Cabrillo College Faculty Senate

Tuesday, September 4th, 2012

3:00 – 5:00 pm

Sesnon House

In Attendance: Winnie Baer, Cheryl Barkey, Arturo Cantu, Steve Hodges, Calais Ingel, Sheryl Kern-Jones, Brian Legakis, Robin McFarland, Jackie Logg, Michael Mangin, Lenny Norton, Ekua Omosupe, Jo-Ann Panzardi, Yasmina Porter, Beth Regardz, Dan Rothwell, Pam Sanborn, Alex Taurke, Sylvia Winder, Eva Acosta, Marcy Alancraig, Rick Fillman, Bianca Torres

Note Taker: Kayla Sikes

1. **Call to Order**
   1. The meeting was called to order at 3:05 pm.

2. **Minutes**
   1. August 21, 2012
      1. Revisions
         1. SLO Coordinator Report (Pg. 3)-should add “One of the 10+1 roles is to help direct accreditation and that the Senate decides the SLO process.”
         2. Treasurer's Report-mention of Grad Night wasn't from last meeting
         3. New Business, #2-2013-2014 calendar-should be “Monday-Wednesday classes”
      2. Motion to approve, second.

3. **Introductions**
   1. Welcome to new NAS representative- Robin McFarland, replacing Denise.

4. **Standing Reports**
   1. President (Michael Mangin)
      1. College is in the process of hiring Morgan Lynn to help with vice-president instruction duties though October 31st.
      2. Formerly employed in Chancellor's Office and various community colleges
      3. Working on state-wide projects that Renee and VPI's office would ordinarily be more connected with.
      2. Thanks to two people for major committee assignments- Shawn Ogimachi on SPRAC and Pam Sanborn on Council of Instructional Planning.
       1. Don't have an ARC person yet-need an adjunct faculty member for this semester.
   2. Vice President (Steve Hodges)
      1. From State-wide Senate update- focus on distance education-interest is increasing for online courses.
      2. From Student Success Task Force-recommendations moving forward, focus on student services-expect shift to instruction to begin in coming months.
      3. CTE faculty-vice chancellor of workforce/economic development will be speaking at local town hall meetings, hope to bridge skills gap by making comm. college programs more responsive to local economies.
       1. Meeting at Hartnell College in Monterey on Sept. 6 from 11:30-1pm.
3. CCFT (Paul Harvell)
   1. Election underway, ballots should be in member's mailboxes.
      1. Looking for higher than ordinary turnout - normally percentage is less than 20%.
      2. Please ask colleagues to take a moment to vote.
      3. Vote until a week from Thursday - next 9 days.

4. Treasurer (Lenny Norton)

5. CCEU (Rick Fillman)

6. Watsonville (Eva Acosta)
   1. Open house is on Friday from 10-12 at Solari Green Tech Center.
   2. Handout for “Dreamers' Scholarship Workshop” - AB540 students learn how to be a successful scholarship applicant - September 14-November 30, 10:00-11:15 am Fridays.

7. ASCC (Bianca Torres)
   1. Voter registration committee held today, will have a report next meeting.
   2. Trying to compile PowerPoint slide to send to faculty about events and student services.

8. SLO Coordinator (Marcy Alancraig)
   1. One of Morgan Lynn's projects is to help Marcy w/SLO proficiency report - due Oct. 15th.
      1. Would like to bring draft when complete, so Senate can review.
      2. Two days after last meeting, meeting w/ACCJC sent mixed messages about why report matters.
         1. Said they will read reports and summarize it for the commission, and it doesn't matter that much - however, *could* be used for accreditation and sanctions.
      3. SLO tracker is to get evidence for this report - will also bring these results - snapshot of where we are as of Oct. 1st.

9. VPI (Wanda Garner)
   1. Happy to have assistance from Morgan, impressed with her work.
      1. Kathy and Wanda still playing same roles, Morgan is working on aspects of the job that are critical but have not been addressed yet.
   2. Reminder - deadline for students to drop without a W is the 8th of September, census day is the 10th of September.
      1. If people aren't attending and participating, faculty should drop them - if they stay past census day it will be a “W” and will be one of their 3 tries.
      2. Please advise students that this is a serious deadline.
      3. If faculty drop them on the 10th, they will not get a W.

