



## ACADEMIC SENATE

### Adopted Minutes

April 4, 2011

Board Room 626

3:00 pm – 5:00 pm

**1. Call to Order**

Secretary Richard Kleeberg called the meeting to order at 3:06 pm

**2. Roll Call:**

Darryl Allen, Kim Becker, Abla Christiansen, Nick Cittadino, Susanna Crawford, Erin Duane – *ex officio*, LaNae Jaimez, Richard Kleeberg, Lou McDermott,  
Absent/Excused: Michelle Arce, John Nagle, Karen Wanek, Thomas Watkins

Guests: S/P Jowel Laguerre; EVP Arturo Reyes

Connie Adams, Interim Admin Assistant

**3. Approval of Agenda – April 4, 2011**

Motion to Approve – Senator Becker; Seconded – Senator Christiansen; Unanimous

**4. Approval of Minutes – March 7 and March 21, 2011**

Motion to Approve March 7 Minutes – Senator Jaimez; Seconded – Senator Crawford; Unanimous  
March 21 Minutes deferred

**5. Comments from the Public**

**6. President's Report**

Secretary Kleeberg informed Senators that President Watkins is doing well and sends his regards. President Watkins has been attending the Reorganization Committee meetings and Senator Crawford will report on that later.

Per President Watkins' request and as Secretary of the Academic Senate, Senator Kleeberg agreed to take over as acting President. He stated that this temporary transition is not addressed in the Constitution and Senators can request this as an agenda item for discussion, if they disagree. Senators voiced agreement.

**7. Reports**

**7.1 Curriculum – Erin Duane**

Chair Erin Duane reported that the Solano College sociology and math programs should meet TMC degree requirements. Dean Rota is working on the psychology degree. Per State Academic Senate approval, pre-requisites will now be less laborious. Ms. Duane requested a discussion item on the impact expected and plans for pre-requisites at Solano College be added to a Senate agenda.

Senator Cittadino reported the good news that some classes were placed in Area E for CSU requirements. These have been transferable lifelong learning classes that now qualify for CSU general education. He noted that more classes have been added to ethnic and cross-cultural requirements and social sciences and history could have more added in Area C to give students more choices.

**7.2 Superintendent/President – Jowel Laguerre**

S/P Laguerre yielded some time for EVP Reyes to give an update on the reorganization. EVP Reyes reported that he listened and learned a lot from participation at the March 28 Academic Senate special meeting. One of the

outcomes was reconsideration of the coordinator proposal from concerns regarding cost savings, training that would be needed during the summer, as well as hiring committees before semester end. Discussions ensued about reducing the number of coordinators and the Committee came to a consensus to have one coordinator per division and provide more opportunity for faculty leadership. The Center Deans may be reduced to one, with the other to serve in another capacity, possibly at CTE Dean in the 4-dean model, or as executive director or a dean in the 3-dean model. EVP Reyes will send out the new charts. The savings are much clearer: 3 deans at approximately \$390,000 and another \$70,000 for reduction of one classified assistant. A reduction from that for one full-time faculty as coordinator would amount to about \$380,000 in savings. Regarding center deans, EVP Reyes stated he is looking at the legality of options such as having a faculty coordinator working with a dean who would share both sites. He asked S/P Laguerre for leniency on the proposal completion date to get the appropriate support clarified. EVP Reyes asked VP Ligioso to review the plans and provide exact numbers.

Comments/Questions:

Senator Allen queried if the coordinators positions already in place are being reviewed. EVP Reyes responded that that's not a charge given to this Committee. His office can look into it with S/P Laguerre and the union as a separate issue and it is appropriate to look into all reassignments.

**S/P Laguerre Reports:**

*Educational & Facility Master Plans:* Last year the Governing Board requested long range planning. S/P Laguerre spoke with MIG, the agency that created the previous Educational Master Plan. S/P Laguerre opined it would be good to review and update the master plan and work on the facilities master plan as well. He would like to include 3-4 faculty members in the educational planning. S/P Laguerre requested interested faculty from any area let him know this semester in order to be ready to begin work in the fall. S/P Laguerre is also drawing reports from the local community for on-going discussions. Senator McDermott recommended that a permanent committee should be established to review the plans every year. S/P Laguerre responded that this will likely become a permanent committee, but at this point he would like to begin discussions with a steering committee.

*Emergency Preparedness:* S/P Laguerre shared that since his arrival here, he has been concerned about the state of emergency preparedness. He decided to implement a group that would assist the college in plans, drills, and to look deeply at issues the College is facing. S/P Laguerre would like another representative to join the athletics representative.

*Sustainability:* S/P Laguerre opined that the College could be more proactive in regards to sustainability. Dean Julian is heading a program, but something at a physical system functional level should also be in place.

