

## **Faculty Senate Minutes**

**September 21, 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 Figueroa, Paul Harvell, James Durland, Marcy Wieland, Dan Rothwell, Ben Corman, Barbara Shultz-Perez, Caroline Bliss-Isberg, Celia Brezner, Marcy Wieland

**Guests:** Claire Biancalana, Johanna Bowen

### **I. Call to Order**

The meeting was convened at 3:05pm. The 09/07 minutes were passed on a motion brought by Nancy Brown and seconded by Andre Neu.

### **II. Reports**

#### **President's Report — Rory O'Brien**

Rory presented a bylaws issue to the Faculty Senate. Rory is considering running for a second term as Faculty Senate President, but the senate bylaws are not clear what happens in this case to the Vice-President position. Rory would like to appoint a Vice-President — a procedural change for the upcoming Faculty Senate Fall election. Rory stated this is neither precluded nor prohibited under the senate bylaws. Rory then opened the matter for discussion.

Sue Holt commented that since the Faculty Senate President chooses a Vice-President for the first year, and the campus faculty elect a Vice-President for the second year, this would result in a long five year commitment for a Vice-President. Sue suggested that we should consider rewriting the bylaws to say "last year of term" instead of "second year of term."

Nancy Brown commented that the procedure to have a yes/no vote is not clear in the bylaws. Nancy wondered if we should have a yes/no vote in November for the succeeding year (one year into Rory's current 2-year term.) Rory said that he thought it was premature to have a vote this November. Dave Balogh said that we should have to have a yes/no vote before taking any action.

James Durland said that if we suspended the bylaws we could do what the senate thought best — including breaking the usual sequence. Rory commented that he thought that he should stand for election the following Fall. Dave Balogh said that Rory should have a new Vice-President (for training purposes) this Fall. Rory then added that he shouldn't ask to appoint a Vice-President. Dave Balogh agreed.

Dave Balogh commented that we would be having a November election anyway and that we'll just ask a different question. Sue Holt asked if that option was in the bylaws. Rory raised the issue of the 3/2 year problem — since our election would be for a president-elect, the elected Vice-President would serve 2 years. Nancy Brown commented that we should have a November election. Rory wondered if it should be held in October.

Deborah Shulman commented that "the discussion was getting messy" and that we should be clear. Andre Neu wondered how we could move forward with a procedure that wasn't allowed in the bylaws. Paul Harvell commented that we should worry about the vote first — depending on the outcome of the election, we might not have any issues with the bylaws.

Several senators commented that it was inappropriate to vote early and that the procedure under

discussion excluded others that might want to run. Rory added that he doesn't want to change the basic purpose of having the President-elect serve as Vice-President during the last year of the term of the outgoing president.

Dave Balogh suggested that we table the discussion so that we could review the bylaws. Rory said that this would appear as an action item next time.

### **President's Report continued — Rory O'Brien**

Rory next informed the senate that Dr. King is very interested in addressing the issues with diversity training, and that he is moving forward to create a new training for managers covering the legal issues of hiring. There will still be ongoing discussion on how faculty will be involved in the process and at what level faculty will have to take part in any training. This will not affect our ability to develop programs for faculty.

### **Vice President's Report — Nancy Brown**

Nancy deferred her report.

### **Treasurer's Report — Steve Hodges**

Steve Hodges reported that the possible membership shortfall reported last time was merely the result of an incomplete report. Steve was able to get a complete report. There are currently 98 dues paying members. The goal is to have 120 members. Steve passed out enrollment forms and requested that each senator recruit two new members.

### **SEIU Report — Marcy Wieland**

Marcy reported that SEIU has lost 23 positions since Fall 2003. SEIU would like to have a formal process for determining hiring priorities similar to the faculty process.

### **CCFT Report — Michele Rivard**

Michele reported that the union has cleared numbers from Sacramento and that formal negotiations with the college would begin on Monday, September 27.

