

Academic Senate  
M I N U T E S  
**March 8, 2006**  
3:00 p.m. - BC214

Members Present: Blake Barron, Barbara Bell, Susan Broderick, Esther Frankel, Tom Garey, Peter Haslund, Kelly Lake, Kathy Molloy (Chair), Kim Monda, Marcy Moore, Kathy O'Connor, Roberto Robledo (for Elida Moreno), Peter Rojas, Jan Schultz, Sheri Shields, Erika Tomatore, Oscar Zavala

Member(s) Excused/Absent: Jim Chesher, Jack Friedlander, Ed Inks, Ray Launier, Laura Welby

Guest(s): Ignacio Alarcon, Paul Bishop, Jared Blankenship (*The Channels*), Laura Castro, Laurie Vasquez

## **1.0 Call to Order**

### 1.1 Approval of Minutes – February 22, 2006

The meeting Minutes for February 22, 2006 were approved without objection.

### 1.2 Approval of Agenda – so approved with the added information items

## **2.0 Information**

### 2.1 2007 Summer Session Update

An overview of the process was given. The second summer session proposal originated as a way for the college to meet CAP (increased growth). It was never a part of the Student Success Initiative nor did the idea originate from a student request. Steering has asked for more information from departments in order to make an informed decision. When the information is received, it will be brought back to the Senate.

### 2.2 Adjunct Office Hours Update

The Academic Policies committee has been directed by the Academic Senate to continue to work on the policy language and return a recommendation to the Senate. Ms. Moore has agreed to chair an ad hoc committee of adjunct faculty to assess the office space situation.

2.3 John Romo will visit the Academic Senate March 22, 2006. Issues to be addressed: The Student Success Initiative funding mechanism and process; Student Housing (dorm).

2.4 Cap and Gown request form: Senators were asked to inform their faculty that they need to place their graduation cap and gown order with the Bookstore, by March 17.

2.5 Ms. Molloy announced that full funding for Basic Skills and almost all FTES funding has been achieved for the current year.

### 3.0 Hearing/Discussion

#### 3.1 SSI: Workgroup recommendation on departmental proposals (**Senate Workgroup Recommendations**)

Ms. Molloy began the discussion with some information items.

- Please note cost estimate change. See Departmental Initiatives: Ongoing funding YEAR ONE Ed Prog./CTL: Expand orientation (cost ~~\$19,000~~ \$30,000). The change is due to the fact there is no longer any grant money available.
- At the next Senate meeting, John Romo, will discuss possible funding sources for departmental proposals. For example: There could be “seed money” to fund the Academic Achievement Zone for two years. If the expected results are achieved, grants could be sought or funding could be included in the ongoing budget. The same criteria could be used for the orientation proposal.
- There is also a plan to increase the Faculty Professional Development request to \$30,000 and to remove the \$2,500 limit per request.
- The recommendation to shorten the orientation welcome week is being withdrawn because the proposal requires a full five days to meet its goals.

Senators expressed their concerns about the following:

- Offering TLUs and not stipends. TLUs could create an overload situation.
- Should position request go to CPC?
- The length of the orientation proposal: It was suggested that student input is needed before this is implemented.
- It was suggested that the focus should be on year one and then resolve some of the issues in year two and three.

Reiteration: Departmental proposals are targeted for Foundation funds.

Ongoing Institutional proposals are to go to CPC for funding. A funding amount will be requested, and CPC will decide how much will be granted. CPC will not be looking at individual proposals. A recommendation was made to change the headings to: Immediate Implementation in the First Year; and Implementation in the Second Year after Senate Review; the Third Year would be sent back to departments for more information.

Continued ...See action item 4.1.

#### 3.2 Grievance Policy

No discussion was held.

3.3 District Technology Plan (cover sheet for DT Plan handed out at meeting)  
Once the Senate approves the attached final draft from ITC the District Technology Plan will be forwarded to the District Technology Committee and then on to the College Planning Council for approval. In the strategic plan under Student Learning and Success Objective #5 the Online College “plan” is still under development. At this time the Online College “plan” is under review by both the Committee for Online Instruction and the Instructional Technology Committee. Ms. Vasquez asked that Senators share this information with their division and encourage and forward their recommendations, comments, or suggestions to ITC.

Question: What is meant by adequate support relating to the increase in online faculty and students? Answer: The support requested correlates with the recommendation proposed by COI (Committee for Online Instruction) and submitted to the Student Success Initiative.

Question under Major Technology Goals for 2005-2008 item #6: What is the current technology life cycle management (renewal and maintenance) that is to be continued? Answer: The replacement cycle is as short as possible. Once funds are allocated (and depending on how much) the replacement schedule is adjusted accordingly and remains a variable. (Current cycle: Five years for a desktop and four years for a lab)

Suggestion: Create/develop a format that would be less bureaucratic, more efficient and timely.

The exceptional work and vision that went into the plan was commended.

