Cabrillo College Faculty Senate

Tuesday, March 5th, 2013

3-5 P.M.

Sesnon House


Note Taker: Hillary Cleary

1. Call to Order
   1. The meeting was called to order at 3:04 pm.

2. Minutes
   1. February 19th, 2013
      1. Revisions.
      2. No revisions.

3. Standing Reports
   1. President (Michael Mangin)
      1. MAIA Cabrillo Honors Event
         1. Outreach event to South County, discussing such topics as migration and adaptation in the Americas, and getting more South County residents involved in the honors program.
         2. Attended by 125 parents and students from Pajaro Valley and Watsonville.
         3. Carolyn and Letitia, congrats on this.
      2. Cabrillo Reads
         1. Sherman Alexie’s The Lone Ranger and Tonto Fistfight in Heaven will be the topic of the Cabrillo Reads Event that will be held the evening of March 14th from 7-9 PM in Room 450.
         2. Many of Alexie’s stories can be found online.
         3. There are copies of Tonto in the library, check it out. Easy read, assigned often in secondary schools.
      3. President Brochure for prospective applicants now available
1. Thank you to everyone for your input on this over the last few weeks.
2. The list of “desirable qualities” was lengthened to 21 traits.

4. Budget Update
   1. CPC reviewed general contours, better this March than they were last March.
   2. We are still running a budget deficit, however sufficient reserves remain to cover us in 2013-14.
   3. There is still a lot of work to be done, but for the most part we’re looking good.
   4. Cabrillo is going ahead with eight faculty hires. We are also hopeful that next year will be strong year for contract faculty hires.

5. Solano College visit in Fairfield
   1. Thank you to Calais, Beth and Michael for attending the academic training session on Friday, March 1st at Solano College.
   2. It is a good thing for senators to know the Ten Plus One; our place is to have input on it. Distributed Ten Plus One cards.
   3. Some of the main topics debated at the session were whether community colleges should offer any courses more than two grade levels below college level, and if all the faculty members of a community college should be required to participate in governance committees.

6. We will hear (5.2) the report on what is new in NAS today, and what is new in VAPA at the next senate meeting. Let us know what’s new and interesting in your division that the college doesn’t know about.

7. The recent tragedy of the police deaths in Santa Cruz County has sparked numerous faculty inquiries regarding the Safety Committee.
   1. Joe Nugent and Jason Cameron will attend the senate meeting on March 19th to get the conversation going about how the FS can be involved in making sure we are as safe as we possibly can be here on campus.

8. Bylaw Changes
   1. Please try to read these at some point in the next month, many of the changes are simply paragraphs being rearranged; however there are 6-8 small changes that should be taken note of.
   2. Let’s talk about them by early April and so we can move on the changes.

9. Social Justice Conference
   1. Social Justice Journal
      1. Contains great essays by faculty staff and students. We have a few to give away.
   2. Asking committee of SJ conference is requesting money of both unions of faculty senate, 300 dollars.
      1. Move to fund Social Justice Conference in the amount of 300 dollars.
         1. Approved.
   3. April 20th is the date of the conference.
   4. Please encourage your students to come and offer them extra credit for writing about their experiences; sometimes these conferences are not as well attended as they could be.

10. April 15th Deborah Miranda will be coming to Cabrillo in the 450 forum from 6-9 to discuss her book Bad Indians.
11. Student Success
   1. The groups from February 19th’s FS meeting came up with some great stuff.
   2. SS Taskforce Dennis and Cathy will meet at end of March; hopefully their meeting will be informed by some of the ideas the FS has developed.

2. Vice President (Steve Hodges)
   1. Faculty hires
      1. FON (faculty obligation number) has presently been frozen, but it could become unfrozen.
      2. Next year number will go up by 18 or the low 20s and we will have to hire new faculty.
      3. Looking at budget we have some salary savings that’s helping to fill in the hole. However, since we have such a critical need for new faculty, this year would actually be a perfect year to push for hiring at least one new faculty member.
      4. Community colleges all throughout the state are becoming unfrozen, so we should snag new faculty now!
         1. Competition could potentially become fierce next year because everyone will be hiring.
         2. This will make it more difficult to get good new faculty next year when we are competing against everyone else. The longer we wait the harder the search will be for each department.
      5. This is within the realm of possibility, but not likely even though the argument is a compelling one. We still have a structural deficit and those dollars are still going places.

