Cabrillo College Faculty Senate

Minutes for Tuesday Oct 20, 2009
3:06pm–5:04pm


Note Taker: Kayleb Spencer

1.0 Call to order
   1.1 – The meeting was called to order at 3:06pm

2.0 Minutes
   2.1 – Reviewed the 09/22/09 minutes (new additions italicized)
       2.1.1 – Changes: In Attendance: Jean Gallagher-Heil, Dave Reynolds, Diego Navarro.
       (3.5.3) Side letter announcing to split administration into two faculties. the Director of Allied Health is splitting the duties into 2 faculty members. (3.6.2) bearing burden. (3.6.3) Disappointment with how the manager’s report was received, tone was insincere. Concern with the need for communication between classified staff. (3.7.1) Info on how to move people around. The plan is to reduce the budget between Scotts Valley and Watsonville. (3.9.2) Rachel Mayo taking on the duties as the new project director. 3.9.2 combine with 3.9.1. (4.0.1.3) &. (4.0.1.6) unanimously. (5.3.1) cannot grade under on attendance. It was moved, seconded and passed to approve the minutes as amended.
   2.2 – Reviewed the 10/06/2009 minutes.
       2.2.1 – It was moved, seconded and approved to refer the 10/06/2009 minutes to the executive committee for rewrite. The minutes will be brought back to the next meeting.

3.0 Reports
   3.1 – President (Steve Hodges)
       3.1.1 Steve announced that he had granted one day access to the Faculty Senate mailing list to Patricia Borden so that she could send out, on behalf of the Governing Board, the Presidents’ Comprehensive Evaluation questionnaire.
       3.1.2 – Steve will be serving on the Food Committee
       3.1.3 – There are some other committee openings (Staff development committee, and Distance Education committee) Steve called for volunteers, as there were none Steve will search for other faculty members to serve.
   3.2 – Vice President (Letitia Scott-Curtis)
       3.2.1 – Nothing to report
   3.3 – Secretary (John Govsky)
       3.3.1 – Looking into the couple of questions about terms
       3.3.2 – Still looking for VAPA representative
       3.3.3 – One of the teachers from the child center has retired, allowing one of the previously laid-off full-time Children’s Center faculty to take that position.
   3.4 – Treasurer (Dave Reynolds)
3.4.1 – It’ll take a while to see how much more money we have. Dave will inform us to the results of the membership drive at a future meeting. Dave is interested in putting together a document about what the Faculty Senate funds accomplish as part of our membership drive/outreach campaign.

3.4.2 – Dave commented that he was a little disturbed about recent management hires but no recent full time faculty hires—every year, except for this one, at least one full time faculty member has been hired. Most recently we had eight full time retirements, and no replacements.

3.4.3 – Steve commented that at the last CPC meeting there was the question of which administrative vacancies should be filled promptly and which could be temporarily or indefinitely frozen. The Director of Student Health Services will be replaced due to requirements (we can’t have a Student Health Center without one.) The director of Admissions and Records was replaced. The director of Marketing and Communication will be replaced due to the need for a campus public information officer. The Associate Vice-President of IT will be frozen, and the duties handled by the individual department heads for now. The Library Director and Director of Allied Health will both not be replaced with their duties being divided between various faculty and administrators.

3.4.4 – It was reported that many faculty already feel that they have had their salary cut—over the course of the last few years, Cabrillo faculty salaries have fallen from the top quarter to the bottom quarter statewide. This, plus the recent large number of adjunct faculty cut and the non-replaced full time faculty have left many faculty feeling targeted.

3.4.5 – AB1725 and college precedence gives the Faculty Senate specific authority in budget matters, and the senate’s CPC reps were urged to do a better job communicating between the Senate and the CPC to make sure that we exercise our full responsibility in these areas. Diego suggested that we contact our colleagues at Chabot College, who he found to be very effective during a recent visit.

3.5 – CCFT (John Govsky)

3.5.1 – At the CCFT Counsel meeting yesterday, there was lots of activity going on with the budget. CCFT, in partnership with the CCEU and the Faculty Senate, will be forming a budget study group. It was noted that the Faculty Senate has the authority to submit an alternate budget to the Governing Board if we don’t agree with the budget prepared by the administration.

