



Ohlone College Faculty Senate Minutes
Sept. 3, 2014
3:30 p.m.
Room 7101

Members present: Jim McManus, Jeff Dean, Bob Mitchell, Chieko Honma, Jeff O'Connell, Jeff Roberts, Carrie Dameron, Diane Berkland, Wayne Yuen, KG Greenstein, Sarah Daniels, and Shelley Lawrence.

Members Absent:

Others present: Ron Travenick, Mike Bowman, Susan Gutkind, Laura Weaver, and Leta Stagnaro

The meeting was called to order at 3:33 p.m.

1. Announcements

Jim Andrews had sent out memo announcing that the faculty of the month was Christine Sibley. She will join Jeff Roberts to attend the next board meeting.

2. Approval of minutes from May 7, 2014 (Action)

Minutes were approved as read with revisions.

3. Introductions and welcome to new Senators (Information)

Roberts began the meeting by introducing the new faculty senators. KG Greenstein will be alternating with Kathy Sparling representing the library. The new Adjunct Faculty representative is Sarah Daniels. Roberts noted that there are still vacancies on the senate for representatives from the natural sciences and social sciences; in addition, there is an opening for an at-large representative.

4. Student Success and Support Program (SSSP) Plan (I) - Gutkind/Travenick

Dean Susan Gutkind and Ron Travenick presented a review of the Student Success and Support Program (SSSP). Senate members had been sent a copy of the program and this item was for information. The program needs final approval at the next Faculty Senate Meeting on Sept. 17.

Travenick noted that the state was now requiring all students to have a student plan before they can take classes. There are two main problems. First, there are so many students that need the plans. In the past, Travenick said, there were perhaps 2,500 with a plan; now, all 10,000 must have the plan. That means a lot of extra work for the counseling department. In addition, the technology that is needed for this program is very difficult to put together. That is putting a great strain on the college.

The state has provided a template and all community colleges have to follow it. One of the problems with the template is that it is misleading and unclear at points.

Another challenge is that the Student Equity Plan and this program must be in alignment.

Implementation of the program is important because college funding from the state will be determined by the success of the program.

A copy of the SSSP will be put on the senate website so that it can be reviewed by senators for the next meeting.

5. Admissions & Records Update (I) – Travenick/Weaver

Laura Weaver and Ron Travenick made a presentation about the new Add Code procedures. Although the process was working overall, there were still problem areas that are still being worked on.

The add codes will not work if the student does not have all the prerequisites. Also, if the student is put into academic overload with the class add, the add code will not work. Students trying to add into cross-listed courses were also being blocked.

If faculty members are having trouble using the add codes, it's very helpful if the specific details of the case can be sent to Laura Weaver so that she can look into the problem.

Weaver confirmed that the add codes will work only until Sept. 8. Roberts reminded faculty senators that the class roster is also due that day. Vice President Stagnaro said she would be sending a notice about this to all faculty.

6. Faculty committees update (I) – Roberts

Roberts acknowledged the work started by Jeff O'Connell and noted that there is an ongoing "clean-up" of faculty committee issues. Roberts will be sending out a memo to faculty regarding committee assignments and making them more efficient. He has been working with Vice President Stagnaro and President Browning.

Roberts noted, and Vice President Stagnaro concurred, that committee assignments need to come from the Senate and noted that faculty often step into committee positions with no formal approval process. Roberts was concerned that when there are committee vacancies, the entire faculty should be informed. This is an issue to be addressed so that there is more senate input.

The issue of equity in the amount of committee work done by faculty will be another issue to be addressed in the future.

7. Student Equity Plan (I) – Bowman/Roberts

Mike Bowman presented information about the Student Equity Plan. He stated that it has been put together very recently, and he wants to review it further before sending out the first draft.

The plan will include standards which all student groups will need to meet. Groups that fall below the standards will require intervention so there is equity among all student groups. Bowman indicated that three groups will have a special focus: veterans, foster youth, and women in engineering.

In addition, learning communities will be created for African-Americans, Hispanics, and Pacific Islanders. These communities will build on the success of the Puente program.

For all students there will be more focus on program reviews and determining if there is disproportional impact. The Student Planner software will be used which must integrate with student success.

The equity plan will be designed to build on and enhance learning resource centers such as the library. He spoke also of a success center for faculty.

Bowman stated that the draft has not been completed and is still a work in progress. It will be available for review next week, and all work needs to be done on it by November. The draft will be available for discussion at the next senate meeting on Sept. 17.

8. Faculty Position Planning Committee update (I) – Roberts

Vice President Stagnaro and Roberts will meet on Sept. 12 to decide on procedures and forms to be used for faculty position planning. These will be reviewed, and on Nov. 7 a decision will be made about how many positions will be hired. Roberts noted that we want to do more than replace the three retirees from last year. We want to plan ahead and anticipate other potential retirements.

In addition, the new hires will not necessarily be in the same disciplines as the three retirees. The focus will be on our current needs, and we will look to hire more positions to continue to rebuild our faculty numbers.

9. Measure G updates (I) – Roberts

Roberts reported on the progress of campus construction. Phase 1 has been delayed some, so the portables were not ready for the fall. However, we are moving faster than planned on the parking structure, and it might be ready in the spring semester. The athletic fields are also on schedule.

Jeff O'Connell suggested that faculty be able to enter the portables and look around in advance. This might be possible if the area is not still designated a construction zone. Roberts and Stagnaro will look into the possibility of faculty going in early.

Carrie Dameron expressed concern about safety issues on the Newark campus. She asked, for example, if there would be lighting in the new temporary parking lot. She was also concerned about faculty staying late on campus and suggested having an escort service for faculty to get to their cars. Dean Stagnaro will look into these issues.

10. Other

Sarah Daniels raised questions about the outstanding alum award and the nomination process. She wondered if there would be a preference for a faculty speaker instead of an alumnus. These issues will be discussed at a future senate meeting.

Sarah Daniels suggested that we begin the process of choosing candidates for the outstanding alum award. It would be good to start now so we have plenty of time.

Concern was also expressed that we need to look at the sub-committees of the Faculty Senate. There was a desire to have a formalized process by which the sub-committees reported to the senate. In the near future a presentation will be made by the Curriculum Committee.

Jeff O'Connell and Jeff Roberts attended a meeting on the sabbatical process during the Spring 2014 semester.

Roberts asked Chieko Honma about the financial position of the senate. She indicated the senate was in a good position, and she would be contacting new faculty in regard to senate dues.

O'Connell indicated that because we had cancelled retirement parties at the Best House, the senate was in a very strong financial position. Senate funds have been given for such activities as the adjunct meetings.

The meeting adjourned at 5:05 pm.