



Ohlone College Faculty Senate Minutes  
Sept. 17, 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: Jeff O'Connell

Others present: Ron Travenick, Leta Stagnaro, Robin Kurotori, Katy Frank, Mike Bowman, Rob Smedfeld.

The meeting was called to order at 3:32 p.m.

**1. Announcements**

There were no announcements from Jeff Roberts. Diane Berkland stated that college catalogues are now available for purchase in the bookstore.

**2. Approval of minutes from September 3, 2014 (Action)**

The minutes were amended and then approved as read.

**3. Student Success and Support Program (SSSP) Plan Endorsement (Action) – Roberts**

A copy of the SSSP had been sent to all senators, and the plan endorsement was on the agenda for today. Roberts discussed the different schedules for the programs, noting that new student orientations will begin in November.

Roberts informed the Senate that the College Council has approved the plan and no changes had been made to the draft we reviewed from the last Senate meeting. He asked if there were any new questions or concerns about the plan. There were none.

Shelly Lawrence moved that the Senate endorse the SSSP Plan; Diane Berkland seconded.

The vote was unanimous in favor of endorsement.

**4. Student Equity Plan – First Reading (Information) – Bowman/Roberts**

Senators have been provided with a first draft and a revised draft of the Student Equity Plan (SEP). In addition, the document "Equity Plan at a Glance" (focusing on Data Findings, Goals, Activities, Resources, Impacts/Downsides, and Notes) was provided to senators.

Mike Bowman reviewed the document "Summary of Changes to the Student Equity Plan- 8/29-9/16, stating that it had gone through College Council and other groups. The summary was divided into philosophical and practical matters. Among other issues, Bowman noted that the plan will focus on "underperforming underrepresented groups." On practical issues, the plan has

been expanded from targeting only women in engineering to include underrepresented groups in science and engineering.

Roberts will post the Summary so that everyone can review it.

After Bowman's presentation, several senators expressed concerns regarding student equity.

For example, Katy Frank was concerned about excessive student absences and fairness to students who attend on a regular basis. Carrie Dameron stated that targeted students are often working students, and a reason for their excessive absences and lack of success is that they are trying to hold down full time jobs.

In order to meet the equity plan goals Dean Stagnaro stated that a Tutor Coordinator will be hired. In addition we will be encouraging embedded tutors and increase tutor training. Bowman indicated the tutor focus will be on the lowest level classes.

Ron Travenick stated that many schools have barely started on the plan, and that Mike Bowman has compiled a lot of data for the plan. Roberts noted that this is a draft, and there is still much to be done. It is very much a work in progress. It will continue to be worked on, and it will be reviewed again at the meeting of Oct. 1.

**5. Faculty committees structure and reporting update (Information) – Roberts**

Roberts stated his goal to establish and encourage a structure that will provide ongoing reports from subcommittees of the Faculty Senate. He noted, for example, that a lot of other colleges have more of a connection between the faculty senate and curriculum committee. He seeks a clearer link between the Senate and its subcommittees.

**6. Curriculum Committee update (Information) – Kurotori**

Robin Kurotori presented a report on the work of the Curriculum Committee. She outlined the goals of the committee and presented a course review status update. This update showed that some departments have completed all of their course reviews; however, many other departments, the majority, have not completed theirs. In fact, there are 114 courses still unreviewed that needed to have been reviewed by Spring 2014. These reviews must be completed, and Kurotori noted that members of the Curriculum Committee would be making themselves available to help faculty complete them.

Kurotori stated that most of course changes in the course review are not substantial and directed faculty to the Curriculum Committee website. She also noted that there is now no repeatability of courses. A course may be taken three times in order for it to be passed, but, once passed, a course cannot be repeated.

**7. Sabbatical Leave Committee update (Information) – Roberts**

Katy Frank reported on the work of the Sabbatical Leave Committee and discussed some of the issues she was concerned about. One issue was that the number of sabbaticals granted has been decreasing in the past few years. She said there are a lot of applications, but only a few are being granted. Some faculty have been in line for three years waiting for approval.

Another issue she was concerned about was the reason for the sabbatical. The actual purpose of the sabbatical is for the faculty member to reinvigorate his or her teaching life by focusing on a

project that will “recharge the batteries.” However, she said, in too many cases the faculty member is taking a sabbatical in order to work on department projects such as course review, SLO reviews, etc.

In the past a faculty member on sabbatical would receive 80% compensation for one semester and 50% for a second semester, with the option to bank hours. The current compensation is 100% for the first semester, 80% for the second, and no possibility of banking hours.

Because there are fewer sabbaticals that can be granted, Frank noted that the criteria for approving them are not clear. Dean Stagnaro agreed that there is frustration about the process, and we need to develop clearer criteria for the granting of sabbaticals.

Rob Smedfjeld noted that an important issue is to decide how to spend the money that is available. Faculty compete with each other, and it can be hard to get something for everyone.

Roberts reminded senators that this presentation was for information and he asked Frank to develop proposals that could improve the process of sabbatical granting. He also suggested that ideas be sent to the UFO so that they can negotiate issues.

Roberts noted that the sabbatical leave is based on Article 15.11 of the UFO contract and referred senators to the Sabbatical Leave Application.

**8. Faculty Position Committee update (Information) – Roberts**

Roberts noted that the new format for faculty positions has been sent out and urged senators to work in their divisions and coordinate with their deans. The deadline for requests is Oct. 3. We will hire three new faculty for sure; any additional hiring will depend on increased funding and enrollment.

**9. Faculty of the Month nominations (Information) – Roberts**

Roberts said that there are no new nominations for Faculty of the Month and asked for nominations for October. No specific form is needed; just send the nominations to Roberts and he will forward them to Jim Andrews. He also reminded senators that adjunct faculty can also be nominated.

**10. Board Election Candidate Forum (Information) – Roberts**

Roberts informed senators that there will be a Board of Trustees election in the fall for five trustee positions. Three are unopposed; however, Jan Giovannini-Hill and Garrett Yee are being opposed.

Roberts reminded senators that we have historically had candidate forums and asked if there was a desire to conduct a similar forum for this election. A discussion followed and the consensus seemed to be in favor of some kind of forum. Roberts will invite the candidates to one of the Senate’s meetings and during that meeting the candidates will be invited to respond the questions.

**11. Other**

Ron Travenick made a report on the use of the Add Codes. He will be making a study of how the process went. He said faculty had done a good job dealing with no-show students, and offered to return to the Senate with a further report.

**The meeting adjourned at 5:21 p.m.**

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