5. Unfinished Business

1. Prop 30 Support
   1. CCFT trying to get word out to faculty and students about what happens if Prop 30 fails - a lot of info on the website.
   2. Diane Putnam put together a one-page handout about what's at stake.
   3. Voter registration forms - can ask students whether they're registered.
   4. Can have a voter registration training.
   5. Voter registration on quad Thursday 12-2 pm.
   6. October 22nd is the last day students can register to vote.
   7. Library has a small display with forms and information.
   8. Good to have outreach in the faculty ranks, will do a follow-up for how many faculty are able to do student outreach.
   9. Few teachers are talking to their classes about what Prop 30 entails - guidelines on the website for teaching students.
2. Accreditation Self-Study Update – Rory O’Brien
   1. Thanks to those who participated, delighted with hard work everyone has put in.
   2. Good news- 4 standards and 11 sub-standards from ACCJC- 10/11 reports in second
draft phase, 1 has been assisted by Jim Weckler.
      1. Final drafts due on Dec. 1st- in good shape.
   3. Have had ups and downs- Renee's absence has been a severe blow, but b/c of ongoing
discussions beforehand and a simplified hierarchy, essentially on the same timeline.
   4. Expectation is that the phase from second to final drafts will take slightly more time
than anticipated, because ALO (Renee) had many responsibilities that she can't do now.
      1. Process of drafting reports has also had some setbacks, but is moving forward.
      2. Predicted deadline- within first month of Spring semester, will bring final draft to
Senate and CPC.
   5. Thanks to Jim Weckler, Rachel Mayo for helping- Rachel stepped forward as an interim
ALO, thanks to Wanda and Kathy for allowing Marcy to help more with the process.
   6. Because accreditation is started a year early, things should be finished on schedule.
   7. Senate questions:
      1. When does the visitation team come?-- October of 2013, teams are interested in
      1. Links to research materials and videos will be available in the e-book.
      2. Info about the ACCJC?-- should be judged only be the standards, but four schools
last January got rec's for AUOs (administrative unit outcomes) even though it's not
in the standards.
      1. AUO is like a SLO in that it describes how people who interact with
administrative offices can use that interaction later.
      2. Asks administrative departments to have a different focus- not what the
department does, but how people can use what the department does.
      3. Research on Cabrillo's accrediting agency versus three others in the nation- other
agencies talked about themselves as “our” accrediting agency, Cabrillo's says “the”
accrediting agency.
   8. Senate might not do anything more directly than reviewing the final draft and being a
final quality control.
      1. ACCJC does want dialogue to drive the process, and Cabrillo is still in the midst of
deciding how it works for us.
      2. About half the programs on campus have embraced the SLO mantra, where dialogue
is useful at the program level- the other half see it as an outside imposition.
      1. Closing the loop- how do we demonstrate to the community that these
assessments are improving student learning?
      2. Those departments that don't engage in dialogue are usually the ones who see it
as an imposition.
      3. Self-evaluation process- we have to deal with these standards, so we look at them
without ideological twists because we need to report whether or not we meet the
standard.
      1. Goalpost can seem to change, Cabrillo doesn't feel like ACCJC is necessarily an
ally but we need to meet standards.
   9. Worthwhile to talk in the Senate in more detail whether we should be reporting more
quantitatively- makes it easy to produce reports, but ACCJC also says we need to have a
process that fits the culture of the college.
3. Faculty Hiring Criteria Review
   1. Unknown if we are hiring anyone this year, or if this grid will be implemented this
semester- but the normal process is that in September, programs begin a commitment toward a faculty contract hire.
1. Programs that have lost faculty in the last few years will often wait for favorable conditions for a new hire.
2. Timeline has been drafted, will be similar to timelines of previous years.
2. Important item 5B- caused concern last year, because that process isn't followed anymore and no departments were allotted those points.
   1. Process for hiring adjuncts is now a rolling, open process- 5A can still apply, but 5B should be either re-written or eliminated.
   2. Frequency of hiring adjuncts varies in every department- in a department that needs to constantly hire adjuncts, doesn't that suggest a need for a full-time position?
   3. 5A may also be problematic because a program chair could simply choose not to offer a course since there is no adjunct available to teach it- but it wouldn't show up as a cancellation.
3. Every item will be different in a time where you're cutting units, for example #2- everything will be high demand in a time where units have been continually cut.
4. #4 is size of the class- efficiency and faculty workload.
5. #6- many programs have lost 1-3 faculty, could be 50% of the faculty where they really need to hire again, but would lose these points.
6. Might push the date for presentations to Nov. 13.
7. Should numbers that have lost their meaning in a time of shrinkage be eliminated?
   1. 5B has lost meaning right now, but others have retained it.
   2. Maybe add 5 points for the number of new adjuncts hired this academic year as a percentage of how many total faculty there are in a department.
1. Benefits small departments excessively.

6. New Business
   1. Crisis Management, Civility, and Faculty Voices
      1. On sheet of paper, put 3 things down (anonymously)-
         1. What do we do well at Cabrillo/Cabrillo Faculty Senate?
         2. What can we do better?
         3. If you had participated in recent email threads, what would you have said?
      2. Five small groups discussed the three questions and then reported to the whole Senate.
      3. Group 2 #1- we teach well at the college, and the senate is good at voicing opinions.
      4. Group 3 #1- we discuss things well, and put our students first.
         1. #2- to actually move to action, to come up with a positive alternative rather than complaining.
      5. Group 1 #3- it's important to make human connections because it helps to build compassion, and relieves us from feeling we have to judge each other- and look to the real culprit, which is the state/politics, not we who are working here- we can devise action and work to make necessary changes.
         1. Don't want to blame the administration or colleagues, but to work together.
      6. Group 2- if someone wants to make a contribution, sending an email isn't enough- you have to get involved in governance.
      7. Group 1- if you think the Cabrillo way is lost, get involved.
      8. Trigger language on Prop 30 is necessary- informed faculty is necessary.
         1. Especially relevant during a change in leadership.
      9. Senate is a political arm of the college, and we need to honor the fact that we're in important positions- need to let our voices be heard.