Cabrillo College Faculty Senate

Tuesday, September 18th, 2012

2:30-4:30 pm

Sesnon House

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

Guests: Wanda Garner, Ray Kaupp, Kathie Welch, Mickey Dolenz, James Weckler, Davy Jones, Brian King, Isabel O'Connor, Georg Romero, John Graulty, Yaming Shen

Note Taker: Kayla Sikes

1. Call to Order
   1. The meeting was called to order at 2:38 pm.

2. Minutes
   1. September 4th, 2012
      1. Motion to approve, second.

3. Standing Reports
   1. President (Michael Mangin)
      1. CPC Report- federal financial aid students now have to declare a major to receive the aid.
         1. Undetermined whether it can be broad like “liberal arts” or not.
      2. Board meeting was hopeful- board is aware of challenges with meeting the recommendations from last accreditation cycle.
         1. Whether student services is reporting accurately, progress w/SLOs, etc.
         2. State-wide academic senate is trying to influence ACCJC to understand why so many community colleges are being sanctioned, wanting more transparency, to know how we can do better- would it be helpful to have a 8/10 year cycle rather than 6?
         3. Please email Michael or Marcy (or anyone involved with these agencies) with suggestions.
   3. Thanks for the small group discussions at the last meeting- helps to get people to talk more than in the large group format.
      1. Likely to continue, as CCFT has done with study groups on various issues like the budget, publicity, the contract, etc.
      2. Possibly a task-force on student success itself- to make sure the Senate has a method for input into process reform to cope with dictates of student success movement from the legislature.
   4. Thanks to Justina Buller for joining ARC.
   5. Went to Student Senate last Thursday for student input on the calendar- 5 min survey was 2 to 1 to move the spring semester start date up to mid-January.
6. Party at Michael's house this Thursday- sent out invitations, 4-6:30.

2. Vice President (Steve Hodges)
   1. CPC meeting tomorrow.

3. Secretary (John Govsky)
   1. Caught up on Senate website updates- all documents discussed today are on the website.
   2. Let John know about anything you’d like added to the website.

4. Treasurer (Lenny Norton)
   1. Faculty Senate membership application- from September 2010-today, had 103 members and now have 88 as the college is shrinking- lost about $1000 in revenue this year.
   2. If you aren't a dues paying member, sign up- for adjuncts it's $1.80 a month, for full-time faculty it's $9.00 a month.
      1. Link from the homepage on the FS website.
      2. Would like to try to get membership back up.
      3. If you aren't sure if you're a member, email Lenny to ask.

5. CCFT (Paul Harvell, John Govsky)
   1. Ratification vote of side letter to contract was about 91%, now main focus is to ensure we do everything we can to get Prop 30 passed. Number one focus is to pass Prop 30, additionally to vote no on 32 which is an anti-union measure.
   2. Board last night- policy on free speech- will be agendized for next meeting.
      1. Some language is external, league-mandated proposal. Hasn't been adopted, Senate will weigh in at next meeting whether there seem to be any red flags.
      2. “Free speech zones”- college is not a free speech zone- has right to restrict time, place, and manner; already does somewhat.
      3. If this one has problems, what does the right one look like?
   3. Training on Monday (2:30 and 5:00) at Sesnon House, open to the entire campus- Fred Glass, communications director for California Federation of Teachers- how to talk about yes on 30 and no on 32. For people who want to go out and speak about it.

6. CCEU (Rick Fillman)
   1. Still in negotiations- making progress- aren't coming to a close quickly because the legislature has recently put something new on the table.
   2. Phases 1-4 of classified reductions have squeezed staff- now reaching into areas where students are affected. Ability to participate in shared governance is affected because staff time has become so precious.

7. Watsonville (Eva Acosta)
   1. Had a nice welcome-back week last week.
   2. Education centers are writing program plans to be ready for the spring.

8. ASCC (Bianca Torres)
   1. Started writing letters to editors of the Mercury, Herald, etc.
   2. Meeting is this Thursday.

9. SLO Coordinator (Marcy Alancraig)
   1. Finished draft of SLO proficiency report- doesn't yet have statistics from instruction about what courses have been assessed, have been getting interesting questions.
      1. “But we don't offer these courses anymore” – ACCJC says if they're in your catalog, you should be assessing them. Tell departments that if you're not offering courses anymore, deactivate them.
      2. Will be bringing draft when numbers arrive- won't be at next meeting.
      3. Meeting w/administrative managers about writing AUOs, meeting w/student services because they haven't been assessing many SLOs- got a recommendation from 2007 accreditation report around that which makes it serious.
4. Is there a way to assess courses when you aren't teaching them? - no, but we can't have a lot of courses on the books that we aren't assessing, looks bad.

