

**Minutes (approved)
Academic Senate Meeting
October 16, 2008**

Present: Fawaz Al-Malood, Joe Ammirato, Alison Anderson, Jerry Austin, Stacy Bacigalupi, John Blyzka, Janna Brink, Holly Cannon, Kate Cannon, Kelly Coreas, Kim Earhart, Tom Edson, Jeff Ellwood, Tim Engle, Jennifer Galbraith, LeAnn Garrett, Jennifer Garwick, Barbara Gonzales, Vicki Greco, Michelle Grimes-Hillman, Scott Guth, Luisa Howell, Bonnie Jeffers, Eric Kaljumagi, Ron Kamaka, Connie Kunkler, Darlene Landeros, Terri Long, Martin Mason, Loni Nguyen, Susie Rubenstein, Michael Sanetrick, David Schmidt, Joan Sholars, Larry Silva, Dan Smith, Lina Soto, Crystal Lane Swift, Tyler Trull, Joan Tsuei, Liz Ward, Randy Wilson, Emily Woolery, Steve Zicree

Absent: Kristina Allende, Terri Beam, Glenda Bro, Ralph Eastman, Edwin Estes, Terri Faraone, Alina Hernandez, Paul Hischar, David Medina, Amy Nakamura, Monique Neel, Iraj Nejad, Jondea Orr, Liesel Reinhart, Lanny Richardson, Robert Rogus, Hector Sanchez, John Smith, Bob Stuard, Pauline Swartz, Rebecca Walker

Guest: Paula Young, Mathematics

- I. Call to Order
- II. Consent Agenda: A motion to approve the consent agenda was made, seconded, and carried.
 - A. Approval of Minutes
 - B. Curriculum & Instruction Report – October 2
 - C. Student Preparation & Success Report – October 2
 - D. Committee Appointments
 1. Senate Planning Committee Appointment: Lina Soto (chair) Pat Cridland, Mary Rose Wiesner, Hansel Alvarez
 2. Flex Day Planning Committee: Eric Kaljumagi (Chair), Loni Nguyen, Barbara Gonzales, Cindy Anderson, Anne Fleischer
 3. Basic Skill Coordinating Committee: Patricia Maestro, Pat Bower, Gary Enke (co-chair), Jennifer Galbraith, Glenda Bro, Antoine Thomas, Lynda Hoggan, Lisa Ledeboer
 4. Equivalency Committee: Maria Davis, Shelly Rzonca
- III. Public Comment: DSP&S provided information regarding personal attendants for students with disabilities. If a student with a disability has a personal attendant accompanying him/her who is approved by DSP&S, the professor would receive a *Student Request for Personal Service Attendant* Form from DSP&S with the attendant's name and agency information. If faculty does not receive such a form, please contact DSP&S at Ext. 4290 to determine if it is an approved accommodation.
- IV. Officer Reports
 - A. President
 1. PAC: Vice President Gregoryk gave a budget update. We have received .68% COLA but that could be removed mid-year. He expects the governor to make mid year cuts. We received 1.83% growth which is the only new revenue. The College Goals were reviewed. PAC added a new goal (#11 on communication). A handout was distributed.
 2. AMAC Update: The International Education program has requested that its name be changed back to Study Abroad. The budget committee will come up with guidelines should we need to conduct mid-year cuts. The district is very doubtful that we will be able to hire growth positions and is asking that we examine all replacement requests

with careful scrutiny if cuts become necessary. The district agreed to create a taskforce to determine the software options and the costs involved in purchasing and making available a functional plagiarism software in response to Resolution 2008-10 (Plagiarism Software). The task force will be composed of both faculty appointed by the Academic Senate and managers from appropriate areas (including Information Technology and Instruction), and it will make a recommendation to the Academic Mutual Agreement Council regarding the software that would be optimal for the campus as well as the costs involved for ongoing support and maintenance of the software. Such a recommendation will be considered for implementation when the College budget allows. The Senate President is seeking faculty who are interested in serving on this taskforce. The Senate Planning Committee and the Basic Skills Coordinating Committee are now official Senate Committees. The district will appoint administration to these committees as presented in the purpose and function statements.

