

Approved 2-8-2011

Meeting Minutes for Wednesday, November 23, 2011 West Campus, BC 214, 3:00 – 5:00 pm

Members Present: Ignacio Alarcón, Cornelia Alsheimer, Stan Bursten, Angel Cardenas, Gary Carroll, Gordon Coburn, Steve DaVega, Jeffrey Englert, Esther Frankel, David Gilbert, Debbie Mackie, Jeff Meyer, Kenley Neufeld, Dean Nevins (President), Kathy O'Connor, Gail Reynolds, Sally Saenger, Marilynn Spaventa (EVP), Patricia Stark, Ann Wilkinson

Members Absent: Cindy Bower, Melanie Eckford-Prosser, David Morris

Guest(s): Priscilla Butler, Jack Friedlander, Sharareh Masooman, Bronwen Moore, Anna Parmley, Ellen Stoddard, Laurie Vasquez

1.0 Call to Order

1.1 Public Comments – no request received

1.2 Approval of Agenda

M/S/C To approve current Agenda (Frankel/Bursten)

1.3 Approval of Minutes 11-09-11 (Attachment A)

M/S/C To approve amended meeting minutes of November 9, 2011 (Carroll/Alarcón)

2.0 Reports

2.1 President Report (Dean Nevins)

President Nevins thanked Patricia Stark for volunteering to serve on the SB-1440 Faculty Discipline Review Group, or FDRG. President Nevins reported the attending Board members at the last Fiscal sub-committee meeting asked for a list of all programs sorted by cost per FTES with the stated intention of generating a profit and loss statement for every program on campus. Senator Stark asked what numbers would the P/L statement be based on; enrollment in a particular semester or would it be majors? EVP Spaventa stated the actual numbers would be the full Board budget including faculty salary, classified salary and enrolled students. The P/L statement would not include equipment from program review (non routine) requests. President Nevins added this is the first cut for the process/procedure however, the intent, the goal is to have a P&L statement for every department on campus. President Nevins explained the information would be used to help with the fund raising efforts. Ms. O'Connor added that last spring 2011 the new Board members asked for a cost analysis of every department based on cost centers, something very onerous and difficult to produce and Ms. O'Connor believed this was micro management by the Board. President Nevins added the long term consideration of the Board is to redefine what the cost centers are and to be more in line with what they should be. Senator Wilkinson pointed out there were adversarial meetings years ago with then Superintendent/President Dr. MacDougall about certain programs that have low WSCH. Faculty fought through this because different programs have to have lower WSCH because of the work that is involved. President Nevins reported a P&L could be a useful tool; he was concerned and wanted everyone to be aware, to keep an eye out and make sure it is not something to be abused.

2.2 Planning and Resources Liaison Report (Neufeld Neufeld)

Senator Neufeld reported the outcome of the last P&R meeting was an email that was sent by committee chair Dr. Kimberly Monda to Dr. Jack Friedlander where she expressed deep concern about the discrepancies in the program review from last year and conveyed to him, that at this point, the program review process is a mess and based this on what was actually ranked and what is now appearing on the final spreadsheet that needs to go forward for discussion at the next CPC meeting. There are ranked items that are missing and there are unranked items that have been added to the final spreadsheet; many without explanation.

The other P&R discussion item involved the non routine items which are the not to be ranked items identified over the years as items agreed to be funded. P&R discovered that \$518,000 worth of items out of

\$880,000 had been removed from the non routine spreadsheet without discussion and outside of consultation. This may have happened at EC. Senator Neufeld noted that after P&R reviewed the spreadsheet some of the items should have been removed. However, they should not have been removed without consultation. Senator Neufeld added that we are in a fiscal crisis and a) if departments determine there are non critical items on the non routine list that could wait another year we should revisit the list and remove those items and; b) we should be funding our non routine items before we fund program review items which are all the new requests. All issues are up for discussion at the next CPC meeting.

2.3 Academic Policies (Ignacio Alarcón)

Senator Alarcón reported AP reviewed the 21 TLU cap enforcement and it is on the Action Agenda item 4.2 below. Another item to report: Instructor Joe Connell Sr., due to his health, will be retiring early with the hope that he will be able to teach part time. Note: President Nevins commented that we need to find a new AP Liaison because Senator Alarcón has been appointed program director of ETP for the STEM majors; a result of the HSI:STEM grant received by SBCC.

2.4 Faculty Development Liaison Report (Ann Wilkinson)

Senator Wilkinson reported the FPD committee has been busy finalizing the in service workshop schedule.

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

Senator O'Connor announced that V.P. Ofelia Arellano, in response to recent concerns some CAC members expressed about Continuing Education courses, reported to CAC that at the last CCCL conference it was being determined that most of the now state supported courses for Older Adult and Parent Ed would need to be turned into fee based courses and this may also include courses in the Family and Consumer Sciences areas. Message from CCCL: if colleges do not do this the legislature will. Note: This would result in a decrease of approximately 800 FTES. A decrease in FTES becomes a concern for both Continuing Education centers.