10. VPI (Wanda Garner)

4. **Unfinished Business**

1. Faculty Hiring Criteria and Timeline Review
   1. Last meeting, conversation about criteria- now timeline is available.
      1. Focused especially on the adjunct hiring points (5B)- proposed that we eliminate 5B.
      1. Cabrillo doesn’t do specific searches anymore, has year-round open-ended recruitment of adjunct faculty, so no one ever gets those points.
      2. Motion to eliminate number 5B, second. Approved
   2. Timeline
      1. Pushed back slightly, presentations will be happening on November 13\(^{th}\) rather than in October.
      2. Notification needs to occur by 9/28 if someone plans to retire.
         1. If notification comes in by that date, department can request a replacement position.
      3. Discuss how far through this process a department can go without losing those points for possible retirements- at what point does a department have to commit and say they are putting a position forward, and if they don't fill it, they lose those points?
         1. In the past, departments have had to withdraw before Senate presentations because voting occurs at that point.
         2. Last year, had to withdraw before point allocations were distributed via email- to match last year, would have to withdraw before October 19\(^{th}\).
         3. If dept. is thinking about going forward, points are collected and sent back to the deans for checking- you can see your point totals but under this rule you wouldn't be able to see everyone else's to compare your own.
         4. Suggestion there shouldn't be a penalty if you look at the numbers, realize you have a very small chance, and withdraw.
            1. Last year, department that was ninth out of ten in terms of points did get a position, so it shouldn't make or break your decision.
         5. In favor of pushing deadline as far back as possible to give departments a better sense of what chance they really have- as long Senate doesn’t have a lot of people coming in making oral presentations because that's time-consuming.
            1. To have it really early isn't useful because it's like gambling- need more info.
      6. Could set deadline on 10/25- so the day you see a problem with your numbers is the same day you can withdraw- before Step 6.
         2. 11/13 might be too late because then it would be hard to plan the meeting for that day.
            1. Historically, when there are a lot of applications, Senate only asks a certain top percentage to speak.
      7. Deans' conversation often asks what is best for the department/division, but also steps back and looks at enrollment numbers and what's needed for the college.
      8. Motion to set deadline on 11/9 for whether a department is going to make a bid or not, without losing retirement points, second. Approved.
4. Elections will not clarify everything- many issues will still be up in the air, such as if Prop 30 doesn't pass.
5. This process applies to instructional positions, not student service positions.
   1. College can't set aside student service positions- no discussion is being had about new student services positions, can't compete against this process

2. **Calendar 2013-14**
   1. Calendar sent out a few days ago was a cleaned-up version of proposals- difference between this one and two weeks ago was spring semester 2014 starting two weeks earlier.
      1. This draft doesn't give time to have a winter session.
      2. Flex would begin January 21st, classes would begin January 27th.
      3. Previous calendar had next holiday on February 7th, this one moves it to Feb. 14th.
         1. Takes holiday out of the first two weeks- two weeks of instruction without a holiday.
   4. Location of Spring Break- needs to fall roughly in the middle, would begin March 31st to first week of April.
      1. After 9 weeks of instruction, not 8 (which would be dead center).
      2. There is currently no agreement among K-12 schools as to when their spring break is- there's discussion about locking it onto the first week of April, so this proposal would match them (if they decide to finalize it).
   5. Final exam week would begin May 19th, semester would finish the weekend prior to Memorial Day- everything moved forward by 2 weeks.
   6. Graduation would be May 23rd.
   7. Summer isn't determined yet because it belongs to the next calendar year.
   2. Sent out announcement to NAS faculty and got 30 responses- of 30 responses, 6 want to stay with the 8-week break, 19 want to go with current proposal, 5 wanted an even shorter winter break.
   3. More and more students are trying to take transferable classes over a winter session- will go to DeAnza to take winter classes, because to be eligible for fall they have to have their requirements done by June, so taking a summer class won't get them into school for the fall.
      1. Relatively large population of students that do this.
   4. Impacts RT because of state accreditation requirements- they have to do a certain number of hours on clinical sites- can't be done in a classroom setting.
      1. Currently run a 10-week summer session, and 2-week sessions in the winter.
      2. If we change calendar dates, they lose the sessions in the winter which impacts the number of hours they can get done at clinical sites.
      3. Fix is to extend the program on the other end, but would affect students being able to get jobs because most medical facilities hire in the summer and many of them would still be in school until late July or August.
      4. Could do a single two-week session in the winter and two extra weeks in the summer.
   5. For nursing, they wouldn't have as much time in January to get them ready for the spring semester, would have to back it up into December.
   6. World Languages department asked not to make this change because it would impact the travel abroad program offered over the winter.
   7. For Learning Communities, discussion about gap between summer session and fall semester- programs are being offered instead of actual courses in August.
      1. Opportunities for LCs to offer courses for 8 weeks or a second 4-week summer session.
   8. Two Monday holidays in previous proposal, only one Monday holiday in the current
one helps students taking Mon-Wed classes b/c they lose less instruction time.

9. Many in BELA approve of the change because it allows a lot of possibilities for an eight-week summer session.

10. Winter session has been very popular in VAPA, for students taking both gen.ed. and major requirements.

   1. Winter session isn't likely for 2014 because the four-week format seriously limits the courses you can teach; would rather have those units allocated to fall or spring semesters.

   11. To re-start winter session would require a lot more startup costs then giving additional units to fall or spring semesters.

12. ECE faculty approves of having at least a four-week break but moving it back.

13. Motion to approve calendar proposal from today.

   1. 12 for, 5 opposed, 1 abstaining

3. Distributed an attachment for the program reduction/elimination task force.

5. **Open Forum**

   1. SLO report to the ACCJC.

   1. Written revisions to the report. That way Cabrillo can say SLOs are part of the program reduction/elimination matrix.

   1. Annual updates already completed for this cycle.

   1. In the future, SLO assessment analysis forms will be part of the annual reports and we are asking them to be included, if not you won't get your points.

2. Disapproval of the vote on the calendar due to the impact on the RT program.

   1. However, there is an alternative that is less ideal but can work for the small number of RT students.

   2. All those who voted had to weigh the negative and positive aspects as well as the number of students it affects.

6. **Adjourn.**