### **Student Senate Report — Ben Corman**

Ben announced that he would defer his comments until his presentation.

## **III. Action Items**

### **Academic Council**

Rory proposed that Brad Krein be confirmed as chair of the Academic Council. Andre Neu asked what his qualifications were. Claire Biancalana replied that Brad was a math instructor and had been active on the council for four years. Steve Hodges moved to approve. Dave Balogh seconded. The motion passed unanimously.

### **Student Study Rooms and Exam Proctoring**

Rory said that there had been some concerns expressed about the lack of exam proctoring and that some faculty had found the idea of an exam proctoring space appealing.

Deborah Shulman said that DSPPS needs rooms and that the library is not working for them. She said that DSPPS is using the foreign language lab which is barely meeting Title V mandates. DSPPS is concerned that they aren't providing a good space. DSPPS wants a center with proctors

that students (campus wide) can use for test taking. Deborah reported that some other schools have a facility like this and that it seems to work well for them.

A question about the construction projects was asked. In the remodel/ new building plan, is there a testing center? Claire replied that there is no provision for this in the new student center. The allied health building has not been planned yet. The 900 building will have lots of new space, some of which may be suitable for a new testing center. Claire also mentioned Lorraine Easterly's former office space was next to DSPS and now available. Deborah replied that that space was not big enough.

Johanna Bowen commented that this was a wide-ranging problem. CSU San Marcos has a student paid \$25/hour proctor service. Some schools with distance education make students find their own proctors. Johanna doesn't like these strategies.

Dave Balogh said that last time the senators were asked to poll faculty for interest. If we've determined that faculty are moving forward then we need to write one or two resolutions. Rory replied that there are lots of issues including facilities and budget and that he wants to know more before writing a resolution. Nancy Brown said that the cost of proctors needed to be determined.

Deborah said that if space can be provided for DSPS, then DSPS could consider help with proctoring. DSPS would like a statement of support from the Faculty Senate.

Dave Balogh said that he thought that the assessment testing center would be the place to provide test taking/proctoring and that the Library was the proper place for student group study rooms.

Deborah commented that this is a long-standing issue and that there is no clear space for this exam space right now. We should consider identifying space with the building process and be careful with resolutions and priorities.

Rory commented that putting any additional responsibilities on the Library staff may be too much. This isn't a simple process. Lack of reservable rooms isn't a problem except for a few scattered times — well organized students will get a room. Marcy Wieland commented that she has observed many students studying in the cafeteria. It's a dynamic spot with good utilization.

Rory asked if he should send an email regarding these topics to everybody.

Johanna Bowen commented that the Library regularly has students there at closing time (8:00pm) and that it would be a good idea to have a late-open room on campus.

Andre Neu concurred that sending email about current issues under discussion at Faculty Senate was generally good, even if many faculty won't read them. Laura Thompson-Dickie added that we should also post a notice in the mail room.

### **Diversity Training Committee**

Rory reminded us of the hard work we had done last year and that it was now time to act to implement our findings. Rory informed the senate that Dr. King is working on this, and that we should move forward with our plans. Rory asked for volunteers to form a Faculty Senate sub committee. James Durland was nominated to chair this new committee.

James stated that the sub committee had a clear mission — designing a 2 hour flex week

workshop on the legal implications of hiring — covering how we can do the right thing and get a more diverse hiring pool.

Andre Neu announced that Eric Hoffman is working on a proposal about this — he is currently working on a rough draft of a series of recommendations to bring to faculty senate. Andre suggested we talk to Eric. Jay Jackson asked if Eric would be interested in being on the new committee. Andre replied that he didn't know.

Rory asked for volunteers for the new committee. In addition to James, Carlos Figueroa, Barbara Shultz-Perez and Celia Brezner expressed interest. James commented that the committee would be working with Dr. King. Claire commented that Dr. King was working on this issue.

James asked if the scope of the committee was all hiring or faculty hiring. James commented that we need a clear vision of the committee makeup.

