



Ohlone College Faculty Senate Minutes
March 4, 2015
3:30 p.m.
Room 7101

Members present: Brenda Ahnholz, Diane Berkland, Jeff Dean, Chieko Honma, Jim McManus, Robert Mitchell, Jeff O'Connell, Jeff Roberts, Kathy Sparling, Jackie Vetter, William Wong, and Wayne Yuen

Members Absent: Jeff O'Connell

Others present: Michael Morse, Rob Smedfjeld, Leta Stagnaro, Janel Tomblin-Brown, and Shairon Zingsheim

The meeting was called to order at 3:30 p.m.

1. Announcements

Jo Rodgers is the March Faculty of the Month, and she will be attending the board meeting with Jeff Roberts.

There have been some reported issues with the heating and cooling of the portable units. Roberts asked that senators let their dean know if they know of any problems. Issues with the equipment will be handled by the vendor Mobile Modular, while maintenance issues like lights will be handed by our facilities department.

Jeff Dean will be attending the President's meeting this Friday morning at 7:30.

2. Approval of minutes from February 18, 2015 (Action)

Minutes were approved as read.

3. Education Master Plan – second reading – Stagnaro (Information)

Dr. Stagnaro reported that there have been some continuing revisions to the Education Master Plan. No major changes are being made, but we will put off the senate endorsement action until the next meeting on March 18. Any further senate input should be sent to Stagnaro.

The next board meeting will be on March 11. Roberts will email senators with any major updates or issues that arise from that meeting. Stagnaro expects no big changes.

Diane Berkland noted that the list of departments without a full-time faculty member needs to be revised so that the Journalism Department is added to it.

On page 32 of the master plan, there is a mention of re-benching our full-time faculty targets. The data used was from the state, not the Bay 10 community colleges (as it has been used in the

past). Some senators questioned why there was a switch to the state totals. Stagnaro said she was looking for a wider range of data and asked if both sets of data should be used. Consensus was that she use both sets of data (state and Bay 10) in the plan, and she agreed to use both.

4. EEO Plan – first reading – Zingsheim/Roberts (Information)

Shairon Zingsheim presented the EEO (Equal Employment Opportunity) Plan for a first reading. Governmental regulations (Title 5) require a review every three years. College Council has already endorsed the document. The college is running late with final submission because of the lack for available data from the Chancellor's office.

Zingsheim suggested we establish an advisory committee to get more campus attention and feedback. Most of the plan is procedural, but faculty input is still important. The board still needs to review the plan.

During the discussion, Smedfeld noted that some sections were missing from the plan; Zingsheim will confirm this and send senators another copy.

Senate consensus was to vote on this plan at the April 1 meeting. We need to have it to the Chancellor's office by June 30.

5. Full-time faculty hiring committee process proposal – Zingsheim/Roberts (Information)

Roberts noted that we have a lot of hiring committees in progress now, and he is concerned that there is no uniform procedure on how the committees are formed. He has worked with Stagnaro and Zingsheim, and presented a proposed draft of a process for the recruitment process.

Roberts noted that the committees were formed recently and this has put a lot of pressure on HR and on faculty to get all the work done. He wanted to have the committees formed earlier, perhaps the winter break. Concern was voiced that we not form the committees too early because we might not have full details about those who will be retiring. The timing of job announcements was a crucial issue for planning.

Roberts wanted the senate to have a role in encouraging faculty participation on hiring committees. He suggested the senate send out a request to faculty that they participate in the hiring process. That way all faculty would be contacted. Zingsheim thought that some faculty felt they were not being called on to participate in the hiring process.

Carrie Dameron asked about the EEO training that is required of faculty who are on hiring committees and wondered if all faculty should be trained. Zingsheim said HR is providing the training during flex or can do it individually.

Zingsheim supported earlier formation of committees, noting that HR has been very pressed to complete all the checks and inputting that have to be done for the hiring process.

Discussion continued about how many faculty we can hire each year. Roberts stated we have five years to hire 20 faculty. That would be four each year. Stagnaro cautioned that we have to have enrollment to do that kind of hiring consistently. In addition, there might be further retirements that have to be considered.

Roberts asked what would happen if we don't meet the hiring recommendations of the accreditors by 2020. Stagnaro said the important thing would be for us to show we are committed and that we are making progress. The college priority is to hire the full-time faculty.

A suggestion was made that we create a hiring template that would make the hiring process easier. We would just fill in the appropriate positions.

6. Graduation speaker nomination review/discussion/selection – Roberts (Action)

Roberts informed the senators about some of the nominations he had received. One was the CEO of Lam Research. Bill Parks nominated Julie Long and Barbara Tull nominated three former faculty: Karen Rosenbaum, Cynthia Katona, and Jim Klent.

There were three major nominations: (1) Setsuko Omori (nominated by William Wong), (2) Trevor Nguyen (nominated by Diane Berkland), and (3) Dr. Gemma Jamena (nominated by Debbie Trigg).

William Wong provided information regarding his nominee. She is an Ohlone graduate who wrote a book about her experiences here and has been a very active supporter of the college.

Trevor Nguyen was also a strong candidate. Berkland spoke of the many ways he has supported the college.

Consensus was to invite Omori this year and Nguyen at another time. Carrie Dameron made a motion to invite Omori this year; Kathy Sparling seconded the motion. The vote was unanimous in favor of Omori, with one abstaining vote by Brenda Ahnholz. Wong will contact Omori to see if she could be the graduation speaker and let us know within the week. She is over 80 years old, so her health might be an issue.

Wayne Yuen made a motion to invite Trevor Nguyen to be the graduation speaker if Omori is not able to come; Brenda Ahnholz seconded the motion. The vote was unanimous with one abstaining vote by Jim McManus.

7. Academic appeals/Student conduct committee discussion – Roberts (Information)

Roberts and Stagnaro led a discussion relating to academic appeals and student conduct. Currently there is one committee that handles both of these issues. Ron Travenick is the person who heads the committee and calls it into session.

Dr. Stagnaro urged that the one committee be split into two separate committees because they deal with two entirely different issues. Academic appeals relate to grades and the academic side. Stagnaro urged that this committee be her responsibility. If there is an academic appeal, an academic dean would work with Stagnaro and the faculty member to resolve the issue. All members of the new Academic Appeals Committee would be familiar with the academic process.

Student Conduct would be a separate committee under the purview of Travenick. Under the proposed change, he would not be concerned with the academic appeal process.

Janel Tomblin-Brown is the current chair, and she gave a brief discussion of how the committee operates. Sometimes the faculty member attends the meeting and sometimes not.

There was no consensus on this issue, and Roberts urged that we continue to discuss this issue.

8. Faculty retirement/tenure celebration discussion – Roberts (Information)

Time was running out, so Roberts said we would table this issue for today. He will send out a memo in the near future.

9. Other

During the meeting Stagnaro had checked on the data from the Bay 10, and she informed the senators that it showed our position with regard to full-time faculty ratios was worse than it first appeared. She will check more on that.

Meeting adjourned at 5:07 pm.