FACULTY SENATE
February 27, 2023

APPROVED

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

ABSENT: Lacey Craft

GUESTS: Leah Brown, Catherine Jain, Patriceann Mead, Tanessa Sanchez, Rebecca Wilson

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 said a very vibrant performing arts season is here. *Rent* opens March 10th so get your tickets early! More information can be found here at www.Palomarperforms.com

Senator and PFF Co-President Lawrence Lawson said faculty can check up on the current negotiations with the District here: <https://www.palomarfacfed.org/contract>

Senator Lawson said the Governing Board is holding a special session on Thursday, March 2 to access the rules for appointing someone to fill the seat that Trustee Garcia recently vacated.

Senator and Curriculum Co-chair Ben Mudgett reported on the common course numbering project. The project held their open meeting on February 23rd where stakeholders from articulation, transfer, curriculum, and multi-college districts with common course numbering discussed implications. The project is moving forward. Discussions included an agreed upon definition, ensuring portability of California community college coursework across the system, minimal agreed upon course standards, and elevating articulation concerns.

Senate Vice President Jenny Ferrero said Women’s History Month begins March 1. There are a variety of events scheduled and they are listed at <https://www.palomar.edu/empoweredwomen/womens-history-month/>

Senate President Wendy Nelson said all comments and feedback for the Educational Vision Plan were brought back to the taskforce. Some of the suggestions made will be incorporated into the plan including updating some of the objectives under teaching and learning.

President Nelson said there are still several leadership reassigned time positions available for faculty. She asked Senators to consider stepping up to apply for them as well as recruiting and encouraging colleagues to do the same.

President Nelson announced that a survey went out last week to faculty to get feedback on separating the faculty constitution and creating bylaws. Once results are in, Senate will decide next steps with this bifurcation.

President Nelson said the Employee of the Year Taskforce needs a faculty representative to serve on the taskforce. There are two meetings in March and selection is made in early May. The taskforce creates nomination criteria and selects one employee of the year from each of the following groups: Classified Unit, Confidential and Supervisory Team (CAST) and the Administrative Association. Senate Secretary Molly Faulkner volunteered to serve.

AGENDA CHANGES – No agenda changes.

APPROVAL OF MINUTES

Motion 1: MSC Faulkner/Pearson Faculty Senate approval of Faculty Senate meeting minutes dated February 13, 2023 as amended (Exhibit 1).

Abstention: Alexandra Doyle Bauer

The motion carried.

ACTION

A. Curriculum

Motion 2: MSC Mudgett/Maunu Faculty Senate approval of Curriculum Committee actions taken February 15, 2023 (Exhibit 2).

The motion carried.

B. Committee on Committees

Motion 3: MSC Zavodny/Doyle Bauer Faculty Senate approval of committee appointments (Exhibit 3):

The motion carried.

Academic Integrity Taskforce – **Katy Farrell**, Faculty, L&L

Distance Education Committee – **Michael Mumford**, Faculty, AMBA (21-23)

GE Subcommittee – **Seth San Juan**, Faculty, Area 6 Language other than English

General Electives Subcommittee (of Curriculum) – **Rodolfo Jacobo**, Faculty, Area 7 Ethnic Studies

General Electives Subcommittee (of Curriculum) – **Gary Castaneda**, Faculty, American History and Institutions

Regarding the Academic Review Committee, Senators questioned whether it would be more beneficial to retain the seat allocated to Instruction/Library for faculty that represent Instruction/Library. Senator and Chair of Committee on Committees Anastasia Zavodny said opening up committee positions to all faculty occurs when the seat has been vacant for a period of time but it is the prerogative of Faculty Senate to keep the open seat available to Instruction/Library only.

Motion 4: MSC Lawson/Doyle Bauer

Faculty Senate approval to split the confirmations or remove the Academic Review Committee confirmation from Motion 3/Exhibit 3.

The motion carried.

NOTE: The vote on Motion 3 took place after the vote on Motion 4 took place.

Motion 5: MSC Zavodny/Faulkner

Faculty Senate approval to confirm the Academic Review Committee confirmation (Exhibit 3).

