



Minutes of the
MEETING OF THE FACULTY SENATE
October 1, 2012

APPROVED

PRESENT: Melinda Carrillo, Haydn Davis, Ken Dodson, Katy French, Barb Kelber, Greg Larson, Jackie Martin, Pam McDonough, Christina Moore, Linda Morrow, Patrick O'Brien, Lillian Payn, Perry Snyder, Diane Studinka, Fari Towfiq

ABSENT: Teresa Laughlin, Katie Townsend-Merino

GUESTS: Laura Gropen, April Testerman

CALL TO ORDER: The meeting was called to order by the President, Greg Larson, at 2:02 p.m., in Room SU-30.

Approval of Minutes:

Motion 1 MSC Morrow, French: Faculty Senate approval of the minutes of September 24, 2012, as presented. The motion carried.

Public Comments: There were no public comments.

Announcements: Greg Larson asked Senate members to be mindful of the recent presentation on parliamentary procedure at the Faculty Senate Orientation, in that Senators should raise their hand to be acknowledged before addressing the group.

Greg Larson announced that Katie Townsend-Merino has resigned from the Senate due to scheduling conflicts.

Agenda Changes: With no objections, the agenda was suspended to discuss Information item E, Faculty Senate role in an All Candidates Forum.

**Faculty Senate Role
In an All Candidates
Forum:**

Laura Gropen provided Senate members with a brief history of All Campus Forums which have been held in past elections. Each year, a group or groups host the event to provide members of the college community an opportunity to meet the candidates and ask questions. The event has been sponsored by several groups in previous years, including PACRA (Palomar College Retirees Association), the Faculty Senate, and the ASG. This year, the Senate is being asked to oversee the event along with the ASG. Faculty Senate President Greg Larson, perhaps another Senator. The ASG President and the Faculty Senate President would moderate the event, which is currently scheduled to be held the week of October 22, 2012.

A brief question and answer period followed, and Senate members expressed their support in participating. Due to time constraints in scheduling the event, a motion was brought forward to move the item to Action.

Motion 2 MSC O'Brien, Towfiq: To move agenda Information item E, Faculty Senate role in an All Candidates Forum, to Action. The motion carried.

Motion 3 MSC Kelber, O'Brien: The Faculty Senate will co-host with the ASG a Governing Board Candidates Forum the week of October 22, 2012. The motion carried.

Committee Appointments: There were no committee appointments.

Patrick O'Brien reminded all that Senate members are needed to serve on the following Faculty Senate committees:
Registration Committee
Faculty Service Area Review Committee
Finance & Administrative Services Planning Committee

Motion 4 MSC Towfiq, Snyder: Faculty Senate approval of the appointment of Patrick O'Brien to the Registration Committee. The motion carried.

Curriculum: Copies of the Curriculum items dated September 19, as well as attachments of the Curriculum Committee Goals, Prerequisite Survey – 2012, Principles of Families, Transfer Model, and a handout on Group Repeatability, were provided last week.

Motion 5 MSC Kelber, Morrow: Faculty Senate ratification of the Curriculum items dated September 19, 2012, as well as other items on the Consent Calendar. The motion carried.

Student Success Task Force/Faculty Advisory Board:

Over the last several meetings, Senators have discussed at length the roles and responsibilities of the recently formed Faculty Advisory Board on Student Success Task Force Recommendations. Although there is a need for the Faculty Senate to oversee the process, there was some concern expressed that there may be overlap with other groups. Last week, Vice Presidents Berta Cuaron and Mark Vernoy and Dean Lynda Halttunen updated Senators on Palomar's response to date on the Student Success Task Force Recommendations. A handout was provided by Vernoy that he had prepared for the meeting that listed the recommendations, followed by some observations about the status of Palomar's response to each recommendation.

Senators now discussed the best way to proceed so as to provide the necessary faculty representation and oversight to the College's response to the recommendations while avoiding overlap with other groups that already have adequate faculty representation. As a first step, Senator Haydn Davis volunteered to create a spreadsheet with Vernoy to provide a more detailed overview of ways in which the College is currently addressing the recommendations, as well as what groups are already involved.

This item will remain on the agenda to allow for ongoing discussion.

2012 GE/ILO Assessment Report, Part 1:

Senators were provided with copies of the 2012 GE/ILO Assessment Report, Part 1, on September 17. At last week's meeting, Wendy Nelson provided information on the Learning Outcomes Council recommendations and provided a brief history of the process to date, as well as its progression. The recommendations are based on last year's

assessment of the GE/ILOs of Information Literacy and Critical and Creative Thinking, both of which were assessed with rubrics designed by a subgroup of the Learning Outcomes Council.

Motion 6 MSC Morrow, Towfiq: Faculty Senate acceptance of the 2012 GE/ILO Assessment Report – Part 1. The motion carried.

Policies & Procedures
Task Force:

At last week's meeting, Greg Larson reported that Senators are needed to serve on the Policies & Procedures Task Force. Last semester, he took over former Senate President Monika Brannick's position on the task force, and Senator Barb Kelber volunteered to serve as well.

Motion 7 MSC Martin, Davis: Faculty Senate approval of the following Senator appointments to the Policies & Procedures Task Force:

Barb Kelber
Perry Snyder

The motion carried.

Larson indicated that he would still be attending the meetings, which are held the first Friday of each month.

Faculty Webpages: At last week's meeting, Lillian Payn distributed a draft document on Faculty Webpage guidelines, and Senators were asked to review it and provide input.

During discussion at today's meeting, several amendments were suggested, and a question was raised as to which Palomar College policies, if any, should be included. In response to a question of where the document would be published, it was suggested that it be posted the Academic Technology Resource Area and in POET, as it is an Academic Technology issue. It was noted that the document is intended to offer helpful suggestions for faculty members who are designing their own webpages rather than to set policy.

This item will be brought back next week for further discussion and/or Action.

Revision – Student
Evaluations Form:

Barb Kelber provided a draft copy of the Student Ratings of Instructor (for face-to-face instruction) and a proposed revision of that form. She outlined the changes and heard several suggested amendments.

This item will be brought back next week for further discussion and/or Action.

BSI Allocation Report:

Copies of the 2011-12 ESL Basic Skills Allocation End-of-Year Report were provided. Senator Patrick O'Brien also distributed copies of amended pages F, H, and page 1 to the documents. O'Brien provided a narrative to the document, and a question and answer period followed. Senator Pam McDonough expressed concern with the specificity of the inclusion of some programs in the English department that haven't been formally agreed upon. She also noted that the version of the report being presented had not been sufficiently updated since the goals involving the English department had been changed after consultation with the department. It was noted, though, that the document brought

forward to the Senate was a draft, and that those changes could be made before the document is approved.

This item will be brought back next week for further discussion and/or Action.

ADJOURNMENT: The meeting was adjourned at 3:31 p.m.

Respectfully submitted,

Pam McDonough, Secretary