

## **Approved 7-11-2012**

### **Meeting Minutes for Wednesday, May 9, 2012**

#### **Santa Barbara Foundation 1111 Chapala Street, Suite 200, 3:00 – 5:00 pm**

Members Present: Ignacio Alarcón (Past-President), Cornelia Alsheimer, Barbara Bell, Cindy Bower, Stan Bursten, Angel Cardenas, Gary Carroll, Gordon Coburn, Steve DaVega, Melanie Eckford-Prossor, Jeffrey Englert, Esther Frankel, David Gilbert, Claudia Johnson for Sally Saenger, Debbie Mackie, Jeff Meyer, David Morris, Kenley Neufeld (President-Elect), Dean Nevins (President), Kathy O'Connor, Gail Reynolds, Marilynn Spaventa (EVP), Patricia Stark

Members Absent: Sally Saenger (Claudia Johnson attended)

Guest(s): Elizabeth Bowman, Randy Bublitz, Claudia Johnson, Christopher Johnston, Jennifer Maupin, Kathy Molloy, Ellen O'Connor, Carmen Rivero, Jan Schultz, Laurie Vasquez

### **1.0 Call to Order**

**1.1** Public comment – no request for public comment received

**1.2** Approval of Agenda

M/S/C To approve agenda (O'Connor/Frankel)

**1.3** Approval of Minutes 5-2-12

M/S/C To approve meeting minutes of 05-02-2012 (Carroll/Bursten)

### **2.0 Reports**

**2.1** President Report (Dean Nevins)

President Nevins congratulated the Senators for their excellent service this year.

President Nevins gave a follow up report on the Lab Advisory Workgroup: A hurried plan had been put together, due to some miscommunication and a misperceived time constraint, which had reduced the labs by 25% and caused some panic. President Nevins announced the time restraint has been lifted and the workgroup shall reconvene over the summer to continue their work on the plan and then make a recommendation. Anyone associated with a lab is welcome to participate.

President Nevins announced the Program Vitality/Sustainability ad hoc group shall meet over the summer to continue their work on developing criteria for that plan. Again, anyone interested in participating please send President Nevins your pipeline email address. President Nevins also informed the senate of the creation of the Faculty Budget Advisory Group (FBAG) which is not a Senate committee but a group of faculty who will be looking at the budget over the summer and may come forward with recommendations.

Summer Senate: to be held July 11, 2012, in BC 214 from 3 p.m. to 5 p.m.

Senate retreat: to be held August 22, 2012, all day 9 a.m. to 3 p.m., location to be announced.

**2.2** Planning and Resources Liaison Report (Kenley Neufeld)

President-elect Neufeld reported for their last meeting, P&R attended the Budget Forum; and followed up with a special meeting on Program Discontinuance. President-elect Neufeld also reported: 1) Facilities/Safety committee had not met; 2) EOPS/Finance: he was still awaiting a report from the committee chair; 3) PSS (Partnership for Student Success): the committee met each month during the academic year; a detailed report was emailed to Senators.

**2.3** Academic Policies (Debbie Mackie)

Senator Mackie reported how impressed she was with the research AP had done on the Program Discontinuance Policy and in particular with chair Ellen O'Connor's work, especially the compare and contrast chart she had created based on similar policies from other colleges.

AP (Academic Policies Committee) chair Ellen O'Connor, reported great progress had been achieved on the Program Elimination/Discontinuance Policy in preparation for the summer workgroup. The

committee reviewed similar policies from many colleges, in particular, how each college had defined Program and discovered that many had not. AP then took the official Title 5 definition and expanded on that, by dividing it into categories based on additional criteria. AP chose to parallel P&R's recommendations and, when more appropriate or better, AP used what P&R had. The draft developed by AP was based on: 1) the long term approach (no immediate crisis) and; 2) the short term approach.

#### **2.4 Faculty Development Liaison Report (Barbara Bell)**

Senator Bell reported on: CTL: Senator Bell was very impressed with the committee and their chair and that everyone participated above and beyond the call of duty. FRC (Faculty Recognition Committee): Senator Bell reported the committee had concerns about the costs associated with the receptions and, if allowed, the I.A. has offered to fund the Faculty Awards reception. The committee continues to look for support funding for the tenured faculty reception and the faculty longevity reception.

