

Cabrillo College Faculty Senate
October 31, 2006
3:00-5:00 P.M.
Sesnon House

Members Present: Marcy Alan Craig, David Balogh, Arturo Cantu, Jennifer Cass, Virginia Coe, James Durland, Mark Eastman, Paul Harvell, Steve Hodges, Susan Hoisington, Dorothy Nunn, Rory O'Brien, Adela Najarro, Diego James Navarro, Dave Reynolds, Georg Romero, Dan Rothwell, Deborah Shulman, Topsy Smalley

Liaisons: Renee Kilmer, John Govsky, Fabian Gauthier

Guests: Mary Ellen Sullivan, Michael Mangin, Fancine Van Meter, James Weckler, Margery Regalado Rodriguez

1.0 Call to Order

Meeting was called to order at 3:04

2.0 Minutes

Reviewed minutes of October 17, 2006. It was moved and seconded to approve the minutes with the following corrections. An addition to section 3.2.3: Deborah noted the need to change the math substitution policy. Clarification in section 3.2.1: Steve explained the Scotts Valley campus will be ready ahead several weeks of Spring semester (not ahead of Jan. 7).

3.0 Reports

3.1 President's Report—Rory O'Brien

Rory followed up on Pick a Prof and spoke with Peggy Ard. So far Cabrillo has not been contacted by Pick a Prof.

Rory asked for volunteers to be on the committee to organize the Retirement Party. James Durland, Virginia Coe and Deborah Shulman volunteered. Jennifer Cass, Paul Harvell, Dorothy Nunn and Topsy Smalley volunteered to be on the committee that will organize the Classified Staff Appreciation Week/Day.

Each of the committees will do most of their work Spring semester. Rory would like these committees to meet during the last week of classes Fall semester to establish dates. Rory would like to work with the student senate on Classified Staff Appreciation Week/Day. Rory will contact volunteers.

James asked about who faculty committee assignments. Rory explained that this is being worked on. Paul is researching the terms of current faculty senators.

Rory reported that Doug Deaver is putting together a Food Tasting Committee: The contract for Fresh and Natural is coming up for consideration—this committee will go to colleges to taste the food.

Rory reported on a break out session he attended at the Plenary Session that addressed the issue of limiting to the number of distance ed classes faculty teach. This could be something the faculty senate that could make a policy on. Problems include distant ed faculty won't meet contractual obligations by serving on committees. Coming from a fear that distance ed faculty don't need to live in the state.

3.2 Vice President's Report—Steve Hodges

Steve reported on the Plenary session. He went to a break out session on Legislative Updates. The "Academic Bill of Rights," which Steve called an assault on knowledge, was discussed. This is backed by David Horowitz and will come back every year but so far has gone nowhere.

Discussed Math/English Changes: Putting together lots of resources, surveying schools, a lot of support out there (not just money but knowledge from Senate colleagues statewide).

3.3 Marcy Alancraig—Statewide Sub-Committee on Accreditation & Assessment

Marcy reported that Cabrillo is doing comparatively well in Accreditation. This year site visits will include questions that ask people about the link between SLOs planning and money. Marcy reported that Cabrillo has the beginning of this process started.

3.4 CCFT Liaison—John Govsky

John didn't have anything to report.

3.5 Student Senate—Fabian Gauthier

Fabian reported that the student senate purchased a break through banner and school flag. The Student Senate approved money for the Watsonville Center to get information screens like in the 100 building. Get to know you dinner with board of trustees, perhaps in February—Faculty Senatetors will be invited.

Student Leadership Conference—a lot about campus sustainability

Second Harvest Food Drive: Barrells on campus starting November 1. Challenge extended from the Student Senate to the Faculty Senate. Perhaps a competition can be organized for next year. Talk to Fabian for more information.

Instructional grants will be awarded in the next week or so.

3.6 Campus Technology Committee—Georg Lopez

Georg reported on the Campus Technology Committee meeting where they discussed how to produce the technology plan. The Technology Steering Committee will oversee this process. There will be Administrative and Instructional Focus Groups that will report to the Technology Steering Committee. There will be a lot of calls for volunteers for Task Forces (that report to the Focus Groups). One slot for senators on each focus group: Jennifer Cass volunteered for the Instructional focus group. Georg Lopez volunteered for the Administrative Focus Group.

Georg also reported that the Smart Classrooms will be finished in four weeks, if all goes well.

3.7 VPI Report—Renee Kilmer

- 3.7.1 NCIP has been reviewing the Instructional Planning Process and determined there is currently not enough time for planning. Would like to have a preliminary kick-off a year in advance (two years prior to report) allowing for time to think about vision and figure out the kind of data that they'd need (allows departments to have custommized data). This spreads out existing work. Renee will put together a proposed timeline for the next meeting. Senate can discuss this more at a future meeting. FLEX day activity for program chairs to discuss needs.
- 3.7.2 Leadership Committee is addressing questions: What is leadership? What is it that people want and need? FLEX day activity to address these questions and survey what people want/need. This is in reference to the Leadership Institute: what kind of leadership activities do people want?
- 3.7.3 Instructional Equipment Funds: Spending \$500,000 nn equipment requests; it's about needs and in the order that they came in. All the divisions are represented. Funding not likely to be like this every year. State reduced regular on-going funds. Administration is also talking about saving some. Renee reported that Bob has negotiated a deal with Dell to get more computers.
- 3.7.4 Faculty Hiring Prioritization: Brian King approved funding 8 positions. Renee will take recommended list to CPC tomorrow in this order: Reading, Chemistry, Nursing, Fire Tech, Philosophy, Math, Accounting, Music. Marcy observed that people don't understand the enrollment drop and what that means for hiring faculty. Marcy emphasized that senators need to make it clear to the college at-large. Renee explained that funding all positions puts Cabrillo at risk financially.