3.5.2 – Reminder if you need to update your FSA (Faculty Service Area) to do so before the deadline on 11/01/09

3.5.3 – The CCFT is conducting a survey on program chairs, and apparently most faculty who are teaching independent studies are not getting paid for offering those courses. There will be further investigation.

3.6 – CCEU (Janus Blum)

3.6.1 – We expressed our bargaining with the district and they did respond with the specific articles they want to discuss.

3.7 – Watsonville (Eva Acosta)

3.7.1 – Rachel is involved with The Pacific Rim Film Festival. She is impressed with the large amount of community members that have attended showings.

3.8 – ASCC (Kayleb Spencer)

3.8.1 – MESA asked Student Senate to approve up to $10k to help keep the program functioning.

3.8.2 - $3k was approved for Halloween activities and/or decorations at all 3 campuses

3.8.3 – $3k was approved for annual Thanksgiving activities

3.8.4 – Members of the senate attended the CCCSAA conference in Sacramento this past weekend. Activities included workshops discussing parliamentary procedures and bylaws.
3.8.5 – Geoffrey Stanfield, Vice-President of the Student Senate, will be serving as the new student liaison for FTTW
3.8.6 – $1k for new binoculars was approved for the analogy department
3.9 – VPI (Renee Kilmer)
3.9.1 – No report this time—Renee is out of town at the CIO statewide conference this week.

4.0 Unfinished or Ongoing business
4.1 – Distance Education Report
4.1.1 – Francine Van Meter gave a brief update, including the status of online degrees, from the Distance Education Committee. Francine informed us that some previously-planned-to-be-canceled GE online courses had been re-instated. This will allow students to continue and complete their degrees online.
4.2 – Curriculum Report
4.2.1 – The curriculum committee thanked the Faculty senate for funding snacks at their meetings and reported an increase in efficiency due to revised procedures and the new CurricUNet software.
4.2.2 – The Senate accepted, with thanks, the report on this semester’s curriculum changes.
4.3 – Membership Drive
4.3.1 – The membership drive is ongoing, and a report is expected next time.
4.4 – Budget Discussion / Scheduling of Summer and Winter
4.4.1 – This item was tabled for a lack of time and will return on the agenda for next time.

5.0 New Business
5.1 – AR/BP 5075: Course adds and drops
5.1.1 – As part of last accreditation it was mandated that the college update some of the governance materials. This is the first item to come to the Senate this semester (more will be coming.) This change is from the Student Services Council. Dennis Bailey-Fougner (VPSS) will be at our next meeting to discuss how faculty can best connect students to available services, so he can answer questions about AR/BP 5075 in person at that time. Some of the questions regarding this policy change are
5.1.1.1 – More clarity on the deadline date—what happens if a student does not show up to class on the last day to receive the rest of their financial aid packet?
5.1.1.2 – Reconsider paperless add codes, as some students do not have regular Internet access. However, it was noted that the language of this policy allows add codes or paper add slips.
5.1.1.3 – Wait list policy. Anecdotal evidence was given of several students who were high on waitlists but who were dropped when a spot opened up for them and they didn’t respond within the allowed time. There was some discussion of student responsibility for keeping their contact information current.
5.1.1.4 – Students who are blocked from dropping classes due to unpaid fees.
5.1.1.5 – During the conversation it was noted that there might be many folks who might be interested in this discussion. Although they may already have been part of the discussion at the Student Services council (and we seem to not be fully familiar with this committee) It was decided to invite the following groups to our follow-up discussion next time: A&R, IT, Matriculation, Student Senate, Financial Aid. The senate also briefly considered the possibility of having a representative on the Student Services council.
5.2 – 2010/2011 Academic Calendar
5.2.1 – Flex week was pushed back one day. The primary reason for this change is so that adjuncts will get a January paycheck. Wintersession is scheduled, but may not be offered depending on the outcome of our ongoing budget discussions this semester. If Wintersession is cancelled, the rest of the scheduled calendar will not be moved. Spring
break is not on the week before Easter because Easter comes very late that year. The senate accepted the proposed calendar.

6.0 Open Forum and Agenda Building
   Election discussion at our next meeting.

7.0 Adjourn
7.1 – Meeting was adjourned at 5:04pm