

Approved 11-27-2013

Meeting Minutes for Wednesday, November 13, 2013

West Campus, BC 214, 3:00 – 5:00 pm

Members Present: Cornelia Alsheimer, Cindy Bower, Stan Bursten, Gordy Coburn, Steve DaVega, Monica DiVito, Patrick Foster, Jack Friedlander, Chris Johnston, Debbie Mackie, Jennifer Maupin, Gracie Maynetto, Paul McDowell, Bronwen Moore, David Morris, Raeanne Napoleon, Kathy O'Connor, Francisco Rodriguez, Patricia Stark, Laurie Vasquez (acting President)

Members Absent: Kenley Neufeld (President)

Guests: Scott Bofon (*The Channels*), Priscilla Butler, Allison Curtis, Ben Partee

1.0 CALL TO ORDER

1.1 Public Comment – no request was made or received

1.2 Approval of Agenda

M/S/C To approve the meeting agenda (Stark/Foster)

1.3 Approval of Minutes 10-23-13

M/S/C To approve the meeting Minutes of 10-23-2013 (Bursten/McDowell) 1 abstention

2.0 INFORMATION

2.1 Furniture Replacement Protocol and Furniture Work Group Creation

P&R chair Priscilla Butler reported on the revised protocol for furniture replacement. It was determined that these requests should first be sent to the department dean who would then forward them to EVP Friedlander. Going forward, Dr. Friedlander added he would form a workgroup to evaluate different furniture options – it would not be a one size fits all. The goal would be to create a process similar to our replacement cycle for computers with funding allocated on a consistent basis.

2.2 Education Master Plan is coming November 27 for discussion

Acting President Vasquez announced the Education Master Plan would be a discussion item on the November 27, 2013 Academic Senate agenda.

2.3 Extra Senate meeting December 4, 2014

Acting President Vasquez announced there would be an added Academic Senate meeting 12-4-13.

3.0 DISCUSSION ITEMS

3.1 None

4.0 ACTION ITEMS

4.1 Spring In-Service Schedule

The Faculty Professional Development Committee has recommended the “**All-Campus Schedule**” format for the spring 2014 in-service. Acting President Vasquez read the statement from FPDC before discussion on the Spring In-Service Schedule began. The schedule being approved would be for spring 2014 only. The discussion about fall 2014 In-service will be on a future agenda. A discussion followed focusing on the following issues/concerns:

- Accountability for In-service & workshop attendance was discussed.
- How would this change affect all other approved activities normally scheduled during In-Service?
- Would like to reestablish not only for the EVP to have a significant amount of time to speak; would also like to see the Academic Senate and Instructors' Association Presidents also have time to speak to faculty.
- Uncertainty about what would be accomplished by the change other than an experiment for change.

M/S/C To keep with the original schedule on the first day and second day (O'Connor/DaVega)

4.2 In-Service Days

Acting President Vasquez read the following: The Faculty Professional Development Committee, the All-Campus Kickoff Steering Committee, the College President, and the Academic Senate President have recommended moving the in-service days from Thursday Friday to Wednesday and Thursday. Dr. Friedlander explained accountability has been the problem – based on feedback from faculty requesting that Friday be freed up or Fridays taken up with curriculum training, ESP, GATEWAY, S.T.E.M and various other things he believed Superintendent/President Gaskin wanted to change the workshop days and view it as an experiment, to see if it would help workshop attendance. Discussion focused on the following issues/concerns:

- This would affect three day week zero activities that are being/have been scheduled.
- This does not say the change would be for spring 2014 only.
- Faculty not showing up that second day of In-Service whether it is a Thursday or Friday.
- Develop some accountability measure.

M/S/C To stay with Thursday and Friday (O'Connor/Johnston)

4.3 Two Summer Sessions

Acting President Vasquez read the following: In order to meet the educational objectives of students and to recover lost and ongoing FTES needs, the Executive Vice-President recommends two summer sessions beginning summer 2015. The majority of surveyed students support two summer sessions. The majority of faculty would be interested in teaching both summer sessions.

