Ohlone College Faculty Senate
Minutes
September 5, 2012
3:30 p.m.
Room 7101

Members present: Jeff Dean, Jeff O’Connell, Jeff Roberts, Jennifer Harper, Nicole Sandoval, Diane Berkland, Bob Mitchell, Terry Taskey, Chieko Honma, Jim McManus, Wayne Yuen, Luc Desmedt, Carrie Dameron, Alyce Reynolds

Others present: Jim Wright, Mike Bowman, Ron Little, Jamie Scobel, Aristotle Montecillo, Alison Kuehner, Sheldon Helms

The meeting was called to order at 3:35 p.m.

Introduction

Carrie Dameron is joining Senate to represent Health Sciences, Athletics, and PE.

Announcements

Chris Bolt is looking for feedback about Learning College week. What worked? What should be changed for next time? Since it was distinct from what we had done in the past, please provide her with feedback.

The Statewide Senate Fall Plenary Session will take place November 8 - 10 in Irvine, California. Information can be found at http://www.asccc.org/events/2012/11/2012-fall-plenary-session
Money is available to send someone. Contact O’Connell if you are interested.

Wayne Yuen is no longer doing Faculty of the Month. This task will be taken on by the Faculty Development Committee under the leadership of Chris Bolt. Nominations should be sent to her.

Approval of Minutes from April 18, 2012 (A): All

Motion: Harper
Second: Taskey
Approved unanimously

Budget update (I): Little

Ron Little, Vice President for Administrative Services, came to Senate to provide an overview of budgetary information. His presentation illustrated the scenarios the College faces for the coming year, predicated on the success of Proposition 30. He reviewed the distinctions between Propositions 30 and 38, noting how 38 does not include assistance for community colleges and would have a multi-year negative impact on community college funding. His presentation included information on the impact of
the cuts that will have to be enacted if Proposition 30 does not prevail, including significant cuts in sections and the potential elimination of summer session classes. It was clarified that money from Measure G cannot be used to supplement the shortfall we might experience. The presentation noted that operations will face challenges if mid-year cuts have to be enacted.

Kuehner noted a recent statistic in the news regarding the record number of students on wait lists across the state at community colleges.

A question was asked about current polling for these propositions. For Proposition 30, Little indicated that it is currently polling at 54-56% in favor. He also indicated that some sources indicate that it is “not likely” to pass. He indicated that Proposition 38 is polling lower.

**Enrollment update (I): Bowman**

Mike Bowman came to Senate to give an update on enrollment. Week two is an “instructor consent” phase of enrollment, which means that adds can only be done with an add card or e-mail to him or Jolie Chevalier. Bowman noted an uptick in enrollment as the term began then, on the day before the refund date, it leveled-off. We will be at about where we expect in terms of a fill rate. It appears that not as many students are “shopping” for classes, i.e.: signing up for more units than they intend to take, then dropping courses.

Harper noted a concern about the listing in WebAdvisor as to what “closed” means and confusion on the part of students as to whether it means that a waitlist is in existence, full or if there is none. Bowman noted that changing or customizing something to a significant degree in WebAdvisor is a long and complicated process. Some definition of what “closed” means is up at the top of the screen and would help most students who have questions about a class status.

Reynolds asked a question about Blackboard. Bowman indicated that Online Education is responsible for Blackboard and how and when it imports the data from the rosters into its system. Reynolds reported a problem over the long weekend having information from her rosters being fed into her Blackboard course. McManus noted that instructors can add students in.

Berkland asked about the fill rate. Bowman indicated that it is at 83 or 84% right now. There will also be some late start classes to account for.

**Bookstore (I): Scobel and Monticillo**

Jamie Scobel and Aristotle Monticillo came to Senate to field questions about the Bookstore. Scobel mentioned wanting to educate students about discounts for students on things like software. She also noted that there are discounts for faculty and staff members on software as well as clothing items.

Helms asked about recent situations regarding texts for his courses, including late notice of a changed edition of his textbook, different from the one he had expected his students to be using. He also had late notice about a book he ordered but was later reported to him as out-of-print. He wanted to know what the bookstore was doing about these types of problems. Scobel noted the complications of new editions of textbooks, noting that publishers want students to use the latest edition, but that bookstores and instructors do not always share this preference. Publishers make the most money, she noted, from new books, while bookstores are more interested in used copies and that it is not in the publishers’ interest to have a large supply of used books on the market.

