

Academic Senate
 MINUTES
 February 8, 2006
 3:00 p.m. - BC214

Members Present: Blake Barron, Barbara Bell, Susan Broderick, Jim Chesher, Esther Frankel, Jack Friedlander, Tom Garey, Peter Haslund, Kelly Lake, Ray Launier, Kathy Molloy (Chair), Kim Monda, Marcy Moore, Elida Moreno, Kathy O'Connor, Peter Rojas, Jan Schultz, Sheri Shields, Laura Welby, Erika Tomatore, Oscar Zavala

Member(s) Excused: Ed Inks

Guests: Jared Blankenship (*The Channels*)

1.0 Call to Order (3:00-3:05)

- 1.1 Approval of Minutes – February 1, 2006
There were no handouts – no vote was taken.
- 1.2 Approval of Agenda – so approved

2.0 Information (3:05-3:10)

- 2.1 Peter Haslund announced that the Nobel Peace Laureate of 1976, Mairead Corrigan Maguire from Northern Ireland, has been scheduled to lecture in A211, February 22, at 12:45 p.m., with a reception following in the courtyard. SBCC's International Studies Association has sponsored the event.
- 2.2 Ms. Molloy announced that Jack Friedlander and Andreea Serban are scheduled to present for discussion the report "Strategies for Meeting Student Needs and Enrollment Targets," at the Board's study session Feb. 9, in A218C at 4 p.m.

3.0 Hearing/Discussion (3:10-4:00)

- 3.1 Plan for Student Success Initiative
Ms. Molloy suggested that the Student Success Initiative could be, if used effectively, become a counter measure to the low enrollment predictions as outlined in Jack and Andreea's report.

Ms. Molloy began the discussion with a handout of all the Task Force participants and expressed her appreciation for their time and contributions. Another handout was the draft "Ballot recommendation"- a grid with the condensed version of all the Initiatives in an effort to help everyone with their selections and the order they should be implemented or phased in.

The proposals have been grouped by category. Many of the proposals were combined and all have been identified as meeting the initial set of criteria:

- By increasing student success in achieving their degree, certificate or transfer goal
- By increasing student retention in classes and persistence in programs
- By increasing student completion of courses
- By increasing student learning in courses
- By increasing student competency upon completion of their educational goals

The EVP suggested that in order to make an informed decision the proposals should be viewed based upon the expected impact and result they would achieve over time.

Suggestion: Have the original task force/committee prioritize the proposals.

Ms. Molloy reiterated that the task force/committee wanted the Academic Senate to prioritize the proposals if that was their wish. The Student Success Initiative proposals, from the Board of Trustees and John Romo's recommendation, should be viewed primarily as an 'Institutional Plan.'

Comments: Many felt more quantitative data was needed in particular when it involved adding positions/staff and for determining measurable outcomes based on the criteria used.

It was suggested that the CPP "Tier" method should be used where each proposal is not more or less worthy and divided into four sub categories such as: 1) cheap 2) worthy 3) we're already starting/doing it and 4) no brainer do it!

The categories are not final. Many proposals are things we should be doing or that need to be done anyway. One thought: The categories shouldn't be expanded; the proposals should be expanded and developed to include quantitative and measurable items/details.

Ms. Molloy suggested that, because the President and Board would like something brought to them very soon, a volunteer group could be assembled, before the next Senate meeting, to discuss the proposals and make a set of recommendations to the Senate. The members are: K. Molloy, E. Frankel, O. Zavala, K. Lake, K. O'Connor, R. Launier, and B. Bell, with P. Rojas and J. Friedlander serving as resources. The committee will focus on the Institutional proposals first.

Further recommendations for categories: 1) recommended for approval 2) need more information 3) maximum impact, low cost and 4) makes a measurable difference. The Senate committee will bring back recommendations for the next meeting.

4.0 Action (4:00-4:30)

4.1 Proposed change in number of international students admitted to the college: from 600 to 5% of the institution's credit enrollment.

It was suggested that the promised increase in support staff, as the number of international students rises, be tied to the motion with a friendly amendment.

Clarification: The understanding has been that the difference in international student tuition and the actual cost of instruction to them be applied toward support

services for International Student Services with incremental plateaus of implementation.

Suggestion: Wait for the administration to bring the specific proposed language to the Academic Senate stating that, with the endorsement/approval to raise the international student cap, there must be a plan in place to also increase support staff accordingly.