B. Vice President

1. Flex Day: Flex Day is scheduled for 20 February 2009. Loni Nguyen, Cindy Anderson, Anne Fleisher, and Barbara Gonzales have volunteered. We will meet shortly after they are approved by the senate in order to begin preparations. Please start thinking about the presentations you would be interested in creating.
2. Budget Committee: Mike Gregoryk noted that this year's state budget contains provisions that allow the governor to both make midyear cuts and to suspend the COLA. This makes our local income difficult to predict, but Gregoryk believes that midyear cuts will occur along with a reduction in our allocation of growth funds. Since the state's September revenues were 5.4% below budget, it is possible that a special session of the legislature will be called by the governor. The Budget Committee intends to discuss its purpose and function at the next meeting. We need to consider what guidelines or procedures we will recommend given the likely scenario of the state's difficulties continuing into next year. Although no one is now advocating discontinuing programs or positions, it would be prudent to have preliminary discussions on what to do should our budget shrink. The committee also reviewed the portion of BP6200 that deals with reserve funds. One proposal was to suggest that the Board of Trustees use a fixed dollar amount of reserves (like \$15,000,000) instead of a fixed percentage of reserves (currently 10%). However, given that the state is discussing delaying certain payments, a reduction in the reserves could result in economic risks.

V. Legislative Liaison

- A. Fall Plenary: November 6-8, 2008: Senate leaders get together to discuss the issues in the California community college system, elect the new Executive board, and vote on resolutions. The Westin Bonaventure, Los Angeles, CA.
- B. Accreditation Institute: January 23-25, 2009: Designed to help both faculty leaders organize and write the self study. Dolce Hayes Mansion, San Jose, CA.
- C. Teaching Institute: February 20-22, 2009: Registration is open to counseling and library science faculty only. San Jose Marriott, San Jose, CA.
- D. Vocational Education Institute: March 12-14, 2009: Registration deadline: February 9, 2009. The attendance of the Institute including double occupancy is subsidized. Sheraton Universal, Universal City, CA.
- E. Spring Plenary: April 16-18, 2009: Senate leaders get together to discuss the burning issues in California community college system, participate in breakouts, elect the new Executive board, and vote on resolutions. SFO Westin, Millbrae, CA.
- F. Leadership Institute: June 18-20, 2009: This institute is designed for current and aspiring faculty leaders at community colleges and is dedicated to issues involved in running effective senates, faculty hiring, budget planning, technical assistance, and other hot issues facing the California community colleges faculty. Granlibakken Resort, Lake Tahoe, CA.

- G. SLO and Assessment Institute: July 8, 2009: Topics for new and experienced SLO coordinators. Sheraton Park Resort, Anaheim, CA.
- H. Curriculum Institute July 9-11, 2009: For faculty, particularly curriculum chairs and chief instructional officers, involved in new program development, program revision, or technology curriculum development. Sheraton Park Resort, Anaheim, CA.
- I. If you are interested in attending any of these events visit: <http://www.asccc.org/Events/Calendar.htm>

VI. Faculty Association

- A. Measure RR: On October 7th, the Faculty Association Representative Council voted unanimously to contribute \$25,000 to the Measure RR Campaign. President Long presented the check to Mike Gregoryk at the Measure RR headquarters yesterday. Volunteers are still needed for phone banking. Please see the Measure RR Web site for more information (yesonrr.com). The Faculty Association will be phoning on Monday, November 3rd from 6-8:30 p.m. Please contact Jennifer Galbraith if you would like to join us that evening.
- B. Part-time Faculty Open Houses: The Faculty Association will host open houses for part-time faculty in spring 2009. Tentative dates are Tuesday, March 17th at noon and Wednesday, March 18th at 6 p.m. More information will be provided later in the semester.
- C. Life Insurance: The Faculty Association approved a change to our current life insurance policy from \$50,000 with Hartford to \$75,000 with MetLife. Faculty will also be allowed to purchase additional insurance with MetLife at as higher amount than previously allowed. Faculty will be mailed, to their homes, information on Open Enrollment dates to apply for extended life insurance through Met Life.
- D. Reopener Negotiations: Ideas are currently being solicited from faculty for the reopener negotiations survey that will be distributed in November. Ideas should be forwarded to Terri Long. Reopener negotiations between the District and the Faculty Association will begin in January.

