

FACULTY SENATE
March 30, 2004
3:00pm to 5:00pm, Sesnon 1804

Present: Laura Dickie, James Durland, Carlos Figueroa, Bill Hill, Steve Hodges, Sue Holt, Jay Jackson, Geneffa Jonker, Yelena Krasin, Andre Neu, Rory O'Brien, Dan Rothwell, Deborah Shulman, Topsy Smalley, Mary Ellen Sullivan

Guests: Jack Turner, Dale Attias, Stephen Rider

Staff: Adam Cohen

1.0 Call to Order

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

2.0 Minutes – Review and approve minutes of March 16th meeting.

Page 1, President's Report, Sentence 1, Change "March" to "March in March".

Page 2, 4.1, Paragraph 5, Sentence 1, Change "elementary algebra" to "intermediate algebra".

Page 2, 4.1, Paragraph 5, Sentence 2, Change "two AA degrees" to "three AA degrees".

Page 2, 4.1, Paragraph 5, Sentence 2, Change "one that's transferable" to "two that are transferable".

Page 2, 4.1, Paragraph 6, Sentence 1, Change "transferring" to "assessing".

3.0 Reports – including: Officers, Governance, Committees and Liaison

Student Senate Report – Yelena Krasin and Stephen Rider

Yelena Krasin announced that the two student senators accused of conduct unbecoming had a hearing with the executive board. The two students were given probation based on time served, and will be returning to their duties.

Yelena reported that wireless networking is closer than ever to becoming a part of the Cabrillo Campus. Also, the senate is hoping to add an outside deck to the 900 building.

Treasurer's Report – Steve Hodges

Steve Hodges reported that the Faculty Senate membership drive is moving forward. Steve passed out a list of senate members who are not currently paying dues.

President's Report – Rory O'Brien

Nancy A. Brown and Rory O'Brien attended a meeting at the College of San Mateo to discuss T-tip funding. The state academic senate is currently doing what they can to impress the state that the need remains for this funding stream. In the past, school library's used to receive 15% of their funds through T-tip, now they receive nothing. They also discussed other concerns with the prop 98 split.

Membership Drive:

Rory asked the senate to please help out with the membership drive if you can. Rory suggested asking Jack Turner to send out an email message to everyone and to stuff mailboxes.

James Durland pointed out that VAPA meetings recently there have been many people asking for money. He suggested that somehow we need to package this membership drive in a more palpable form than charity, noting that it currently looks more like the solicitation of a donation and that we should make it look like participation.

Sue Holt added that “this is our opportunity to tell our colleagues that this is their opportunity to help out their community who thinks of them not as employees but as equals.”

Rory distributed a flyer listing eleven points which detail the importance of the Faculty Senate and the professional and academic matters that we relate to at Cabrillo.

James suggested having a timeline for the membership drive.

Rory responded that we’ll probably be having membership activities towards the end of the year and he is hoping we’ll get people by the end of the month or so.

Rory mentioned that Sesario has started a pitch to try to increase the faculty involvement at graduation. Sesario thinks that the reason faculty aren’t attending graduation is because people don’t have caps and gowns. However, we’re trying to increase faculty visibility at graduation. It is especially important this year with the approval of the bond measure. He added, “I hope you all show up at graduation.”

Rory suggested leaving the nominations for the at-large senator position up until Friday. We will vote at the meeting following spring break.

4.0 Action Items

4.1 Curriculum Report

Steve Hodges moved to approve the curriculum list.

Sue Holt seconded the motion.

The motion was passed unanimously.

4.2 Math Curriculum Changes – Sue Holt

Sue Holt reported that the math department would like to raise the math requirement from math 154 to math 152 for the terminal AA degree. The requirement would remain as math 154 for the transferable AA degree.

Rory O’Brien suggested that this should be an information item instead of an action item.

Jay Jackson asked how this reflects on the committee that was set up last week to look at the degree requirements?

Sue suggested that this can help direct the committee.

Rory commented that if the math department makes a recommendation to the Senate, we ought to honor their recommendation. We need to decide if this needs to go to the subcommittee or if we can just act on it.

Mary Ellen Sullivan pointed out that the survey she presented at the last meeting shows that the majority of schools have increased their English requirements to English 1a.

Topsy Smalley stated that if English 1a was a requirement, then everyone would need to take Library 10.

Deborah Shulman was concerned about students who have trouble with these classes. She suggested before we raising the requirements we need to have support structures to help these students.

Rory commented that this is why we have formed the committee, to get an idea of the extra resources needed, and what we need to help the students succeed.

