



Minutes of the
MEETING OF THE FACULTY SENATE
April 10, 2023

APPROVED

PRESENT: Melissa Bagaglio, Will Dalrymple (ZOOM-JC), 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, Anastasia Zavodny

ABSENT: Lacey Craft

GUESTS: Jen Backman, Mark Bealo, Abbie Cory, Kayleen Diaz, 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 Lawson announced a member only (PFF and CCE) reception is set for today, 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 Melissa Bagaglio announced Tarde de Familia is coming on April 21 from 5:30 to 8 PM. The event is free and includes food and entertainment. No reservation is required and faculty are encouraged to attend and to invite their students.

Senator and Elections Chair Alex Doyle Bauer said National Library Week kicks off on Monday, April 24. A table filled with student swag and library information will be set up in the LRC plaza area.

Senator Scott Nelson announced Café International is coming again this semester on Tuesday, April 18, from 1:30 to 3:30 in the Student Union. The event is free and open to the public. Treats from different cultures will be served. Everyone is encouraged to attend this fun event.

Senator and Committee on Committees Chair Anastasia Zavodny announced Political Economy Days is April 10 and 11. She encouraged faculty and students to attend.

Senator Zavodny announced a CALM pathway planning event is taking place on Thursday, April 13 from 7:30 to 9:30 and faculty interested in helping to research and discuss CALMing their courses and turning them into Zero Textbook Cost (ZTC) courses are encouraged to attend. The event takes place in MD-235 but is available on ZOOM. Refreshments will be served and faculty may be compensated for their work.

Senate Secretary Molly Faulkner announced renowned handbell soloist Michele Sharik will be performing Thursday, April 13 at the free weekly Concert Hour beginning at 1 PM in the Howard Brubeck Theatre. The Applied Music Recital is on Friday, April 14 beginning at 12:30 in D-10. The Jazz Ensemble Concert is also on Friday, April 14 at 7 PM in the Howard Brubeck Theatre. Michael Munson will be playing a Beethoven piece for Concert Hour on Thursday, April 20. Latin Nights takes place on Friday, April 21 at 6:30 PM in the Performing Arts Courtyard. More information regarding these events and tickets can be found at www.palomarperforms.com

Senate President Wendy Nelson announced that faculty readers are still needed for graduation.

Senate President Nelson announced there are reassigned time positions still vacant. Faculty are needed to fill the following positions: Curriculum Co-Chair, Credit for Prior Learning Coordinator, SLO Coordinator, Accreditation and CALM Chair.

AGENDA CHANGES – There were no agenda changes.

APPROVAL OF MINUTES

Motion 1: MSC Pearson/Maunu

Faculty Senate approval of Faculty Senate meeting minutes dated April 3, 2023 as amended (Exhibit 1).

The motion carried.

ACTION

A. Curriculum Committee

Motion 2: MSC Mudgett/Bagaglio

Faculty Senate approval of Curriculum actions taken on April 5, 2023 (Exhibit 2).

The motion carried.

Senator and Curriculum Co-Chair Ben Mudgett said a META drop in is this week on April 12 from 3 to 5 PM and again on May 10. There are still some time slots available to meet with tech reviewers on April 12.

B. Committee on Committees

Motion 3: MSC Zavodny/Hathaway

Faculty Senate approval to confirm the following committee confirmation (Exhibit 3):

The motion carried.

Academic Integrity Taskforce - **Marina Parenti**, Faculty, CTE (22-Dec 23)

Motion 4: MSC Zavodny/Mudgett

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

The motion carried.

Interim Dean Languages and Literature Hiring Committee – **Lawrence Lawson**, Faculty L&L

INFORMATION

A. ASG Report

Kimberly De La Cruz said she posted the ASG Elections flyer to Instagram @palomacollege.asg and asked Senators to share it with students. De La Cruz will be going to Sacramento on Wednesday to take part in a student advocacy event sponsored by SSCCC. She'll share information she learned with Senators on her next visit to Senate.

B. Leadership Reports

Student Learning Outcomes (SLO) (Exhibit 5)

Mark Bealo said he would first be addressing comments made at a recent Faculty Senate meeting by PFF Co-President Barbara Baer regarding the ILO process. Responding to her comment that faculty are not notified until November 10 that their class was selected for ILO reporting, he said the normal process is that SLO waits until after the census date to ask Research & Planning for a list of faculty who are teaching that particular class for those particular ILOs and this usually takes a few weeks.

SLO Facilitators were trained on the upcoming ILO assessment in mid-October and are to disseminate this information to their department. Bealo claims that in Barbara's area, the SLO facilitators who are also the co-department chairs, declined to do the SLO Facilitator work. This lack of participation unfortunately trickled down to faculty not getting the SLO support that other departments received.

Bealo summarized his responses noted on the exhibit of the part-time faculty getting the work done so late in the semester and issues around getting paid. Senate Vice President Fererro clarified the issue saying that if part-time faculty are using PD to complete the ILOs late in the semester, they can't be paid for the PD until the following semester due to PD deadlines and that is problematic. Some of those part-time faculty will not have classes or PD in the following Spring semester.