3. Secretary (John Govsky)
   1. All documents are available online!
      1. If anyone has suggestions about website let John know.
      2. It’s great to have all info on web, especially at division meetings.

4. Treasurer (Lenny Norton)
   1. Nothing new.
   2. Where should the 300 dollars approved for the Social Justice Conference be sent? Email Yaming Shen.

5. CCFT (John Govsky)
   1. Not much has changed since last CCFT report was given.
   2. We are currently in an intense season of negotiations. Whole contracts are up for renewal.
   3. Faculty, if you have suggestions talk to your CCFT Rep. What are ways we can increase compensation for faculty?
   4. There are a variety of ways to measure salary; on one measure we dropped from 54th to 58th, this is the wrong direction.

6. CCEU (Rick Fillman)
   1. The greatest concern currently has to do with staffing, as you may imagine.
      1. We support hiring more faculty but are concerned about support staff at the same time, particularly where and how they are deployed in light of SSI and in wake of all recent reductions and retirements.
      2. We are looking for thoughtful approaches to staffing prioritization.
3. Piecemeal cuts to staffing are being considered as well.
7. Watsonville (Eva Acosta)
   1. An additional financial aid advisor has been added to enrollment services in WV.
   2. Student Success
      1. Word is getting out that students need educational plans, we are now booked for weeks, we have seen an 80-90 percent increase time for graduation petitions.
      2. Please announce in your classrooms that petitioning for graduation by March 29th is the last day to get a student’s name in the program for graduation.
   3. With the new hires coming up we should consider positions in counseling, they are an integral part of staff at Cabrillo. Think about that as we are hiring.
   4. CCEU
      1. Administrative staff run the world, they are incredibly essential to the success of this college.
         1. Because of our excellent union we did not have to take more pay cuts besides those faculty members who are now gone, but the administrative staff wants to see money come back to them because they’ve been cut so badly.
   5. Watsonville campus will be closed for spring break, no tutoring or counseling.
8. Student Senate Rep (Darwin Constantino)
   1. We had an incredibly busy week last week with Welcome Week.
      1. Stressful, chaotic, lots of free food given out. Nice to see a student’s face when they get a free piece of pizza!
      2. MLK Event was a huge success, powerful speakers and the scholarship winners had great stories to tell.
      3. TED Talk event on same day as MLK sponsored by Senate, talks at the Crocker Theater.
   4. Cabrillo College talent show coming up March 20th, this is going to be a good show. Promote this to all students. 6 PM.
   5. Last year there was an amazing event for Women’s History Month. Unfortunately, the student coordinating the event has now graduated, hopefully someone else continues it.
   6. The Student Senate is finally making headway remodeling the cafeteria. This is a $200,000 project, you should see changes soon.
   7. Elections are coming up if you have students who are interested in the Student Senate who want to get involved you should relay them to Student Senate website and tell them to view the promo video. It really conveys message of what student senate is all about. Election is online.
9. SLO (Marcy Alancraig)
   1. Four projects are now underway to prep for the October accreditation visit
      1. Courses without SLOs are being deleted, or SLOs are being written for them. 95 to 96 percent of courses have SLOs.
         1. Noncredit courses also need to have SLOs, it isn’t clear if any of Cabrillo’s do possess them—definitely something to look at.
      2. March 15th is the curriculum deadline, and we are pushing to clean up curriculum to more accurately reflect the assessment that is going on.
3. Program Plans have been posted on instruction website including SLO forms, we are so grateful for this.

4. The ACCJC has a brand new requirement that programs make their program assessments available to students online.

5. We are currently looking into buying tracking data, webinar looking at SLO module has possibilities; most colleges are using it to teach people about SLOs but we need something that makes it easier for program chairs to enter their forms and that can easily spit out reports.
   1. We should have a meeting with program chairs to see what would make things easier for them and deconstruct the SLO module to fit what we want it to do at Cabrillo College.
      1. This is a priority, duct tape and spit is not working.
      2. Next week or the week after there will be a meeting on this “dream session” for what would make your life easier doing SLO reporting.

