

Ohlone College Faculty Senate  
Minutes  
September 21, 2011  
3:30 PM  
Room 7101, Fremont Campus

Members present: Jeff Dean, Jeff Roberts, Terry Taskey, Chieko Honma, Jeff O'Connell, Jennifer Harper, Wayne Yuen, Jim McManus, Alyce Reynolds, Nicole Sandoval, Alan Kirshner, Luc Desmedt

Members absent: Bob Mitchell, Kim Stiles

Others present: Ron Travenick, Jim Wright, Deborah Griffin, Spencer Washington, Marge Segraves

**Meeting called to order at 3: 33 p.m.**

**Announcements**

At the last meeting of Senate, it was decided to make a donation to the Ohlone College Foundation in memory of Victoria Loukianoff. There is a Victoria Loukianoff Endowment. Contributions can be made to the Ohlone College Foundation. The Senate will also make a donation in memory of Phil Zahorsky.

The bookstore committee needs an additional faculty member to serve.

The committee list has been updated. O'Connell is waiting to hear back from a few committee chairs for a last check on accuracy.

O'Connell asked if it seemed that the parking issue raised at the previous meeting had been resolved. Kirshner noted that he observed that there were spots available when he arrives. Dean asked if there were not new ASOC senators who have gotten permits recently and who might be affecting future availability. Travenick said he would look into this and report back to O'Connell.

**Approval of minutes from September 7, 2011 (A)**

Yuen was listed as being both present and absent for the last meeting. The minutes were corrected to reflect that despite the possibility of him being at the meeting in spirit, he was physically absent.

**Motion: Yuen**

**Seconded: Roberts**

**Minutes as corrected are adopted without objection**

**Financial Aid Fraud (I): Deborah Griffin**

Deborah Griffin came to Senate to discuss the issue of financial aid fraud. This was based on a talk she gave during Flex week. She first provided background on federal grant money that goes to students. A definition of what constitutes "Student Financial Assistance Fraud," was provided in her presentation. An important point about an "attempt" versus an actual completed act of fraud was

noted. A list of “Fraud Schemes” was presented, which included fraudulent acts such as falsification of certifications submitted to institutions to gain enrollment and, thus, qualify for financial aid. The main concern at Ohlone has been the use of identity theft/fraud rings. The participants had no intention of actually coming to classes and completing work. A common element in the fraudulent processes was online applications/enrollment. Other common elements were similar telephone numbers and addresses for multiple students. The illegally obtained financial aid was split between a ringleader and participants.

Griffin provided examples of and statistics related to recent cases of financial aid fraud at Ohlone, including the numbers of “straw students” and the amounts of money the students were awarded before they were stopped. Griffin informed the Senate that these individuals often work at a particular college for a period of time and then move on to another college.

Since faculty have exposure to enrolled students, we all need to be aware of possibly fraudulent actions. Griffin asked that faculty pay close attention to attendance. She advised faculty to drop no-shows immediately. For online instructors, it is important to drop inactive students immediately. If a student asks not to be dropped “because I need my financial aid check,” this is a signal that there is a problem and the student is not genuinely interested in academic work, but merely in collecting financial aid. She encouraged faculty to contact her in such cases so the matter could be looked into.

Griffin reports that when students are dropped for non-attendance, a process is run which then tracks how much aid they may have received and how much they may owe back.

Griffin asked that if faculty have any questions or situations they are concerned about, they should contact her. Taskey asked a question about a student who defaulted on a loan and how that can affect a student’s continuing enrollment. Griffin replied that defaults can cause problems with a student’s continuing enrollment, but that once payments are again made towards loans, enrollment can often resume. Berklund asked about the typical fraudulent students. Griffin noted that from a counseling perspective they would not be the types who actually have educational plans and see counselors.

The discussion on the revision of the by-laws was moved to the end of the agenda.

### **Update on Faculty Hiring (I): O'Connell & Wright**

The information on the planning process for faculty hiring for Fall 2012 was announced almost two weeks ago and was sent out to faculty by Jim Wright. Full information on the process can be found at:

<http://www.ohlone.edu/org/academicaffairs/facultypositionplanningcomm.html>

### **College Council and the UFO (I): O'Connell & Kirshner**

This is a follow-up to the issue raised at the last meeting. The UFO is not specifically represented at College Council. The question at hand is whether or not one of the faculty members (appointed by Senate) to College Council should, in the future, be specifically designated as representing/reporting to the UFO. Other bargaining units have specific representation at College Council.

O'Connell read from correspondence he received on this topic: "The reason classified unions are represented at College Council is because SB 235 was interpreted to mean that classified unions have the exclusive right to appoint classified employees to shared governance bodies. It's a huge conflict of interest for a bargaining unit to have a say in budgetary decisions at the college. College Council meetings are open to anyone that wants to attend – there's nothing stopping any union representative from attending."

