



Minutes of the
MEETING OF THE FACULTY SENATE
April 3, 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, Leanne Maunu, Ben Mudgett, Michael Mufson, Scott Nelson, Wendy Nelson, Beth Pearson, Nicole Siminski, Elena Villa Fernández de Castro, Anastasia Zavodny

ABSENT: Lacey Craft, Leigh Marshall (ZOOM-A), Alyssa Vafaei

GUESTS: Michelle Barton, 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

Senator and TERB Coordinator Kelly Falcone announced that the TERB Committee recently approved a new TERB calendar. She took it to PFF for approval and learned that she was to bring it first to Faculty Senate. She asked to be placed on the April 10 Faculty Senate meeting agenda for this matter.

Senator and PFF Co-President Lawrence Lawson said a PFF academic scholarship is available to members’ dependents or others in their household. For more information, members can go to <https://www.palomarfacfed.org/benefits> . The deadline to apply is May 12.

Senator Lawson announced that a member only (PFF and CCE) reception is set for April 10 at Cocina del Charro from 4:30 to 5:30 PM. From 5:30 to 7:30, a meet and greet with Palomar College Trustees takes place and that segment of the gathering is open to the public.

Senator Lawson announced that faculty are being asked to recruit student volunteers for Tarde de Familia on April 21 with shifts available from 4:30 to 8 PM. Volunteers will be assisting with check in, breakdown and other tasks as well. Faculty or volunteers can reach out directly to alass@palomar.edu.

Senator and Committee on Committees Chair Anastasia Zavodny announced that CALM has a series of events coming up. The first of the series is today with others on April 5 and April 13. CALM is looking for faculty interested in helping to

research and discuss CALMing their courses and turning them into Zero Textbook Cost (ZTC) courses. The meetings take place in MD-35 but are also available on ZOOM. Refreshments will be served and faculty may be compensated for their work.

Senator Zavodny announced that Political Economy Days are April 11 and 12. Faculty should have already received or will receive more information about this event. Please encourage colleagues and students to attend.

Senate Secretary Molly Faulkner announced that cellist Daniel Grab will be performing Thursday, April 6 at the free weekly Concert Hour beginning at 1 PM in the Howard Brubeck Theatre. On April 7 at 7 PM, the Palomar Symphony Orchestra, Palomar Choral and others will be performing *The Magic of The Mysterious*. Tickets can be purchased at www.palomarperforms.com

Senate President Wendy Nelson recapped the new rules (AB 2449) regarding Faculty Senate attendance.

Senate President Nelson announced that a faculty member is needed immediately to sit on the Interim Dean of Languages and Literature Hiring Committee. President Nelson said the AP is very clear that only one faculty member is needed on the committee when hiring an interim dean. Until that AP can be changed to add more faculty representation, VP Recalde said if more than one faculty member applies for this position, she could appoint that additional faculty to this hiring committee but volunteers should be already trained or capable of attending a training session on April 10.

AGENDA CHANGES – The order in which Information Items are to be presented may change.

APPROVAL OF MINUTES

Motion 1: MSC Faulkner/Mudgett

Faculty Senate approval of Faculty Senate meeting minutes dated March 20, 2023 (Exhibit 1).

The motion carried.

ACTION

A. Curriculum Committee

Senator and Curriculum Co-Chair Ben Mudgett reported that no curriculum actions needed to be approved.

Senator Mudgett said META drop ins are occurring next week and then again in May. Most sessions are available on ZOOM as well. One on one, 30 minute appointments with tech reviewers are available now as well. Faculty are told to look out for emails with this valuable information.

B. Committee on Committees

Senator and Committee on Committees Chair Anastasia Zavodny stated no committee actions needed to be approved.

INFORMATION

A. ASG Report

Kimberly De La Cruz reported that ASG did meet with Police Chief Moore and voted in favor of allowing security cameras inside the Student Union. However, the majority of members abstained. Ms. De La Cruz and other ASG representatives attended an SSCCC conference in Long Beach over the weekend. De La Cruz thanked Faculty Senate for its inclusiveness with ASG because she understands that other community college ASGs are not experiencing this type of relationship at their respective schools. De La Cruz encouraged faculty to continue to consider the student voice

when making important decisions. De La Cruz asked for mentoring from Faculty Senate to better understand the work of Faculty Senate so she can better share the information with her student constituents. President Nelson said she would be more than happy to provide the guidance De La Cruz is looking for.

