



## ACADEMIC SENATE

### ADOPTED MINUTES

April 20, 2009

Board Room 626

3:00 – 5:00pm

#### 1. Call to Order

President Lamb called the meeting to order at 3:07 p.m.

#### 2. Roll Call:

Jeffrey Lamb, President

Robin Arie-Donch, Erin Farmer-*ex officio*, Ferdinanda Florence, Joseph Conrad, Lisa Giambastiani, Debbie Kalish, Lou McDermott, Rennee Moore - (*math/science, ex officio DE*), Thom Watkins, Gail Kropp (*Past President*)

Christy Martin, Administrative Assistant

**Absent/Excused:** Floyd Burnsed, Michael Goodwin, Jeanette McCarthy, Carl Ogden

**Guests:** Tracy Schneider, Jocelyn Mouton, Erin Vines

#### 3. Approval of Agenda – April 20, 2009

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

#### 4. Approval of Minutes – October 20, 2008 and April 6, 2009

Motion to Approve – Senator Arie-Donch; M/S/P – Unanimous

#### 5. President's Report

- Available for viewing at [sccsenate.blogspot.com](http://sccsenate.blogspot.com)
- There will be another accreditation forum on Wednesday, April 22, from 2:30-3:30 p.m.
- In the Shared Governance Council meeting, there was a continued discussion on budget reductions. Draft five of the reductions can be found on the President's Blog.
- Dr. Steinback presented an Enrollment Trend Analysis. President Lamb will be inviting Dr. Steinback to a future Senate meeting to give this presentation. The administration's goal is for the college to be at 525 WSCH/FTEF.
- Dr. Jensen advised us that the five person ACCJC team would be coming on April 27<sup>th</sup>. They will, as last time, want to speak to the Senate. There was also a rumor on campus that the wrong drafts of the Show Cause and/or the Closure Reports were filed with ACCJC. This rumor is entirely false.
- The VPABS job description was slightly modified to emphasize CPA experience.

- Members of SGC were given a report on scheduling effectiveness from December 2003, "Recommendations from the President's Task Force on Scheduling Effectiveness." We will discuss it next week.
- Finally, the letters that were sent from CCA/NEA lawyer, Joseph Colton, to Dr. Barbara Beno and those that Dr. Beno sent to SCC were discussed. I recommend that Senators who are interested in this item should check the SGC minutes and attachments. There are four letters to view (two from Colton and two from Beno).
- President Lamb circulated and discussed a prospective letter he has written to ACCJC Chairperson Gaines.

## 6. Reports

- **SLOs – Tracy Schneider**
  - Tracy Schneider reported on progress on SLOs. Her full report is attached (*see attachment*).
- **Distance Education – Rennee Moore**
  - The first meeting of the Platform Review Sub-Committee for Distance Education will be Thursday, April 30, from 2:00-3:30p.m. They will delegate learning of other platforms over the summer with the goal of evaluating the current platform in the fall. In spring of 2010, the committee would like to have a recommendation regarding platforms.
  - E-College has discussed renegotiating the current contract.
- **Curriculum Committee – Erin Farmer**
  - No report
- **FABPAC – Gail Kropp**
  - Dr. Jensen is hoping to work out a type of “mortgage” payment for the two million dollar debt. Dr. Jensen is estimating a payment of 15% a year.
  - There is a FABPAC meeting on April 29 where the committee is expected to respond to the summary budget savings and reduction document.
  - In the last meeting, Ms. Kropp noticed that the newest version of the proposed budget cuts no longer included an item which consolidated some of the Vice President positions at the college. Ms. Kropp proposed the idea of hiring a Director of Business and Fiscal Services instead of a Vice President of Business and Fiscal Services; making this change would be cost effective. Ms. Kropp added that this suggestion was not very popular.
  - President Lamb has the newest version of the proposed budget cuts on his blog.
  - Faculty reassign time will also be discussed. Ms. Kropp stated that she was fairly certain the trainers would phase out this year. She felt sure that faculty reassign time would be reduced.