Senator O'Connor reported at COI it was all about Banner and Groupwise issues. Two items to be forwarded to the senate are: from CAC/COI the Regular Effective Contact Policy and from ITC/DTC the District Technology Plan.

At CPC, Senator O'Connor reported there was discussion about the 8.7% minimum cut to every cost center and that cut is separate from the TLUs that are being cut; where 60% would be cut from the 2012-13 budget and 40% from 2013-14. The budget development timeline: Program Review timeline was moved to next Friday. The budget reports should be distributed 11/12/11 and due 2/10/2012 which means department chairs will be working over the break. The budget reduction worksheets should be distributed around 12/8/11 and are due at CPC 2/24/2012. Note: for California each \$1billion shortfall equates to a \$300,000 shortfall for SBCC and over the next couple of months the state budget shortfall will probably activate the triggers. Due at CPC 3/2/2012 are the Program Reviews that first need to be approved by the Senate on 2/29/2012. CPC has a budget review workgroup chaired by EVP Spaventa where CPC members, faculty, I.A. and CSEA, and others are going to brainstorm budget cutting/budget enhancing ideas. Note: no decisions will be made by the workgroup; their recommendations will be brought to CPC. Senator Alsheimer wanted to know if the budget was approved with or without the \$1.3million for Program Review. Result: approved without. Senator O'Connor questioned why both Program Review and non routine items seen since last spring and carried all through September disappeared. Too much work has gone into this; it is unacceptable. Who is minding the shop? Senator Neufeld added that another component of the consultation process that we feel has been missing is that all non Ed program items have not been discussed with a consultative body. Senator Neufeld commented after having seen the non Ed program list, that there were items of a non critical nature that we do not need to be spending money on at this time. President Nevins added that CPC also discusses line items for Ed programs only, line items such as sabbaticals, reader/tutors yet CPC does not do a line item discussion for any other department.

2.6 IA Liaison Report (Cornelia Alsheimer for Gary Carroll)

Senator Alsheimer confirmed she had been appointed to the CPC Budget Review workgroup. There is also another task force that she will be a member of: the Changing the Payment of Overloads Taskforce with Lynn Stark, Gary Carroll and representatives from payroll and I.T. Senator Alsheimer reported that preparations for I.A. plenary during flex days are also underway. The focus of the I.A. Plenary: adjunct reassignment rights.

2.7 EVP Report (Marilynn Spaventa)

Acting EVP Spaventa elaborated on the situation with CCCL and the Continuing Education classes and explained that situation seems to change every day and suggested we should wait until we know more about what is really happening. The Student Success Taskforce recommendations about Continuing Education are currently being rewritten and EVP Spaventa recommended the prudent thing for now would be to carry on with the plan in terms of Scenario 5 the way it was originally written. The new language should be available sometime in January 2012.

EVP Spaventa explained the need and reason for the Budget Advisory committee. At this time departments are looking at only their items and the reason for the committee is that we should be looking more broadly. We should be looking at everything that is on the table, all items; items that cross departments and items outside of Educational Programs.

3.0 Unfinished Business - Action

3.1 Spring 2012 Senate Calendar (Attachment B)

The first meeting for 2012 will be February 8. The Senate changed May 9 from steering to a regular meeting and requested there be no meeting during finals week. Regarding the ranking references noted on the calendar: these refer to the new request items received through the Program Review and forwarded by P&R to the Senate. A new/revised calendar will be emailed before the next semester begins.

4.0 Action

4.1 BP/AP 5047 Multiple and Overlapping Enrollments (Attachments C and D)

M/S/C To approve BP/AP 5047 (Carroll/Alarcon)

4.2 Impact of 21 TLU cap enforcement. (Attachment E)

The senators had a lively discussion on the pros and cons of the proposed increase to the 21 TLU overload cap. VP Neufeld wanted to know why this was an action item because the senate had not seen or discussed the proposal in its present iteration.

M/S/C To move the current agenda item 4.2 to Action (Bursten/Frankel)

M/S/D To approve the recommended changes forwarded by AP [raising the existing overload of 21 TLUs to 25 TLUs] (Alarcón/Carroll) 5 to 11 votes

5.0 Unfinished Business - Discussion

none

6.0 Discussion

6.1 Stanback-Stroud Diversity Award (Ann Wilkinson)

Senator Wilkinson reported that the Faculty Recognition Committee has recommended Bronwen Moore to be the SBCC Stanback-Stroud Diversity Award nominee.

M/S/C To move the recommendation by the FRC to action (Neufeld/O'Connor)

M/S/C To approve Bronwen Moore as the nominee for the Stanback-Stroud Diversity Award (Alarcón/Frankel)

6.2 Hiring committee appointments (Marilynn Spaventa)

EVP Spaventa reported that she has been working to put together the hiring committee for former Dean Keith McLellan's replacement. Based on the HRLA guidelines faculty on the hiring committee need to be appointed by the Academic Senate and EVP Spaventa requested Senate approval of the following faculty members serving on the committee: Maria Morales; Kathy Adams; Laura Castro; Chris Phillips; Carmen Rivero.