C. Equitable Placement and Completion Committee Governance Structure Change (Exhibit 2)

Senate President Nelson said Erin Feld wasn't able to be to here. Nelson shared the exhibit explaining that the change is adding the Director of Occupational & Noncredit Programs to the committee roster. A few questions were asked by Senators that Nelson wasn't able to answer and she said she would reach out to Erin Feld and report back to Senate.

D. Constitution/Bylaw Survey Results

President Nelson reported that Council reviewed the responses to the survey about bifurcating the Constitution with a set of bylaws.

Senator and Elections Chair Alexandra Doyle Bauer reported that 23 faculty responded to this survey. The survey asked why they voted yes or no. The primary reason from faculty who voted no was because the new bylaws could in theory allow Faculty Senate the power to seat a part-time faculty member in both the President and Vice President positions without giving faculty a voice. It was their desire to maintain the current requirement that those positions be filled by full-time faculty only. For faculty who voted yes to approve the split, most supported the nimbleness that Faculty Senate would have in making decisions more efficiently using bylaws. Others shared frustrations of the anti-part-time sentiment that is still alive at Palomar.

President Nelson said the survey also asked for feedback of how to move forward. Some suggestions included offering information sessions for faculty to attend to better understand the reasons that Faculty Senate has for making this change. And then after, bring this vote back to faculty in Fall. There were comments about Senate's messaging prior to the vote and making it clearer to squash any confusion. Nelson mentioned there was some simple housekeeping done with language in the Constitution that was either outdated or belonged in other sections and those changes are still necessary and should not get lost.

Several Senators provided feedback and suggestions for moving forward. One suggestion was to include this topic at the next plenary since this is the largest faculty audience. All faculty were notified several times that this was to be discussed during the upcoming Senate meeting yet faculty didn't attend the Senate meeting. Why would they then come to an information session if they won't come to a meeting? Some Senators agreed that Senate was blindsided by the controversy that was presented which created the negative outcome of the vote.

Senator Falcone said she wondered if the leadership issue was off the table, would faculty be comfortable with the split. If yes, then to her it seems the problem is how we approach Senate leadership. That is a conversation that is needed. Falcone said that when she thinks of it in terms of working conditions, we have shared responsibility of leadership. Working conditions impact both part-time and full-time faculty. Part-time and full-time faculty do have a leadership role within working conditions within the PFF. Senators have much responsibility within the 10+1+1. More than half of the classes are taught by part-time faculty. The conversation that needs to take place is should then part-time faculty also have a leadership role of the 10+1+1. If that's the problem and what does that look like in terms of Senate leadership, Falcone would like to have that conversation and figure out what really works to ensure that there are leadership voices that represent both full-time of part-time faculty. She would like to see the same type of structure (co-presidents) in the Senate. That way there is a shared voice, and leadership that really looks at the intricacies, the challenges and opportunities, solutions and in items of importance of all of faculty.

Senate Vice President Jenny Fererro said Senate could remove that leadership part of the bylaws and put it back into the Constitution as it originally read and then put it back out for a vote. The leadership piece could then become a priority with a separate conversation. Several Senators supported this option.

Senator Anastasia Zavodny said there are only four Senator seats assigned to part-time faculty. Leadership voting is a numbers game because the leadership positions will always be determined on the votes from full-time faculty Senators. Senator Zavodny said she hopes Senators would always approach selection by voting for the best suited person for the position. She said that Palomar is one of a very few out of the 113 community colleges that don't have a split, and that

alone, makes it extremely hard for Senate to be efficient and do the job Senators are tasked with. The meetings are open to the public and everyone is welcomed to come and express concerns or praises. This is not about fundamentally changing leadership power structures which leaves her still confused about the outcome of the vote. Senate voted unanimously to approve this without any major discussion points so this is a non-controversial issue and not some sorted part-time faculty take over as implied in email exchanges. And, is it true that a majority of faculty feel this way?

Senator Will Dalrymple said Senate wasn't thinking this was going to be controversial. That means there's a disconnect between what Senate is doing and what's happening on the rest of the campus. This is obviously a very important issue for all faculty, but also the larger institution as a whole. Senate doesn't want the perception that we're trying to do an end run around college governance because that's not what we want. More importantly, we want unity on this and the ability to be able to work together. If we've all got buy in on this issue, then it works. But if this is an important issue people are concerned about, maybe more education on this issue is needed.