Bealo continued summarizing the comments on the exhibit. There was some discussion about whether faculty are randomly selected each year for ILOs. He said the request is going to all faculty because they rarely get the numbers needed to make good evaluations.

VP Fererro said she wasn't aware that Bealo was coming to Senate today to respond to Barbara Baer's comments. Fererro said the fact that Baer is not here in the meeting today is problematic and suggested that a conversation between Bealo and Baer take place. She added that Baer's comments came to Senate because she, in her role as PFF Co-President, received feedback from many part-time faculty expressing widespread issues with the ILO process.

Because of time restraints in the meeting, Bealo said he would come back to Senate and provide an overall report for the SLO program.

Pride Center/LGBTQ+ Funding

Abbie Cory reminded Senators that the State Legislature provided a one-time grant funding to California Community Colleges to directly support establishing LGBTQ+ centers on campuses and efforts to serve LGBTQ+ students. Palomar received \$125,000. Cory said she's been collaborating with Dean Salas and others to determine where those funds should be best used to serve LGBTQ+ students at Palomar. Projects noted so far include the following: update safe zone training, an oral history project to capture LGBTQ+ students experiences at Palomar, speakers and workshops, technology, a mini makeover of the Center, and a survey to find out what students say they need.

Senator Erin Hiro suggested that the Pride Center use some funding for more promotion (social media, signs on campus). Senator Mudgett suggested looking into a mobile Pride Center that can go to each of the Ed Centers to serve students there. VP Fererro suggested doing a large recognition event in association with some statewide anniversary which could draw more attention to Palomar's Pride Center. Fererro also suggested some type of collaboration with other community colleges in our region who have followed Palomar's lead establishing Pride Centers of their own on campus.

Cory reminded Senators to have their respective departments sign up for a booth at the Pride Festival on May 10. Volunteers are needed for both the daytime event and then an evening event the same day.

Phi Theta Kappa

Jen Backman, a faculty advisor for Phi Theta Kappa said the year has been busy. Last semester, members submitted an entry into PTK International's Honors Case Study Challenge. The project was titled *The Benefits of Nostalgia: Interacting with experiences that connect us to our past*. They received notification that the submission received an honorable mention. The students will be recognized at the PTK National Convention and on online@hallmarks.ptk.org. Last semester, students volunteered at Jacobs & Cushman San Diego Food Bank and attended a leadership summit at San Diego State. This Spring semester, students are attending a leadership event in May at Disneyland.

The members are currently working on an online newsletter to highlight activities and achievements this year. Backman said they are creating a Canvas page so more students can get better connected with PTK.

C. Review Changes to AP 4105 (Exhibit 6)

Senator and DE Coordinator Erin Hiro shared the exhibit that was just updated based on her recent visit to ASG. Students had a lot to say about class formats and those changes are reflected in the exhibit highlighted in yellow. ASG asked her to make the changes and bring it back to ASG. Some of their suggestions are not reflected in this particular AP rather they need to go to Instruction. Hiro said she will also be asking ASG about the importance of student to student interaction on her next visit to ASG.

There was consensus among Senators that terms/class formats used throughout the class schedule should be as uniform as possible to align with what other colleges (Mira Costa and CSUSM) use. Logos (keys) used for class formats should be visible in the class schedule. Logos can also be used as an important link. Class links must be more visible in the class schedule as well.

Hiro continued to answer questions presented by Senators. There was discussion regarding the meaning of a fully online class with no real time meeting requirements. Some departments add an optional ZOOM session for students once a week with the instructor. If this is the case, that optional real time ZOOM meeting should be included in the class notes so students know when registering. Caution was raised because some students can't make the "optional" ZOOM session which can be perceived as an equity issue. An option may be to offer office time to those students who can't make the optional meeting. Completely eliminating this option because a student can't be in this optional ZOOM makes it unfair to those who can. Faculty should offer that student an alternative. Senators were careful to make sure that exceptions to interaction with students must always be explained.

Senator Hiro will make all the suggested edits, visit with ASG on Friday and bring this back to Senate for review.

D. TERB Calendar (Exhibit 7a and 7b)

Senator and TERB Coordinator Kelly Falcone reviewed the updated TERB calendar and the reasons updates were made. Once Senate has reviewed it, it will go to PFF before going to College Council.

Right now, there are six different TERB calendars. Faculty who do all of the evaluation types have to open up six different calendars. If you're a chair and you do them all, you have to keep looking at several different ones. She said she heard from some people that they are frustrated. TERB moved to a weekly calendar with dates that coincide with the weeks of the semester. Another adjustment was launching student evaluations from 50% to 75% of the course length as many faculty felt like the 40% was really early.