6. Next FS meeting we will hear the ARC annual report about SLO across campus.

10. VPI (Kathie Welch)
    1. Enrollment deans are going to review once more now that dust has settled comparing spring 2013 to 2012 so we can schedule smart for the 2013/2014 year.
       1. Projections will capture restoration, in 2013/14 there is a strong possibility we can capture restoration again.
       2. Projected FTES depends on classes being full, it has been soft this semester but we’re hoping to bring back students that we have lost.
       3. Summer term 2013 has a beefed up schedule, we have been marketing this to UCSC students.
       4. We still have four cyber session courses. We will see soon if we will turn this around to restore what we have had in the past, even if we don’t have growth in this district.

4. Unfinished Business
1. Enrollment Services Report
   1. FS does not normally approve ARs, however course repetition AR is worth hearing about on this form.
   2. The final product AR presented at the March 5th FS meeting has been sent through student services, academic and instruction councils, and reviewed by the curriculum committee.
      1. A brand new policy document came from chancellor’s office in April having to do with new repeat guidelines, and then repeatability guidelines were released. There have been three different policies over the course of a year.
      3. Once the student meets limits what are the exceptions for students being able to repeat a class?
   4. Section Four discusses changes to policy regarding disabled students.
      1. Cabrillo has had the policy of DSPS classes being able to be repeated four times, however this was not actually in the regulations.
      1. Now no class can be repeated except for what is listed on page three on
2. Keep in mind for your students there is effectively no difference, however they will have to do some kind of a petition for DSPS (APE learning skills and CG would be repeatable by petition).

2. Number One should also be focused in on; for students who are in a class that they know they will not pass, they must petition to re-register for it.

3. Definition of extenuating circumstances
   1. On AR maybe there should be more direct questions what the petitioning student’s circumstances were, and in what cases they are considered valid.

4. The petition is a necessity because the college will not be receiving a portion for the class, and will be unable to claim once students have taken maximum number of attempts.

5. “Three strikes and you’re out”
   1. What would be the problem with students paying the whole fair themselves after the three-attempt cap? If a student is paying for everything perhaps they will try harder?
   2. If the governor’s prop on 90-unit cap passes then students will be able to pay full fare.

6. Instructors work hard with students to let them know that there is no easy “fix” that comes from a counselor’s signature; the students are the ones who need to be thinking critically about this.
   1. The creation of a flowchart (sent to faculty electronically?) would be useful in aiding students.

7. The college has had this petition for several years, but we would like to gather more extensive data and review it in 6 months to a year to see what the trends are and what areas we might want to reconsider policies or procedures.

8. If a student is unable to get satisfactory petition they are not allowed to enroll, but there might be a college nearby who will allow them to take the course, however this is only until MIS system catches up. We are supposed to coordinate with others schools but there is currently no way to track this.

2. Accreditation – Rory O’Brien and Rachel Mayo
   1. Thank you for giving us the time to talk with you.
   2. Executive summary; put together to make it easier for everyone to see meat of self-evaluation (evaluation and rec for each subsection), so the description tends to be lengthy.
      1. A quick summary of what was said in the evaluation and recommendation is what is IN the executive summary. The back section is literally pasting in wording from original so you can see the difference.
      2. Everyone can go online and click on the link on the college website. There is also an email set up so you can send us your comments.
   3. This is a great opportunity for FS to let us know anything that you’re seeing at this point for self-evaluation.
   4. The meat of project is eleven different teams working together to put together report. We are responding to standard from accreditation commission.
   5. In the report responding to the standard set by ACCJC, and Cabrillo College meets the standards. The description and evaluation sections provide a clear
idea about what the college is doing at any given time, we’ve learned a lot about ourselves.

1. Currently there are a total of six plans for all of the subsections and we’ve identified a responsible person for each of those subsections, our college is in good shape, we are functional, we have all these processes and they are described well within the report.

6. All College Forum

1. The forum is a time for open comments which will be held on March 22\textsuperscript{nd} from 2:30-4:30 in the Sesnon House.
2. Light refreshments will be included.
3. It will be arranged so persons may learn about various standards by moving through different stations around the room. People in teams from the standards will be available to answer questions.
4. FS members are invited and implored to participate. Invite others to be there!
5. After the forum we will be preparing a full draft of the self-evaluation, which will first be sent to the board, and then sent to ACCJC in July.

