

ACADEMIC SENATE
ADOPTED MINUTES
November 17, 2008

1. **Call to Order**

President Lamb called the meeting to order.

2. **Roll Call**

Jeffrey Lamb, President

Robin Arie-Donch, Susanna Crawford, Erin Farmer—*ex officio*, Ferdinanda Florence, Michael Goodwin, Debbie Kalish, Jeanette McCarthy, Lou McDermott, John Nagle, Carl Ogden, Thom Watkins, *treasurer*

Absent/Excused: Ruth Fuller, Lisa Giambastiani, Rennee Moore—*ex officio*

Bob Johnson, Fire Technology Program

Roy Pike, Fire Technology Program

3. **Approval of Agenda – November 17, 2008**

Amendments to the agenda:

Reports - Deletions: Distance education report and flex cal report.

Additions: Study Abroad and Institutional Research Board reports.

Information items - Replaced proportion representation with distance education and sabbatical leave replacements.

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

4. **Approval of Minutes – October 20, 2008**

- Motion to Approve – Senator Arie-Donch noted a correction for fact, on page 4 the “study abroad application packet” should be changed to “study abroad proposal packet.” Vote to approve correction for fact. M/S/P – Unanimous

5. **President’s Report**

- Update on Mary Swayne
- Information on selection of substitute candidates for Academic Senate administrative assistant.
- Shared Governance has set up an ad hoc committee to develop a ranking system for the Strategic Proposal process. This ranking system has been approved but lacks participation of the Academic Senate. President Lamb has asked that Shared Governance reconsider the role of the entire Academic Senate in this process. An open discussion took place regarding the possibility of brief strategic proposal presentations taking place for the Academic Senate to hear.
- Topics that were discussed in the Superintendent/President meeting included: Ad Hoc Accreditation Committee, Institutional Planning and Budget, the final exam schedule mishap, curriculum and outreach, and some information that was circulated at Plenary.

- President Lamb presented the Superintendent/President with an application from the ASCCC regarding a technical visit from the ASCCC and the Community College League of California, who would give a joint presentation on budget. President Lamb was informed of the hiring of Tom Henry, a consultant who is auditing the campus budget. His findings will be available at the December 3 board meeting.
- There is the possibility of some funding needed to clean up the land where the fire building is located, due to toxicity issues.
- The Superintendent/President was very responsive to including faculty input where budget cuts are concerned. She suggested having a forum for faculty input before the end of the fall semester.
- The Superintendent/President was excited about Senator Farmer's idea of a community survey to uncover what types of courses/programs would be most beneficial to the community. The Superintendent/President wants to bring this idea to her future meetings with community leaders.
- A troubling rumor that circulated at the Senate Plenary has yet to be confirmed. Attendees at the last Chief Instructional Officers' Conference in San Francisco were notified that because of state budget cuts the state could confiscate the College reserve funds that were in excess of the minimum 3–5% reserve.

Comments/Questions: Senator Farmer stated that it was her understanding that the State has the authority to do this, but they are not necessarily considering putting it into motion. Open discussion followed concerning the possibility of the confiscation.

- President Lamb has been working with Josh Stein, Tracy Schneider, and Rob Simas to formulate a Strategic Proposal for a half time position for an institutional researcher and grant writer position. This position would work to enhance the funding opportunities for the college in general, and specifically work with the areas of basic skills, SLO, and teaching and learning center for professional development. They have identified need, written a draft for job description, and have plans to propose the formation of an Academic Senate Grants Committee.

· At the Senate Plenary, the State Academic Senate voted to support the Umoja program as a recognized group that significantly supports and encourages student success. There is currently a Strategic Proposal to fund and move into implementation an Umoja program on the SCC campus. It could be beneficial to find out more about the program and push for support and funding, considering that we are entering a restricted budget. Basic Skills has provided some seed money, but more funding is necessary, ideally under the Vice President of Student

Services.

- Also at Plenary an interesting point of information came from the CEO of the College of the Sequoias, Bill Scroggins, who said that one of the first things that the new President did upon arrival was to discontinue the services of Zampi and Associates because they felt it was the most effective cost cutting measure they could accomplish instantly. Ohlone College has also discontinued the services of Zampi and Associates for the same reason.
- The Ad Hoc Accreditation Committee will be meeting in room 101 of the Library on Friday from 2pm – 3pm.
- Update from the State Academic Senate: the dues have been paid to the State Academic Senate, \$2,230.90; a reminder to those who would like to make nominations for the Governor’s board; and an update from the President of the State Academic Senate. All of this can be found online at www.sccsenate.blogspot.com.

6. Reports

Curriculum Reports – Erin Farmer

- Information Competency Requirement: A full description of this requirement can be found in the report put together by Senator Farmer. The State Academic Senate and the State Board of Governors decided to implement this requirement system-wide, but the finance office has decided it is too costly.
- Prerequisites: There was a breakout session on prerequisites in response to a Senate resolution urging the Senate to review policies, procedures, and laws regarding the establishment of prerequisites, co-requisites, and advisories.

Comments/Questions: A Senator expressed that it has been difficult in the past to establish the need for certain prerequisites because students are succeeding in their courses without these prerequisites. Another Senator stated that the absence of prerequisites undercuts the Basic Skills standards.

Study Abroad – Ferdinanda Florence

- Senator Florence posed a question brought forth by her committee about study abroad and academic rigor. The question was, just because we *can* offer a short term, two week study abroad program, should we? No immediate consensus was reached; the Senate will continue to discuss this question.

Articulation – Robin Arie-Donch

- Senator Arie-Donch sought input from the Senate on an offer by “For-Profit” institutions, like Kaplan University, to use SCC as an articulation partner as a means of marketing their institution. The Senate agreed that they were not in support of such offers from these institutions.

Treasury Report – Thom Watkins

- From the August/September statements:

Balance of \$8,067.81. August 22nd, 3 checks written:

- 1) Jeff Lamb for the CTA luncheon,
- 2) Kevin Anderson for the Distinguished Faculty Awards,
- 3) Thom Watkins for templates and computer program.

Current balance is now \$7,718.65.

- Thom will go to the bank to be put on the account.
- The Institution Review Board Task Force elected Rob Simas to the position of Chair. Rob wondered if the Senate might want a faculty member to be the chairperson. Senator Watkins asked for the Senate input. Senator Watkins also added that when looking to other schools, the person who served as Chair held the same job position as Rob.

7. Information/Discussion Items

Fire Technology Project – Bob Johnson, Roy Pike, Representatives from the Vacaville Fire Dept.

- “Master Plan” handout from Bob Johnson regarding the 60-acre site for the Fire Technology program in Vacaville. The guests gave an informative presentation to the Senate, similar to the one previously given to the Board.

Comments/Questions: There was an open discussion regarding the impact on the surrounding areas and their ability to continue to function without interruption if the Fire Technology project is put in place.

Final Exam Schedule

- The Senate decided to defer this discussion to a later date.

8. Action Reminders

There were no action reminders for this meeting.

9. Announcements

There were no announcements for this meeting.

10. Adjournment

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