Senator Ben Mudgett said from the lens of his trained leadership background, when we're asking faculty to vote for this, the perception could be that there's a loss. There's a loss of the ability to have a vote or the ability to have some loss of power. The presumption is that we're asking faculty to allow this body be their representative and perhaps reframing it around what the faculty have to gain would help. But the human intuition is when we perceive loss is to resist it and to protect what we already have. Having more discussions and campaign around why Senate wants and needs to move in this direction could be beneficial. Asking colleges who have gone through this process of splitting the Constitution with bylaws may be willing to come and share their experiences with Senate.

Senator Alex Doyle Bauer reiterated the fact that many faculty are not paying attention to Senate's actions and work. There are many reasons why this may be happening though. Currently, Senate can't even fill all of its full-time faculty seats and that is discouraging in itself. Inviting faculty to attend the meetings on ZOOM also hasn't help to facilitate more participation. Using the opportunity of a large faculty audience such as plenary may be the best option for getting the information out to faculty.

Senate President Nelson asked for volunteers to serve on a workgroup to figure out what the best next steps should be. Senator Dalrymple, Vice President Ferrero, Senator Zavodny and Senator Hathaway volunteered to assist President Nelson in determining what the next steps should look like.

B. Stretch Goals for Annual Accreditation Report (Exhibit 3)

Michelle Barton presented the ACCJC Annual Report – Institution-set standards exhibit. The report is required annually and includes information on enrollment counts, number of students seeking degrees or certificates, the Distance Education numbers, reports on programs who experienced a 50% change either up or down and other additional information. Institution-set standards and stretch goals fall under Senate purview. Barton said this year's report, for the first time, includes numbers from the Apprentice Program. Additionally, as part of the overall count, she is removing certificates of less than 16 units in that count because those are not eligible for Title IV financial aid and the report should really be aligned with reporting requirements for Title IV financial aid. Senate President Nelson added this is certificate proficiencies that should be turned into low unit certificates of achievement instead.

Barton said that Institution-set standards are the floor and reflect the number we do not want to go below. Stretch goals are what we should be striving for. Barton shared course success rates graphs for the last three years and course success rate numbers that came from 2022-23 PRPs.

Regarding certificate and degree awards, VP Ferrero explained that currently, students are expected to fill out a form and submit it by a certain date (three months before graduation) in order to officially earn that certificate or degree. There are a significant number of certificates and degrees that are completed each year that Palomar does not get credit for. Many colleges have an opt-out system meaning students must say they do not want to necessarily show they earned a certificate or a degree. This basic system change can make Palomar's completion numbers skyrocket and make goal setting much more realistic. Several Senators shared their support for this change. Barton said a project called Degrees When Due was created to address completion numbers by connecting with students who had one or two courses left to complete a degree or certificate and those students were encouraged to finish those courses. Students

who completed the course work for the program but who did not opt-in were also identified. Barton said the Degrees When Due program was part of Palomar's Quality Focused Essay projects (QFE). The QFE project is to identify policies and procedures that serve as barriers for students.

Senator Falcone said regarding the Degrees When Due program, how are faculty expected to set goals if we are not really sure who our students are. Degrees When Due would absolutely change the goal that a department sets knowing the District is actually taking action to help students get degrees. This conversation has been going on for five years so faculty need to know what progress the District is making with this program. Falcone also said that according to the graphs, a significant variance between actuals and standards/goals does exist and Senate should be considering this when setting new numbers. The new numbers should be more reflective of current actuals. Barton responded saying that over the last few years, Senate discussed whether or not those changes should occur during the pandemic because we didn't know what the pandemic was going to have in terms of an impact on completions a couple of years out.

Senator Beth Pearson commented that these numbers should be based on the percentage of enrollment and the drop in completions (transfers) may just be a reflection of the drop in overall enrollment. Barton said that when these standards were first set years ago, using volume metrics was required for reporting. Rates are now allowed to be used and moving forward for the next year, calculating these numbers using rates could occur. Barton recommended that instead of using rates though, base it on a cohort and look at first-time students and then give them four or five years to complete, since we have part-time students. This may be a better metric for basing improvement.

A consensus was met to use the following numbers for 2022-23:

Transfer: set-standard at 1,600 and stretch goal at 2,000
Associate Degree: set-standard at 2,000 and stretch goal at 2,300
Certificate Completion: set-standard at 2,000 and stretch goal at 2,300
Course Success Rates: set-standard at 71% and stretch goal at 72%

E. Pride Center/LGBTQ+ Funding – Tabled.

F. Area D Report – Tabled.

G. Student Success Teams Pilot Update – Tabled.

REPORTS

President (Nelson)

The week prior to spring break, I attended the special governing board meeting to appoint the area 2 provisional trustee to replace Christian Garcia, who resigned due to an appointment to serve on the Escondido City Council. The board appointed Cassandra Schaege with a 3-1 vote. I also attended the College Council meeting (report below). In addition, I attended the ASCCC Area D Meeting on Saturday March 25.

