



## ACADEMIC SENATE

### Adopted Minutes

**March 21, 2011  
Board Room 626  
3:00 pm – 5:00 pm**

**1. Call to Order**

Secretary Richard Kleeberg called the meeting to order at 3:02pm

**2. Roll Call:**

Darryl Allen, Michelle Arce, Kim Becker, Abba Christiansen, Nick Cittadino, Richard Kleeberg, Susanna Crawford, Erin Duane – *ex officio*, LaNae Jaimez, Lou McDermott, John Nagle, Karen Wanek

Absent/Excused: Thomas Watkins

Guests: Jowel Laguerre; Arturo Reyes; Scott Ota

Connie Adams, Interim Admin Assistant

**3. Approval of Agenda – March 21, 2011**

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

**4. Approval of Minutes – February 28 and March 7, 2011**

Motion to Approve February 28 Minutes – Senator Crawford; Seconded – Senator Becker; Unanimous

March 7 Minutes deferred

**5. Comments from the Public**

Senator Kleeberg requested that members of the public who wish to speak introduce themselves and allowed reorganization comments to two minutes per person.

Erin Farmer, Humanities: read a statement on behalf of a group of Humanities faculty members urging the Academic Senate to reexamine its role in the proposed reorganization and the potential for grave consequences regarding curriculum.

Janene Whitesell, Fine & Applied Arts – Speech Department: encouraged the Senate to be a voice of reason; she is not against reorganization, but; doesn't feel the time is right with the Accreditation Self-Study in process and without working budget solutions.

Maria Santiago, Science – Chemistry: speaking for herself, and not her department; expressed a huge concern that the financial merit of the plan has not been shown, and; the affect of mega-divisions on students.

Josh Scott, Humanities – English: shared concern about the process and noted the Academic Senate is one place faculty can have an organized voice to discuss concerns and respond to proposals.

Ferdinanda Florence, Fine & Applied Arts: expressed the great strides made in overcoming criticism regarding a lack of communication at the College from the previous Accreditation Team and shared concern that the same criticism could be repeated during the fall Self-Study visit.

Sabina Boles, Fine & Applied Arts/Behavioral Sciences: has been following discussions but, when speaking to folks outside of campus, she can't explain it fiscally or philosophically and finds that troubling.

Senator McDermott expressed his appreciation that nine faculty members showed their interest by attending and speaking. Senator Kleeberg agreed the Senate would discuss adding a meeting on March 28 for more faculty comments on the reorganization.

## 6. President's Report

Senator Kleeberg reported that President Watkins asked him to run the Senate meetings in President Watkins absence. The current Constitution doesn't address who should officiate when there is no vice-president and it would likely fall to him as Senate Secretary. He acknowledged he can be removed, if Senators prefer a different procedure, and could be placed on an agenda, if necessary. In the absence of any objections, he agreed he would run the meeting today. President Watkins sent his warm regards and regret that he could not attend the meeting.

*Governing Board:* Senator Kleeberg attended the Governing Board meeting last week in Vacaville. There were no major issues to report. The Board gave a presentation of special awards to a group of students and read biographies of outstanding achievements. Senator Kleeberg appreciated the Board's acknowledgement of students' accomplishments, of which faculty are well aware.

*President's Cabinet:* Senator Kleeberg reported that a key item at last week's meeting was the unexpected resignation of the College Payroll Technician who will leave in two months. There was discussion of upgrading that position, so staff would be in place to cover the Payroll Coordinator's tasks if that person is not available for a short or long term. The College has been fortunate to have a very capable person handling PERS and STRS requirements, but with no one else qualified to handle those duties, the administration is proposing upgrading to a position between technician and director. Both President Watkins and Senator Kleeberg agreed with this plan. The rationale for the Assistant HR Manager presented by administration is very similar. The College has experienced the hire of interim HR directors, at high costs and usually without knowledge pertinent to the College. Administration also explained that without available staff, a number of federal and state required faculty and staff training programs and reports have not been implemented. Senator Kleeberg could not create a strong argument against this, but is lukewarm on creating a different position at a higher salary without the extra funds available. Senator McDermott opined that managers should prepare staff to take their place. Senator Kleeberg stated he understood the comment but added that classified positions which have duty requirements, limits and expectations, can't move up where they don't have necessary training. Senator McDermott clarified his comment was about exposure to other work. Senator Kleeberg noted that S/P Laguerre and EVP Reyes may wish to respond to this topic later in the meeting.

*Graduation:* Two faculty have volunteered as Commencement Marshalls. There is still a need for four Presentation Assistants. Mostafa Ghous requested that, after diplomas are awarded at Commencement ceremonies, the faculty arrange themselves in two parallel lines parallel so that students could walk between these lines to shake hands with faculty and receive accolades. Senator Kleeberg also announced other changes are being made for graduation. He urged Senators to encourage their division faculty to attend and there will be room for all faculty in a prime location near the graduates.

*Special Meeting Request – Reorganization topic:* Senator Kleeberg reminded Senators that an additional Senate meeting is scheduled for April 11 to attend to outstanding Senate business. He queried Senators if an additional meeting should be added for the reorganization topic as requested by the public comments at this meeting. There was agreement to first listen to S/P Laguerre and EVP Reyes and then decide.

