Ohlone College Faculty Senate
Minutes
September 19, 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

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

Announcements

The forum for Board of Trustee candidates is set for Wednesday, September 26 at 3:30 in room 7101. The forum will be open to the campus community and it will be recorded. O’Connell is still seeking questions to ask the candidates. They may be e-mailed to him. The forum is not an official meeting of Senate, but rather sponsored by Senate. There will be no meeting the second week of October.

The UFO wants to assemble a sub-committee of Senate to work on revising our evaluation/tenure process. Some research has already been done by the UFO, but they seek a Senate-driven process. O’Connell is willing to help head this up and asked for assistance Roberts and Dameron agreed to help.

The college is not going to print a schedule for students for next semester. There will be a limited print edition for use on campus. The decision to do this follows the budget information covered at the last Senate meeting. A great deal is up in the air regarding the class schedule pending the results of the November election and the passage of Proposition 30. If Proposition 30 does not prevail, a schedule listing many classes that will be cut is not practical. Instead, the College will send out a postcard to those who normally get the schedule informing the community about where an online schedule can be viewed and note that the classes offered will be contingent on Proposition 30. This statement can be educational, but can’t advocate. The statement will be reviewed by various constituent groups on campus. Because of the time frame, O’Connell will send out the proposed language to Senate and he would like to conduct a vote via e-mail on the language.

Approval of Minutes from September 5, 2012 (A): All

Motion: Berkland
Second: Desmedt
Approved unanimously
Accreditation (I): O'Connell

Groups are being formed per the list of Standards:
Heads of groups will be meeting soon to discuss steps going forward.
O'Connell is going on an accreditation team visit to Bakersfield to get experience with a site visit.
Accreditation will be a continuing item at Senate meetings as the process unfolds.
Harper asked about how people get on different teams/standards. Wright indicated that the membership for the different standards is in process and will move towards finalization soon.
Ultimately the parts of the report relating to instruction will need to be reviewed and approved by Senate before the report is submitted to the accreditation commission.

Board Candidate Forum (I): O'Connell

Last time, the format of the candidate forum was put together and mailed out. The only change made since then was to allow for note cards so that people in the audience might have the opportunity to ask questions. But O'Connell will use his discretion in asking the questions and including these questions. Sandoval will assist O'Connell with the process. The forum will be recorded and it is scheduled to be broadcast on the Ohlone television station.
In the wake of the forum, there may be a vote on whether or not the Senate will endorse particular candidates. Because of timing, this would have to be done via e-mail.

Support for Adjunct Instructors (I): Sandoval

Work has been done on the e-mail list for adjunct faculty and this raised the issue of terminology and whether to use the term “adjunct” or “part-time.” Currently, there is faculty@ohlone.edu, which goes to full-time faculty and adjunct@ohlone.edu, which goes to adjunct faculty only. Sandoval solicited comments from adjunct faculty on their preference as far as the terminology is concerned. Among the responses she received, the most popular term was “adjunct.” She read several e-mail responses that gave different perspectives on the connotations of the terms “adjunct” and “part-time.” There were negatives associated with each.
O'Connell noted that the use of distinct lists is intended to not bother adjunct faculty with the types of issues that are intended for full-time faculty.
Sandoval noted that majority of the responses she got, 18 out of 33, “adjunct” seemed to be the preferred term and suggested that we should start using that terminology.
Dameron noted the e-mails Sandoval shared seemed to indicate that respondents cared more about treatment rather than terminology.
O'Connell noted that this brings up previous and continuing efforts to help support adjunct faculty, like the reception last year and the HR information fair for adjuncts during learning college week, which can help them get acquainted with important processes and attend to practical issues such as getting keys.
Also, in light of the fact that the College hired full-time instructors for the first time in several years, there is an idea to have a workshop for adjunct faculty to give information on application processes for full-time positions.
Wright indicated that he’s interested and Senate should be interested in getting more information from the large number of adjuncts we have who didn’t respond to Sandoval’s request. Thirty-three out of all of our adjuncts, it was noted, is a small number.
O'Connell will contact the technology committee regarding the use of “adjunct” as the preferred term to use for the list.
Taskey encouraged movement forward in reaching out to adjunct faculty.
Wright noted that some of the valuable input received in response to questions regarding assessments has come from adjunct faculty.
O’Connell will investigate the possible use of a more comprehensive survey of adjunct faculty.

**Administrative Procedures (I): O’Connell**

Last semester, Senate worked on language for the academic freedom section of the College’s policy on academic freedom. Along those lines, there are other board policies (BPs) and correlating administrative procedures (APs) which Senate must be involved in approving.
While all BPs have been completed, there are APs that need review by Senate before they are posted. O’Connell wishes to have Senate review the ones that Senate must look over, particularly ones that in the 4000 series. These relate to academic areas that are the purview of Senate and the faculty. Over the next few meetings, we need to approve different groups of these APs. As was the case with the statement on academic freedom, the League of California Community Colleges provides templates to colleges and these may be modified.
O’Connell has posted the APs in categories on the Senate webpage: [http://www2.ohlone.edu/people2/joconnell/senate/](http://www2.ohlone.edu/people2/joconnell/senate/) and would like to vote to adopt the first group, labeled as “easy,” at the October 17 meeting.
Senators should go over the ones in the “easy” category and note any concerns with the template language. Beyond the ones in the “easy” category, the others need a closer look and may take further meetings towards the end of the term and into next semester.

**Other**

The next meeting of Senate will be October 17. Dr. Browning will be here at that meeting for a Q & A session. Note that there will be no meeting on October 3, since the candidate forum will take place the previous week.

The meeting was adjourned at 4:25 p.m.