



Minutes of the  
MEETING OF THE FACULTY SENATE  
March 13, 2023

APPROVED

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

**ABSENT:** Lacey Craft, Shelbi Hathaway (ZOOM-A), Leigh Marshall (ZOOM-A), Michael Mufson

**GUESTS:** Leah Brown, Rebecca Wilson

**Notes:** Senators participating in a meeting via ZOOM, and asserting an AP 2449 allowance, are considered present and attendance is recorded ZOOM-EC “emergency circumstances” or ZOOM-JC “just cause.” Senators observing the meeting via ZOOM without asserting an AP 2449 allowance are considered absent and attendance is recorded ZOOM-A.

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 Vice President Jenny Ferrero said the Palomar Women’s Basketball game Saturday night was a great game but unfortunately lost by one point in the last second of the game. Senator and Coach Leigh Marshall was congratulated for the excellent season and for receiving Coach of the Year honors.

Senator and TERB Coordinator Kelly Falcone said she attended the PFF meeting last Thursday and Barbara Baer gave a legislative announcement regarding a proposed bill (AB 811) that has made its way to the Higher Education Committee of the Legislature. This bill is particularly important and makes an attempt to bring back repeatability. Getting a timely update about legislation that affects California community colleges is very important. It gives stakeholders (faculty) a timely opportunity to advocate for their preferred position on the matter. Senator and Curriculum Co-Chair Ben Mudgett added that it’s not uncommon for districts to have a legislative analyst on Senate with release time who monitors newly proposed legislation coming down the pipeline. This person would provide ongoing updates and clear communications to all stakeholders of the college. More information about AB 811 can be found here:  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240AB811](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB811)

Senate President Wendy Nelson congratulated Senator and DE Coordinator Erin Hiro and her students for receiving the General Excellence Award from the Journalism Association of Community Colleges for Palomar's *Impact* magazine

Senator and PFF Co-President Lawrence Lawson congratulated Jenny Fererro and Barbara Baer for receiving the CFT Women in Education Award to be presented to them both in San Francisco this weekend.

Senator Lawson noted that the Governing Board appointee for District Two applications are due by Friday, March 17. Lawson asked Senators to encourage qualified persons to apply.

Senator Lawson said that PFF has complimentary tickets available to *Rent* for this coming weekend. The first five (5) PFF members will win and members just need to “follow” PFF on either Instagram or Facebook, and direct message (DM) PFF and type “yes.”

Senate President Wendy Nelson said faculty are asked each year to provide name readers for graduation and Senators were asked to inquire within their own departments. Senator Alyssa Vafaei said she attended a graduation where the students personally “prerecorded” their own names into a software program that was then used to announce the name during the ceremony. This ensured every name was announced correctly. President Nelson said she would pass this recommendation to Sherry Titus, Director of Student Life and Leadership.

Senator Scott Nelson said he attended the ASG meeting last Friday. It opened his eyes to the possibilities of going directly to an ASG meeting to get immediate feedback from Palomar students about changes that affect students instead of sending out “student surveys” for example. Attending an ASG meeting to get the feedback may be more efficient.

Senate Secretary Molly Faulkner announced that *Rent* is again this upcoming weekend. Tickets for all shows can be purchased at [www.Palomarperforms.com](http://www.Palomarperforms.com)

**AGENDA CHANGES** – No agenda changes.

### **APPROVAL OF MINUTES**

**Motion 1: MSC Maunu/Hiro**

Faculty Senate approval of Faculty Senate meeting minutes dated March 6, 2023 (Exhibit 1).

The motion carried.

### **ACTION**

A. **Curriculum Committee** – No curriculum actions or announcements were needed.

**B. Committee on Committees**

**Motion 2: MSC Zavodny/Hiro**

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

The motion carried.

Sustainability Master Plan Taskforce – **Joseph C. Lucido**, Faculty

**C. Faculty Reassigned Time Positions**

**Motion 3: MSC W. Nelson/Fererro**

Faculty Senate approval to confirm the following two-year faculty leadership position (Exhibit 3):

The motion carried.