Aye: Jason Jarvinen

The motion was not approved.

Motion 6 : MSC Zavodny/Hathaway

Faculty Senate approval to confirm the position for the MSE Interim Dean Hiring Committee (Exhibit 4).

The motion carried.

MSE Interim Dean Hiring Committee – **Adena Issaian**, MSE, Chemistry

Motion 7 : MSC Zavodny/Faulkner

Faculty Senate approval to confirm the uncontested positions for the Dean for SBS Hiring Committee (Exhibit 4).

The motion carried.

Dean of SBS Hiring Committee – **Gina Wilson**, Child Development
Dean of SBS Hiring Committee – **Rodolfo Jacobo**, Ethnic Studies
Dean of SBS Hiring Committee – **Rene Robelin**, ECELS
Dean of SBS Hiring Committee – **Seth San Juan**, American Indian Studies
Dean of SBS Hiring Committee – **R. Dillon Emerick**, Behavioral Sciences
Dean of SBS Hiring Committee – **Anastasia Zavodny**, EHPS

Motion 8 : MSC Zavodny/Bagaglio

Faculty Senate approval to accept the results of the ballot (Exhibit 4):.

The motion carried.

Dean of SBS Hiring Committee – **Dan Early**, Health, Kinesiology & Athletics

C. AB 2449 Vote – Option 1 or Option 2

Motion 9 : MSC Faulkner/Doyle Bauer

Faculty Senate approval to accept the results of the vote (Exhibit 5).

The motion carried.

Option Two

Before the vote took place, President Nelson explained the differences between the two options. She said that it is basically what Senate is doing now but with a few more restrictions. It is unknown which option the Governing Board has chosen. Nelson said she will operationalize the management of this meeting option to ensure Faculty Senate is following the rules.

INFORMATION

A. ASG Report

ASG Vice President of Communications Kimberly De La Cruz gave Senators an ASG update. ASG is utilizing Instagram more now to engage students and said if Faculty Senate wants to share any information of value to the students, ASG would be more than happy to post it on this social platform. ASG just had their retreat this last weekend. Elections for the upcoming academic year will be conducted soon. De La Cruz encouraged Senate to come to ASG meetings on Fridays to share important points that students should know. Club Rush last week was somewhat successful even with the horrible weather students had to contend with. She thanked Faculty Senate for showing her support. President Nelson said she will be creating a sign up sheet so Senators can take turns going to ASG meetings.

B. Governing Board Meeting 2/14 Update

President Nelson, Vice President Jenny Ferrero and Senator Lawrence Lawson made the following report:

- The Governing Board approved the Student Equity Plan.
- The Governing Board will appoint a new member to fill District 2, Trustee Garcia's seat rather than conducting a special election (\$600,000 minimum cost for special election).
- A presentation of safety protocols was provided and included campus police safety training, increased campus police presence, panic buttons, expansion of security cameras and the possibility of body cameras.
- An Emergency Conditions Recovery Plan to help get Palomar's enrollment back to pre-COVID numbers was presented and it included information about marketing, outreach and student communication.
- Dean Fabienne Chauderlot's contract was not renewed and she is currently on leave.
- Two newest trustees asked for two reports. Trustees want to know the number of faculty to the number of students per department. They also want a report on Palomar's CTE programs.
- Trustee Kaiser also asked for an FCMAT report and a staffing analysis.
- Trustee Rodriguez asked for AB 705 data and more explanation of what it means to be an HSI focused institution.

It was noted that the new governance structure may have some blind spots or black holes when it comes to transparency on campus regarding issues including security and policing. Decisions are being made without proper discussions. Some Senators also voiced their concern about where the District will be pulling accurate data to respond to some of the report requests.

C. Dean of Instruction Position Proposal (Exhibit 6)

Senate President Nelson shared the exhibit which is a draft prepared a few years back and not a current job description. Senators voiced concerns regarding "the need" without really knowing what this dean will be charged with. The salary grade was questioned. Others were concerned that some departments are being asked to reduce FTES which also means part-time faculty won't have classes. There was also a question asking if the Instruction Office staff could do some of the work this new dean may do.