Senator Falcone said another piece was about completing evaluations...how do we get them completed in a timely manner. What she found is that there are a lot of faculty who would like to complete the process within the same semester to accommodate faculty who are going on sabbatical, resigning, retiring, or part-time faculty who won't be working the next semester. The hang up with that is the student evaluation comments. Falcone said that we're telling students that their comments are anonymous, and that their instructors don't see them until grades are posted. There are several departments already that have guidelines where they paraphrase or summarize student comments, instead of putting the direct quotes in the evaluation report. This is so the report can go to the instructor before the semester's over, get it signed, and it's done. The other benefit of getting it done in the same semester is that faculty are given time to actually implement the feedback within the next class.

Motion 5: MSC Jarvinen/Fererro

Faculty Senate approval to extend the meeting.

The motion carried.

VP Fererro questioned where colleague and family evaluations would come into play when doing a lab school faculty evaluation. Senator Falcone said she would send VP Fererro more information and together they can ensure these get properly calendared.

E. ASCCC Spring 2023 Plenary Resolutions (Exhibit 8)

President Nelson said she is attending plenary the weekend of April 21. Final resolutions were included in the meeting exhibits and she asked Senators to review them this week. There are a few interesting resolutions including one on repeatability and Senator Zavodny has one included as well. She will bring these back to Senate next week and asked Senators to be prepared to discuss them at that time.

F. Student Success Teams Pilot Update – Tabled.

REPORTS

President (Nelson)

I attended the following meetings this past week: AS Presidents – Local Area Meeting, NCHCA AB 928 Meeting with representatives from MiraCosta and CSUSM, 1-on-1 with VP Recalde, Pre-Board Review, Senate Council Meeting, DEI Model Curriculum Principles and Practices workgroup, AB 1705 Implementation, and AB 111/928 Steering Committee.

Here are some highlights:

AS Presidents – Local Area Meeting – Presidents from local area attended the meeting. We discussed the Brown Act and how we implemented AP 2449. It was an interesting discussion – Miramar is using the traditional hyflex with senators posting their locations if they are on ZOOM. We also discussed issues with cameras being installed on campus - as this is happening on many campuses right now. In addition, we talked about how local Senates are requiring Senate subcommittees to follow Brown Act.

NCHCA AB 928 Meeting – We are waiting for additional information on implementation of AB 928. One of the interesting discussions from the meeting was that CSUSM may require native students to complete the current GE and only transfer students will need to complete CAL-GETC. Therefore, students graduating from CSUSM will complete different GE pathways. We expressed concerns regarding the new CAL-GETC and requirements to put students on ADTs in areas where CSUSM doesn't offer them. We were told the CSUSM would work to make sure Palomar students are able to transfer. They also agreed to organize a lunch meeting to discuss the possibility of adding additional ADTs in areas where they are missing.

1-on-1 with VP Recalde – the meeting was short. We discussed including additional faculty on L&L interim dean hiring committee. We also discussed hiring additional FT faculty based on the new FON numbers.
DEI Model Curriculum Principles and Practices workgroup – We completed our review of the tool and we will provide summary of the work to the Senate at a future meeting. We will also provide a list of the promising practices to specific committees who could oversee the work (curriculum, senate, PD, CALM, etc.)

AB 111/928 Steering Committee – This was the first steering committee meeting. We learned that there is a lot to do to plan and prepare for the implementation of both AB 1111 and AB 928. AB 928 will be implemented in August of 2024 and AB 1111 will be implemented in 2025. This first meeting provided an overview of the changes and some discussion about implementation.

Distance Education (Hiro)

Distance Education Committee had a meeting on April 5 and discussed the following items:

- The DE Committee discussed the details of a pilot mentorship program that the PFF is taking to negotiations. The members feel this is an effective way to help faculty improve their online teaching.
- A retraining plan draft was discussed and will be brought back again. This is the current form: To bring the best possible distance education to our Palomar students, the DE Committee recommends the following:
 - Faculty teaching online: Every year, 20 - 25 percent of required PD hours be dedicated to online education training. A listing of appropriate training modules will be compiled by the DE and PD Coordinators and include a variety of options for different disciplines and needs.
 - Every three or five years, any faculty teaching online must take 20 hours of online retraining to update their online technology and pedagogy skills.
 - The following options can be considered:

Updated POET Course

Accessibility and Universal Design for Learning

POCR

DE Mentor Program (not currently established)

Training from other area colleges

- Tool Review/Accessibility update – DE Coordinator Erin Hiro met with the DRC, ATRC and IS to discuss how to make sure all free or purchased tools that are added to Canvas by faculty are accessible. She said the group is working to document best practices and lobby for new staffing to help in this area.
- DE Handbook – Hiro said that other California community colleges have created and maintain a Distance Education Handbook. The DE Committee members said they felt this was an admirable goal and want to consider adding it to future goals.
- Canvas Templates: Hiro told the committee that course templates in the Canvas Commons were created a few years ago and need updating. The committee will add this to its task list and members also lamented that faculty may not be using this valuable resource. The course templates can be found in the Canvas Commons.

ADJOURNMENT The meeting was adjourned at 3:57 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary