1. Call to Order
   1. The meeting was called to order at 3:06 pm.

2. Minutes
   1. September 10th, 2013
      1. Revisions.
      2. No revisions.

3. Standing Reports
   1. President (Michael Mangin)
      1. Students have taken up the smoking issue.
      2. We’ve said this for a long time, but we should look at the possibility re-examining
         the way we choose our officers. We should have committee of this. Sheryl and
         Joanne are willing to review these policies.
   3. Introduction of Terrence Willett, new PRO Director
   4. At CPC some interesting things happened.
      1. Mentioned the three events hosted by Laurel Jones, new Cabrillo President
         about how to figure out goals for Cabrillo, and other things.
         1. This was a very good, constructive process.
         2. There is a college-wide push to find sources of one-time-money that haven’t
            been used yet, in order to fund your program plan priorities.
            1. This is partially motivated by accreditation.
            2. In the past we have made plans only to find that we don’t have money for
               them. This time we’re trying to find out what we’ve got.
   3. Another CPC issue: when do we contract out labor?
      1. There isn’t an automatic point where we say “Yeah, get some outside help,” but we’re starting to feel out when we should go for contracted
labor. The college is striving to get more clarity.

4. CPC broke into groups and talked about budget.
   1. There’s a LOT about the budget, and it’s hard to know about all of it. This
      was, however, a good effort to increase understanding of the budget.

5. Calais couldn’t be here today, so no VP report.

2. Secretary (John Govsky)
   1. We’ve got our new photo up on the CFS site. We don’t look that crazy.
   2. Not everything is up on the site yet.

3. Treasurer (Lenny Norton)
   1. A personal welcome to our new director of PRO, Terrence Willett.
   2. Nothing to report as treasurer.

4. CCFT. (John Govsky)
   1. Nov. 12th, there will be a forum with the students on what our vision of student
      success is.
      1. There will be an email reminder.
      2. Senate says, work to get students to come! Hearing their voices is important.
   2. CCFT had two events, and will have one more soon for discussion.

5. CCEU. (Rick Fillman)
   1. Nighttime custodians shifts are earlier this year. It’s a good thing that we’re
      bumping into them now and then and saying hi, they feel more included.
   2. CCEU is working with CCFT, talking about where the roles intersect, it’s good
      for helping our understanding.
   3. Workload issues.
      1. Where do we need additional support?

6. Watsonville (Eva Acosta)
   1. Encourage students to go to Education Plan workshops. Workshops help:
      1. They get students to map out an ed. plan. If students don’t have an ed. plan
         they will not get priority registration, or other benefits starting in Fall 2014.
         Under the Student Success Act, students will need an Ed. Plan, along with
         other criteria, in order to maintain their priority registration.
      2. They inform students about what students need to achieve their college goals,
         earn degrees and certificates, and transfer.
   2. Senate asks about counselors, how to get students into specific counselors’ hours.
      1. A new FTE contract counselor is being hired now.
      2. Students are getting discouraged when they can’t get a specific counselor.
         1. They asked about Jay, but he has fewer hours meeting with students now
            because he is the new Counselor Division Director. Barbara Schultz is
            taking on the counseling hours that Jay had.
   3. Senate asks about financial aid. A lot of information is on WebAdvisor
   4. Senate asks about ed planning and whether students who don’t have ed plans can
      get classes at all? The answer is yes.
      1. Yes, through CG51 students will begin to build an ed plan and maintain their
         priority registration.
      2. There are three levels of registration, based on past units. If students have 30+
         of units (up to an upper limit) they get high priority. If they have fewer units,
         they get lower priority.
5. Senate asks for the dates of events to be sent out. Dates are kept current at the Counselors’ website: www.cabrillo.edu/services/counseling/
6. Senate asks that you remind your students every other week to build an ed plan.
   1. Every week is too much, it feels like nagging, but every other is encouraging.
7. Student Rep. (Abigail Kennedy)
   1. We had an extensive conversation on current smoking policy and where to go from here.
      1. We’re going to try and poll students in classes and see what they think about it.
      2. We should push the boundaries, get rid of problem areas. Make problem areas (by cafeteria, 300 building etc.) clearly No Smoking, and enforce it.
         1. Students want to know what faculty think of this.
         2. Some think people need to start getting ticketed if they’re smoking where they aren’t supposed to.
            1. Senate says yes, but we should warn people first that tickets will be given soon, then we’ll start ticketing in problem areas.
   3. Last meeting we talked about skateboarding enforcement. We need all of the faculty to be in agreement about these issues, it is a college problem, not the sheriff’s.
      1. Faculty needs to be consistent about telling people not to skate or smoke on campus.
   4. Senate comment: we need to address this as a public health thing, we don’t want to be seen as putting the students down, we’re trying to look out for them. Make it a thoughtful public health campaign, not oppression.
   5. Senate comment: we need to just make it all non-smoking, it’s too complicated to have to keep track of where you can tell someone to stop smoking and where you can’t.
      1. There’s also that common courtesy aspect of it. You can ask people to stop smoking no matter where they are if it’s really effecting you.
   6. Student Senate will keep up serious talk about this next week.
   7. Senate comment: faculty shouldn’t have to be the enforcers. Smokers, if they’re after their fix, aren’t going to be courteous about it. We don’t want to tell someone to stop smoking and get our cars keyed or anything like that. Smokers might respect it more if it comes from someone in a uniform.
   8. Student Rep comment: I told some people at the bus stop that various places aren’t going to be allowed smoking, they said they wouldn’t go there to smoke again. Many smokers are willing to respect the rules.
   9. Senate comment: I’d like to get the demographics on who smokes. Let’s understand these people more, and educate.
  10. Senate comment: the only time I’d stop someone from smoking was if it was affecting my students.
  11. Senate comment: I have a lot of students in recovery from addictions, and I’d rather have them smoke in comfortably than go back to worse drugs.
  12. Senate comment: If we’re thinking of this as a health issue, we need to think of it from the perspective of those effected.