## 7. Reports

### 7.1 Curriculum – Erin Duane

Deferred to next meeting

### 7.2 Superintendent/President – Jowel Laguerre

S/P Laguerre gave the floor to EVP Reyes first. EVP Reyes updated the Senate and visitors on the reorganization process. He gave a brief overview from about a month ago when the process began: spoke with faculty, Senate, and classified staff leadership; requested assistance through two faculty, two classified staff representatives and Senate President; recently added a student to that committee; committee created two proposals; took proposals to SGC, the Academic Senate, classified staff and other constituency groups on

campus; began dating proposals as suggested changes were incorporated; scheduled forums for additional feedback.

Comments/Questions:

EVP Reyes responded to additional questions:

- The Committee has worked on creating coordinator duties and responsibilities, in collaboration with deans for clarification of what those might be.
- S/P Laguerre will likely follow a process similar to the Committee, once he receives the final proposals.
- After considering feedback received “floating” dean and center dean changes have been incorporated.
- By the end of March, two proposals, concerns that came up, how they were incorporated, and a list of what is not incorporated will be presented to S/P Laguerre.
- Rather than sending proposals campus-wide following every revision, EVP Reyes considered sending a link. He will send the current versions today and update on Friday.
- Reorganization is a money saving idea. It is not feasible to determine savings with each change made, so when the final proposals are presented to S/P Laguerre, the savings will be determined.
- Regarding the fast-paced timeline, the budget requires proactive action.
- Creation of coordinators and chairs between leadership and deans will allow a stronger voice for divisions and disciplines. A cohort of disciplines can work together for equitable decisions.

Senator McDermott opined that a forum is needed to cover curriculum issues that could affect students. He suggested that information be sent prior so that faculty can be prepared, meet with their divisions, and judge effects on their programs. Erin Farmer pointed out the main interest for an additional Senate meeting would be to discuss potential reorganization impact on teaching and disciplines. She added that the metamorphosis of proposals has: brought up concern about disproportionate division sizes, some logical; competing interests within divisions, and; other questions. Senator Jaimez queried how the Reorganization Committee can know how to base decisions without representation from the divisions and departments. Josh Scott opined the Academic Senate can have more input, even though it is not the decision maker and if affords the best opportunity for faculty to speak directly about the reorganization. Regarding the Committee, Senator Kleeberg and Senator McDermott clarified that is an administrative committee, not a faculty committee. Senator Kleeberg added that it would be unwieldy if representatives were picked from every division, as well as including an equal amount of classified staff. Furthermore, some divisions have many programs, so the choice of one representative from each division might not be the best representation either.

Motion to add a special Academic Senate meeting on March 28 for the purpose of discussing the impact of various proposed reorganization plans on teaching, curriculum, and disciplines, as well as anything else that fits within those categories – Senator Crawford; Seconded – Senator McDermott; Passed – Unanimous

Senator Kleeberg requested that everyone encourage people to attend this special meeting. EVP will email the current information today and updated information on Friday. Senator Allen suggested it could be worthwhile to inform faculty that faculty can voice concerns but have no say. Senator Kleeberg clarified that this is not an item the Governing Board requires mutual agreement from the Senate. He also pointed out that the administration has requested input and is listening during this input stage. They could, instead, simply announce reorganization. Senator Wanek stressed the importance of holding a productive and organized meeting. Senator Kleeberg stated there will be three minutes for an opening statement, two-minute opportunities for visitors to voice their concerns and ideas, and time for the Senators to comment and discuss. Senator Crawford suggested that EVP Reyes include with requests for faculty involvement, faculty recommendations on helpful ideas and solutions.

*S/P Laguerre* expressed appreciation to the Senate for providing an opportunity for people to share their views, thoughts, and counsel in productive dialogue. Many meetings have been held with divisions and campus-wide to hear all viewpoints. He added that there are difficult decisions, sometimes working through opposite viewpoints. The intention is to save money as well as other reasons, including reorganizing mismatched

divisions. It is important to be well-lineated as an institution. If little savings or higher costs become evident, a second look will be needed. S/P Laguerre stated the goal is to take the final proposal to the Governing Board on May 4, and to implement before faculty leave. He plans to use the month of April for additional feedback opportunity and to look at all angles before moving forward.

S/P Laguerre responded to Senator McDermott's earlier question regarding the proposed HR position that staff cannot be trained unless they are already at a level to get them there. It is a disservice to the College to not have someone to take over the Director position if/when necessary. Fiscal now has a good Director and Vice President. Interim staff is expensive and doesn't provide continuity in the department and for the College. Succession planning is needed by having people who can step up in an emergency and this isn't available in HR. S/P Laguerre stated that he is looking forward to dialogue between now and May 4. This is a big step and this time is needed to make it right. Senator McDermott shared his belief that S/P Laguerre listens to all comments and criticisms and takes them seriously. S/P Laguerre concluded by saying that he has done what he has needed for himself and is now in the business of serving the people he's working for.

