

Academic Senate
MINUTES
May 14, 2008
3:00 - 5:00 p.m.

Members Present: Ignacio Alarcón (Chair), Armando Arias, Susan Broderick, Cathie Carroll, Tom Fitzgerald, Jack Friedlander, Tom Garey, David Gilbert, Kelly Lake, Linda Lowell, Kim Monda, Marcy Moore, Mimi Muraoka, Dean Nevins, Kathy O'Connor, Jan Schultz, Dan Wrentmore, Ana María Ygualt, Oscar Zavala

Members Excused: Ray Launier, Kathy Molloy, Elida Moreno

Guest(s): Dixie Budke, Stephanie Durfor, Esther Frankel, Laurie Vasquez, Laura Welby

1.0 Call to Order

- 1.1 Approval of agenda
- 1.2 Approval of minutes 4-23-08 – so approved.

2.0 Information

- 2.1 Tim Gilles has been awarded the California Automotive Teachers Association Teacher of the Year Award

Jack Friedlander commented that the combination of Tim's contribution at the local, state and national levels made Tim Gilles win the award. Tim has also written several textbooks used throughout the country and has been very involved at the state level to advocate for more interest/attention to the area of career tech. Tim has also served on a national task force focused on reviving career tech education in high schools.

- 2.2 Credit/No Credit Option will be Pass/Not Pass starting Fall 2008
To meet with Title 5 regulations, the Credit/No Credit language has been changed to a Pass/Not Pass option and will be in effect beginning Fall 2008.

- 2.3 Partnership for Student Success Action Plan and Expenditure Plan (pg. 6-16)
Provided by Kathy Molloy, please find attached the actual ESL/Basic Skills Action Plan for 2007-2008 and the ESL/Basic Skills Expenditure Plan that was submitted to the state.

- 2.4 Senate 2008-2009

(a) Senators and Senate Committee Chairs

Ignacio Alarcón announced the names of Senators and Senate Committee chairs for the next academic year. He introduced Stephanie Durfor, the new Health Tech/Human Services Senator taking Kelly Lake's seat after his three year term on the Senate. Kelly's committee liaison duties for the Sabbatical Leave, Faculty Professional Development, Faculty Recognition, Faculty Lecturer committees and the Committee on Teaching and Learning, will be taken over by Senator Armando Arias del Cid.

Everyone welcomed back Senator Esther Frankel returning from her sabbatical and thanked Dan Wrentmore for having served in Esther's place this year.

Tom Fitzgerald, the Associated Student Body President and representative to the Academic Senate is transferring as of the fall semester. Tom thanked everyone for modeling shared governance in an exemplary way, something that he would take with him forever. Ignacio Alarcón presented Tom with a plaque commending him for his service as Associated Student Body president, having been a big contributor to several important activities such

as the development of SBCC's Institutional Student Learning Outcomes and the presidential search during the spring semester.

2.5 Summer Senate Meeting on Wednesday, July 16, 3:00 – 5:00 pm
The time and date for the summer Senate meeting was announced.

2.6 Senate Retreat on Wednesday, August 20, at St. Mary's, 9:00 – 3:00 pm
The date and location for the annual all day Senate Retreat was announced. Directions shall be sent out to everyone with a reminder in August.

2.7 Principle #13 to be added to Principles of Budget Development by BOT
Tom Garey commented that the original Budget Principles went through consultation and the Senate did act on them. It would seem that this addition should be more than an information item.

Jack Friedlander planned to take this to CPC as a first hearing and then ultimately to the Board. This could wait until summer Senate.

Jan Schultz said that although she is absolutely in favor of restoring budget cuts, she was concerned about this principle locking resources in detriment of new initiatives or growth in programs or needs that are not cut. Jack Friedlander mentioned that this was a discussion item at EC. If new money became available after budget cuts, we would apportion each VP area resources proportional to what had been cut. In the case of Ed Programs, the Senate would be consulted as to how to restore those monies with the understanding that first priority would be given to those items already cut. There could be special circumstances, that would make the Senate determine that a new priority is very important and would deserve to be funded rather than just restore the existing budget. This would both preserve and give some flexibility to Educational Programs. The idea behind Principle 13 is that people would not want to make cuts if they don't have some assurance that every effort will be made to restore their budget.

This will be brought back at the summer Senate, for now post this in the shared folder and email to the Senate.

2.8 Due to the budget crisis and the need to make the college's funded enrollment cap with fewer funds to pay for new class sections than in past years, individual departments/faculty are requested to increase the enrollment cap in their classes, on a voluntary basis, to take into account an estimate of the number of students that no longer attend classes as of census week (the third week in the semester). This will enable the college to offer as many class sections as possible to accommodate student needs within hourly TLU budget.

According to Dan Watkins there are no wait lists available right now and would not be operational until next year. In place of this and on a voluntary basis, instructor's can up their enrollment cap.

Request for implementation: could this be done without the need to submit a change form to the Scheduling Office?