Area D Meeting:

The area D meeting included the following reports - ASCCC President report, ASCCC Foundation report and the Elections Chair Report. We reviewed the resolutions process, the [resolutions packet](#) and additional resolutions from Area D. We were supposed to discuss the discipline list, but we ran out of time.

Academic Integrity Taskforce

Goals Proposal: March 22, 2023

- Goal 1: Review and update Academic Integrity policies
 - Subgoals:
 - Review existing related policies (DEIAA)
 - Creating a new policy AP 5505 (DEIAA)
 - Review and update the academic integrity violation process

- Provide guidelines on a recommended way for faculty member to report the incident but keep students informed
 - Look at the student perspective: Is the process fair and equitable?
 - Look at the faculty side: Is the process fair and equitable?
 - What are student rights in academic integrity violations?
 - Ensure the language is clear, effective and fair to students and faculty. (Soften the language as we create and review the policies. (DEIAA)
 - Use empowering language that focuses on supporting students and less on the threat of failure.
 - Create consistent definitions and policies for academic integrity. (DEIAA)
- Goal 2: Secure funding/resources for the taskforce initiatives and promotion
 - College support or resources for test site takedowns and/or preventing stealing of all course materials.
 - Expanding hours for Palomar Proctoring and ease of use
 - Money earmarked for consistent marketing
 - Significant effort by the college to create a culture of academic integrity
 - Avoid negative approach and focus on positive value for students
 - Publicize with events, posters, clear, informative website, etc.
 - Create and maintain a funded, organized, consistently updated website of Academic Integrity resources and links for faculty and students
- Goal 3: Address faculty support/expectations for upholding academic integrity (DEIAA)
 - Provide preventative guidance (flow chart?)
 - Show the best ways to avoid these academic integrity issues
 - Create and promote best practices for assessment/upholding academic integrity policy
 - Ways to avoid bias (DEIAA)
 - Update faculty training/onboarding to include academic integrity guidelines, including POET
 - Support for faculty in understanding DRC accommodations
- Goal 4: Transparency for students to find information
 - Standardized language in syllabus and Canvas
 - Consistent collaboration and communication between Academic Senate and Student Life and Leadership
 - Work with Palomar PIO on PR campaign for students
 - Include equal emphasis on online and in-person students
 - Include short video that can be used to promote and get message to students
 - Create messages on Canvas
 - Include Outreach in promotion of Academic Policies to educate students even before they enroll

College Council (Nelson)

We reviewed and approved changes to AP 4235 Credit for Prior Learning. We reviewed AP 7127 Employment of Applicants with Criminal Records. However, the council didn't approve the proposed changes. It was sent back to ECCC for additional review and discussion. Alyssa Vafaei provided a presentation on Why Accessibility? It included information on both federal and state law, CCCCO Mandate, how Palomar College should embrace accessibility efforts, available training & conferences, and a demonstration of accessible documentation. We were also provided an update on accreditation and Educational and Facilities Vision Plan. Finally, we discussed a recommendation for a new Policies and Procedures Review and Revision Process.

Credit for Prior Learning (Rose)

Just a friendly reminder that the deadline for students to petition for Credit by Exam and Portfolio Review is April 3rd. This will give faculty time to administer the exam or portfolio review and post their grade into the CPL petition form by May 8th.

If you have any questions about CPL contact Candace Rose, the current CPL Coordinator at cpl@palomar.edu

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

Unfortunately, we didn't have a quorum so we couldn't approve minutes or goals. We discussed creating an AP/BP 4021 Program Development Revitalization and Discontinuance workgroup to revise the document and to discuss which committee or committees should be responsible for it. Information was provided on the student success teams operational committee and the Guided Pathways 2.0 work plan due in June.

Student Learning Outcomes (Bealo/Tavakkoly)

The SLO Co-Coordinator finished training sessions with the SLO Facilitators.

The Ethical Awareness ILO assessment request was sent out 3/20/2023 to faculty teaching a course or courses that have an SLO that mapped to Ethical Awareness. Those assessments should be completed by a week after finals.

LOSC is refining the Teamwork ILO Rubric as directed by Curriculum. They are also finalizing the Oral Communication ILO revisions. They will then focus on developing the Visual Communication ILO Rubric.

ADJOURNMENT The meeting was adjourned at 4:02 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary