

**FACULTY SENATE**  
**November 30, 2004**  
**3 – 5 pm, Sesnon 1804**

**Senators Present:** David Balogh, Caroline Bliss-Isberg, Celia Brezner, Nancy A. Brown, James Durland, Steve Hodges, Sue Hoisington, Sue Holt, Jay Jackson, Andre Neu, Rory O'Brien, Dan Rothwell, Deborah Shulman, Barbara Shultz-Perez, Topsy Smalley, Christy Vogel

**Liasons Present:** Marcy Alancraig, Dale Attias, Claire Biancalana, Ben Corman, Michele Rivard

**Guests:** Jing Luan, Manuel Osorio, Barbara Shingai, Mary Ellen Sullivan

**1.0 Call to Order**

The meeting was called to order at 3:05 pm.

**2.0 Minutes - Review and approve minutes of October 19, 2004 and November 16, 2004**

**2.1 Minutes of October 19, 2004**

It was moved, seconded and approved to accept the minutes of October 19, 2004, subject to corrections.

**2.2 Minutes of November 16, 2004**

It was moved, seconded and approved to accept the minutes of November 16, 2004, subject to corrections.

**3.0 Officers' Reports**

**3.1 President's Report - Rory O'Brien**

Rory introduced Lisa Palacio as the new minutes taker.

It was moved, seconded and approved to suspend the Senate bylaws and permit Rory O'Brien to select his vice president for the 2005 calendar year. Rory appointed Nancy Brown to continue as Vice President. In Spring 2005, the Senate will consider whether and how to change the bylaws to facilitate recruitment and coordination of officers.

**3.2 Vice President's Report - Nancy Brown**

Nancy described the election procedures upcoming. First will be a request for people to run for the three two-year-term at-large senate seats, plus to fill the remaining one-year on an existing at-large seat. Nancy asked permission to see these candidates by email rather than paper nominations. The Senate concurred. The nomination period will be open for one week, followed by a one-week paper-ballot voting period.

**3.3 Treasurer's Report - Steve Hodges**

Steve reported the Senate has 103 dues-paying members, and he plans to recruit others next semester and new hires next fall. Income is slowing rising.

**4.0 Liason Reports**

**4.1 CCFT Report - Michele Rivard**

Michele said CCFT would notify faculty of health insurance problems and benefit changes for Spring 2005. The JPA anticipates a deficit of \$1-2 million, and must cover the expense this academic year. There is a proposal to cover the deficit partly with district funds and partly with higher co-pays and deductibles. The college will schedule a forum to explain the need for changes and answer questions.

**4.2 SEIU Report - Dale Attias**

SEIU is discussing with the administration what the role and procedure will be to include SEIU representatives for hiring committees.

**4.3 Student Senate Report - Ben Corman**

Ben reported on the success of the annual Thanksgiving Dinner to raise money and food for the Food Bank.

## **5.0 Old Business**

### **5.1 Learning Outcomes Assessment Plan - Marcy Alancraig**

Marcy referenced the handout she gave last meeting regarding issues that have been raised so far. Each component of the college needs to come up with some way that they will assess our Core Four campus-wide competencies.

Assessment of SLOs involves a two-page form on which instructors analyze an assignment, their ideas are for how to improve the assignment, and assessment of how well students are learning the Core Four competencies.

As a result of individual course assessments, departments will identify their needs to improve teaching and learning. The SLO assessment process will be integrated with instructional planning.

Mary Ellen Sullivan questioned how Transfer Students are being identified. Nancy Brown stated that they're the ones with transfer agreements, but Mary Ellen said that students with a transfer agreement are only a small fraction of those who actually transfer. She suggested that students self-identify.

David Balogh brought up the common issue of participation by adjunct faculty--do we require it or specifically exclude adjunct faculty in the process? Christy Vogel suggested that adjunct faculty could participate in the beta testing of rubrics in similar courses. Susan Hoisington stated that part of the resistance is that people feel out of their element, but if they had an email contact support person, they could get their questions answered and maybe feel more confident about the process.

Dale Attias suggested putting examples on the Internet. Michele Rivard told of a VAPA meeting where a lot of adjuncts showed up, and there were contract people saying, "No, no, no," and adjunct people were saying that it wasn't that bad.

### **5.2 Student Equity Plan Update - Jing Luan and Manuel Osorio**

Jing Luan updated the Senate on the findings of the state-required Student Equity Plan. He provided copies of the Executive Summary.

Deborah Shulman asked why students with disabilities weren't mentioned in all goal areas, except under 5.1. Jing explained that it's either because they didn't have data on enough students with disabilities, or that they performed pretty well on a particular indicator.

### **5.3 Hiring Outreach Update - Topsy Smalley**

Topsy Smalley shared two example letters that she sent to nine different universities who graduate high numbers of Hispanics with Masters and Doctoral degrees. She reported getting wonderful responses. She stated that she would be happy to help any department identify a place to send an email.

### **5.4 Curriculum Approval Process - Nancy A. Brown**

Nancy distributed some information and reported that there's a proposal circulating between the CIOs and the statewide Academic Senate to change the way curriculum gets final approval, one that involves an additional approval body. The material included a letter from Kate Clark, President of the Academic Senate for California Community Colleges, who sees the process as a move to decentralize the curriculum approval process. The letter is a response to questions Nancy sent to her. Nancy encouraged senators to respond with comments to Rory, Claire Biancalana, or herself.

Claire stated that she sent feedback to Kim Holland regarding discussion from the Instruction Council, responding that we need a regional review for occupational programs because the labor market industry is regional. She also stated that they didn't agree with any kind of regional or statewide review of our transfer program because that really is being done by the universities. There's no way to have any kind of approval of our courses or programs if they don't meet the lower division requirements of the universities.

Nancy Brown talked about Lower Division Transfer Project (LDTP). She said that it's difficult for community college students who transfer to CSU (as opposed to UC) to get the course that they took to count. In working with Impact and CSU delegates, she has asked why it's so much easier to get a course

articulated with UC than CSU. LDTP is designed to help smooth transfers between community colleges and CSU. Nancy suggested getting involved in Impact right away.

**5.5 Spring Flex Calendar - Rory O'Brien**

It was moved, seconded and passed to approve the Flex calendar for Spring 2005.

**5.6 Diversity Training - Andre Neu**

Andre brought forward for reconsideration the proposal of the diversity training subcommittee that the college provide release time for a faculty member to serve as Diversity Coordinator. The motion was seconded. Discussion addressed matters of responsibilities, funding, and commitment to diversity. The question was called and the motion failed.

**6.0 New Business**

**6.1 Off-Campus GE List - Mary Ellen Sullivan**

Mary Ellen Sullivan identified two courses submitted for off-campus GE list approval after the last Academic Council meeting of the semester. No courses may be sent for listing without the approval of the Faculty Senate, which relies on screening and approval by the Academic Council.

It was decided to have the Academic Council and the Senate meet next Monday and Tuesday respectively to deal with the two courses.

**6.2 Cinema for Celebrating Diversity - Dhyana Swann**

Dhyana Swann reported that CCFT and other campus organizations are sponsoring film showings that explore diversity next semester. She asked the Senate to co-sponsor the films, to which it agreed.

**7.0 Adjournment**

It was moved, seconded and approved to adjourn at 5:10 pm.