### **7.3 Sub-Committee Reports**

None

## **8. Action Items**

### **8.1 Revised Constitution & By-laws**

Senator Kleeberg pointed out that the Constitution and Bylaws are on the agenda for an approval vote, and if approved, will be sent out to all faculty for their approval vote.

**Constitution Discussion:** Senator Jaimez reported that faculty in her division, Fine Arts/Behavioral Sciences, are concerned about faculty voting against it because Section 4B in the Constitution does not give a vote to part-time faculty for campus-wide elections and voting. Other Senators expressed the same concern. Senator Kleeberg queried if an explanation might help faculty understand the Senate's decision. Senator Jaimez responded that an explanation wouldn't likely help. Senator Kleeberg pointed two options, considering this concern: revise the Constitution which will require another meeting and a decision on the percentage of vote or amend the Constitution now. Senator Kleeberg opined it wouldn't be reasonable to extract any part of the Constitution for separate campus-wide voting, especially after passionate discussions last year and finally reaching a majority decision in the Senate. Senator Wanek reported that her division agreed that a half vote for current adjuncts is the best choice, but she wasn't able to attend the last meeting to discuss and vote. Senator Kleeberg opined that a .5 vote is high, considering the majority of part-time faculty teach one class per semester, though some teach two or three. Senator Crawford expressed her concern that the process didn't allow her to bring the no vote option to her division for discussion. Senator Kleeberg pointed out that the Senate separated this issue out for a vote on its own, which was stated on one agenda for reading and discussion and brought back to the following meeting for action. It was the only volatile issue. Although he opposed the part-time vote option, he noted he would like to see a reasonable method such as one-fifth vote for part-time faculty teaching the current semester that the vote occurs in.

Motion to amend Section 4B to read "All Part-Time Faculty currently teaching in the semester of the vote will have one full vote in the election of academic senators and .5 (1/2) vote in all other votes" – Senator Wanek;

Seconded – Senator Crawford

Discussion: Senator McDermott called for the question. Senator Kleeberg as acting President, queried if he could have the prerogative, in the interest to save time and with agreement, take this step to make a minor immaterial amendment so that action may be taken today. Otherwise, this will have to be brought back to the next regular Senate meeting. No one objected. Senator Kleeberg requested the record show his opinion that .5 (1/2) vote for part-time faculty is too high and he would prefer to choose 1/5 vote. Senator Becker stated that, as a part-timer at Solano for eight years, she can see the lack of commitment of part-timers, and she trusts that full-times will make decisions in her best interest. Senator Wanek agreed but would like to see this move forward and added that an overwhelming amount of emotion was expressed. She also pointed out that it won't likely make much difference in faculty votes and if this decision isn't made today, the hard work and efforts may be

repeated in the fall. For .4 of a vote, she opined it wouldn't matter that much and she is willing to compromise to get this document through. Other Senators concurred, including Senator McDermott, who originally put the motion forward to not give them a vote on the basis they don't vote.

Motion to Approve the Constitution as amended above and to be placed on a ballot for faculty vote – Senator Nagle; Seconded – Senator Becker

Passed: 8:2

### **Bylaws:**

Motion to Approve: Senator Christiansen; Seconded – Senator Cittadino;

Discussion: Senator Allen proposed that voting be allowed only by paper ballot. He reiterated from previous discussions, that online voting is not at all secure. Senator Kleeberg acknowledged his belief that Senator Allen is correct, but didn't think that taking it out would accomplish much, because the Senate will have the ability through the Bylaws to change voting methods later on. The majority of Senators agreed the Senate should have the authority to make changes in the future.

Motion to Amend the Bylaws Article III, section 1, 4<sup>th</sup> paragraph to: “The Academic Senate will use paper ballots when conducting any election involving the entire faculty” – Senator Wanek; Seconded – Senator Cittadino; Passed – 8:2

Motion to Approve Bylaws with the recently passed amendment – Senator Nagle; Seconded – Senator Becker; Unanimous

## **8.2 Commencement Funding**

### **8.3 Foundations in Art: Theory and Education Conference Funding**

Discussion: Senator Crawford opened a discussion with the recommendation to match funds given Marc Lancet last year, then discontinue and make clear the Academic Senate is not a staff development funding source. More discussion ensued. Senators agreed there should be an application process with criteria to meet. Senator McDermott agreed with President Watkins' email recommending the current requests be considered and then set a moratorium. Ferdinanda Florence pointed out that any symbolic amount would be appreciated.

Motion to match funds (\$500) awarded by the Senate in 2009-2011 and establish a moratorium until a funding process and program is established – Senator McDermott; Seconded – Senator Nagle; Passed: 7:2

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

Both items were deferred because of time constraint

### **9.1 My Solano Course Studio Demonstration – Lisa Raquel & Scott Ota**

Scott will bring the presentation to the April 11 Academic Senate meeting.

### **9.2 Program Review Process Update**

## **10. Action Reminders**

### **11. Announcements**

Commencement - faculty assistant presenters needed (4)

### **12. Adjournment**

Motion to Adjourn – Senator Cittadino; Seconded – Senator Becker; Unanimous

The meeting was adjourned at 4:54 pm