Scobel noted that it is Aristotle’s job to communicate as early and as clearly as possible about potential problems with books that an instructor wants to use. Scobel noted that sometimes there is the possibility of creating a custom edition with parts of an older edition, but that most of the time it is impractical to do so. Scobel agreed that publishers sometimes change editions at inconvenient times and that the best possible way to try and head off problems is to let Aristotle know what their intended book needs are as
soon as they know, even before the book ordering deadline. The book order deadline for Spring is October 15.

Scobel offered to go over sales numbers with instructors if they wished to know how many of their students actually purchase their books at the bookstore. She wanted instructors to know that the numbers of books stocked are determined statistically and that the bookstore does not do 100% stocking based on class enrollments. She noted that only 27% of Ohlone students buy their books at the bookstore. She indicated that there are many ways students get their books, including online and from friends. If instructors want updates on how the sales of their books in the bookstore are going, they should contact her.

Yuen asked about uncertainty about stocking for spring and the potential of sections being cut. Scobel noted that she will work from information provided in WebAdvisor about section cuts and order accordingly.

Mitchell asked about underlining and highlighting in books to be bought back. Scobel noted that some highlighting and underlining is acceptable in a book presented for buy back, but that excessive marking is a concern. She suggested that students be encouraged to mark books in pencil so that it can be erased later. She also indicated that they review used books for answers written in. They further look for broken spines and intact covers as well as water damage. Books with these problems can’t be bought back.

Dean asked about the vending machines in Hyman Hall and at the Newark Center. They have been empty and restocking has been problematic for students in those locations. Scobel noted that she would be addressing this.

Kuehner asked about uneven pricing (online directly from publishers versus in the bookstore) and very high retail markups. Scobel noted that publishers want students to go right to them online because the publishers will make more money by not having to pay commissions to stores. She noted that the retail markup is high, but that it is a fairly standard amount in the retail area. Markups are what pay for the operations costs of having a bookstore, including staffing. Scobel noted that she is eager to work with faculty to try and make selections with student budgets in mind and price out items to reduce costs.

O’Connell noted that the Bookstore Advisory Committee currently has no faculty member. The next meeting of the committee is Wednesday, September 26 from 1:00 p.m. to 2:00 p.m.

Accreditation (I): O’Connell

O’Connell spoke about the current plan and schedule to work on the different Standard areas. O’Connell shared the chart that had been previously mailed to full-time faculty, noting the different Standards and the faculty members and administrators in charge of each area. The areas are now in the stage of assembling faculty and staff to serve on their teams. Faculty are encouraged to look at the different areas and consider which they would like to volunteer for. Faculty member should e-mail the faculty member and administrator heading up the area. The chart can be viewed at: http://www.ohlone.edu/org/accreditation/docs/2014prepdocs/learningandassessmentteamleaders.pdf

Ultimately, the accreditation report will need to be approved by Senate before being sent on. Send e-mail to faculty contact and administrator contact in the area you’re interested.

Senate Dues Update (I): Honma

Honma reported that all but 17 full-time faculty paid or committed to paying by payroll deduction dues to the Faculty Senate. There will be following up for the remaining faculty.
Honma also reported that an acknowledgement was received for the donation made to a charity in honor of Carolyn Strickler.
O’Connell will follow up with Joanne Schultz regarding an update of the list of faculty who have committed to Senate dues.

**Board Candidate Forum (I): O’Connell**

O’Connell indicated that he has a preliminary date for a Board Candidate Forum. The date is Wednesday, September 26 from 3:30 to 5:00 p.m. This Forum will host the four candidates for the three available seats, including the two incumbents who are running for re-election.
O’Connell solicited feedback about a preferred format, particularly if we wanted it to be more or less structured. The Senators discussed advantages and disadvantages of different formats.
It was noted that this is not a regular date of a Senate meeting. A preliminary format of opening statements, timed responses to moderator-selected questions from College community members and a closing statement was articulated. O’Connell agreed to send out a written version of the plan via e-mail to the Senators for approval before he sends it to the candidates.

**The meeting was adjourned at 5:10 p.m.**