- 2.9 Announcement: There will be a Measure V party at SOHO from 6 – 8 p.m.
- 2.10 Please note Kathy Molloy's absence today is due to her mother's passing. Memorial services will be held Monday at 11:30 a.m. at the Santa Barbara Cemetery. Donations may be made to the Paul Molloy Scholarship fund through the SBCC Foundation.

3.0 Hearing/Discussion

3.1 Faculty Lecturer 2008-2009

Kelly Lake announced the Faculty Lecture committee has nominated Karolyn Hanna to be the Faculty Lecturer for 2008-2009.

M/S/C Move to Action the nomination by the Faculty Lecture committee
(O'Connor/Garey)

M/S/C To approve the nomination of Karolyn Hanna as Faculty Lecturer for 2008-2009
(O'Connor/Garey)

3.2 Faculty Co-Chairs for Standard Accreditation Committees

Kelly Lake announced faculty Co-Chairs have been selected for the four standards of the Institutional Self-Study process and are noted in the attached document. The Academic Senate will be receiving updates throughout the process. On Friday, May 16, there will be a full committee meeting from 10-12 p.m. with Andreea Serban.

M/S/C To move to action the committee structure and proposed membership list for the Institutional Self-Study for Re-affirmation of Accreditation (Broderick/O'Connor)

M/S/C To approve the committee structure and proposed membership list for the Institutional Self-Study for Re-affirmation of Accreditation (Garey/Carroll)

3.3 Master Educational Programs Technology Planning Guide (ITC)

Laurie Vasquez presented the proposed Master Educational Programs Technology Planning Guide. ITC believes they are and should be an integral part of the process when it comes to the planning and implementation of instructional technology at SBCC. A request was made to have the guide emailed to senators and placed in shared folder.

3.4 Learning Management System Resolution from Committee for Online Instruction (pg. 24)

Kathy O'Connor and Jack Friedlander gave some history and financial background on the decision to move from WEBCT to MOODLE, a free open source system. During the transition a one-year contract extension for WEBCT has been secured.

The departments with the greatest concern about the move to MOODLE are Health Information Technologies and Computer Applications Departments. These departments have an enormous amount of online courses and they will need special assistance in the transition..

Dean Nevins explained that soon we would be required to move to a new version of the existing WebCT, now Blackboard. This would be at a very high cost.

The request before the Senate is to approve the resolution that COI has written up indicating financial obligation for the transition to MOODLE, and the support needed for and during that process.

Jan Schultz asked if the elaboration of the COI proposal had division representation. Laurie Vasquez said that it was discussed at ITC.

M/S/C Move the item to action (O'Connor/Nevins)

M/S/C Move to approve the motion in concept realizing that the financials - the dollar amount – needs to be adjusted (O'Connor/Garey)

3.5 Recommended Changes to Salary Class Transfer Policy (AP) (pg. 25-26)

This is a proposal from the Academic Policies Committee. It will be submitted to the Instructors' Association board for their examination and possible consideration for negotiations.

Jan Schultz explained that there are a number of different ways people can class transfer across the different classes of the salary scale. Faculty are initially placed based on the number of units above a masters, and there is a different set of standards for career technical faculty. There is an initial placement at the time of hiring. Subsequently, faculty can transfer to a different class by coursework, or by some non-coursework professional development activities approved for salary class transfer.

One of the issues that AP faces is constantly being asked to make subjective decisions on how much specific activities are worth, what is considered satisfactory, and what has already been counted toward professional development. At this point A.P. would like to propose a streamlined policy to the effect that basically what counted when you were initially hired would count after you are here. An activity that would have placed you higher when you were first hired should count toward moving yourself forward after you are hired. A.P. would like to see this streamlined. It is a policy but it is also part of the I.A. contract. What A. P. would like to see is a discussion at the Senate and I.A. to get their feedback before proposing a new policy that will eventually have to be negotiated with the district. There is a consensus at A.P. that this needs to be revamped. The language is dated. Many categories read exactly like professional development. People have asked how this would affect career technical faculty. There are two things specifically being treated in there: 1) if there is no master's degree for that program there are other routes 2) there is still a petitioning process available.

Kathy O.: Has A.P. looked at how other colleges do this?

Jan: No. A.P. has spent most of the term on petitions.

The A.P. proposal will be sent to the Instructors' Association board for their input, so there can be more discussion in the near future.