2. We’re putting together the newsletter, and that info slide we’ve mentioned.
3. We’re putting together a committee to organize a homecoming event, this is to get the students more involved with the school.
   1. We’ll need support from faculty in building more community around Cabrillo. Please show up to football games, make college successful and help build community with students.
4. Don’t forget deadlines.
8. SLO Assessment Coordinator (Marcy Alancraig)
   1. As a result of some information, the SLO has created a dashboard that has our benchmarks and current trends on the accreditation site and SLO site.
      1. These show how much we assessed last year, where we are now, and what the trend is (and the trend’s going up).
      2. We have a new setup that calculates what has been assessed and updated.
9. VPI - Wanda Garner (Substituting for Kathie Welch)
   1. Reported in Unfinished Business, 4.1.

4. Unfinished Business
   4.1 Budget, Enrollment and Faculty Obligation Number.
      1. We’re looking at one-time needs, rounding things up so we can address them.
Looking to find about $300,000 in one-time money to invest in requests from program plans.
      2. We’re also pushing to update computers/tech.
         1. We found some money last year and bought some faculty computers.
         2. Usually we get money specifically for student use, but not for faculty things, so when we can spend on faculty we do.
         3. We’ve been on such a non-spend diet, now we’re trying to take advantage of any money we can find.
      3. There’s still a structural deficit, it’s a problem. It’s not as bad as it used to be, but it’s still a problem.
         1. No one’s really talking about cuts, luckily.
         2. There’s usually some money at the end of the year that we can move around to fill any urgent budget gaps.
      4. Enrollment is soft.
         1. We’re still down from a year ago, but not a ton, just 1 or 2 %.
         2. We were hoping not to be down due to more units, but we still are.
            1. This may work out in spring.
         3. Some people have been talking about summer 14, maybe putting more units in it if we have to.
            1. Units can push either way around 1st of July boundary.
            2. These kind of discussions are happening in many depts.
            3. Your dean is probably happy to talk with you about it.
            4. Think about where we can have classes to do the most good.
      4. ’12-’13 numbers are being scrutinized to see if we can capture some more money from it.
         1. We’re not talking about a lot, but some extra money.
         2. If we can move some FTES back and get some lost money, we’re trying to do so.
         3. It will take a lot to make the growth target for ‘13-’14.
5. Loss of winter session is hard for some students.
   1. Some students can’t transfer because they can’t make up one or two or three units.
   2. It would be nice to have a few classes that can fulfill student needs in the winter: some humanities, maybe U.S. Hist, etc.
   3. Some classes will be offered in a Cyber Session (late-starting) format.

6. Faculty numbers:
   1. FON this year is about 190. We have about 193 contract faculty right now.
   2. Next year’s number will go down. We had heard as low as 162 or so, but now it looks like it will be closer to 180.
   3. We have departments in critical need.

7. More online classes for summer is important.
   1. Many students go into full-time work, so those online classes are important to them, says Student Rep.

4.2 FS Officers and Appointments:
   1. Curriculum Committee and Academic Counsel do a lot of the heavy lifting for FS.
   2. A few committees are short on members.
      1. We need attendance for a couple of committees.
      2. Facilities Planning needs a rep.
      3. People who are reps for CCFS on committees, you might not be officially FS reps.
      4. Non standing committees aren’t on the handout.
   5. Other big committees include:
      1. CPC
      2. CIP
      3. Pres and VPI are required to be on these committees.
   6. Bookstore committee isn’t on the handout.
   7. Sheryl and Joanne have had a meeting and will review bylaws.