M/S/C To move agenda item 6.2 to Action (Neufeld/Coburn)

M/S/C To approve the faculty recommendations for the hiring committee (Alarcón/O'Connor)

6.3 Selection of Continuing Education Representatives (Attachment F)

The Senate voted to approve Claudia Johnson and Mark Ferrer to represent the Basic Skills/ESL/Vocational ESL and the Education Programs for Older Adults areas respectively. All sections/areas with only one candidate/applicant were approved by consent. Superintendent/President Jack Friedlander stated that once the task force convenes there will be many opportunities for faculty to get involved in a workgroup. Faculty candidates/applicants are still needed for the following areas: Family and Consumer Sciences; Health and Safety; Immigrant Education; Programs for Persons with Substantial Disabilities. The senators agreed these areas could be filled on an interim basis and applicants/candidates approved at the next Academic Senate meeting.

M/S/C To move agenda item 6.3 to Action (Neufeld/Frankel)

M/S/C To approve all the areas with single candidates/applicants (Neufeld/Frankel)

M/S/C To approve Claudia Johnson, Basic Skills/ESL/Vocational ESL and Mark Ferrer, Education Programs for Older Adults (Neufeld/Frankel)

6.7 Superintendent/President visit (Jack Friedlander)

Acting Superintendent/President Dr. Jack Friedlander began by agreeing on the need to get some resolution on the program review resource requests. CPC will meet a week from Tuesday and at that point he said there should be enough information to make a final decision as to what to fund and what not to fund; he said he planned on doing some fact finding in preparation for CPC so there can be closure and move forward. We have learned a lot, and again, this is only year two of doing this process/procedure. Going forward hopefully we will mitigate many of the problems we have had. Multiple spreadsheets, multiple rankings and multiple iterations; much of this is fluid and became a nightmare when determining what had been funded and what had not; a very intense and complex process. Live and learn; no one is to blame.

About Continuing Education Changes: Dr. Friedlander reminded everyone of the legislation that called for performance based funding and a change in our funding model. The tradeoff, to get the legislature to ease off, was to give the Chancellor's Office Board of Governors one year to come up with a recommendation and improve student success rates. A statewide Student Success task force was formed with Dr. MacDougall as chair. The Chancellor's task force held hearings across the state with their draft recommendations. Item 4.1 of the draft recommended funding all noncredit enhanced which are the Basic Skills, Career Tech, and ESL areas. For SBCC that is huge because 47% of our offerings in non credit are under the category of Older Adult and this community has had a 60 year tradition of providing Parent Education and Parent/Child Workshops. At the recently held California Community College League (CCCL) conference during their keynote addresses both Jack Scott and Scott Lay specifically and very aggressively started warning the attendees about our misplaced priorities in terms of what we are offering at a time when we are turning away 1,000's and 1000's of students (our case is weakened). Both speakers did not mention our college by name but in their speeches they were reading our titles. The message being delivered was clear. Dr. Friedlander added that at a breakout session of the student success task force he had an opportunity to ask about parent education. Members of the Board of Governors and Dr. MacDougall among them, all said it would not be funded. They explained that type of funding was part of the first five tobacco tax and a part of their charter that should pay for parent education not the community college. The

vast majority of the colleges took this as a zero sum game. The more you take away from state funded non credit the less you have to take from the non enhanced offerings. It is vicious out there. Dr. Friedlander stated that at this point we will wait and see what transpires. His position on Continuing Education is that we would stay with our budget planning and not be more aggressive than what is being called for and if there are any drastic changes we are prepared to ask for a greater period of time to phase in any changes and to also ask them stop using us as the poster child. Dr. Friedlander added that he would be sending a campus wide email next week on the budget.

Dr. Friedlander said he also came to ask for some advice/input from the academic senate. There are always changes taking place in technology for the classroom and we put on workshops about human presence tools and clickers and faculty is always great about learning and doing. Then when we look at how many people actually made the changes they wanted to make most were not able to incorporate/implement what they had learned because of time. How do we incorporate and make use of new technology in the classroom to increase efficiency? Dr. Friedlander believed that a different model is needed where we have the time to make those changes. Dr. Friedlander said he also wanted their advice on what employers mean by job skills people need in the 21st century. After having read many job descriptions; what are employers looking for and where in our curriculum are we teaching this? Dr. Friedlander would like to take a fresh look at our GE areas to see where students are acquiring those 21st century skills. A workgroup should be formed to identify the skills needed and how can we incorporate them into our GE and major areas. It is about how to do things differently. We owe it to our students and to ourselves to move forward in these areas.

In closing, Dr. Friedlander said his new role is very different and he was doing the very best job that he could. The main thing is we are overcoming a lot of the negativity that was out there. It does not matter who is right or wrong. All my years as EVP there were a lot of landmines out there and in this job there are twice as many and they are all closer to the surface. So far, I have tried to focus on solving problems not to cause them. It has been great having the support of the campus community. Dr. Friedlander said he could not do his job without their support. He added that he did not want to be a stranger to the Academic Senate and also thanked them for their support and wished everyone a Happy Thanksgiving.

7.0 Adjourn

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