Kirshner indicated that he did not see that it would be a conflict of interest as posed. McManus asked if "working conditions" was more related to the UFO as opposed to a format like College Council. Kirshner argued that UFO representation on College Council would be helpful. O'Connell noted that in his time on College Council there have been issues related to working conditions/unions that do come up. McManus asked if this added to the workload to College Council that didn't need to be there. Kirshner asserted that he didn't see this as an adding to the agenda. O'Connell noted that faculty is generally well represented at College Council. Roberts confirmed that Council is open and that its minutes are posted publicly. Kirshner asserted that faculty on Council are not specifically reporting to/involved with the UFO and that if one served in this capacity it would be helpful. This will be voted on at the next meeting of Senate.

### **Who is going to be the next senate president? (I): O'Connell**

O'Connell raised the issue of who the next Senate President would be. O'Connell wants for Senate to have a plan for succession and getting people ready to step into leadership roles. O'Connell expressed that he is interested in serving another term. He is, however, concerned about the following term, which will take place during accreditation. The next president will need to be adequately prepared for this. Having an idea of who will be prepared to be the next President will ensure continuity and make the transition smoother.

### **Senate By-Laws and Dues (I): O'Connell**

Items related to the Senate By-Laws were discussed, with specific changes noted in a draft shared with the Senate.

The specific numbers of faculty in divisions will be removed from the existing by-laws as these numbers have changed dramatically. The numbers also raised concerns that there might be confusion since a single faculty member might be counted in more than one discipline. It was noted, however, that there is some cross-over of faculty in current representation. For example, O'Connell and Honma are both from the Math Department, but in terms of representation, O'Connell represents Computer Studies and Honma represents Math.

The section on the length of terms was revised to indicate a two-year minimum term/commitment for senators.

The section on elections was discussed with attention to the issue of whether wording should be adjusted to reflect the reality of the elections having rarely, at least recently, having more than one candidate. It was suggested and agreed that this section of the by-laws needs additional consideration and work. Berklund will work with O'Connell on this.

A revision was made to the wording of the by-laws indicating that the Senate President meets with the Presidents and various Vice-Presidents.

The responsibility of the Vice President of the Senate overseeing the retirement functions was discussed and it will remain the responsibility of the Vice President, who may delegate it.

Responsibilities for maintaining current webpage information will remain under the Secretary's responsibilities, although it is presently handled by O'Connell with the assistance of Cheryl Lambert. In conjunction with the issue of the by-laws, the issue of Faculty Senate dues was raised. O'Connell noted that he thought that automatic deductions were being done, but this has not been consistent and there have been problems regarding the deduction, since some faculty are paid ten months a year and others are paid twelve months. O'Connell is discussing this with Don Penrose, hoping to resolve this complication. Some faculty member were paying their dues by check annually, but this was not done during Victoria's leave. Sandoval asked about part-timers. No part-timers appear to be paying Senate dues. Taskey asked about someone paying the full amount by check. This was done by some when Victoria was Treasurer. The section on the by-laws regarding Treasurer duties needs to be further worked on.

On the subject of how items come onto the Senate agenda, Taskey would like it reflected that items for the agenda have never been screened with the executive committee. The wording will be changed to reflect that items are sent to the Senate President.

The timeline for emergency items was also raised as an issue and the wording was reviewed.

Regarding the changes discussed at this meeting, O'Connell will work on entering these revisions, and approval of the changes will be an action item at the next meeting.

O'Connell would like added to the by-laws a provision to pay the part-time representative. The part-time representative for Senate is not compensated, although the part-time representative to College Council is. O'Connell proposed that Senate pay the equivalent of one hour to the part-time representative for each meeting and that this be in the by-laws. We have an account that this can come from. There were no objections to this provision.

Another issue regarding "membership" of the Senate was raised. O'Connell asked if the student who sometimes attends Senate be listed as a "member." Kirshner does not feel the student should be listed as a "member." It was agreed that a student is not a "member" or "part of" Senate and so will not be listed as such in the by-laws or minutes.

Sandoval asked if the part-time representative will have responsibilities listed, since that person will be paid. O'Connell noted that Senators have obligations to represent their constituencies, and that would be no different for the part-time representative. Kirshner agreed and noted that the constituency for the part-time representative is quite large.

### **Next meeting**

At the next meeting, Lesley Buehler will come to Senate to speak on the topic of authentication for online students, which is a necessary verification done through Blackboard and other course management systems.

Another topic to be discussed will be the issue of technology on campus, specifically use of bond funds to create a technology endowment to fund improvements, including replacement of faculty computers. Bruce Griffin and Rob Smedfjeld of the Technology Committee will speak to the Senate.

**Meeting adjourned at: 4:54 p.m.**

**Next meeting will be October 5, 2011 in Room 7101 at 3:30 p.m.**