Academic Senate
M I N U T E S
March 22, 2006
3:00 p.m. - BC214

<u>Members Present</u>: Blake Barron, Susan Broderick, Jim Chesher, Esther Frankel, Jack Friedlander, Tom Garey, Peter Haslund, Ed Inks, Ray Launier, Kathy Molloy (Chair), Kim Monda, Marcy Moore, Kathy O'Connor, Roberto Robledo (for Elida Moreno), Peter Rojas, Jan Schultz, Sheri Shields, Erika Tomatore, Laura Welby, Oscar Zavala
<u>Member(s) Excused/Absent</u>: Barbara Bell, Kelly Lake
<u>Guest(s)</u>: Jerry Pike, John Romo, Kenley Neufeld, Jessica Schley (ASB), Gail Tennen, Sheila Wiley

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

1.1   Approval of Minutes – March 8, 2006
The meeting Minutes for March 8, 2006 were approved without objection.

1.2   Approval of Agenda – so approved with the added information item.

2.0   Information (3:05-3:15)

2.1   Faculty Job Descriptions and Revised Notice of Employment
Ms. Molloy announced that there would be a subcommittee of the Academic Senate to meet with John Romo. All Senators/Divisions are encouraged to submit their recommendations to Tom Garey. An update on the meeting will be given at the next regular meeting of the Senate.

2.2   Educational Support Division Work Load and Work Schedule
The FT ESD faculty workload and TLU allocation is determined by the state and district policy. This portion of the proposed policy is not debated by the ESD faculty. However, the work schedule portion of the proposed policy changes approaches ESD faculty assignment from a top down perspective which is different than the policy established for the instructional faculty work schedule. Do we develop policy based on presumed professionalism or to control the isolated outlying faculty that may not comply? The Educational Support Division will redraft the proposed policy using the same language used in the instructional faculty policy and submit it to the administration. The EVP suggested that those concerned about the proposed policy should meet with him. This issue may be brought back to the Senate as a discussion item at a later date.

2.3   The Student Success Initiative: Partnership for Success at SBCC
The funding needed for the immediate implementation of the Institutional Recommendations has been identified and addressed in the updated handout. Please see hearing/discussion item 3.3 for further information.

2.4   There will be a Senate meeting added 3/29/06, beginning at 4 p.m., to

discuss the one-time and ongoing CPC resource requests.

3.0   Hearing/Discussion (3:15-4:15)
3.1   Student Senate: Student Success Report and Addendum
Rachel Doyle reported that the Student Senate has made plans, presented in the addendum, to sponsor "The Hidden Barriers to Student Success" forum where there would be a student panel format similar to the one at the spring faculty in-service. All students attending the forum would be eligible to participate in a 250-word essay contest. Ten essays would receive $250 and the winning essay, chosen by a faculty panel, would receive $500.

The Student Senate also requested that faculty give students extra credit for attending the forum. The Senate President pointed out that the Academic Senate could only make a recommendation to faculty about assigning extra credit.

The senators were assured that the essay contest would not conflict with any upcoming student event, in particular the Lancaster Speech Tournament.
M/S/C To move the Student Senate's Student Success Report and Addendum to Action (O'Connor/Frankel)

3.2   Sabbatical Leave Reports
There was no discussion on the reports. The reports will be an action item on the Academic Senate agenda at the next regular meeting

3.3   President Romo: SSI funding; proposed student residence; other
Student Success Initiative: Partnership for Success at SBCC
John Romo wanted to thank everyone who participated in the drafting of the Student Success Initiative. Last year the Board of Trustees stated that student success should be the highest priority, and he wanted everyone to know how appreciative and proud he was of the efforts in putting together a substantive plan to achieve that goal. The report and recommendation will be presented to the BOT at the April 13 study session. Mr. Romo and Dr. Friedlander have met with the Executive Council to establish funding priorities and make recommendations to the College Planning Council where the resource allocation process has begun. EC is recommending full funding ($370,000) to implement the first year, ongoing, Institutional Recommendations. The Foundation will be focusing its fundraising efforts on the many resources needed to accomplish the objectives set forth in the Initiative, and Foundation funds could include not only money for start up/one time/short term efforts, but endowments could be used or created to fund ongoing efforts, e.g. Gateway.