### 3.4 Curriculum Report: Information Competency and Changes in General Education Requirements (Ignacio Alarcon and Laura Castro)

Background: In 1998 the state Academic Senate passed a resolution instituting an Information Competency requirement. The Board of Governors did not require implementation when the department of finance considered the degree changes an unfunded mandate.

Currently: Due to the new Accreditation Standards’ requirement for Information Competency, SBCCs Curriculum Advisory Committee developed the proposed plan. Coursework and testing processes have been developed to meet the new requirements. To comply with Title 5—the quarter unit equivalents have been added. Area E requirements are institutional requirements and not regulated by Title 5. The Area E requirements were developed in consultation with faculty and the respective department.

### The Curriculum Advisory Committee recommendations:

1. Title 5 guidelines for meeting General Education requirements specify that a minimum of 18 semester units (27 quarter units) of general education coursework from the Natural Sciences with Lab, Social and Behavioral Sciences, Humanities, and Language & Rationality be completed. Because previous degree requirements did not clearly explain this 18-unit requirement new verbiage has been added to clarify this requirement. In addition, reference is now being made to the quarter unit equivalent (as specified in Title 5) for these requirements.

2. Graduation Requirements: (1) Complete all department requirements with a cumulative grade point average (GPA) of 2.0 or better; (2) Complete at least 18 units of general education requirements (as specified in Areas A-D of the SBCC General Education pattern) and the SBCC Institutional Requirements (Area E); (3) Complete a total of 60 degree-applicable units (SBCC courses numbered 100 and higher); (4) Maintain a cumulative GPA of 2.0 or better in all units attempted at SBCC; and (5) Maintain a cumulative GPA of 2.0 or better in all college units attempted. Candidates for an Associate Degree are expected to complete 45 units at SBCC, or complete the last 15 units in residence at SBCC. Credit/no credit grading is not permitted in a course within a student's major area of study.

3. Information Competency has been added to the General Education requirements (and also to the Liberal Studies degree) as Area F. This requirement must be completed by all new and new transfer students entering SBCC Summer 2006 or after. It will also be required of all students who were previously enrolled at SBCC but who have not attended for one semester. As they return to the college, they will be required to complete the new requirement.

4. Information Competency at SBCC can be completed by taking a 1-semester unit (or 1-quarter unit) course. The course at SBCC which meets this requirement is English 120. English 120 has only been available as co-requisite course of English 110. It will now be available as a "stand alone" course, offered fully online, and students who transfer in from another institution having completed the first semester of English composition only will be able to attain the Information Competency requirement by taking this version of English 120. In addition, SBCC students who complete English 110 on our campus but do not pass the English 120 module (1 unit) may repeat the course separately in the online version to complete the Information Competency requirement.

5. It was the consensus of the Curriculum Advisory Committee to retain unchanged, for now, the mathematics requirement for the Associate degree, namely Elementary Algebra (Math 100 at SBCC) or equivalent. A change in this requirement is expected to be made official after the Board of Governors and the Department of Finance give their approval. The statewide Academic Senate has recommended that colleges begin preparing for a change in the mathematics requirement, as it appears almost certain that the minimum requirement will be raised to Intermediate Algebra or equivalent (Math 107 or Math 111 at SBCC) or another math course that has Elementary Algebra as a prerequisite.

## 4.0 Action

### 4.1 SSI: Recommendation for departmental proposals

M/S/C To approve the Workgroup recommendations with the following changes: Move the Orientation Proposal to year two; change the year one heading to "Immediate Implementation in the First Year"; change the year two heading to "Implement in the Second Year after Senate Review"; return the year three proposals for further clarification or reevaluation. (Garey/Barron) 1 opposed

A friendly amendment was made to remove the Counseling Proposal for an AB 540 coordinator from the recommendations and ask counseling to request this position through CPC ranking process.

M/S/C To delete the friendly amendment (Zavala/Monda)

#### 4.2 Policy on Substitute Faculty Responsibilities

The substitute faculty's duty is to teach a class in the absence of the instructor of record. The instructor of record remains responsible for course planning and assessment unless the substitute faculty and the administration, by mutual agreement and in consultation with the department chair, allow the substitute to perform duties beyond classroom teaching for additional compensation.

There was discussion about whether the phrase "for additional compensation" was needed. The maker of the motion was not present and the removal of "for additional compensation" from the motion would require a friendly amendment.

M/S/ To approve the recommended paragraph as revised (Haslund/Shields)

### 5.0 Reports

#### 5.1 President's Report

Update on the recommended and approved Institutional Student Success Initiative:

Ms. Molloy handed out a draft copy of the cost estimate for the Student Success Initiative. A temporary facility to house the Partnership for Success programs has been added at the request of the Administration since it will be necessary to implement the various programs that are being proposed. The funding for the facility would be from one time funds to be raised through the Foundation.

### 6.0 Adjourn