Faculty Senate  
October 3, 2006  
3-5pm

Present: Marcy Alancraig, Toni Alderson, Rebecca Arnesty, Arturo Cantu, Jennifer Cass, Virginia Coe, Mark Eastman, Paul Harvell, Steve Hodges, Sue Hoisington, Dorothy Nunn, Rory O’Brien, Adela Najarro, Diego James Navarro, Dave Reynolds, Georg Romero, Dan Rothwell, Topsy Smalley

Liaison: Dale Attias, Fabian Gauthier

Guests: Bob Owen, Margaret Tam

Note taker: Caitlin Alastra

1.0 Call to Order
The meeting was called to order at 3:03pm

2.0 Minutes
Senators offered typographical corrections for the September 19 minutes in sections 3.6, 6.5, 3.1 and pointed out misspelled names. Virginia Coe will be added to the list of those present. It was moved and seconded to approve the minutes of September 19. The motion carried.

3.0 Reports

3.1 President’s Report—Rory O’Brien

3.1.1 Holiday Party: Rory reported that Renee Kilmer has extended an invitation to the Faculty Senate for a holiday party at her condo and would like to know what the Senate thinks. Thursday December 7 is a possible date.

Discussion of a holiday party was positive. Marcy Alancraig expressed hopes that this would be the beginning of a new tradition since she feels the senate doesn’t socialize enough.

3.1.2 Faculty Prioritization Process: Rory reminded the senators to remind colleagues that now is the time to put forward a position. Friday October 13 is the deadline to get paperwork to deans.

There will be a special Meeting on Oct. 24, 2006 devoted to the Prioritization Process.

Sue Hoisington asked about getting advance copies of the material. Rory offered to look into this as the deadline to submit paperwork is so close to the meeting time.

3.1.3 Rory introduced Margaret Tam, the new outreach and retention coordinator.

3.2 Vice President’s Report—Steve Hodges

Steve reported that he is looking forward to the Area B meeting and plenary session in Southern California.

3.3 Treasure’s Reports—Paul Harvell

Paul had nothing to report.

3.4 Liaison Reports: SEIU--Dale Attias
Dale reported that SEIU and CCFT endorse the two incumbents for the Cabrillo Governing Board: Al Smith and Claudine Wildman and encouraged the faculty senate to participate in the letter writing campaign by writing letters to the newspapers.

3.4.1 Marcy Alancraig commented that Cabrillo is lucky with the present board.

3.5 **Student Senate—Fabian Gauthier**

Fabian reported on several upcoming events for students. The Second Harvest Food Drive: Fabian asked senators to encourage their students to participate. “Battle of the Bands” will be on October 26 in the Cafeteria. There will be events on Oct. 31 from 11:00-3:00 in the quad (no bands). There will be events, including food for 100, on Nov. 20 at the Watsonville Center. There will be events, including food for 200, on Nov. 21 at the Aptos Campus.

Clubs are looking for faculty advisors—meet every Wednesday at 3:00 in the former Fireside Lounge. The Student Senate voted to contribute $5,000 for Community College Ballot Initiative.

There will be a Lifeguard on duty for open swim on Fridays from 7:00-10:00am. Fabian encouraged faculty to purchase student activities cards.

3.6 **Watsonville Center—Diego James Navarro**

No report.

4.0 **Special Presentation: Overview of Information Technology—Bob Owen**

4.1 Bob provided the Senate with information on current projects.

4.1.1 SAN backup system is now in place.

4.1.2 Telephone system: Bob reported that the current system is “barely hanging on.” Bob explained that the system is 12 or 13 years old. IT is working on maintaining the old system and looking into replacement options. Cisco offered a plan for the future, which included an integrated phone system: “Voice Over IP,” which runs voice data and video data through the same wire. Bob addressed concerns about this technology—he feels the technology has matured. Voice-Over IP technology is now used by Fire and Police departments.

4.1.2.1 Janis asked if a new phone system would include new phones. Bob answered yes.

4.1.2.2 Dale asked if there would be a committee to find and select a new phone system. Bob said that there would be a broad based committee to address the needs of staff and faculty.

4.1.3 Payroll: Bob reported that IT continues to support payroll and that is “going well.”

4.1.4 Web advisor 3.0: Rolled out in August, staff in IT continues to tweak it. There is a newer version that can be installed. Rosters pilot was successful.

4.1.5 SARS Caller—Counseling

4.1.5.1 Arturo Cantu shared that it provided accurate reporting for MIS, and is good for accountability. The automatic caller
helps stave off the number of no-shows but some folks don’t like it.

4.1.6 Installation of new faculty and Lab PCs: new computers for faculty and labs up and running.

4.1.7 Smart Classrooms: This project was moving along but has had troubles getting all the parts. Six classrooms: 711, 406, 506, 454, 425, and 1620. Bob hopes to have four of these six classrooms up and running in two weeks.

4.1.7.1 Georg asked if we are re-looking at what parts go into the smart classrooms given how difficult it has been getting these parts. Bob explained that there was a big rush from colleges to purchase the same things. Bob said they want to complete the smart classrooms project as planned, then look at how they function to make plans for the rest of the classrooms.

4.1.8 Scotts Valley: Bob reported that IT is very involved stocking those classrooms. There are four standard classrooms and a dance studio.

4.1.9 Shared Calendaring: Pilot is up and running in IT department.

4.1.9.1 Bob explained that Outlook would be used for the calendaring and Communicate would be used on the back end.

4.1.9.2 Dorothy Nunn expressed concern about personal appointments being viewable to everyone. Bob explained that you’d be able to grant different people different levels of access. You don’t have to show any details about personal appointments—can block off time as “unavailable.”

4.1.10 Academic Lab Printing: Money changing hands is not good business--college is taking in unreceipted money from students. Bob wants to get machines that could be used in the Library and CTC.

4.1.10.1 Jennifer Cass said that Math Learning Center is another place where students print

4.1.10.2 Georg reminded the senate that students receive a discount on printing by purchasing a Student Activity Card so this should be considered.

4.2 Upcoming Projects:

4.2.1 Datatel Release 18 (R18): Bob reported that we are currently on R17. Support for R17 ends August 31, 2007, which is during registration. So we need to be off R17 by the end of July. Expecting a six to seven month installation process for “vanilla” R18. Cabrillo has 11 custom modifications, which have been outsourced to Rose and Tuck. IT staff is getting more training on these modifications and Datatel’s proprietary programming language (Envision).
4.2.1.1 Dale expressed concern about specific modifications related to the schedule of classes. She asked if IT would solicit feedback on customization needs. Georg asked if IT would let people know if a customization would change with R18. Bob assured Dale that IT was aware of the needs for the schedule of classes. Bob assured Georg that people would be informed of upcoming changes.

4.2.2 Telephone Registration (T-Reg) or HawkTalk: System is used by students to register for classes. Bob reported that the current system is a completely customized out-sourced application written for Cabrillo seven years ago. The current vendor will discontinue support for Cabrillo’s T-Reg system December 31, 2007. Cabrillo must select a new T-Reg system by the end of next year.

4.2.2.1 Discussion of T-Reg system: Dan Rothwell asked how much it would cost to replace the T-Reg system. Bob did not have a firm number but guessed $70,000-90,000. Dan asked if they’ve considered eliminating T-Reg. Bob answered that 30-35% of students use the t-reg systems and with declining FTE, they are not making plans to eliminate T-Reg. Bob encouraged senators to voice concerns at CPC. He reminded the senate that his job is to provide factual information and to engage in discussion. Virginia and Diego voiced advocacy for T-Reg, citing issues of access.

4.3 Technology Plan: Bob presented the Technology Committee Structure, which includes a Technology Steering Committee, Administrative and Instructional Focus Groups (membership different than Technology Steering Committee) and task forces. This plan allows for more participation in a short period of time. Hopes to be more inclusive.

5.0 Information Items

5.1 HSERV move HWPEA—Patrick Meyer and Deborah Bone

HSERV program is 6 years old. Program is designed to meet the needs of human services (basic social work and health and wellness) agencies in town. Program trains students to work in HSERV or Social Work or to transfer in the same field. Expanded quite a bit in the last 6 years. Propose to move HSERV from HASS division to HWPEA because of new emphasis on wellness. Transition organizationally into the cluster in Health Science.

5.1.1 Deborah Bone reported that there was a lot of interest from students

5.1.2 Discussion of the move:

5.1.2.1 Marcy asked if there were any negative feelings in HASS. Patrick and Deborah reported that there were not.

5.1.2.2 Rebecca asked about conversations with Health Science. Patrick and Deborah reported that conversations have been positive.
5.1.2.3 Virginia addressed certificated classes.
5.1.2.4 Mark asked if the Senate needed to act on this. Deborah explained that it is ultimately up to the Vice President of Instruction but that she wanted the faculty on board.
5.1.2.5 Marcy expressed her support and voiced that her only doubt was in separating HSERV from Psychology.
5.1.2.6 Rebecca asked if there would be one program chair for each program (occupational/transferable).
5.1.2.7 Virginia asked Patrick or Deborah were in touch with any Master’s Programs in Recreation and Leisure. Deborah is looking into the Health Information and Wellness program at CSUMB.

5.2 **FLEX Week Evaluation Form**

5.2.1 Rory suggested some changes: a five point rating system, ask a few more questions, expand areas to give general feedback. Senators offered feedback.

5.2.1.1 Topsy asked how much of this information is required by the state.

5.2.1.2 Marcy proposed a subcommittee be formed to work on this and bring ideas back to the senate.

5.2.1.3 Jennifer suggested place to indicate why you are attending workshop.

5.2.1.4 Flex Credit—electronic form is problematic, bring it up with dean, Rory asked Dorothy to follow up and report back. Dorothy agreed to check in with Francine.

5.2.2 Not much time to discuss so will bring this item up again at a future meeting

6.0 **Action Items**

6.1 **Re-Mapping of Digital Bridge Courses—Diego James Navarro**

6.1.1 Diego explained that DMCP department is interdisciplinary with different divisions and departments teaching. Diego reported that Digital Bridge faculty comes from any discipline (no minimum qualifications in terms of discipline, just need to be trained in the curriculum). Must experience the foundation course and then teach it. Problem is that the minimum qualifications are too narrow and the current mapping is not attracting faculty that have the background to teach these courses. Re-mapped as presented.

6.1.2 Marcy asked about ESL mapping with Literacy. Paul asked about transfer courses.

6.1.2.1 Diego responded that DMCP 30 is the only transfer course. DMCP 30 is the exception.

6.1.3 Marcy moved to approve the remapping pending the addition of the phrase, “except for DMCP 30.” Paul Seconded. The motion carried.

7.0 **Items from the floor**
No items from the floor.

8.0 Agenda Building
   8.1 Curriculum Report for next time: Rory will request Claudia’s presence.
   8.2 Core competencies
   8.3 AS Requirement
   8.4 By-Laws Changes

9.0 Adjournment—Adjourned at 5:00pm.