- VII. Associated Students: Handout was distributed of October events. Events include Rock the Vote (Oct. 13& 16), Lost & Found Silent Auction (Oct. 15), Blood Drive (Oct. 21-23), and Halloween Bash (Oct. 30). A report was given on support activities for Measure RR. Associated Students is hoping to encourage students to ride public transportation by awarding a scholarship for public transportation.

VIII. Council/Committee Reports

- A. Curriculum & Instruction Council Report: No report.
- B. Student Preparation & Success Council Report: No report.
- C. Professional Development Council Report: No report.

IX. Action

- A. Goals: A motion to approve the goals was made, seconded, and carried.
- B. AP 5071: Student Leave of Absence: A motion to approve this AP was made and seconded. Discussion ensued. A comment was made that the language change regarding place of submittal to position of submittal may be less clear. A motion to strike out "by the Dean of Enrollment" in the third paragraph was made, seconded, and carried. A motion to add statement of "All decisions made by the board are final" was made, seconded, and carried. A motion to amend the first sentence of second paragraph to include "Admission and Records Office" after Dean of Enrollment Management was made, seconded, and carried. A vote on the original motion was taken. The motion carried.
- C. WASC Accreditation for Continuing Education: The Senate President clarified that WASC Accreditation requires approval of the Student Learning Goals. A motion to approve this item was made, seconded, and carried.
- D. Math71X – Addition to Math Competency on all degrees: A motion to approve this item was made, seconded, and carried.
- E. Resolution 2008-09 Adult Basic Education and ESL Noncredit Faculty: A motion to approve this resolution was made and seconded. Discussion ensued. The English Department representative spoke against the resolution. He expressed budgetary

concerns in relation to the resolution and the need for prioritizing the support of basic skills efforts. A Basic Skills Steering Committee member reminded the Senate that the Basic Skills Plan that the Senate recently approved includes academic development of students in ESL and Basic Skills programs. Also noted was that currently we have no full-time teaching faculty in either ESL or Basic Skills areas. Discussion included the fact that the ESL and Basic Skills programs generate increased funds for the College that are currently going into the general fund. A question about potential impact of hiring faculty replacements in the credit programs was asked. The Senate President clarified that the resolution asks for a plan, and the impact is unknown. The Faculty Association President spoke in favor of the resolution stating that ESL and Basic Skills students are Mt. SAC students and that, as faculty, we should make decisions that serve the students in those programs. A motion to set aside the resolution for one month was made and seconded. A vote was taken with 16 in favor and 18 opposed. The motion did not carry. A motion to call for the question was made, seconded, and carried. A vote on the original motion was taken. The motion carried.

X. Discussion

A. Matriculation Plan: The plan is on the Senate website and is a 40 page document. The Executive Board did not want to print and copy the plan in order to save paper. Jim Ocampo, Director of Assessment, presented the plan. A Categorical Site Visit is scheduled for Spring 2009 to include Matriculation, EOP&S, CARE, Calworks, and DSP&S. Updates to the plan include change in titles, increase in technology use, and student learning outcomes/administrative unit objectives. The plan was reviewed by both the Matriculation and Assessment Committee and the Student Preparation & Success Council prior to being recommended to the Academic Senate.

XI. Information/Announcements: The 61st Track Invitational being held this weekend and next weekend.

XII. Adjournment