7. We are working with the Staff Development Committee to focus flex week in the fall for accreditation and get everyone up to speed so that faculty members including adjuncts are aware of it and know the standards.

8. We are trying to set up good website online.

1. Over the summer we will have an ebook with data available. It will be a visceral experience, and will include two videos from college day from last fall.
9. October 14\textsuperscript{th} through 17\textsuperscript{th} the site visit is scheduled on Cabrillo’s campus.
10. There have been close to 100 individuals involved in writing the standards, many of which have been working on it since fall of 2010.

11. Standard 1A

1. As a part of the end process the college’s mission and vision statements are being refreshed.
2. Posters in campus and development offices will be put up to reflect the new mission statement and the Core Four.
   1. FS members are needed to put up posters on campus. We want to advertise widely and broadly what our mission statement is.
12. Rosemary Brogan will once again be the ambassador for the site team that’s coming.
13. Questions go to accreditation@cabrillo.edu. Your comments are extremely important to us.
14. Draft will probably be complete sometime after spring break, before it is sent to the board.

3. Student Success Initiative

1. Across the state everyone is trying to do best they can with funding streams, expectations and obligations. This is a vague but pressing issue.
2. Most efforts will be wrapped up in late April working with state wide taskforces.
3. May 6\textsuperscript{th} Cabrillo College will have a joint study session with the board sharing challenges, issues and uncertainties we face. We will be doing this jointly with CPC, 3-5pm as joint meeting prior to start of board meeting.
1. We are trying to keep ahead of the curve and know as much as we can on this.
4. Tomorrow CPC Rick will present new data from scorecard we will be using.
5. What sort of criteria basic skills, transfer, CTE, efficiency as measured by FTEs per TU, and what students need, putting emphasis on basic skills.

2. New Business
1. BP 3050 and AR 5105
   1. BP 3050
   2. We are around 90 percent finished reapproving all board policies.
3. There are no large changes to general education.
   1. Motion to approve.
   2. Second.
4. AR 5105
5. Substantive changes? It’s important what we use this in all hiring committees, Calais had a great point about diversity but it was never stated anywhere so we rephrased it. This is a bible for hiring committees.
6. In Number Eleven a sentence has been added to existing adjunct faculty including those in an adjunct pool who will be given consideration for temp contracts.
2. NAS updates
1. Natural and Applied Sciences include disciplines from physics, to horticulture, to construction.
2. Highlight of each department:
   1. Astronomy
      1. The POD observatory dorm that will measure brightness changes in the stars is being set up in collaboration with UCSC.
   2. Biology
      1. New lab technicians have been hired.
      2. Robin wrote a text book!
   3. Construction and Energy Management
      1. New buildings.
   4. Computer and information systems
      1. ASD degree CIS administration lab now students have 24/7 access to lab.
   5. Computer Science
      1. Game programming classes, mobile apps class.
      2. UCSC NFS grant encouraging CS majors.
   6. CS Engineering
      1. Building engineering modeling.
   7. Horticulture
      1. The aquaponics system is now certified organic, fish fed by waste products of plants.
      2. New NAS division wide program on fermentation science.
   8. Math
      1. Beginning spring of 2014 Cabrillo College will be offering a new
intermediate algebra course for non-science majors that could feed people into statistics.

9. MESA
   1. Trying to institutionalize prep 40 hour math intensive course before semester.

10. Oceanography & Geology
    1. SLVH changes of cap beach morphology.

11. Welding made the highly coveted short list of welding programs from which PGE hires their welders (starting at $28/hour).

12. Physics/Engineering/CS/CIS/MESA will be moving into new 800 Building
    1. New classrooms with hands-on labs, stem center with tutors, and one main study center MESA PLC.
    2. Will be completed sometime in June.
    3. 700 will now only house Math/Geography/Oceanography/Astronomy
    4. 600 will be Chemistry.

13. Title 5 grants are one of the few grants that give you money for remodeling. 4.3 million grant total,

5. Open Forum
   1. MOOC Committee
      1. Francine and Darwin have been added.
      2. So far the committee has only been communicating online. Seems appropriate.