5.0 New Business
5.1 Faculty Hiring Prioritization Process Update
   5.1.1 Need to take inventory of what is and is not working and recalibrate numbers where appropriate. Look at adjunct faculty hiring priority process. Availability needs to be addressed, along with other issues.
   5.1.2 For many years the counseling dept. and maybe all student service programs, have not been coming to FS as part of process for ranking people for hiring.
   5.1.3 This year, for the first time, counselors will be presenting their case to the FS.
   5.1.4 This is common sense that we need to hear about their needs. Michael will be lobbying very hard for more faculty positions. On the prioritization matrix, we’ll be experimenting with what numbers work, help, or don’t apply in these discussions and how this stuff works out.
5.1.5 The 2013-14 timeline is already playing out. Retirements are being announced. Programs will be submitting paperwork for new positions this week.
   5.1.5.1 FS will continue this conversation on Oct. 8. Many issues still unresolved.

5.1.6 Does DSPS also now need to come to the FS?

5.1.7 Some programs just don’t fit the matrix – MESA, MLC, Library

5.1.8 FS will need to re-frame the matrix and timeline if Student Services programs will now be part of the FS process.

5.1.9 After program presentations and ranking process, it has been left to the VPI to decide on priorities. However, Student Services requests have been handled at the Cabinet level with less transparent processes than those for ranking Instruction. Our 2013-14 timeline does not spell out clearly what will happen next.

5.1.10 FS might benefit from the ability to actually discuss rankings and priorities after presentations are made. It’s a delicate line to draw between fact-finding and more time for lobbying for one person’s opinions. We have to emphasize that we are supposed to be impartial, thinking only of the good of the college as a whole, and not as advocates for our division or program.

5.1.11 It’s true, but it’s awkward to talk honestly, especially because we only know our own departments intimately.

5.1.12 Everyone values the opportunity to have and open, lively discussion. We can help clarify presentation points with discussion.

5.1.13 Sometimes it seems like we have to make judgments based merely on a few numbers and people’s presentation abilities. This doesn’t seem fair.

5.1.14 The deans don’t always agree with FS rankings. Math was #2 on faculty’s priority list last time, but #9 on deans.

5.1.15 More dialog at the next FS meeting.

5.2 and 5.3 - FS Goals for 2013-14 and Student Success Ideas

5.2.1 This is the type up of our group ideas from last meeting.

5.2.2 There are some really great ideas in these bulleted suggestions. Vicki Fabbri is here from student success. Work is happening in lots of places on student success.

5.2.3 Sometimes it’s hard to imagine this senate as something other than a place where ideas are discussed, but it would be good to keep these student success conversations we’ve been having last year and this year going on. And to try to have our conversations lead to actual steps to improve student success.

5.2.4 Cerittos College has been doing five years of conversation on “iFalcon” habits of mind shared by their entire college. This is inspiring.

5.2.5 If we all buy in and reinforce these things to encourage student success, this could be influential, if it’s universal from all branches, and subtle.

5.2.6 Many senators wanted more staff development, mentoring, peer evaluation, etc.
5.2.7 Interdisciplinary work was also common in our brainstorming groups. Desire expressed for working together and supporting faculty development.

5.2.8 #3 on the handout is a bit fuzzy. Change “continue developing” to “develop strategy to create a culture of excellence at the college”

5.2.9 In class, teachers should mention an ed plan/ask about what their ideas for their education are. This way we can subtly encourage student success. Cabrillo has been known to have a culture of excellence which can really inspire faculty to fit in as excellent. This revolves around our awareness and encouragement of student success.

5.2.10 We could have some things like an anthro club, and archeology club, hist club, etc. to help build community. This could help with: Sharing ideas, Early alert, and Counseling, what we do and don’t know about?

5.2.11 Interest in pursuing this at future FS meeting

5.2.12 Many conversations on student success happening at Cabrillo. FS might serve as a conduit for some of these.

5.2.13 Quick survey of Michael’s Five student success Ideas on the handout and some faculty were interested in pursuing each of them. Future work groups may form around: 1) Student cohorts, 2) Interdisciplinary innovations, 3) Faculty development, 4) Early Alert, and 5) Training instructional faculty in “counseling” issues.

6.0 Open Forum. Next month we’re meeting on the 8th and the 15th. Accreditation people will be here on the 15th.

- Message to get out to students: student activity discounts are much more this year. With SAC card events are much cheaper
- If you’re going for grants, don’t forget due dates! October 1st.