4.3 Retirement Party 5/14 – Rory O’Brien

Rory O’Brien discussed the retirement party. If the golden handshake plan goes through, we’ll need to throw a retirement party. We have already set a date, Friday, May 14th, at the Sesnon house. We still have eight cases of wine and beer left over from the John Hurd party. We have received an estimate of somewhere between 13-17 people retiring this year, but we’re guessing it could be closer to 15-20. The party will probably be upwards of 200-250 people. Although CCFT is still having negotiations, we need to plan on having the retirement party.

Rory asked for a retirement party planning committee who can act quickly and cheaply. Sue Holt, Laura Dickie, Rory O’Brien, Topsy Smalley and Nancy A. Brown volunteered. Rory pointed out that last time the committee contracted with the culinary arts program, tried to keep decorations down to a minimum, used lots of balloons, flowers, etc. Nancy A. Brown had large pictures of the retirees and hung those on the wall instead of the board presidents.

4.4 Plagiarism – Sue Holt

Sue distributed her proposed plagiarism paragraph for the Cabrillo Catalog. The proposal states “Plagiarism is the conscious or inadvertent failure to identify the contributions of others. It occurs when someone borrows any part of another’s work and submits it, uncredited, as his or her own work. A failure to credit others may result in one or more of the following: a student receiving a failing grade on an assignment, a failing grade for the course, or suspension from college enrollment. Students are expected to know how to credit sources, how to quote and paraphrase, and how to avoid plagiarizing the work of others. If you are unsure, ask you instructor for assistance before you submit your work for credit.”

Dan Rothwell asked, “Who decides the penalty?”

Steve Hodges responded that the faculty member can give an F on the assignment or an F in the course and then can refer the case to student services.

Dan Rothwell moved to approve the amended Plagiarism paragraph.
Andre Neu seconded the motion.

Mary Ellen Sullivan amended the motion to also submit this to Sesario Escoto to put in the Students' Rights and Responsibilities handbook.

The motion passed unanimously.

4.5 Senate Scholarship

Bill Hill announced that the senate scholarship fund is an endowed fund. The current interest in the account is \$528. As per past practice we were suggesting giving this scholarship to a student interested in teaching.

Mary Ellen Sullivan asked if we could split it between two students.

Bill responded we want to have at least \$250 in the account to give to a student next year.

The proposal is that we have to \$250 scholarship with the stipulation that it is for a student interested in going into teaching.

Andre Neu moved to approve the Senate Scholarship.

Dan Rothwell seconded the motion.

The motion passed unanimously.

4.6 Diversity Workshop – Rory O'Brien

Rory asked the Senate what they would really like to communicate to the diversity committee.

He reminded the Senate that at the last meeting we passed a motion, proposed by Dan Rothwell which said we would teach only what the law requires and will try to increase the number of underrepresented groups in the applicant pools.

James Durland suggested that content will come as we progress and discuss and make choices, but the first guideline is that this is a flex week activity and it lasts for a total of two hours.

Geneffa Jonker suggested that two hours may be too long if this training is only talking about legal hiring and expanding the applicant pool.

James pointed out that two hours is the length of a typical flex activity.

Dan Rothwell commented that when Jose Millan ran the diversity training, it took two hours and only revolved around the hiring practices.

Deborah Shulman pointed out that this is also going to affect classified employees. She asked, if we make this a flex week activity can we make classified managers send their employees to this activity?

Rory noted that we have problems with the mandate itself because the mandate is part of a document that was never finalized. The draft proposal was sent around, but no AR's or BP's were changed and the letter which was sent to the chancellor's office has never been approved.

Jack Turner pointed out that classified employees can have year-round workshops; it doesn't have to be during flex week.

Rory commented that many classified employees have already gone through diversity training and they get release time for attending.

Deborah suggested saying that diversity training will be presented at times other than flex week for classified employees.

Rory brought up that we have an option of hiring an outside source to run this for us. The cost estimate for that is somewhere around \$5000. Another option would be to create the workshop/training ourselves.

Sue Holt proposed another guideline, if the college wants to mandate the workshop, the college should find a way to fund it.

Rory suggested we bring this back as an action item and discuss it further at the next meeting.

5.0 Information Item

5.1. At-Large Election

6.0 Reports Continued – if necessary and time permitting

7.0 Agenda Building – 3 Minutes

8.0 Items from the Floor – 5 Minutes

Rory O'Brien announced that there has been abuse of second parking stickers given to the faculty. Rory will forward an email from the transportation committee and this will be discussed at the next meeting.

9.0 Adjournment

Dan Rothwell moved to adjourn. Sue Holt seconded the motion. The motion was approved unanimously.