



## ACADEMIC SENATE

### ADOPTED MINUTES

March 2, 2009  
Board Room 626  
3:00 – 5:00pm

#### 1. Call to Order

President Lamb called the meeting to order at 3:04 p.m.

#### 2. Roll Call:

Robin Arie-Donch, Erin Farmer-*ex officio*, Ferdinanda Florence, Joseph Conrad, Lisa Giambastiani, Cheryl McDonald (substituting for Michael Goodwin), Karen Wanek (substituting for Debbie Kalish), Jeanette McCarthy, Lou McDermott, Carl Ogden, Thom Watkins, Gail Kropp (*Past President*)

Christy Martin, Administrative Assistant

**Special Guest:** Dr. Bob Jensen, Interim Superintendent President

**Absent/Excused:** Rennee Moore, John Nagle, Floyd Burnsed (substituting for John Nagle)

#### 3. Approval of Agenda – March 2, 2009

Motion to Approve – Senator Watkins; M/S/P – Unanimous

Amendments: Due to Senator Moore's absence, the Senate will remove "Union/Senate Relations" from the information and discussion items. This topic will be added to the March 16 agenda.

#### 4. Approval of Minutes – February 2, 2009

Motion to Approve – Senator Conrad; M/S/P – Unanimous

Amendments: Ms. Kropp clarified an issue on page three by stating that the first line of the comments/questions should read: "Ms. Kropp explained that once the new requirements were approved by the Board of Governors that they became mandatory at all community colleges." Senator Arie-Donch noted that she was listed as present and also absent. Senator Arie-Donch was present for this meeting.

#### 5. Special Presentation – Discussion with Dr. Bob Jensen

Dr. Jensen wanted to first inform the Senate that he sent out a short survey to members of leadership on campus asking about the strengths and weaknesses of the campus community. Dr. Jensen received a great deal of positive feedback regarding the Academic Senate and Senate President Lamb. Dr. Jensen stated that he was pleased to

see that SCC is “owning” their situation and working to change things for the better. He then opened the conversation for questions. Curriculum Chair Farmer asked Dr. Jensen to expand on some of the strengths and weaknesses that he sees in this institution. Dr. Jensen replied that he would share what has been told to him, but he could not personally validate any of these issues.

- Banner needs to be fixed because it is the transport for data. Fixing Banner is one of the most critical issues to be addressed so that, among other things, the college can have accurate data on budget, register students properly, and improve the website.
- There are fiscal problems. There needs to be a clear and trustworthy answer to the question “how big is the debt?”
- Some programs may need to be reviewed regarding their enrollment and their relevance towards the current job market. Dr. Jensen has been told that there are courses that are lacking in productivity in terms of serving the students and community. The resources for these courses could be reallocated to other areas.
- Dr. Jensen asked how could we “pick so many losing horses,” regarding the high turnover in administration. It has been suggested to Dr. Jensen that either there is a very unhealthy environment at the college, the hiring process is flawed, or a combination of both.
- Dr. Jensen stated that it was his understanding that the greatest strength at the college was the people. The people here care about this institution and will bring us through this crisis.
- The Board does too much micromanaging.
- Dr. Jensen also explained that he was concerned that the faculty contract negotiations were going on so long that they were distracting both faculty and administration from their primary goals: teaching and student service.

President Lamb asked if Dr. Jensen had considered how he will go about approaching the Board. Dr. Jensen stated that he has no political agenda in his position; he is simply going to focus on making sure things are good for students and the community. Dr. Jensen is also interested in what is best for the employees, but not at the expense of the students. He will use this way of thinking to guide Board focus. Dr. Jensen will hold the Board to their Code of Conduct. When Board members receive complaints from the community, they need to turn these matters over to the chancellors or president; they do not need to be involved any further. Dr. Jensen also noted that everyone must be working efficiently and in a timely manner. Everyone must learn to adhere to timelines and procedures. Dr. Jensen further stated that there has been much turnover with the Board, and that has been very unhealthy.