EVP Friedlander noted he had spoken to the Academic Senate before about the need for two summer sessions and he believed this to be one of the most important decisions for the Senate to make. Based on the surveys there is a strong preference for offering two summer sessions. Students would like to finish their education sooner than later; time is money. Dr. Friedlander did some research on what made the difference in a student's career in terms of a community college degree and transfer rates and discovered the important points were: 1) going directly from high school to college; 2) students who attended community college to continue their education during summer school. Dr. Friedlander believed having the option of two summer sessions would benefit students. For the college, offering two summer sessions is critical. When we moved 1000 FTES of personal enrichment non-credit classes to fee based we had to make up a large part of the FTES loss. In order for the college to maintain our base FTES allocation we borrowed against future summers from the credit side. We can do that to make our base funding. We will not have the capacity to do that beginning 2015-2016. We would then need to do: 1) strategize to create/generate a lot of FTES; or 2) become a smaller college with less revenue and less resources.

Dr. Friedlander said he is tired of cutting the budget and the only way to generate what we need would be to offer a second summer session. EVP Friedlander did a cost benefit analyses of this past summer: resident/non-resident total revenue: \$5.8 mil; total instructional salary/benefits and expenses: \$3.4 mil. He then asked all areas of the college, the V.P.s and Ed Programs what they were already paying and has determined that if you have if you have two summer sessions of the same size that we just had (2013) there would be \$1.9 surplus; at 80% it would be \$1.4 mil and at 50% it would be \$728,000 after all expenses.

- Would the administration be open to hear some of the concerns that have come up and working with us over the next 18 months?
- Concerns about revamping/upgrading labs and the time needed – with two summer sessions this would be problematic - there would no longer be a 3 week window after the traditional 1 summer session
- For students who stumble during summer session how would the academic debt hurt them
- For transferring students they cannot use the summer before towards their transfer goal – more supportive of a winter intersession or a longer summer session
- Financial aid not much available for summer - students would only be able to receive aid for one of the summer sessions

- Prerequisite enforcement – there would be little or no time between the two sessions
- More staff would be needed / not more hourly staff
- To make up TLUs Increase summer/fall/spring offerings and look at Friday/Saturday
- If approved is there a possibility to vary the length of one or both summer sessions
- Address B.Partee's November 6, 2013 Student Support Services concerns (handout)

Dr. Friedlander stated, if approved, beginning January, he would begin the work to address the concerns that have been brought forward and form a workgroup.

M/S/C To support the two summer sessions (DiVito/Coburn)

4.4 Academic Calendar for 2014-2015

Acting President Vasquez read the following: If the Academic Senate votes in favor of two summer sessions, the vote will be a choice between two options (Traditional Calendar and Early Spring Calendar). If the Academic Senate votes against two summer sessions, senate support for the Traditional Calendar is requested.

P&R chair noted: you have voted to support two summer sessions; you need to vote for Draft B. Associate Dean Allison Curtis confirmed that if Draft B were not approved the operational issues that have been identified will be compounded ten-fold and financial aid to students could be significantly compromised. Draft B offers the most realistic dates.

Two Monday's off for the Science Division represents a serious issue. Dr. Friedlander added the workgroup he has planned to form would also look at this issue.

M/S/C To approve Draft B (DiVito/Johnston) 1 abstention

4.5 Bond Project List

The Planning and Resources Committee has recommended the adoption of the bond project list for the potential 2014 bond measure.

M/S/C To approve the Planning and Resources prioritization with the caveat that Superintendent/President Gaskin and Julie Hendricks will discuss the IDC issue with the Academic Senate on November 27, 2013 (O'Connor/Bower)

4.6 Board Policies and Administrative Procedures (see <http://goo.gl/nN79tc>)

The following board policies and administrative procedures have been reviewed by BPAP and are being sent to the Academic Senate for review before going to the Board of Trustees.

BP 4100 Graduation Requirements

AP 4100 Graduation Requirements

No vote taken – roll over to next agenda.

5.0 REPORTS – no reports were given

5.1 President Report (Kenley Neufeld)

5.2 College Planning Council Liaison (Kathy O'Connor)

5.3 Academic Policies Liaison (Gordon Coburn)

5.4 Faculty Development Liaison (Laurie Vasquez)

5.5 Curriculum and Instructional Policies Liaison (Kathy O'Connor)

5.6 Planning and Resources Liaison (Chris Johnston)

5.7 Executive Vice President (Jack Friedlander)

5.8 Instructors' Association Liaison (Dave Morris)

No reports were given

6.0 ADJOURN