CTL (Committee on Teaching and Learning) chair Elizabeth Bowman, defined what the broad mission of the committee was: to review strategies that enhance student success throughout the campus. The committee also generated/updated the very streamlined and popular online "Seek Help" document; and for online student parity the committee worked on a "Seek Help" document for the online student. CTL continues to discuss student success and all manner of optimum learning and ways to assist the underprepared student. A topic that has come up repeatedly this year: prerequisites. CTL has a wealth of members with wisdom and insight and would like to have a voice in the process and work with CAC once the guidelines on prerequisites are available from the state. Goals for CTL: 1) To review and report on the ISLO data; 2) Compare data on students that have met the skills advisory of English 110 (or taken concurrently) and those who have not in a number of courses; 3) Work closely with CAC on pre-requisite changes; 4) Increase CTL visibility and service to faculty through collaboration/connection with COI, ITC, FRD, and CAC committees.

#### **2.5 CPC/Curriculum and Instruction Liaison Report (Kathy O'Connor)**

Senator O'Connor, reported on:

- 1) State Senate Plenary, with handout, and the major issues: a) the prerequisite issue is huge, there is quite a complex process prior to implementing math or English pre reqs for disciplines other than English and math. Senator O'Connor would like to establish a committee to determine the process and requirements needed e.g. research, develop a Board policy, content review. The #1 issue: to not disproportionately impact a particular student group. Implementation timeline approx. 1 yr; b) repeatability changes: with few exceptions, repeatable courses are to be eliminated. Board of Governors to review new Title 5 language, when passed, implementation date would be fall of 2013. Timeline to start leveling courses would be now, with 4 levels maximum and each level requires a discrete COR, Objective, and SLO's; c) enrollment caps/class size: the state Senate paper on establishing class size limits was approved and all Course Outlines of Record require a specific class size number and a justification statement for the class size.
- 2) CAC: Senator O'Connor reiterated the new process for reviewing proposals (also see chair report). Randy Bublitz was reelected CAC chair for another term.
- 3) Matriculation: reviewed a proposed change to the prerequisite challenge process where the only challenge/review would be for a SBCC transcript course. To be brought to summer Senate.

CAC (Curriculum Advisory Committee) chair Randy Bublitz, thanked everyone that had met with the committee to review their proposals. He announced some new procedural changes for CAC: 1) key CAC members would review proposals with originator before a full committee review is scheduled;

2) all proposals must have a division representative on the committee or the proposals cannot be reviewed or scheduled for a hearing before the full committee. New regulations/requirements: 1) all plus hours are to be removed from courses and effective immediately; 2) with few exceptions, course repeatability will be going away, effective date TBD (most likely 2013). Possible solution/recommendation: add levels to courses with each new level requiring a new Course Outline of Record.

ITC (Instructional Technology Committee) chair Laurie Vasquez, reported the Program Review spreadsheet had not been discussed at CPC. That feedback, based on the work ITC had done, would be helpful. Ms. Vasquez wanted to make sure the lab workgroup, meeting over the summer to discuss cost saving efficiencies, relate all information to those working in the labs. Ms. Vasquez believed that more discussion on the implementation of Thin Clients and Virtual Desktop is needed. This fall ITC plans to discuss the increasing cost of support software for faculty.

#### **2.6 IA Liaison Report (Gary Carroll)**

IA liaison Gary Carroll, reported on the following April 6, April 20, and May 4 meetings, of note: a) After a lively discussion it was decided that Cornelia Alzheimer could run for a full time IA position; b) A workgroup was formed to propose a change to Article 12, language to read: one course for teaching adjunct and the equivalent to the non-teaching Educational Support Division adjuncts; and the new Article 12 language should be ready for the May 10 BOT; c) The list of faculty over the 21 TLU maximum was reviewed; d) A report was heard on the Senate grieving process and changes / recommendations were discussed; e) IA Officers attended the CCI conference where there was no discussion by independent unions on FT faculty salary reduction; f) IA approved \$400 donation to FRC to hold a reception event for the recipients of the Faculty Recognition Award.

#### **2.7 EVP Report (Marilynn Spaventa)**

EVP Marilynn Spaventa reported on the summer and fall schedule updates and explained the information/numbers are tentative and in flux. As of today, we have reduced the equivalent between summer and fall 388 TLUs, or 129 sections and amounts to \$660,000. If we do not take moderate steps along the way it could even be worse and, if the November ballot initiative does not pass, another workload reduction would need to take place. EVP Spaventa reported the freeze on hiring hourly employees and replacement positions continues and the exceptions are the Foundation and/or grant funded positions. EVP Spaventa announced this would be her last official meeting with the Senate as Acting EVP. Everyone thanked her for the excellent job she has done.