Claire said that Dr. King has only been here a few weeks, meeting with people, but that this issue is important to him. Dr. King believes that our objective is to hire people who can be role-models and examples, teachers for all of our students. Our first step must be to ensure that we are following the laws and our own process. Dr. King's language about and commitment to this issue is consistent.

Ben Cormen said that he would look for a student representative. Laura Thompson-Dickie said that we need to know what the law is regarding hiring and that clarifying this should be the first task of the committee.

Andre Neu commented that there is widespread belief that we didn't care about diversity when we cut it out and focused only on hiring, that we got rid of the diversity committee. Rory commented that we did nothing to stop anyone from diversity training. It's not our purview. The diversity training committee disbanded. The Faculty Senate could make a statement encouraging people to do diversity training.

Celia Brezner commented that we have an opportunity to embrace social and ethical issue here. If we are talking about a hiring committee, we also need to talk about diversity. By taking diversity name off of the committee we are sending the wrong message to the campus community. We need to embrace diversity and we haven't. There are a lot of people on campus who don't know what it's like to not have white skin.

Jay Jackson asked if the training would be tied to hiring process. Rory replied that we don't know and that we are looking for a funded training.

Dan Rothwell commented that we are re-debating things that we discussed for a year and a half already. Let's set up the committee and let them deal with it. Dave Balogh suggested that it was time for a motion.

Sue Holt moved that (*after amendments*) we would form a Faculty Senate sub-committee (“Committee on Diversity and Hiring Issues”), that James Durland be the chair and contact, that the membership be by nomination, and that the membership should consist of members from the Faculty Senate, Student Senate, CCFT, SEIU and one administrator. Steve Hodges seconded. There was discussion about the name of the committee and which groups should be represented. The motion passed unanimously.

#### **IV. Information Items**

## **Cabrillo Forums — Ben Corman, Student Senate**

URL: <http://cabrillo-forums.com>

e-mail: [staff@cabrillo-students.com](mailto:staff@cabrillo-students.com)

Ben gave a presentation about the Cabrillo Forums — a web site set up by the Student Senate to host general discussion about Cabrillo College as well as class-specific discussion. Many classes, such as physics, have discussion groups. Ben reported that the site is growing fast, with about 3 new students signing up every day. The student senate is advertising the site with banners and by handing out printed cards.

Marcy asked about inappropriate posts. Ben replied that the site has several moderators and specific posting guidelines. Teachers can contact Ben to get their class added to the site. Topsey Smalley complimented the site.

## **California Performance Review Update — Nancy Brown**

Nancy reported on the September 9th meeting in Long Beach. Her view, shared by FACCC, was generally positive. Everybody there spoke against the proposed agency consolidation. Also addressed was the proposed alterations to the 75/25 rule, and the possibility of community college awarded bachelor's degrees. The commissioners listened politely to the discussion, but what they will do is unknown. Around the state, various board of trustees are writing resolutions. The Faculty Senate is considering working with the board to write a resolution, but not in a pushy way — we have a good, active board. Nancy thinks that a resolution may be wasted effort — better would be letters to legislators. There is a real chance that none of this may come to pass. Nancy will keep the Faculty Senate informed and will ask us to write letters when the time comes.

## **Academic Integrity**

Nancy Brown reported on the flex workshop given by the UC Davis officer for student judicial affairs. The workshop focused on concrete policies and procedures for issues of academic integrity. Nancy commented that we don't have clear policies at Cabrillo and wondered about some sort of honor code. Steve Hodges commented that he had a concern that any work on developing policies should be written by faculty, and not the administration. Nancy asked the senators to think about this and noted that it would be an ongoing process.

## **V. Agenda Building**

Andre Neu announced that there would be a mapping request from English to Journalism.

October 5th will be a one-item meeting (starting at 2:30pm) covering the academic priority presentations and voting. There was some discussion on proxies. Only attendees can vote.

## **VI. Adjournment**

Move to adjourn at 5:03pm