M/S/C To move in support of the recommendation to raise the cap
(Haslund/Schultz) Unanimous

4.2 Approval of dates for Spring 2007 holidays and Spring Break
(President's Day to be observed Monday, Feb. 19)

President's Day Holiday(s) two three day or 1 four day:

M/S/D To approve Feb. 9 for two three-day holidays in February 2007
(O'Connor/Chesher)

M/S/C To approve Feb.16 for one four-day weekend in February 2007
(Schultz/Frankel)

Spring Break:

M/S/C To have Spring Break the first week in April (4/2-4/6/07)(Garey/Frankel)

4.3 Faculty Job Descriptions

4.3.1 Contract Ed. Support Faculty:

Add the proposed language requested by John Romo as paragraph two; remove contract in title; remove the asterisk in the second paragraph; change #1 in Related Educational Responsibilities to read "maintains regular hours.

M/S/C To accept as revised (Oscar/Chesher)

4.3.2 Instructional Faculty

Add the proposed language requested by John Romo as paragraph two; remove contract in title.

M/S/C To adopt as revised (Garey/Moreno)

5.0 Reports (4:30-5:00)

5.1 Liaison Reports

Jan Schultz - P&R: The first meeting: 2/14/06. P&R will be examining large class size TLU policy (what was approved by the Senate and what is actually in effect) and may be further examining committee structure.

Laura Welby – Faculty Recognition: The committee is working on two major events:

- A reception has been planned for the newly tenured faculty to be held in the EVP's office on Feb. 23, 2006.
- The other big event is the dinner on March 10, 2006, honoring faculty that have been with SBCC for 25 years. The 25 year honorees are: Joe Connell; Robert Dependahl; Robert Elmore; Karolyn Hanna; Fred Marschak; Jane Metiu; and Carl Sundbeck

In addition there will be a call for 'Faculty of the Month' nominees; nominations should be sent to Laura Welby; all Divisions/departments are encouraged to participate in the nomination process.

Jim Chesher – AP: Jim will be assuming the duties of chair while Charles Grogg is on sabbatical. The first meeting:2/9/06. Possible items for discussion/review:

- Salary class transfer policy
- Evaluation policy (alignment with job descriptions)

Susan Broderick:

- Committee on Teaching and Learning
 - Las Fall, worked on Student Success Initiative proposals with emphasis on LRC and Gateway
 - This Spring, collaborating with the LRC on developing best practices workshops for students/freshmen and working on the CTL website
- Sabbatical Leave committee
 - Focus this semester – funding increase and the 5% rule
 - TLU banking practices/policy
 - Reviewing reports – impressed with the quality of the projects
- Faculty Professional Development Committee
 - Review survey from In-service – awaiting feedback from FRC and Deans Council before the results/report are released

Kathy O'Connor:

- Matriculation Committee
 - Developing recommendation/process for blocking pre and co requisites under Banner
- Curriculum Advisory Committee
 - Developing recommendations for Information Competency
 - General Education Degree requirements cleanup
- Committee for Online Instruction
 - Developing a survey for online faculty
- ITC and DTC
 - Development and review of the new "College District Technology Strategic Plan 2005-2008"
 - Development of the Online College Plan

5.2 Parking Report

Ms. Welby was a member of the Parking and Transportation work group and reported that, although there were many accomplishments such as the Tram, there is much more work that still needs to be done because the number of students and

faculty is increasing each term/year. Senate members questioned why one of the approved and recommended items had not been carried out – to change the parking signs in the lower West Campus parking structure to extend faculty and staff parking to 7 p.m.

5.3 EVP Report

The Spring 2006 enrollment is even with last year. The only growth is from out of state and international students. The EVP reported that we should achieve our base FTEs. However, that for the first time the 2.58% allowable growth for this year may not be achieved due to the unusually high number of roster no shows. For basic skills funding there is another .56 %. Growth should occur in the Dual Enrollment and Professional Development classes. Total FTEs projected growth will hopefully reach 2%.

There is a case with reversion money – unused FTEs money. 50% of high school districts are in a decline mode.

The EVP is worried about the college's capacity to maintain its vitality. We need to begin discussing a plan for a decline in enrollment. Mr. Friedlander encouraged everyone to read the report he considers 'mission critical' and will be presenting to the Board titled "Strategies for Meeting Student Needs and Enrollment Targets" outlining what changes are taking place, the implications of those changes and the strategies the college could pursue to meet enrollment and generate the necessary funds.

6.0 Adjourn