Senator McCarthy stated that she believes that we got into our current situation because we are not following the processes that we have in place. Senator McCarthy also noted that there are state and federal guidelines which need to be better incorporated into our criteria for program review.

Dr. Jensen stated that there is always confusion in who has the final word in hiring. The Board is the only group that hires and fires employees; administration is only used to make hiring/firing suggestions.

President Lamb asked Dr. Jensen to expand on his philosophies regarding budget cuts. Dr. Jensen stated that he would rather do a few things well than to do everything in a mediocre manner. He first tries to protect what is going on in the classroom. He also looks at the mission and core functions and makes subjective value judgments. Dr. Jensen doesn't feel that committees should be held responsible for making budget cut decisions. He said committees can certainly give recommendations and ask questions about decisions, but ultimately he feels the Superintendent President should make the final decisions concerning budget cuts. Dr. Jensen stated that 85% of the budget is personnel, so cutting field trips, supplies, etc, will not positively affect the budget. Dr. Jensen suggested that we need to build the schedules better and increase our WSCH (Weekly Student Contact Hours). Dr. Jensen expressed the importance of not only resolving our debt, but also increasing our revenue. He suggested that the best way to gain revenue was to increase enrollments and arrange schedules to meet students' needs. Lastly, Dr. Jensen expressed the strong need to take pride in our institution and update and clean up the buildings on campus.

Ms. Kropp asked if Dr. Jensen would be playing a role in finding his permanent replacement. Dr. Jensen stated that he would not be involved at all, nor does he feel it is appropriate for him to be involved.

## **6. President's Report**

- Those interested in applying to be an ACCJC commissioner may pick up an application in the Academic Senate office. The deadline is April 1, 2009.
- The State Academic Senate's "Annual Spring Session Meeting" will be held in San Francisco on April 16-18, 2009.
- Accreditation working groups are all working diligently on their recommendations. The group for recommendations two and three will likely have their first draft ready by Tuesday, March 3. Recommendation six anticipates being done by Thursday, March 5. Recommendation seven, which is FaBPAC, has been meeting. Senator Watkins confirmed that this group is currently working on a narrative. Recommendation one and eight has been meeting three times a week; they are continuing with a narrative.
- There are between 80-90 registered members for the wiki.
- There are candidates for the presidential search. Interviews are scheduled for March 16 and 17. There will be follow-up faculty forums for the top three candidates.

## **7. Reports**

- Academic Affairs – Vice President Robin Steinback
  - No report; Dr. Steinback was not present
- Curriculum Committee – Erin Farmer

- There was an introductory presentation of CurricUNET from John Urrutia. There is no official implementation date at this time. There will possibly be a trial run in late spring.
- Counseling, special service, and LRC are due for review this spring. Because Banner has not been functioning properly, it is hard to imagine this will actually happen. Curriculum Chair Farmer is waiting for a response from Dr. Steinback to decide if the review will be suspended or will be split into three sections.
- Senator Arie- Donch will be sending out an electronic version of university requirements for transfer courses to all of the Curriculum Committee reps.
- The forms for Web-CMS will soon change to be more in line with best practices from the state academic senate. The form will be much more detailed and demanding to fill out, but will provide much clearer information to the curriculum committee.

Comments/Questions: Senator Florence asked the name of the website which provides information regarding transfer courses. Senator Arie-Donch answered [www.assist.org](http://www.assist.org). Senator Arie-Donch would like to hold a class on how to navigate this site. President Lamb suggested that she might consider meeting with the FlexCal committee to decide on when training could begin for CurricUNET and also when a general session could be held regarding [assist.org](http://www.assist.org). Curriculum Chair Farmer stated that CurricUNET would likely be in use before [assist.org](http://www.assist.org) training, so she would rather keep them separate. Senator Ogden asked when CurricUNET would come online. Curriculum Chair Farmer stated that no implementation date has been given. Senator Ogden asked if President Lamb should ask about an implementation date. Ms. Kropp stated that President Lamb could pose a question to Dr. Steinback regarding the projected timeline for curriculum review, which could be contingent on the implementation of CurricUNET. President Lamb stated that he would inquire about these issues.