- 3.7.5 Director of Public Safety: CPC approved budget recommendations that included the creation of the Director of Public Safety. Public Safety is a huge department at Cabrillo, brings in \$750,000 annually—post contracts. This is an administrative position.

4.0 Information Items

4.1 Accreditation Update—Michael Mangin

- 4.1.1 Michael reported that the committee supervising the evaluation of Brian King Committee has completed its work and has passed along a report to the Board. This committee met with Brian in mid-September. Confidentiality was emphasized. Solicited 48 surveys. Half were senators and half were CCFT members. Received 111 unsolicited surveys. Can't tell what anyone said or what the results were. Committee summarized the responses and sent a four page report to the board. Individual comments will be destroyed. Three or four weeks of digesting.
- 4.1.2 Accreditation Report: numerous drafts. Should be up on the P Drive in December (whenever it comes back from the editor, proofreader). Still have a lot to do. There will not be a chapter on dialogue. Accreditation continues. Valuable self reflection on decision making at Cabrillo. See handout for more details of the Accreditation timeline.

4.2 Core Competencies—Marcy Alan Craig

Bring awareness Global Awareness

Would like proposed revisions to the Core Competencies to go to divisions. Marcy asked for feedback on what people would like to see and if there is anything missing. Marcy explained that this is our promise to the community as to what a student can do when they've completed a degree. This will be discussed further at the next meeting. Marcy will send out hand out in electronic form so faculty can share it with their divisions. Contact Marcy with feedback.

5.0 Action Items

5.1 FLEX Calendar for Spring 2007—Francine Van Meter

58 workshops in the Spring FLEX calendar. High-lights include yoga, stress relief through walking, creating rubric, recruiting digital bridge faculty, moving remedial students through writing-intensive classes, developing a social justice workshop for April Division and department meetings are required on Friday.

It was moved and seconded to approve spring FLEX week calendar. Motion carried.

5.2 Academic Council Report—Brad Krein

- 5.2.1 Courses approved (see handout).
- 5.2.2 Lower-Division Parallel Course Substitution Criteria was discussed. New criteria: Faculty member can bring a course to Academic Council showing that the course is Bach Laureate level independent of whether there is a lower-division parallel at a CSU. This is really geared toward programs in transition. Faculty member also needs to submit a written report explaining how the course meets the criteria at the CSU. Must also find three other community colleges that teach the course and have articulated it with CSU and/or UC. Arturo asked how this benefits Digital Media program—a program that is in transition. Dave noted that doesn't deal with course inflation at CSU and UC: when a lower-division course is changed to an upper-division. Mary Ellen pointed out that some schools, like CSUMB are developing lower-division parallel courses.
- 5.2.3 Change in the wording in the definition of Special Part-Time Students (Strike the phrase "or two courses") and Special Full-Time Students (Strike the phrase "or three courses"). This change is more consistent

with the original intent of the Ed-Code. This clarification is important for the high school counselors.

It was moved and seconded to accept the Academic Counsel Report. The motion carried.

5.3 By-Laws Changes

Paul pointed out that currently the Faculty Senate By-Laws are currently not in compliance with the Constitution. Marcy moved to accept changes to Article IV of the by-laws. Deborah seconded. Virginia offered a grammatical correction in section 4. Motion carried. Senate will talk about Article V and terms of the senators at the next meeting.

6.0 Discussion—FLEX Week Evaluation Forms

Francine asked for feedback on redoing it. Dave asked what this data is used for. Francine explained that this info is used by the Staff Development Committee. Marcy noted that the comments are most helpful for the presenters. Georg suggested a place on the form to indicate why someone attended a certain workshop. Virginia suggested more room allocated to get info for planning. People thought the form should be more narrative and ask questions like, what was most helpful? How did this workshop meet your expectations? What needs further clarification? It was suggested that people get rid of the numbers.

7.0 Items from the floor

Communicating news, like what is going on at Compton to the rest of the faculty. Dave commented that there needs to be more communication from the Faculty Senate to the faculty at large.

Update on Hartnell: Came to an agreement in the 11th hour.

Reminder: December 7 Faculty Senate Holiday Party at Renee's. More information will come out after Rory and Renee meet.

8.0 Agenda Building

Social Justice Conference—information item for the next meeting.

Election this semester for 3 at-large positions and a secretary. Steve will run the election.

Paul will make the list of terms and send it out electronically. Paul noted that the Senate is currently in violation of term limits for several members.

9.0 Adjournment

Adjourned at 5:01