1.0 Call to Order
The Meeting was called to order at 3:14 pm. President Rory O’Brien welcomed some 20 guests in attendance for the meeting as a Flex workshop. He introduced new senators – Virginia Coe,

2.0 Minutes – Review and approve minutes of March 16th meeting.
It was moved, seconded, and approved to accept the minutes of December 7, 2004 as amended.

The minutes of November 11, 2004 were tabled for revision and consideration at the next Senate meeting.

3.0 Officers’ Reports
3.1 President’s Report – Rory O’Brien
Rory described the Lower Division Transfer Project to which he contributed as a political science instructor over intersession. The project is designed to smooth transfer of community college students to CSU. Participants represented a variety of disciplines from 21 CSU campuses. A single discipline can have substantially different lower division requirements and offerings across the CSUs. There will be a final report of recommendations by discipline.

Our local Senate will host the Area B meetings for the statewide Academic Senate on March 18.

The statewide senate is seeking a vocational education representative to attend an institute in San Jose March 10-12. Rory solicited a volunteer, needed by February 8. Andre Neu suggested forwarding the information to Rock Pfotenhauer. The Senate voted to pay the institute registration fee for the prospective participant.

3.2 Vice President’s Report – Nancy Brown
Nancy reported the results of the senate election for at-large senators conducted at the end of the fall semester. Reelected to two-year terms were Sue Holt, Dan Rothwell, and Topsy Smalley. There were no candidates who ran to fill the last year of another at-large term. Marcy Alan craig volunteered to do so and was appointed an at-large senator for Spring-Fall 2005.
Nancy addressed the ongoing matter of training faculty to serve on search and selection committees. She attended the Flex workshop on the subject, describing it as the best Flex workshop she has attended in some 40 years of staff development.

Nancy distributed copies of an update on the AB 1417 Accountability Project from the CEOCCC. The report identifies the indicators on which community college districts will be assessed. Jing Luan, as a member of the RP Group, has experience with the collection and assessment of these indicators.

Brian King stated that this is a nationwide trend, linking funding to performance assessment. Legislators are willing to specify indicators if schools are not. California legislature staff have not seen the bill yet. About $30 million is involved, and February 4th is the deadline for districts’ comments. Katy Stonebloom will put our district’s comments together. The state Board of Governors will meet on Marcy 25 to approve a model for community colleges; thus there is limited opportunity for comments to influence the model selected.

Nancy said that questions have been raised about whether community colleges will be ranked by the results or ranked geographically. There is an opportunity for colleges to select which indicators to use. It is unclear what will happen with the findings.

Brian reported that it is unclear whether state funds will go to the successful districts or to the districts in need of substantial improvement.

Claire Biancalana stated that some districts wish to change the meaning of ‘transfer’ to include any movement of a student between any pair of colleges.

It was reported that our state senator, John Laird, has solicited legislators’ signatures in support of full Prop. 98 funding. He is also carrying a bill to charge BOG students the health fee they don’t pay as BOG recipients. With many students receiving BOG fee waivers, campus health services are having difficulty covering their costs. CalSACC supports the bill. FACCC is remaining neutral. Nancy encouraged senators to convey their interests to John Laird.

4.0 Liaison Reports
4.1 CCFT Report – Debora Bone
Debora Bone, President of CCFT, reported on CCFT concern about the workload that will be associated with Student Learning Outcomes, once the program is implemented. This is a particular concern for adjunct faculty, who are not compensated for service. Debora stated that we need guidelines so that expectations will be similar across departments.

There is interest in an alternative step-column credit model to recognize workload and service by adjunct faculty.

Debora addressed the new health benefits program changes that began January 1, because of a deficit in the Joint Powers Authority that covers district health insurance programs. Near the end of the month, CCFT officers will meet with the administration to address the question of appropriate compensation for these unexpected costs. Meanwhile, the JPA is focused the next two months on formulating new health plans for July 2005-June 2006. A task force is being set up, with representatives from various interest groups, to make recommendations to the JPA. Debora described possible changes to the composition of the JPA. She also mentioned recent salary increases, and reopeners on that front for each year of the contract.
4.2 Student Senate Report – Tracy Van Gundy
Tracy Van Gundy, President of the Student Senate, reported on recent student elections and executive board openings. She solicited faculty encouragement of student participation.

Tracy described progress on projects including a ride-share board, instructional support funds awarded by the senate to various departments, and consideration of the “One-Stop Shop” pilot program currently in discussion for the 900 building.

