Committee Name: Faculty Senate  
Date: 09/09/2014  
Time: 3:00 pm – 5:00 pm  
Facilitators/Location/Chair: Sesnon House, 1804

<table>
<thead>
<tr>
<th>Attending Members:</th>
<th>Eva Acosta, Arturo Cantu, John Govsky, Calais Ingel, Jay Jackson, Sheryl Kern-Jones, Brian Legakis, Jackie Logg, Michael Mangin, Robin McFarland, Dusty McKenzie, Lenny Norton, Ekua Omosupe, Jo-Ann Panzardi, Yasmina Porter, Beth Regarz, Dan Rothwell, Pam Sanborn, Peter Shaw, Patricia Stokke, Sylvia Winder, Marcy Alancraig, Dale Attias, Drew Kelley, Christopher Reinoldson, Barbara Schultz-Perez, Kathie Welch</th>
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<td>Absent:</td>
<td>Diego Navarro</td>
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| Approval of Agenda 1 min. | 1.0 Call to Order  
- Meeting convened at 3:05 p.m. |
| Approval of Minutes 3 min. | 2.0 Minutes (from 08-26-14 meeting)  
Action:  
- Dale has one edit on minutes  
- Lenny has one edit on minutes  
- Motion to approve at 3:10 p.m. – all FS in favor |
| Standing Reports 45 min. | 3.0 Standing Reports  
President (Michael Mangin):  
- Open educational resources  
  - Find ways for students to have access to lower cost or free textbooks  
  - Some good resources are online (e.g., collegeopentextbooks.org, oercommons.org, theorangegrove.org/open_textbooks.asp, )  
- FS member (Christopher) - Free textbook plan mentioned at last meeting – on 1st day program ran out  
- FS member - Flat World Knowledge – students like books there  
- Brainstormed list – (K12 outreach, in-reach idea, early orientation and follow-up for online marketing, clearer open sections) |
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| Committee appointments – Discipline Committee = Keith DeCote | • Patricia Stokke volunteered to serve as alternate  
• Beth Peterson appointed to Sabbatical Leave Review Committee to replace Michael |
| Vice President (Calais Ingel): | • Nothing to report |
| Secretary (John Govsky): | • Any feedback regarding the FS website would be helpful |
| Treasurer (Lenny Norton): | • Nothing to report |
| CCFT (John Govsky): | • Nothing to report |
| CCEU (Dale Attias): | • Classified prioritization committee has finally been determined  
  - Flor Chacon will serve as chair for that committee which reports directly to CPC  
  - Membership consists of 1 student (non-voting member), 4 classified, 1 manager, and 2 or 3 faculty employees  
  - Not a tool for addressing staffing levels  
  - Will not use this as a way of revisiting positions that went through the SPRAC process  
  - Will serve to inform staffing needs  
  - Will use it as a tool to identify what types of positions best fit the college, not departmental needs  
• Pilot team will go over requests coming from categorical programs  
  - At present, those are the people w/money coming in  
  - Goal is to get to a place where we make smart decisions regarding our staffing needs vs. reactionary decisions that end up costing people jobs, using the bumping process and creating a climate of temporary workers w/long-term contracts  
  - This committee is not a branch of the union, but instead, it serves classified staff in a way that facilitates campus-wide discussions. |
| Watsonville (Eva Acosta): | • Encouraged better communication of “Add Codes” for classes that are still open  
• Police officer (David Lopez) will be onsite at the Watsonville campus from 9 a.m. to 2 p.m. (Mon – Fri ????)  
• There is also a sign-up for students that need to be walked from the campus to their cars at night |
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<td>ASCC (Christopher Reinoldson):</td>
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<td></td>
<td>• Building access in SAC EAST</td>
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<td>• Rep on every committee</td>
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<td>• Rebuild region 4</td>
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<td>SLO Coordinator (Marcy Alancraig):</td>
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<td>• Follow-up on research project relating to possible changed requirements for faculty self-evaluation – no word as yet</td>
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<td>- ACCJC – what evidence are they asking to fulfill?</td>
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<td>• Oct 7th – ARCs recommendation – clarify what CC means by a program</td>
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<td>- Need FS feedback</td>
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<td>- Need to define what a “department” and a “program” is exactly and what makes the distinction between these two</td>
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<td>Vice President of Instruction (Kathie Welch):</td>
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<td>• Will wait on enrollment until FS meeting on the 23rd of September</td>
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<td>• Rock’s decision to step down as Dean was that he could not do both jobs (Regional Consortium Director)</td>
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<td>- He will still have an office here at Cabrillo</td>
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<td>- Focusing time on state level issues</td>
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<td>- Still acting as Dean, which is funded by Cabrillo College</td>
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<td>- Long-term plan is to stay at the state level</td>
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4.0 Unfinished Business