*Staff Changes:* S/P Laguerre announced that several staff members are leaving, including Judy Anderson, Nora O'Neil, and Zandra will be reassigned from HR to Finance.

*Reorganization:* S/P Laguerre will address the reorganization at the May 4 Governing Board meeting and would like to complete the reorganization before faculty members leave. He will be meeting w/divisions and non-academic departments.

*Budget:* S/P Laguerre will meet with VP Ligioso on Thursday, April 7, to discuss the budget and options to respond to the challenges and will share the information with the faculty.

Comments/Questions: Senator Crawford queried if the grant position will be filled. S/P Laguerre responded that there is potential to have a self-supporting position who can write grants to support programs, rather than using the general fund. He added that there is a lot of potential for grants. He discovered from a recent accreditation visit to Coalinga Community College that they received \$100 million in grants. Their challenge is that much of their college funding depends on that. Solano College efforts can be increased and with some investment challenge a person to support the program.

**7.3 Sub-Committee Reports**

Senator Crawford announced that BSI proposals are due this Wednesday, April 6. She has heard there are quite a few, but has only received a few so far. She reminded members that they can be as small as a few hundred dollars and basic skills related. She reported that BSI Flex Cal plans and activities for fall are in process.

## **8. Action Items**

### **8.1 Commencement Funding**

Mostafa Ghous, co-chair of the Commencement Committee, updated the Senate since his January funding request of approximately \$1860. He pointed out some minor changes in the budget, including some savings on chairs and printing (through in-house). He reiterated that interpreters and outdoor sound system can't be eliminated or costs changed. The flowers and refreshments are minimal and the band and color guard is free. The funding request Mr. Ghous brought back to the Senate is for \$1688.00.

Comments/Questions: Senators queried if the sound system, chairs, and canopies would be wise purchases rather than paying rent each year. Mr. Ghous responded that discussion has taken place about eventually purchase of a sound system, chairs and canopies, when appropriate storage facilities are available. He noted the indoor sound system was reduced a few hundred dollars and is one of the cheapest available from a company that is experienced with graduations. Responding to funding questions, Mr. Ghous noted that funds have come from general funds and ASSC. In the past ASSC provided about \$2000 but have frozen their funds this year.

Senator Allen queried if the Senate had ever helped fund commencement and what other options are available. No one was aware of previous funding from the Senate. Senator McDermott suggested sponsors could be sought for printing. Senator Crawford suggested that the College Foundation and sponsors be approached, ASSC could consider fundraising in the future and she stated she would agree to a motion to assist for this year if this does not set a precedent. Senator McDermott added the option of student fees for commencement might be considered. A number of Senators agreed that a donation to purchase some equipment would be reasonable. Senator Cittadino suggested that faculty members might be willing to give a small amount also. Senator Crawford recommended this issue be addressed in the future to decide whether the Academic Senate should establish a fund to support graduation annually. She noted that the mini-grants need to be reinstated and this might go to a sub-committee of the Senate to help with these activities.

Motion to fund \$1688 for student commencement this one-time in 2011 – Senator Crawford; Seconded – Senator Cittadino; Unanimous

## **9. Information/Discussion Items**

### **9.1 Constitution/Bylaws Faculty Vote Committee**

A committee is needed now to work on the elections for vice-president, an adjunct at-large senator, a full-time at-large senator, and the revised Constitution and Bylaws approval vote. The vice-president would serve a one-year term and then the position will go back to being two-year. The at-large elections could be for one year, though there may be more than one adjunct and one full-time with the reorganization. Senator Becker pointed out that no classes have been scheduled for her in 2011 and that brought up a question of current faculty serving on the Senate if they are not teaching during part of their expected term. Though her term will be up in May, if she had another year, the issue would need to be addressed. Senator Kleeberg suggested it could be grandfathered in and appreciated the question being raised. He will write language and present it at the next meeting. Senator Kleeberg asked the Senators to start considering what at-large would look like with three or four divisions. Senator Allen and Senator Jaimez volunteered to chair the Election Committee.

### **9.2 Election Committee**

Included in 9.1

### **9.3 Tenure Tea Committee**

Senator Cittadino, Senator Becker, and Senator McDermott volunteered for the Tenure Tea Committee. Senator Jaimez agreed to be an advisory.

### **9.4 Program Review Process Update**

Senator Crawford pointed out that at a recent PERT meeting; Program Review was stressed as an extremely big deal with administration here and the process through IPP needs to be followed by filling out strategic proposals for any resource requests. Proposals are due May 1 for next year. BSI proposals are due April 6.

**10. Action Reminders**

**11. Announcements**

**12. Adjournment**

Motion to Adjourn - Senator Crawford; Seconded – Senator Cittadino; Unanimous.  
The meeting was adjourned at 4:22 pm