Comments/Questions: President Lamb stated that in Basic Skills they are considering an option for the Basic Skills coordinator to be considered as an hourly employee with a cap on the amount of hours that this individual can work. President Lamb stated that this may be an option for faculty reassign time.

## 7. Information/Discussion Items

- Umoja – Jocelyn Mouton
  - The UPS (Umoja Program Scholars) is a program that is closely affiliated with the Umoja program.
  - UPS will begin in their bridge classes in the summer of 2009. Courses in counseling and English will be offered. The program anticipates approximately 25 students and hopes to continue coursework with these students during the following fall and spring semesters. UPS was designed for African American students, but it open to any student on campus. After some further research regarding student deficiencies, the UPS program will look to include a math course for students.
  - There will be dedicated counselors and a coordinator for the UPS program. A “village” is required on campus for students. There are people working with the UPS program from many different levels and departments at SCC.
  - The program has had proven success at SCC and the statewide level.
  - BSI has given \$12,000 to the UPS program. FABPAC has placed UPS funding as a top priority.
  - A flier was distributed as an example of what will be handed out to students during the recruitment process.

Comments/Questions: President Lamb inquired if the program was only open to incoming freshmen students. Ms. Mouton stated that the program is available to all students, not just incoming freshmen.

- Faculty of the Year Update – Thom Watkins
  - There has been one application for Faculty of the Year. The nomination box is in the library. Senator Watkins will send out an email reminding everyone to submit their nominations as soon as possible.
- Duties and Responsibilities of Academic Senate Officers – Jeanette McCarthy
  - This topic will be postponed until the May 4 meeting.
- Board Policy Changes and Revisions (Title 5)
  - This topic will be postponed until the May 4 meeting.

## 8. Action Items

- Basic Skills Committee
  - President Lamb entertained a motion to approve the Basic Skills Committee as a standing committee of the Academic Senate.

➤ Motion to Approve – Senator Arie-Donch; M/S/P – Unanimous

**9. Action Reminders**

- President Lamb will be revising/editing the letter to ACCJC Chairperson Gaines.
- Senators should be reminded that the visiting accreditation team may call a meeting of the Academic Senate on April 27. Senators should take whatever precautions necessary to arrange their schedules to be available. No specific meeting time has been decided.

**10. Adjournment**

President Lamb adjourned the meeting at 5:11 p.m.

## ATTACHMENT 4/20/09 SLO Report to Academic Senate

- Update
  - We are fine as long as we keep going
  - Rubric—proficient by '12, well on our way
    - ACCJC has said nothing bad about our SLO progress
    - Report only mentioned SLOs in terms of connecting to planning, which is being taken care of through PERT
  - All revised and coded by summer
    - All coded
    - Some divisions totally done with revision, others mostly
- Non-pilot in fall, full assessment
  - Every course at least 2x in 4 yrs unless not taught often enough
  - Simpler schedule—division created
    - Team decision for clarity and autonomy for divisions
    - Some done
- ACCJC currently requires all course SLOs to be in COR and syllabi.
  - Addendum to COR is fine, which is what we were planning to do anyway.
    - Easy way to get to all faculty (esp. new and adjunct)
    - Addendum so malleable
  - Syllabus just seems like good practice
    - Transparency
  - We can move on to this, something we have always been aware of, now that we are happy with the SLOs we've come up with
  - CurricuNet allows with COR, but who knows when . . .
- Program SLOs
  - Should have gone through Senate first, but there was a bit of a panic
  - VPAA discussions, IR discussions, conference info
  - Having Core as all program SLOs not good enough
    - Do we really believe that all of our programs and degrees have the same expectations? For example,
      - A math major is expected to be able to do things a history major is not and vice versa.
      - An English major is expected to be able to do more than someone who just takes English as a transfer requirement.
    - The purpose of SLOs is to assess strengths and weaknesses.
      - If all we do is assess Core 4, we are not really getting the information we need to determine whether our students are getting what we want them to from a specific course of study.
    - Each division can determine the definition of “program”
      - certificates and degrees
      - anything that constitutes a “course of study”
      - GE students are Core 4
      - Most starting with program review designations and what is written as “SLOs”/objectives there
        - We also must assess