### **3.0 Unfinished Business - Action**

**none**

#### **4.0 Action**

##### **4.1 Vote for Vice President of the Academic Senate (Ignacio Alarcón)**

Senator Alarcón explained, in the past, rather than appoint he had opted to run an election for CPC liaison. Senator Alarcón reported President Nevins has until the fourth week of the fall semester to appoint or elect a Senate CPC liaison. Senator Alarcón reported there would be only one election today, the one for Senate Vice President. There were two candidates and one dropped out leaving David Morris as the sole candidate for Vice President.

M/S/C To move to action and to move to approve by acclamation that David Morris be elected Senate Vice President (O'Connor/Carroll)

##### **4.2 Vote for CPC Representative (Ignacio Alarcón)**

No vote taken see agenda item 4.1 above; President Nevins announced this would be worked on over the summer and reported on this fall. Until further notice: Kathy O'Connor to remain Senate CPC liaison.

**4.3 AP 5055 Enrollment Priorities (Attachment B)**

President Nevins reported Allison Curtis had explained to him that the very awkward language in the Enrollment Priorities policy on veterans was taken directly from Ed Code. And the policy language about the Dual Enrollment students and first time students with units – dual enrollment students can be first time students with units when they become SBCC students.

M/S/C To move to adopt AP 5055 Enrollment Priorities effective Spring 2013 (Neufeld/Frankel)

**4.4 AP 4331 Faculty Service Areas (Attachment C)**

M/S/C To approve AP 4331 Faculty Service Areas (Carroll/Johnson)

**4.5 COI Reassignment to Educational Programs.**

There was a brief explanation of the purpose of Senate committees. This was followed with a discussion as to the concerns of some of the members of COI that it be chaired only by faculty. This objection was countered with a commitment from Acting President Friedlander to have only one chair and that chair would be a faculty member. Another concern raised by some on COI was that they felt that they would have no voice as an Ed Programs committee when it came to passing policy or procedures. It was observed that the Senate had just passed a procedure (AP 5055) that originated from Matriculation, an Ed Programs committee. A Senator reported that not all COI members were concerned about whether COI was a Senate Committee or not. There was a concern raised that moving COI to Ed Programs would create a de facto Ed Programs committee and that is not the purview of the Senate. It was explained that Acting President Friedlander had already committed to the creation of COI as an Ed Programs committee if the Senate chose to do so.

M/S/C To approve the reassignment of COI to be an Educational Programs committee (Alarcón/Coburn) 12 yay, 3 nay

**5.0 Unfinished Business - Discussion**  
**none**

**6.0 Discussion**

**6.1 Announcement of the upcoming Faculty Lecturer of the Year (Kathy O'Connor)**

On behalf of the Faculty Lecturer subcommittee Senator O'Connor announced that Kathy Molloy had been selected the Faculty Lecturer for 2013. After a round of enthusiastic applause, Ms. Molloy acknowledged she was overwhelmed and thanked everyone.

**6.2 By-laws changes exploratory committee**

President Nevins would like a provision from the Senate to form an ad hoc committee to look at the Bylaws, and then present their recommendations/proposal to the Senate.

M/S/C To move to Action and to move to Approve (O'Connor/Johnson)

**6.3 Classified Reductions and the Impact to the Classroom (Liz Auchincloss)**

To be carried forward to the next agenda.

**6.4 Faculty Reassignment**

To be carried forward to the next agenda.

**6.5 Budget cuts discussion (Attachment D)**

To be carried forward to the next agenda.

**7.0 Adjourn**

President Nevins, to a round of applause, thanked those Senators that were leaving and welcomed the new Senators that would be taking their places. The following is a list of the outgoing Senators and the incoming replacement for that Division.

OUTGOING

Mathematics Dave Gilbert  
English Barbara Bell  
Sciences Gary Carroll  
Business Esther Frankel  
Sciences Jeff Meyer  
Adjunct Rep. Cornelia Alsheimer  
EVP Marilyn Spaventa  
Student Rep. J.J. Englert

INCOMING

Bronwen Moore  
Christopher Johnston  
Jennifer Maupin  
Dan Wrentmore  
Jan Schultz  
TBD  
Jack Friedlander  
Joel Negroni

CHANGE

Educational Support Kenley Neufeld ( President-Elect) Laurie Vasquez  
Past-President (Mathematics) Ignacio Alarcón

KEY: M/S/C – Moved/Seconded/Carried (motion is approved)  
M/S/D – Moved/Seconded/Defeated (motion fails)