4.3 SEIU Report – Lena Mason
Lena Mason, SEIU President, introduced herself to the Senate.

5.0 New Business – Concerns for Spring 2005 – Brian King
Cabrillo President Brian King asked for questions. Debora Bone wondered if any CEOs where interested in forming a statewide JPA for health insurance. Brian stressed the need to put “everthing on the table” for frank discussion. He noted that whatever happens between now and July will be uncomfortable.

Paul Harvell reiterated the concern for adjunct workload assessing SLOs. He wondered how useful such assessment would be if half of the college is not participating.

Nancy Brown mentioned that new accounting practices adopted by the state require districts to calculate and eventually fund their retiree liabilities. Paul stated that lawsuits would be likely at many colleges. Brian noted that colleges will have some time to build up to full funding.

David Balogh asked about building projects and Brian stated he would address them at tomorrow’s presentation.

Brian addressed the One-Stop Shop program, which is part of the facilities master plan. Eventually the theatre building (200) will become a one-stop student services facility, by 2009 or 2010. He is uncomfortable waiting that long. He addressed the kinds of difficulties a new student has finding out how to enroll and get approval to register for classes – parking, different forms for different purposes in different buildings, poor maps, and the time constraints that prospective students have as they navigate A&R, assessment, counseling, and financial aid.

And he wondered whether these difficulties contributed in any way to the 2% decline in enrollment over the last three semesters. In brainstorming with Manuel Osorio and others, the idea of a near-term pilot program in the 900 building was developed. The pilot program would require about $500,000 from the bond funds to modify the 900 building to put all student services in one location.

Paul Harvell wondered how much of student enrollment difficulties are location problems and how much are sequencing or uncertain timing problems. He stated that streamlining the timing may be more valuable. Tracy Van Gundy responded that going back and forth among buildings takes too much time.

Laura Dickie mentioned that success that the library is having helping students do online registration.

Susan Hoisington worried that the cafeteria might be made less comfortable and convenient. She noted that it serves as an important place for student refueling and regrouping. Brian mentioned the possibility of remodeling the 100 building to include a student lounge.
Deborah Shulman worried that we would spend a lot of money for a short-term fix with uncertain payoff. Jay Jackson stressed that counselors must be provided with offices that can safeguard confidentiality of discussions with students, office complete with doors and floor-to-ceiling walls.

Caroline Bliss-Isberg reminded the senate of the metal tents used after the Loma Prieta earthquake to house businesses downtown. Such tents might be less disruptive than proposed changes to the 900 building.

Marcy Wieland stressed that the most helpful change would be to improve the processes rather than the location of the services. She described the kinds of process improvement which have occurred over the last several years including HawkTalk, WebAdvisor, unofficial transcripts online, payments online, and online applications. She described additional process changes currently in the works and wondered if relocation would disturb these plans.

Brian appreciated these achievements. And he noted that a pilot program would serve as an investment in learning about good design for the eventual permanent site. Unfortunately, bond funds cannot be used for speeding process changes.

Virginia Coe reminded senators of the old system of arena registration, in which confused students got personal assistance in solving their registration and enrollment problems. She asked that we consider instituting a “bandaid day” of staff development to help students navigate the system. Caroline Bliss-Isberg noted that something like this is under consideration for Fall 2005 Flex week.

Brian noted that the state architect’s office may not be able to move fast enough this spring to approve plans for the pilot program, with remodeling during the summer. Then the pilot program would not happen.

Dan Rothwell noted that if location is the problem, that better brochures and maps may be the solution. He also was reluctant to assume that enrollment declines were caused by location problems. He asked for better data to substantiate the problem that relocation is intended to solve.

Jay Jackson asked if it would be possible to put “information stops” for financial aid and assessment in the 100 building. Olivia Hand noted that other colleges have instituted one-stop shop and that we can learn from them without practicing ourselves. Arturo Cantu mentioned that the single most significant obstacle to enrollment of new students is the turn-around time on applications.

The discussion concluded as Brian thanked people for sharing their ideas.

5.0 Old Business – SLOs
Rory noted that he and Marcy Alancraig would like to take a recommendation from the Senate to the Accreditation Planning Committee regarding the structure of the yet to be formed Assessment Committee. Given the latest of the hour, senators agreed to conduct that business by email.

6.0 Adjournment
It was moved, seconded, and approved to adjourn at 5:04 pm.