- Distance Education Committee – Rennee Moore
  - No report
- FaBPAC – Gail Kropp
  - There was a very lengthy FaBPAC meeting on February 25. The items of significance dealt with institutional planning, strategic plan priorities, and ranking from shared governance council.
  - There was debate regarding ranking new expenditures when we are also having to make budget cuts. One argument favored the ranking of the new expenditures because the college must demonstrate that we are moving forward and doing strategic planning. FaBPAC decided to recommend funds for projects that are relatively inexpensive and that would affect the entire campus body. The programs recommended for funding are “Umoja” and “Enhancing Pathways for Success: the High School to College Connection.”
  - President Lamb presented the Senate resolution/philosophy to FaBPAC. Ms. Kropp read the finalized statement to the Senate. Ms. Kropp then stated that

based on Dr. Jensen's previous statements, this philosophy statement may no longer be necessary.

## 8. Information/Discussion Items

- Faculty Senate Resolution – Joseph Conrad
  - Faculty Senate Resolution handout was read by Senator Conrad.

Comments/Questions: Senator McDermott asked who else would potentially propose a course in mathematics outside of the mathematics department. Senator Ogden stated that many business departments include courses such as business math. Other senators offered examples of other potential math courses which could be offered in other divisions. Senator Florence asked what would happen if the entire faculty does not agree with this resolution. Senator Conrad stated that the math department would hold a vote. Senator McDermott asked if a department wanted to propose a course to have it approved as meeting the mathematics requirements, would the mathematics department vote on this proposal. Senator Conrad replied that to satisfy the mathematics requirement, it would have to be approved by the mathematics department. To gain approval, the mathematics department would have to determine that the course is as rigorous as other approved mathematics courses. Senator Conrad stated that the wise course of action would be to work with the mathematics department in the development of the course, rather than simply proposing the course to the department. Senator Arie-Donch stated that this policy should also be in place by other divisions, such as English. Senator McCarthy asked if there should be a more specified number when stating that the decision will be made by the mathematics faculty; should the resolution state majority or consensus. Senator Conrad stated that the word faculty was put into place so that it would be clear that this was not a decision to be made by the dean. Ms. Kropp stated that in reading the resolution, she infers that the decision will be made by the majority of the faculty. President Lamb asked if there was any way to ensure that this resolution will happen. Curriculum Chair Farmer stated that when a course overlaps into two departments, there are already processes in place which require signatures from both department deans. Senator Conrad stated that this resolution would prohibit a dean from signing off on such a course without the consent of the mathematics faculty. President Lamb stated that this resolution will come back before the Senate for a vote. He encouraged Senators to take this resolution to constituent groups and garner feedback. Senator Conrad asked how the resolution verbiage would be changed. Ms. Kropp suggested that he take the resolution back to the mathematics department and work on it within the department. Senator Conrad stated that he would send an updated version of the resolution to the Senate before the next Senate meeting.

- Integrated Planning Process – Jeff Lamb
  - The PERT group is meeting very often to integrate all information. The flow chart has been reworked and the group is currently in the process of creating a user's manual as a companion to the flow chart and other integrated planning process documents. President Lamb wants to insure that the faculty voice is involved and that the Senate is used as a review group as much as possible. The goal is for everyone to have a clear understanding of the budget.

**9. Action Reminders**

- President Lamb will email Ross Beck regarding updates for the SCC progress report progress matrix on the SCC website.
- Senator Conrad will email the updated version of the mathematics faculty senate resolution to all Senators.

**10. Announcements**

- President Lamb will be holding informational sessions on Tuesday and Thursday to give update on accreditation and give a “how-to” session on using the wiki.

**11. Adjournment**

- Motion to Adjourn – Senator Giambastiani; M\S\P – Unanimous.
- Meeting Adjourned at 5:05 p.m.