Senator and TERB Coordinator Kelly Falcone said she would like to have a broader conversation about how Palomar is organized and how deans are structured before developing this position. Compared to other schools our size, Palomar's dean count is low. The dean's workload though is extremely high. Some deans who left Palomar to accept positions at other colleges have said their workload has been reduced by a third. Other schools have a dean of technology and online education; a dean of health sciences and public safety; a dean of exercise, science and athletics. Senator Falcone said Palomar needs to retain their deans. Over the last several years, many deans have not had their contracts renewed. Palomar is known for its high turnover rate for deans so how can that be attractive to qualified candidates.

Senator and DE Coordinator Erin Hiro said she hasn't received enough support from Instruction over the last few years and its support was desperately needed. Maybe an additional dean may alleviate her workload as the DE Coordinator.

Senator and Curriculum Co-Chair Ben Mudgett said he sees the need for this position. Just the amount of legislative changes that have brought pressure onto the Instruction Office is creating incredible capacity issues. This position could

alleviate workload issues for department chairs and other deans. Palomar has over 1,400 active courses making it one of the largest comprehensive community colleges in terms of curriculum in the state. It takes people to manage and oversee it, manage accreditation standards, meet financial aid needs regulations. The stakes are high and he thinks this provides an opportunity for Instruction to provide more services and better response time.

Senator Lawson commented that the district that was so concerned about not going above the 85% threshold now feels like there is enough money to fund a couple of administrators positions.

President Nelson said the instruction workload has ratcheted up significantly since VPI Berta Cuaron's retirement. The volume of work coming to us from the Chancellor's Office is overwhelming. Colleges are required to implement new requirements and programs with sometimes little guidance. Nelson said some of the email feedback echoes what was said here and includes inquiries about when support staff (ADAs) will be hired back to provide the much needed support that departments need. VP Ferrero said the District does have a staffing plan for classified and support staff.

President Nelson said more feedback can be sent her way and she will include it in her discussion with President Rivera-Lacey.

D. Committee Reports – Tabled

E. FSA Update – Tabled

F. Student Success Teams Pilot Update – Tabled

REPORTS

President (Nelson)

During the last two weeks I attended the following meetings: Budget Committee (report below), Governing Board, EVP Taskforce, Resource Allocation Meeting, Faculty Senate Council meeting and a 1:1 with VPI.

Here are some highlights:

Resource Allocation Meeting – We discussed the process for distributing funds for PRP requests. We also discussed the need to reevaluate the PRP timeline in the fall and consider moving it to the spring.

EVP Taskforce meeting – I provided our consultants with the Senate's suggestions/edits to the Goals/Objectives in advance of the meeting. Some of the suggestions were accepted, others were not. Probably, the most important suggestion to add a goal focusing on teaching/learning was not accepted. Several faculty members, including myself pushed back and asked that we add that goal. A meeting has been scheduled to discuss the suggestion further.

1:1 with VPI Recalde – We discussed the reassigned time positions and changes in instructional leadership positions. She also agreed that it would be beneficial to attend a Senate meeting and she will attend the March 6 meeting.

Accreditation (Versaci)

The Accreditation Writing Leadership Team (AWLT) met this past Tuesday, 2/14 to review the updates from various workgroups on the compliance projects. I reviewed those drafts and made notes, and Michelle Barton and I are planning to meet next week to discuss. Everything is on track for the response timeline.

Budget (Nelson)

The meeting began with a Governor's Proposed Budget presentation by Barbara Baer. Below are the highlights of the proposed budget (although it is subject to change). We also discussed the draft budget calendar for FY 2023-2024 and the quarterly financial report for Q2.

- COLA is 8.13% applied across the board for SCFF (\$8.7 billion to \$9.1 billion) and many of the largest categorical funding.
- Funding is included to support enrollment growth of 0.5% (\$28.8 million)
- A new allocation of \$200 million one-time funds is proposed to support community college efforts on retention and enrollment.

- Continuation of \$200 million for part-time health insurance reimbursements.
- Continuation of full-time hiring funds.