Faculty Service Learning Coordinator – **Gina Wilson**, (Fall 23 to Spring 25)

**Motion 4: MSC W. Nelson/Hiro**

Faculty Senate approval to confirm the following two-year faculty leadership position (Exhibit 3):

Abstention: Elena Villa Fernández de Castro

The motion carried.

Distance Education (DE) Coordinator – **Kelly Falcone**, (Fall 23 to Spring 25)

**Motion 5: MSC W. Nelson/Bagaglio**

Faculty Senate approval to accept the results of the rollcall vote (Exhibit 3):

The motion carried.

Palomar Pathways Mapper Coordinator – **Kathleen Sheahan**, Fall 23 to Spring 25

Numerous Senators voiced support for both Lomeli-Hixon and Sheahan.

**Motion 6: MSC W. Nelson/Doyle Bauer**

Faculty Senate approval to confirm the following faculty leadership position (Exhibit 3):

The motion was tabled until term clarification can be made.

**Motion 7: MSC W. Nelson/Vafaei**

Faculty Senate approval to confirm the following two-year faculty leadership position (Exhibit 3):

The motion carried.

Professional Development (PD) Coordinator – **Luis Guerrero**, Fall 2023 to Spring 2025

**INFORMATION**

**A. ASG Report – De La Cruz**

Kimberly De La Cruz reported that ASG appreciated having Senator Scott Nelson at the meeting last week. She said that the meeting agenda is finalized usually on Tuesdays so if any agenda items are suggested, have that turned in by Monday night.

**B. PRP Ad hoc Workgroup with faculty Senate and IEPFS (Exhibit 4) – W. Nelson**

President Nelson said she met with Michelle Barton and Marti Snyder to discuss some changes for the program review and planning (PRP) process. Nelson reiterated Senate's desire to be more involved with the process. Also, during a different PRP resource allocation committee discussion, the idea of moving the PRP process itself from Fall to Spring was mentioned. This would help curb some of the workload issues for Fall (curriculum deadlines, tenure and evaluations) when faculty are overwhelmed.

Nelson said a joint ad hoc committee could be created between Faculty Senate and the Institutional Effectiveness, Planning, and Fiscal Stewardship (IEPFS) Council to review current instructional program review and planning forms and

examine the process to ensure effective reviews of programs. Currently, the review process falls under Equity, Education, & Student Success Council (EESSC).

Senator consensus was to call it a joint taskforce. There was confusion though whether this group needed to be in place indefinitely. Nelson explained that this group could be tasked only with researching and recommending a new and improved instructional review and planning process and the forms used, and not actually participating “in” the process itself. There was also an argument to be made that review of the process would be ongoing so this group should be called a joint operational committee.

Senator and Committee on Committees Chair Anastasia Zavodny pointed out there are existing committees that could possibly be doing this work instead of creating an entire new one. If the work product is slightly different than what the committee was originally tasked with, it is easy to modify the role and products. VP Fererro suggested that all existing committees connected to PRPs be reviewed and blended together if at all possible.

Nelson said she would meet with Michelle Barton and invite her to a Faculty Senate meeting for discussion if needed.

**C. Senate Resolution on Lifelong Learning and Self-Development (LLSD) (Exhibit 5) – Falcone**

Senator and TERB Coordinator Kelly Falcone presented the Resolution to address LLSD. Senator Falcone said she incorporated much of the verbiage from other resolutions that she researched. Falcone said she does support the single transfer pathway but it’s going to have significant impact to Palomar for many years to come. She said this resolution may have no impact at this stage in the game but it may and we just don’t know for sure. Falcone would like to see this final resolution read during the Governing Board meeting the following evening. Senator Mudgett would like to see Faculty Senate urge the Governing Board to write their own resolution in support of LLSD.

Senator Lawson added that he thinks Senate has too few resolutions and should be voicing concerns in this way more often. The resolutions should also consider that voicing support for one resolution doesn’t conflict with another.