4.1 FS Goals and Agenda for 2014-2015 (10 minutes):

• Improve two-way communication between faculty and senate
• Work with instruction re: enrollment issues
• Student success – a lot of overlap with student equity efforts  
  - Equity Plan will now be due in January (equity plan)
  - Money is there – over $500,000 for Cabrillo in 2014-15 and ongoing
• Need to work on closing achievement gap (populations in our college that have variable success levels)  
  - Address the issues involved in these variable learning outcomes
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| - Find ways of bridging the gap  
  - Need to expand programs that work and try new approaches | |

**4.2 Enrollment Issues and Planning for September 23rd (Michael Mangin, Calais Ingel and Kathie Welch – 15 minutes):**
- Next FS meeting on September 23rd will be held in Room 450
- Beginning of the college-wide dialogue on enrollment strategies, resources, and decision-making
- Enrollment targets
- Breakout participation
- How to deal with enrollment strategies
- TU Allocations
- Overall college direction
- Understand the relation between Chairs and Deans
- Per Kathie, enrollment is currently down ~1.8%

**5.0 New Business**

**5.1 Meritorious Service Awards (25 minutes):**
- Questionnaire passed out to FS members regarding the process
- Laurel stated that they’ve asked the task force as well as faculty to give feedback using this form
  - FS has been given the same questions everyone else had received
- FS forms groups of 4 or 5 to share general responses about what works and what doesn’t
- FS called together again for open comments and suggestions, some of which were to:
  - Simplify nomination process
  - Acknowledge nominees
  - Award with gift certificates
  - Award something like a crystal bowl rather than a plaque
  - Recognition awards of all people working at the college as a whole
  - Recognize best practices and innovations
  - Hold a recognition luncheon
  - Breaking it [awards] up into division awards
  - Recognizing excellence in teaching from the student’s perspective

**New Business**

20 min.
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<td>- Separate retiree’s award</td>
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<td>- Adding a grant to your program if you win an award</td>
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<td>- Faculty and staff contributing to awards nomination</td>
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<td>- Each division nominating an award to someone</td>
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<td>- Recognizing smaller offices</td>
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<td>- Giving smaller/not as many awards and not having long, long award ceremonies – maybe have an awards newsletter</td>
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5.2 **Dean of Student Affairs (Michelle Donohue – 10 minutes):**
- Seeking ideas regarding graduation
  - Asking faculty for their viewpoints on the graduation process
- Attended division mtgs. on Aug 29th
- Open for comments
- Outreach has 2 new hires who are working towards developing enrollment

5.3 **ESL Issues (Zarmina Dastigir and Nancy Phillips – 25 minutes):**
- There are 7 core classes that are designed to complement the reading and writing classes
- Zarmina claimed that she and other members of the ESL program were not aware of the curriculum change that occurred in FA 2012
  - Courses may be offered at variable unit levels 4-6 units
  - Conversation classes cancelled
  - Studies show it takes ~4 years to learn a 2nd language and up to 7 years to learn how to write in a second language
  - Aware of the need for the college to limit TUs
  - How come ESL students are increasing but the ESL units are not being increased
  - How to teach what is taught in 6 units and now to be taught in 4 units?
  - Students need more time, not less time
  - How can this be reversed (so students can benefit)
- Other FS member explains process as such:
  - Units put in and it went through curriculum
  - Watsonville students who can’t afford to take a 6 unit course are sometime able to afford 4 units (hence the offering of the 4 unit classes)
  - PC of ESL in 2012 maintained that the changes were made in an open, faculty-driven process
  - Only faculty can make changes to courses in Curricunet.
  - Looked for way to stall plummeting enrollment in ESL; something had to change
  - Whenever classes are cancelled, it can make enrollment challenges even more intractable
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| - Many different opinions of how to change it and save program along with enrollment | - Fill rate is better right now (Aptos is lower whereas Watsonville is higher)  
- Watsonville may be higher as there are more Spanish speaking people to help students in the initial process of getting in, whereas Aptos currently does not.  
- Academic departments encouraged to more clearly communicate to department faculty when curriculum changes are proposed |

**Agenda Building & Summary 5 min.**

**6.0 Agenda Building & Summary - Agenda Setting (5 minutes):**
- In what ways are the learning communities having an impact on college programs?  
- Work on communications re: impact of curriculum changes among departments and divisions

**Open Forum**

**7.0 Open Forum**

**Adjournment**

Meeting ended at 5:00 p.m.

**Information Requested - Action Approved**

1.  
2.  
3.  
4.  

**Meeting Summary or Take Away:**