3.6 Sabbatical Leave Reports for academic year 2007-2008 (pg. 27)

3.6.1 Jane Brody: English/English Skills (pg. 28-30)

3.6.2 Mohammad El-Soussi: Computer Network Engineering (pg. 31-33)

3.6.3 Jody Millward: English (pg. 34-36)

3.6.4 Peter Rojas: Mathematics (pg. 37-39)

3.6.5 Julie Smith: Early Childhood Education (pg. 40-42)

3.6.6 Patricia Stark: Journalism (pg. 43-45)

3.6.7 Laura Welby: Drafting/CAD (pg. 46-48)

M/S/C To move the Sabbatical Leave Reports to action (Garey/Schultz)

M/S/C To approve the Sabbatical Leave Reports (Garey/Carroll)

4.0 Action

4.1 President's Climate Commitment

From the 4-16-08 Minutes – Action Item 4.2

M/S/C To support the signing of the AAUP Presidents' Climate Commitment (Broderick/Launier)

M/S/C To defer action on the AAUP Presidents' Climate Commitment until after the May revise (Garey/O'Connor) 2 opposed

The item was tabled at the April 16, 2008 meeting until the May revise from the Systems Office was released. In the meantime it went to CPC and was approved. Tom Garey reminded everyone that we still don't have the May revise. Attached is an email from Adam Green that explains what the commitment would mean; how totally individualized the plan is and how some schools are more aggressive than others in carrying out their plan.

Oscar Zavala inquired about the price tag, which was the Senate's concern.

Jack Friedlander said that we learned at CPC that Leif would be paid hourly from one of John Romo's Foundation accounts. CPC requested, and John Romo has agreed, that for the next year Leif would continue to be paid at the same level his hourly wages from one of the president's Foundation accounts for the continued support of this program. Jack Friedlander stated that SBCC has already met the minimum number of ACUPCC's requirements. What is needed now is to develop a plan. Joe Sullivan is willing to develop a plan with the help of Leif, Adam and others. The ACUPCC agreement obligates the college to make progress; it does not specify a timeline. This is something the college will be doing anyway as steps have already been taken to mitigate the impact on the environment and by choosing projects that could save huge amounts of money on utility and other recurring bills. To take projects that have a payback and save the college money are the ones we want to pursue. That's what was discussed at CPC.

Tom Garey said he has no objection to the goals articulated in the plan. It's the commitment with a timeline tied to it to develop a plan. If you develop a plan the presumption is you are going to implement the plan. When budget uncertainties prevail we may find a better way to approach what we are doing. We have approved LEED certification for SOMA and we a number of things in the same direction. We can continue without signing the commitment.

Jan Schultz mentioned it's difficult to worry about the budget and see how, for example, LEED certification costs are high. The same can be accomplished without the official certification. The President's commitment is a symbolic gesture. Once you make a plan a lot of the cost is upfront while we continue to have budgetary problems.

Susan Broderick said that we don't know what the plan is because the plan hasn't been developed. So to be concerned about the cost of the plan – it has to go through and be approved by CPC. The plan may not be the expense.

Jack Friedlander said that the commitment would not impose a timeline or penalty for non-compliance. What we would be doing is saying that we are going to pay attention to this and we would approach it systematically.

The checks and balance is that at some point any budget allocation has to go through our shared governance process. We already meet the minimum specifications. The idea is to do more where you can and where it makes sense to do so. It could be a way to help focus our efforts.

Kathy O'Connor said that from reading the memos, where even Adam had some concern, the plan requires us to establish a date when the campus would become carbon neutral and that could be quite expensive. There is no problem with developing a plan as long as the plan goes through consultation. Expenses should not be brought to us to implement a plan when we haven't seen the plan. This is poor planning. How does this plan and the College Plan interact? We need to insist that expenses associated with this commitment would need to go through the shared governance/consultation process.

M/S/C To support the signing of the ACUPCC Presidents' Climate Commitment and approval of the plan and any expenses associated with the plan would need to go through the shared governance/consultation process. (Broderick/Launier) 8 ayes, 6 abstentions

4.2 Academic Title Policy

M/S/C To include librarians among those included in procedures for designation of academic title (instructor, assistant professor, associate professor, and professor). (Zavala/Wrentmore) 2 abstentions

4.3 Priority Registration Policy

M/S/C To approve BP 3013.1 Priority Registration (Fall/Spring): To include veterans in priority registration and clarification of probationary student procedure (Nevins/Schultz)

5.0 Reports

5.1 President's Report

5.2 Liaison Reports

Kathy O'Connor handed out a New Technology paper for everyone to read and said there are plans for next semester to bring back a class size proposal for online classes.

5.3 EVP Report

The EVP read the May budget revise released by the System's Office. The fiscal imbalance: the Governor proposes to raise 15 billion through borrowing against future state lottery revenues. A ballot measure would be required to accomplish this objective. The Governor also proposed to fully fund Prop 98. The governor also proposed to substantially augment the expected property tax shortfall.

The EVP also reported on the changes in Educational Programs now that Ben Partee has been selected as the interim VP for Continuing Education. Ben will continue his responsibilities for the Cosmetology Academy. In addition to their current responsibilities the EVP has asked Dan Watkins to continue with the Scheduling Office; Marsha Wright will be responsible for Calworks, Calsoap, Financial Aid and the Office of Student Life; Allison Curtis will be responsible for Admissions Outreach Services and Student Discipline; Marsha and Allison will work collaboratively on Commencement; Guy Smith will be responsible for the Construction Academy. These responsibilities will be in effect through December.

6.0 Adjourn