Senators made minor edits to the draft before it was finalized.

**Motion 8: MSC Fererro/Mudgett**

Faculty Senate approval to move back into Action portion of the meeting.

The motion carried.

**Motion 9: MSC Fererro/Lawson**

Faculty Senate approval of the resolution to support Lifelong Learning and Self-Development (Exhibit 6).

The motion carried.

**Motion 10: MSC Lawson/Zavodny**

Faculty Senate approval to extend the meeting.

The motion carried.

**D. Committee on Committees will Provide Update on Committees – Tabled.**

**E. Review Changes to AP 4105 – Tabled.**

**F. Student Success Teams Pilot Update – Tabled.**

## **REPORTS**

### **President (Nelson)**

This week I attended the following meetings: PRP form/process discussion, ASCCC Academic and Professional Matters: The 10+1 in Practice webinar, Educational Vision Plan goal revision meeting, 1-on-1 with VPI, the Governing Board Agenda Review meeting, Faculty Senate council meeting and the VPSS Hiring Committee meeting. Here are some highlights

- PRP form/process discussion – We discussed moving the PRP process from fall to spring. We also decided to create a new ad hoc committee that will report to Faculty Senate/ IEPFS to re-think the document, timeline and assessment process.
- ASCCC Academic and Professional Matters: The 10+1 in Practice webinar. The webinar discussed authority of the academic senate, the role of the Chancellor and the governing board consulting with local senates, offered suggestions for what to do when there is a breakdown in process. It also covered some new ACCJC accreditation standards that focus on decision-making structure.
- 1-on-1 with VPI – We discussed the PRP process and ways to improve the user-friendliness of our class schedule.

### **Academic Integrity Taskforce (Hiro)**

- The taskforce met for the first time March 8 and is currently creating goals and a timeline for work. We have been building our roster and just lack in two areas. Please help us fill those two areas if you qualify for or know of someone who could fill CTE or serves on the Distance Education Committee.
- Academic Integrity Taskforce Roster

Chair: Senator - Erin Hiro
Dean, Instruction – Diane Studinka
Student Life and Leadership – Pippa Pierce
DE Committee representative - Open
ASG representative -Christopher Garcia Mendez
Classified - DRC/STAR Center -Cynthia Cordova
Faculty, AMBA - Erin Hiro
Faculty, CTE - Open
Faculty, L&L – Katy Farrell
Faculty, MSE - Stephen Crook
Faculty, SBS - Jeffrey Epstein

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

- The committee approved recommended changes to AP 4105 on Distance Education. It is coming to the Faculty Senate March 13 for consideration.
- The committee began reviewing POET to see how we can update our training to include new requirements, new policy and a greater emphasis on accessibility. We hope to begin improvements later this semester.

### **Infrastructure & Sustainability (IS) Council (Hiro)**

- Senator Erin Hiro is co-chair of this committee, which focuses on three principal areas, facilities, technology and sustainability.
- We have spent the academic year going to the Palomar's different campuses and looking for accessibility issues and noting them for possible resolution.
  - We have also identified a lack of process and information for areas such as technology replacement, facilities improvement and campus safety requests. We are working on creating or improving these processes and then getting that information out for Palomar employees.

### **Sabbatical Leave (Epstein)**

Minutes from March 2 meeting:

1. The committee discussed changes to the application form for salary credit focusing on making clear what the requirements are for committee approval.
2. The current faculty co-chair is on sabbatical next year, so a new faculty co-chair was elected to take over in Summer of 2023. Congratulations to Mark Clark.
3. All sabbatical materials are now electronic. How to store them has been an issue. Discussion continued on using the library to store submissions going forward. The library will be presenting examples to the committee in an upcoming meeting.
4. The sabbatical co-chair will put together a training for department chairs to better understand the sabbatical approval process at the departmental level.

**ADJOURNMENT** The meeting was adjourned at 4:00 PM.

Respectfully submitted,

  
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Molly Faulkner, Secretary