



*A World of Cultures United in Learning*

**Faculty Senate Minutes**  
**March 5, 2008**  
**3:30-5:00 pm**  
**Fremont campus, room 1307**

**Senate Representatives Present:** Susan Myers, Nancy Pauliukonis, Sharon Briggs, Terry Taskey, Yvette Niccols, Barbara Tull, Alan Kirshner, Wayne Yuen, Jim McManus, Bob Mitchell, Lilly Xu, Gary Mishra, Jo Rainie Rodgers

**Others present:** Jim Wright, Deb Parziale, Chris Warden

**1. Announcements**

None.

**2. Approval of Minutes**

Approved with correction.

**3. Senate subcommittees Myers, Warden**

Update from the Curriculum Committee and the Student Learning Outcomes and Assessment (SLO-A) Committee.

- Chris Warden and Susan proposed a new subcommittee- the Student Learning Outcomes and Assessment Committee (SLO-A.) Many colleges have been forming similar committees to take charge of assessment and SLOs, program review, etc. The state provides resources to help develop this committee.
- Faculty should consider participating on this committee. Co-chairs are Susan Myers and Chris Warden. The committee currently has 7 members, and more members are welcome. Regional training is available, and there will be many opportunities to learn more about what the committee is designed to do.
- The goal is to have faculty, staff, student services personnel who have gone through program review before bring their experience to the committee.
- Senators should encourage constituents to be involved. Currently the committee is meeting once per month. In the future it may meet twice a month.

Sub-committees- restructuring of subcommittees.

- Currently we have general education, cultural diversity, and information competency sub committees. It is recommended that the cultural diversity and

information competency committees be folded into the GE committee; both subcommittee chairs are in agreement.

- They would like this change to be effective Fall, 2008.

**Motion:** The Cultural Diversity Committee and the Information Competency Committee are to be folded into the General Education Committee. (Kirshner)

**Second:** (Briggs)

**Motion Passed.**

#### 4. Senate Leadership Myers

The Senate discussed Senate leadership for 2008-2009.

- The Senate needs to identify an incoming President by the end of this year. Chris Warden is also ending his term; a chair is needed for the SLO-A committee; College Council will also need a new Chair. GE committee chair Jon Degallier is also nearing the end of his term.
- Senate should be sending two people to the leadership conference each year—to build excitement for the job. It provides a good opportunity to meet other Senate Presidents and learn how to handle various situations. There are funds available for this. Even someone who is not ready for leadership at this point, but who might be interested in the future, should consider going to the leadership training.
- The duties of the president may overwhelm those considering the job. However, duties could be shared. Barbara and Susan have talked individually with a number of people.

What are the things that would make the job attractive or unattractive?

Cons:

need to attend Board meetings.

need to attend many committee meetings dealing with campus issues

currently the role has a list of 23 duties

Pros:

provides a break from teaching

is an opportunity to make a real difference on campus

an excellent way to learn how the campus works

- Would it help to divide the duties, such as having various people attend the board meetings? Could some duties be moved to Vice President? Could the President's term be one-year term and split duties among past, present presidents and president elect? This might help someone make that decision.
- It takes a person who is willing and interested in campus activities, campus involvement.

- There needs to be greater sharing of duties among Senate members. The by-laws could be changed: have one person who is representative to the board, others to attend other committee meetings, etc. instead of having the Senate President go to all of the other campus meetings. Representatives could be assigned campus committees and bring reports to the Senate.
- Senators should talk to people whom they think would be good leaders.
- Twelve faculty members will be getting tenure this year. Jim has talked with each regarding involvement in campus activities and leadership. A large group of faculty have been here 8 years or less. This is a good target group, perhaps to attend leadership training. The Senate could ask Mark Lieu to come and make a presentation.
- The Senate President receives 50% release time.

## **5. New Faculty Prioritization Process Myers**

The Senate reviewed the faculty prioritization process.

- Last year we had presentations in April and repeated them in fall because there were many new senators who did not see the April presentation; the fall presentations seemed rushed. Perhaps we should hold it off until fall when we know better what the campus need will be. It would also be better to do it in one semester when we will not have a change-over of senators.
- We should revisit the process and revise some things that didn't work smoothly; it seemed silly to repeat the process in the fall.
- Alan Kirshner and Terry Taskey will work on clarifying the process--how the tabulation will be done, how last minute additions will be handled, etc. and bring it back to the senate for feedback.
- Sometimes with a retirement, we may want to fill the position in a different area due to enrollment shifts. In this case, it is important to have the prioritization in place.
- Faculty should view prioritization as an important educational planning process for the entire college. The prioritization process should be done, even if there are no positions to be filled.

**Motion-** The Faculty Prioritization process is to be suspended for spring 2008 and will take place fall 2008. (Kirshner)

**Second:** (Taskey)

**Motion passed with two abstentions.**

## **6. Senate meeting schedule & agenda items Myers**

The Senate reviewed the meeting schedule and agenda items for spring 2008.

- March 19- the college needs to acquire a second units to do the video conferencing, so it will not be available for this meeting

- Due to presidential interviews the April 2<sup>nd</sup> meeting has to be rescheduled. April meetings will take place on April 16 and 30
- The last meeting will be May 14.

Senators should give Susan Myers any agenda items to be addressed at spring meetings.

## **7. Administrative Procedures** Myers

The Senate reviewed Administrative Procedures under Chapter 4, Academic Affairs to determine what action should be taken.

- We've updated all policies (e.g. program discontinuance, grade change, instructional news media) but procedures guide what we do day-to-day; it would be good to look those policies that have no procedures.
- This will always be a work in progress, to make sure our procedures reflect what we do.

## **8. President's Report** - Myers

- Two applications have been submitted for outstanding alumni. Yvette, Jim, and Barbara will review them and report back to Senate.
- The Accreditation team is looking for input in the open forums
- Tonight the Board is giving tenure to many of our colleagues, and emeritus status to two faculty; Susan will ask that the statements be read aloud for the record
- Facilities committee and College Council are providing input for campus as a whole as to what should be done with building one when the new Student Services building opens
- Jim Wright will be making a request through the Deans for information about faculty practices -- selling textbooks or other materials in the classroom to students. Title V states that instructional materials can be made available to students, but not at a profit.
- Affordable textbook campaign- A California public interest research group/consumer protection group is promoting free, online textbook use. How will this impact our bookstore?
- The state senate is beginning a 2-year cycle of disciplines list review- reviewing minimum qualifications for disciplines; the standards and practices committee is considering revising the disciplines list; for example, the non-masters list, which tends to include career/vocational disciplines requires any BA degree plus experience; they now want to tighten criteria—perhaps requiring a BA in a particular area or adding a 3<sup>rd</sup> category for disciplines wanting more stringent requirements; refer constituents with questions to Susan Myers.
- Upcoming faculty leadership institute will take place June 12-14 in Newport Beach; faculty will learn how to deal with issues, how to deal with the press, how to run meetings, etc.; we can send two people. If you find someone interested in the senate presidency, encourage that person to come to a Senate meeting and talk with Susan Myers.
- Our nominee for the Hayward Award, Bob Bradshaw, was not selected.

- The golden handshake will not be available; in order to offer that, the college has to be in such dire straits that we will lay off faculty; we are fortunately not in that position.
- The Presidential search is moving ahead; interviews will take place on April 2<sup>nd</sup>.