Distance Education (Hiro)

The Distance Education committee met Feb. 15 and focused on updating AP 4105. We are revamping the policy to adhere to new standards from the state and federal government. There are several changes but the major two ones:

1. Updating the class formats and make sure they are written in student-centered language.
2. Whether to accept the state and federal changes to allow an opt out for faculty on student-to-student and student-to-teacher interaction.

The DE Committee is also working with Instruction, ATRC and Curriculum on this policy change. We hope to vote on a recommendation in two weeks and bring it to the Senate in March.

Faculty Service Areas (Jarvinen)

On 2.21.2023 the FSA Committee reviewed and approved an individual FSA application.

PFF (Lawson)

Your faculty Union is, as always, hard at work maintaining, defending, and improving faculty working conditions. We're currently deep into three-year negotiations, and you can find updates on the PFF website. As well, we are looking into matters regarding pay, contractual coordinating positions, STRS questions, course scheduling concerns, and evaluation process questions. As of writing, we are also eager to learn what the Governing Board may decide in regards to filling former Trustee Christian Garcia's vacated Governing Board seat--appointment or election. We also feel dismay at yet another Governing Board vacancy that could potentially cost the District money (elections aren't cheap).

In other news, PFF proudly participated in the PBFS Black History Month Fair and looks forward to supporting and participating in more events on campus throughout the semester.

As always, please reach out to your co-Presidents (Lawrence Lawson and Barbara Baer) with any questions or concerns. There is good work we're required to do for all faculty, but there is also much more work we're able to do for Union members. If you're enjoying the benefits of Union activities (e.g., COLA) but you are not yet a member, please consider joining. There are many more benefits, and you can feel good contributing to our faculty's collective well-being.

Sabbatical Leave (Epstein)

Meeting report from February 9, 2023:

1. The committee finalized approvals for nearly all 2023-2024 sabbatical leave proposals. Those approved will be sent to the President and Board for final approval.
2. The committee has agreed to revise the salary credit application form to better instruct faculty in understanding what lower-division courses will be approved by the committee.
3. The committee agreed to plan a training for chairs to take place at the end of the academic year to help them better understand the process for approving proposals from faculty in their departments.

Student Learning Outcomes (Bealo/Tavakkoly)

SLOC met February 16, 2023.

We are working with IRP to compile a report on the Critical Thinking ILO that was assessed Fall 2022. This semester we will be assessing the Teamwork ILO. Details for the SLO Facilitator Training for Spring 2023 will be sent out within the next few weeks.

TERB (Falcone)

TERB Update:

- Please help increase student evaluation response rates:
 - If you are being evaluated this semester, please be sure to [enable the Canvas course menu item titled "Student Course Evaluations"](#). After it is enabled, you will not see it in your Canvas menu, only students will see it and they will only see it if there is an evaluation that they need to complete.
 - Faculty receive an email when your student evaluations launch. When you get this email, reach out to your students and encourage them to complete the evaluation.
 - If you are observing a F2F class, take a few minutes of the class time and ask the evaluatee to step outside. When they are out of the class, explain to the students the importance of completing the student evaluation and make sure they know how to access the student evaluation. You can utilize the following website to show students how to access their student evaluations:
<https://www.palomar.edu/tenureandevaluations/for-students-how-to-access-and-complete-student-course-evaluations/>
- The TERB Committee is working on the following goals:
 - Revise the Teaching Forms to make them more consistent and ensure the supplemental forms, such as the student eval questions and observation questions, align with the final evaluation report. Teaching forms will be the first forms reviewed/revised and will be followed by non-instructional forms. After the TERB Committee develops their final drafts, they will come to senate for review and then to the PFF for approval.
 - Develop one TERB Calendar that is inclusive of all of the evaluation types, includes the roles/responsibilities of all involved, and is based on weeks of the semester.
 - Develop TERB training to include training for Department Chairs and training for Evaluators.
 - More clearly differentiate between what is considered disciplinary and what is considered evaluative.
 - Work on the feasibility of having student evaluations in all courses.

ADJOURNMENT The meeting was adjourned at 3:56 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary