FACULTY SENATE  
SEPTEMBER 7, 2004  
3:00pm to 5:00pm, Sesnon House

Present: Nancy A. Brown, Christy Vogel, Rory O’Brien, Andre Neu, Jay Jackson, Sue Holt, Steve Hodges, Bill Hill, Dan Rothwell, Topsy Smalley, Laura Thompson-Dickie, David Balogh, Deborah Shulman, Carlos Figuroa, Paul Harvell, James Durland, Marcy Wieland, Dan Rothwell, Ben Corman, Barbara Shultz-Perez, Caroline Bliss-Isberg, Celia Brezner, Marcy Wieland

Guests: Dorothy Nunn, Johanna Bowen, Vera Pulido, Claire Biancalana, Zachary Woodard

Call to Order and Introduction of Senators

I. Call to Order

The meeting was convened at 3:10pm. Celia Brezner from Adaptive P.E. was introduced as the new senate representative from the HWPEA Division replacing Dorothy Nunn. Michele Rivard explained that she would be replacing Michael Mangin as CCFT liaison while Michael is on sabbatical.

Johanna announced that she wanted the senate to know that should they have any ideas regarding the library, that suggestions were always welcome.

The minutes from the meeting of August 24, 2004 were amended to reflect that Caroline Bliss-Isberg and Barbara Shultz-Perez were present. The 8/24 minutes were passed on a motion brought by Sue Holt and seconded by Steve Hodges.

II. Reports

President’s Report – Rory O’Brien

Rory presented photographs and a map indicating the site location for the temporary senate office building adjacent to the Archeology Technology headquarters. The senate office will be housed in a modular structure, which is currently undergoing renovation, until more adequate space is available on campus. The building will be ready for occupancy in 30-45 days.

David Balogh commented that the structure was a “shipping carton.” Michele Rivard volunteered that the new office building had, in a previous incarnation, been used as the Cabrillo Stage Office. It was, she had been told, “un-saveable.” None of this seemed to deter Rory as he had spent some amount of time going over the planned renovation with Dave Rowen and Bob McAlister who have convinced him that the building would, in fact, be quite habitable when their work was complete.

Rory announced to the group that after wearing out our last minutes-taker, Adam Cohen, we still are in need of someone to take notes for us at our meetings. The job pays $20 an hour for eight hours per month. Senators were asked to solicit good students, and the suggestion was made that we might find an adjunct instructor to serve as minutes-taker.
Next Rory discussed the college’s plan to develop a facility in Scotts Valley. Classes are projected to begin in fall of 2005. Claire reported that research was being done to find the right place. She also told the senate that while the participation rate for the district is 77 per 1000 adults, the number for Scotts Valley is far less. With a center there, we hope to serve people living in the Scotts Valley and San Lorenzo Valley areas.

Rory asked Topsy to discuss Thursday’s *Let’s Talk* forum from 4-5:30pm in Room 456. She explained that this event was one of many events taking place in the county, as part of a nationwide effort called The September Project, around the anniversary of the 9/11 terrorist attacks, officially called “Patriot Day” by the U.S. Congress. The flyer Topsy distributed indicates that the Thursday discussion will focus on three questions and she reported that we would be spending approximately 1/2 hour on each question. Topsy reflected that the way people answer the questions in East Texas will be different than how people will answer them in Santa Cruz. Topsy will be act as recorder at our event as well as at some other ones in the county. Representative Sam Farr, among other dignitaries, is expected to participate in some of these events.

**SEIU Report – Marcy Wieland**
Marcy asked faculty to keep staff in mind when considering hiring new faculty members next year. Marcy noted that unlike the process for faculty, the college does not have a priority process for classified staff hires. She mentioned that the work associated with quite a few maintenance positions is being outsourced.

**CCFT Report – Michele Rivard**
The union had nothing to report this time around – but Michele promised an update at the next meeting. They are currently involved in negotiations concerning salary, benefit and workload issues.

**Treasurer’s Report – Steve Hodges**
Steve reported that our paying membership has dropped precipitously, from a high of 79 in February 2004, to 50 last month. What happened? No one seems to know. The drop in numbers may be due to a payroll reporting problem. Steve is going to check with Shelley West.

**Student Senate Report – Ben Corman**
The students are unveiling two new websites, Cabrillostudents.com and Cabrilloforum.com, this semester to foster greater communication. Additionally, Ben announced the launch of the wireless computer connection service in the cafeteria, the 900 Building Deck, quad, library and amphitheater. Christy asked if there was a contact person for the Welcome Back Week festivities and Ben responded that Tracey Van Gundy would be the appropriate person to get info onto the students’ websites.

### III. Special Presentation

Vera Pulido joined us to give a presentation on Power Hiring – an adaptation of a technique that took out irrelevant, business-world details and came originally from
diversity trainings. Vera represented this as a better hiring technique than what we have used generally at the college. She told us that there is a shared responsibility between Human Resources and the faculty to “put it out there” at conferences, etc., when we have open positions. This way we can hope to create a more diverse pool of applicants.

The system is based on asking candidates four questions and then following up with specific questions to try to “peel the layers of the onion” and get a better understanding of the applicant’s abilities and experience. The basic principles of this approach include setting aside initial impressions of candidates, especially if they are based on culturally motivated experiences (e.g., shaking hands).

Carlos asked: “You’ve already done this?”
Vera: “Yes.”
Carlos: “You asked different candidates different questions?”
Vera: “HR cleared the process.”
Claire: “This was brought to the college a while back. We’re committed to going over the rules and laws – we need to clean up the process. Some people are using parts of this already.”
Nancy: “Different questions violate equal opportunity rules.”
Claire: “Committees should go in with clearcut criteria. I’ve felt uncomfortable with follow-up questions – there’s an appearance that someone’s really going after something. When do you quit?”
Vera: “Every candidate gets every opportunity.”
Michele: “In a previous search, HR decided that certain letters were out of date, so they took it out of our hands.”
Vera: “What did you do? What were the major stumbling blocks?”
Andre: “Did you find that the committee would agree?” (Using this method?)
Vera: “Yes, we did not have fights that lasted until midnight.”

Rory thanked Vera and said he hoped that the information she presented would help us address the hiring process and improve it.

IV. Information Items
Student Study Rooms and Proctoring of Exams – David Balogh reported that he had attended Flex activities and had heard people express concern about the lack of facilities for study groups and for students to take make-up exams, specifically that faculty wanted a place where students taking exams would be proctored. Sue said that since she had been teaching online she had adopted the practice of letting students add their e-mail addresses to a class list so that they could set up their own study groups and places on a needs basis. She noted that just having a course home page facilitated student self-organization.
Laura asked Dave whether he was requesting assistance with incompletes. He replied that he was more concerned with missed midterm make-ups. He said that if there was enough interest we should encourage the administration to provide such a place. Rory suggested that we ask the senators to find out if there was widespread concern regarding study rooms and proctored make-ups. Zachary reminded the Senate that the students had provided a Student Forum webpage; Ben explained that what they did for
Physics was to create an area for each class. Zachary added that most of the student senate thought that at least some study rooms should be able to be reserved. Johanna explained that the vast majority of libraries don’t reserve study rooms and don’t find it necessary. She explained that the logistics and staffing required for such reservations would be very difficult for the Library. Rory said that he was not clear that there was a problem here. Senators agreed to ask their division members about the extent of the problem.

V. Action Items
There were no action items.

VI. Reports Continued
Rory asked for two volunteers for the Student Equity Committee, which is responsible for student rights and responsibilities among other matters. Andre Neu and Jay Jackson agreed to serve.
Nancy read through a long list attempting to find volunteers for a variety of other committees. Obviously, the group was not in the mood to join up on this day.
Rory added that we needed to talk about the essential selection of an SLRB Chair, reminding the Senate that Harry Ungar has vacated the position for a year. He said that the Senate and CCFT leadership believe that the Chair should be a faculty member. Claire gave a short history of the SLRB Chairs noting which were faculty and which administrators. Nancy interjected, saying that in this case she thought that the history was both inaccurate and irrelevant. She related that the CCFT had wanted to specify that the Chair be a faculty member but that they were unable to achieve this in negotiations. She reminded the Senate that faculty leaves are an academic and professional matter under AB 1725 and that the Board had agreed to primarily rely on the Senate in these matters. Paul Harvell said that his first thought on the matter was to leave it to the SLRB to select their Chair as the current contract specifies. Michelle agreed that the selection of the Chair should be the committee’s purview. Steve pointed out that there were no suggestions that the SLRB was not doing a good job; he concurred that the committee should decide the Chair. Sue wondered whether there was any timing problem regarding release time and course coverage for the chair.

Nancy resumed the quest for volunteers to serve on committees. Bill Hill volunteered for Faculty Grants and Christy Vogel agreed to serve on the Safety Committee. Sue asked that the Senate compile list of all committees and their members. Rory noted that this is already done.

VII. Agenda Building – There were no items in addition to those already mentioned.

VIII. Items From the Floor – There were no items from the floor.

IX. Adjournment
The meeting adjourned at 5:00 pm.