

Academic Senate  
**MINUTES**  
September 8, 2004  
3:00 p.m. – BC 214

Members Present: Blake Barron, Barbara Bell, Susan Broderick, Jim Chesher, Esther Frankel, Jack Friedlander, Tom Garey, Peter Haslund (Chair), Mary Lawson, Tom Mahoney, Kathy Molloy, Elida Moreno, Kathy O'Connor, Peter Rojas, Jan Schultz, Sheri Shields, Laura Welby.

Members Absent: Kim Monda

Guest: John Romo

## **1.0 CALL TO ORDER**

### 1.1 Approval of Minutes May 12, 2004

M/S/C To approve the May 12, 2004 Academic Senate Minutes with recommended corrections (O'Connor/Garey) 4 abstentions

### 1.2 Approval of the Agenda

M/S/C To approve the Agenda (Molloy/Bell) Unanimous

### 1.3 President Romo

President Romo addressed the Academic Senate to share his views on several issues that affect the college.

1) Student Equity/Diversity Plan: The accreditation process requires the college to submit a plan addressing student success in under-represented populations by January 31, 2005, and to specify how this plan will be achieved. Rather than just addressing it as a compliance issue, President Romo would like this plan to be incorporated into our College Plan, and to become an integral part of how the college does business. This will be an on-going process, involving assessment of our current strengths and weaknesses, planning improvements, and implementation of the plan. He looks to the Senate as a forum for analysis/discussion/suggestions on the plan as it develops.

2) Budget issues: We are currently out of a budget "crisis mode". President Romo wants the college to take a systematic look at all aspects of our operation in order to determine areas of redundancies/inefficiencies, with the goal of consolidating our operation, realizing savings, and balancing our long-term budget. CPC will be coordinating this effort, with input from all areas of the college.

3) Classification study: President Romo is committed to its implementation, which will occur in 3 phases. Phase 1: Accurate job descriptions and titles by the end of this month. Phase 2: Benchmarking those positions against similar institutions statewide to determine correlative compensation ranges. Phase 3: Implementation of adjustments to compensation. This is a new and significant challenge; costs are unknown at this time.

4) Negotiations are beginning this fall with all groups. President Romo would like the college to be recognized for excellence in employee benefits and compensation. He reported that the Executive Committee feels that this as an opportunity to link our

consultative process with the college-wide effort to improve our effectiveness/efficiency, and are working on a model to approach negotiations with a more incentive-based/consultative methodology. In this model, college-wide improvements in efficiencies/savings would be rewarded to the faculty in their negotiations/contract. President Romo feels this model is worthy of discussion.

5) President Romo also commented about the Voter Registration Resolution on the Senate Agenda. He is very supportive of the resolution and believes the role of SBCC is to be proactive and nonpartisan.

6) President Romo reiterated what he mentioned at in-service: that a proposal will be brought to the Board of Trustees in October to present a first-stage recommendation for faculty and staff housing at the Wake Center.

General Q&A:

Q: The last statistics ranked SBCC 60 out of 72 districts in California for FTES money. What will Equalization do in terms of dollars for SBCC?

A: The proposal is SBCC will receive 1.3 million for equalization every year for the next three years. Formula is based on moving the lowest funded school up to the state average.

Q: Request for specifics concerning the consultative planning process for reducing costs and increasing efficiencies.

A: The Senate should receive a copy of the "Consultative Planning Process Timeline"; P&R has received a copy of the timeline and criteria to compare with the criteria they prepared for the Senate last year. It was reiterated that we are not in "crisis mode", and have some time to collaboratively craft and re-shape a solution that will work.

## **2.0 INFORMATION (Announcements, Communications)**

### **2.1 Election of Adjunct representative to the Academic Senate (Kathy Molloy)**

Ballots requesting nominations for those interested in representing the adjunct faculty at Academic Senate meetings have been dispersed. The deadline for nominees to respond is Monday 9/13/04.

President Haslund distributed the letter of resignation from Michelle Fulton, elected last spring for two terms, which prompted the need for a new adjunct faculty representative. Michelle has accepted a tenure-track offer from Allan Hancock College. She will be missed.

### **2.2 CAC Chair Election Procedure**

A campus-wide call to invite those who might be interested in serving as the chair of the Curriculum Advisory Committee will begin immediately. The ideal candidate should be serving on CAC or have recently served on CAC. The term is for three years with 3 TLUs. The CAC will make the recommendations to the Academic Senate, which then makes the final selection. The current CAC chair, Kathy O'Connor, was asked to put into writing what the duties of the Curriculum Advisory

Committee chair are and what is expected. The newly elected chair should be available for all Spring 05 meetings and will receive training with some compensation through the generosity of the EVP.

### 3.0 HEARING/DISCUSSION

3.1 Reflections on Retreat. What did we do? What do we do next? What process do we develop that allows us to succeed at what we decided to do? Delayed until next meeting.