Student Housing
John Romo explained to the Academic Senate what the BOT actually approved with regard to developing student housing on campus. Background: SBCC's main priority will always be to serve the local community. The future outlook shows a projected decline in K-12 enrollment. The predicted decline in enrollment would

create a serious fiscal environment for SBCC if state set/targeted enrollments are not met.

Recommendations from the last Board of Trustees meeting:
- Given the declining enrollment projections, SBCC will need to be more creative in attracting students from out of the area.
- That the BOT endorse the current efforts to attract out of area students
- That the BOT endorse being more creative and assertive in attracting those students in the future.

There was no recommendation to build a dorm. The recommendation was to explore having student housing on campus. If we will have to rely on out of area enrollments, the responsible way of acting as an institution in the community would be to explore the idea.

After extensive discussion, the Board of Trustees gave Superintendent/President John Romo the authority to set up a process to start a first analysis of how this may actually be possible and report back.

Transportation/Parking
The SOMA building and Coastal Commission: The College is going forward with an appeal to defer the building of a required parking lot until after the completion of the SOMA building.

President Romo also reported that there is discussion underway to actually begin building a possible 3-tier parking structure north of the Marine Tech building. Money has been set aside and the longer we wait, the higher the cost of construction. Another item under discussion is the installation of parking meters.

The International Students Enrollment Cap
Mr. Romo announced that the BOT approved the move from a CAP of 525 for international student enrollment to a cap of 5% of the total number of credit enrollments. A three year plan will be developed on how to achieve International Student Enrollment growth and to include a provision for increased support services.

3.4   Reorganization Request: Proposal for increased staffing to meet needs of International Students (delayed until April 12 meeting)

3.5   District Technology Plan
To be voted on at the next regular Senate meeting.

4.0   Action (4:15-4:45)
4.1   Grievance Policy
Senator Haslund gave an update on the grievance policy. There was agreement to replace the word "administration" (Level 1.c.) with "Superintendent/President or

designee" for greater clarity; to replace "parties" with "participants" (Level 2.c.5.) and; to maintain consistency by changing all such references within the document.

The meaning of "all ~~parties~~ participants shall maintain confidentiality" was discussed and its merit/intent as to the principle and possible imposition of such a provision. Suggestion: Strike the entire sentence and reference the State Education code. Note: From an institutional perspective, confidentiality is law. Consequences, if any, for failure to maintain confidentiality are normally imposed on the institution/employer and not on the faculty/employee. This may need consultation with and input from the V.P. of HRLA.

The senators were requested to continue to forward all questions, comments and suggestions to Peter Haslund.

4.2   Curriculum Report: Information Competency and Changes in GE
          Requirements
The Curriculum Advisory Committee recommendations: Item #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~~ (**3**) <u>Complete</u> the SBCC Institutional Requirements (Area E); (**4**) Complete a total of 60 degree-applicable units (SBCC courses numbered 100 and higher); (**5**) Maintain a cumulative GPA of 2.0 or better in all units attempted at SBCC; and (**6**) 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.

M/S/C To approve the Curriculum Advisory Committee recommendations for Information Competency and the change in language for the graduation requirements (O'Connor/Zavala) Unanimous

M/S/C To make a friendly amendment and in Item #2 (2) and indicated above (Zavala/O'Connor) Unanimous

4.3   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~~.

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

   4.4   Policy on Adjunct Office Hours

Marcy Moore handed out a questionnaire for Senators to help gather information about their divisions/departments needs as related to office space for adjuncts. This information will be used for further discussion on office hours for adjuncts.

   4.5   Student Senate: Student Success Report and Addendum

M/S/C To endorse the Student Senate's Student Success Report and Addendum (Haslund/Schultz) Unanimous

5.0   Reports (4:45-5:00)

5.1   Liaison Reports

No reports were given.

5.2   EVP Report

The EVP reported on the cost/benefit analysis of offering two summer sessions. In order to make two summer sessions possible, a certain amount of income/revenue needs to be generated. Based on the information received from discussion with department chairs about what they propose to offer during the two summer sessions and after meeting with the Banner implementation group, it was decided that it would be too risky to offer two summer sessions and simultaneously implement Banner. The EVP is withdrawing the request to offer two summer sessions for 2007.

The EVP requested that everyone should begin looking at the college as a 'year-round' college. He noted that students have no loyalty to an institution and will take classes wherever they are offered.

5.3   President's report

No report was given.

6.0   Adjourn