3.2 Report from Commission on Campus Ethics by Jim Chesher. The intent is to have the Senate accept the report and disseminate/assimilate the report campus wide.

Ms. Welby reported that the technologies division did not feel this is of great concern in their division primarily because each student is required to do a project, and this work cannot be copied.

It was noted that policies concerning academic dishonesty already exist, and the question arose as to how many of the recommendations in the report were already covered by existing policy? It was also noted that existing policy is misunderstood by many, and that those who know the policy often are reluctant to apply it.

M/S/C To commend the commission on the report and recommend it be referred to Academic Policies for evaluation and review against existing policy then return to the Senate with operational procedures and recommendations (O'Connor/Bell)  
Unanimous

3.3 Resolution on Voter Registration on Campus. The following is recommended for approval by the Steering Committee:

“In order to emphasize the importance and civic responsibility of voting, the Academic Senate urges all faculty to encourage students to register to vote and to participate in the democratic process by casting their ballot on election day.”

A note will be sent to faculty stating that the voter registration on campus resolution has been approved by the Academic Senate and include what faculty members can do to have discussions with their students.

M/S/C To suspend the rules and move to action (O'Connor/Garey) Unanimous  
M/S/C To approve (Garey/Molloy) Unanimous

3.4 Report from Karolyn Hanna, Co-Chair of the non-Teaching Compensation Committee. Changes are for clarification purposes, and are not substantive.

Questions concerning how lecture hours are translated into TLUs were clarified by Jack Friedlander. The numbers of hours we use are at the top range allowed by the state, which allows the maximum return to the college. Members requested more time to consult with their divisions, and also requested an electronic copy of the report with Appendix C and D to be included.

M/S To approve (Lawson/Molloy)

#### **4.0 ACTION**

See Hearing Item 3.3 above.

#### **5.0 REPORTS**

##### **5.1 President's Report**

###### **5.1.1 Isla Vista Working Group**

There is continued commitment by Chancellor Yang to change the culture, the growing violence, of Isla Vista. It is an uphill task.

###### **5.1.2 Staff Parking on West Campus**

The proposal will be brought forward to the administration to have the "staff only" time extended from 3 pm to the end of the evening in level one of the West Campus parking structure and concern was also expressed for East Campus parking hours.

###### **5.1.3 Status of Policies Update**

Access to current policies remains an issue for faculty members that are accountable for certain policies. Many policies are being revised, which has delayed implementation of easy access on the Web. The current plan is to have all policies posted on the web, whether they are revised or not.

5.1.4 A message was relayed from Kate Clark, President, State Academic Senate: all local Academic Senates are asked to think about nominating one or two persons to fill the Board of Governors vacancies. There are two vacancies; one is a 1-year term and one is a 2-year term. Expertise and time is needed. Kathy O'Connor and Tom Garey were suggested as experienced nominees.

###### **5.1.5 Appointment of Fall '04 Steering Committee**

An announcement was made that:

- Jim Cheshier is liaison to Academic Policies
- Tom Mahoney is liaison to Planning and Resources
- Kathy O'Connor is liaison to Curriculum Advisory Committee
- The faculty development liaison is still to be determined.

The purpose of a liaison and steering member is to engage in a dialog with their committees and report back to steering about the committee's performance and activities, such that we all have a common agenda for the semester.

M/S/C To approve the committee liaison selections: Jim Cheshier for AP, Tom Mahoney for P&R and Kathy O'Connor for CAC (Molloy/Frankel) Unanimous

##### **5.2 EVP Report**

###### **5.2.1 Student Equity Plan and Various Information Items**

Enrollment: Data shows we're even with last year. However, observation indicates that classes have never looked more populated. Conclusion: The statistical data is not quite accurate and Institutional Research is reviewing the process.

There is an effort to include Friday as a regular contact day for class hours. Going to a 5 day college is better for both students and for full room utilization.

It is projected that 6 to 8 new faculty positions will be offered.

We will receive 6.5% more in growth funds because we went over cap.

Campus Center is now wireless. By the end of September the Library, Communication Lab and West Snack shop will all have wireless access available.

A Student Equity Plan must be submitted to the Chancellor's office by January 31, 2005. The plan will address course completion, degree and certificate completion, transfer rate, and the success rates of ESL and Basic Skills students transitioning into degree-applicable courses. The plan focuses on students with disabilities and traditionally under-represented groups, with the goal of helping these students achieve the same levels of success as the student population as a whole. Age, gender, economic measures are considered but not to be a component.

Key component: Commit resources to implement the plan to bring a sense of equity.

A cross-functional team is being assembled. The role of the team is to analyze the data, to develop this year's plan, and to recommend how to monitor and update the plan on an annual basis.

## **6.0 ADJOURN**

**Next meeting – September 22, 2004**