



ACADEMIC SENATE

ADOPTED MINUTES

February 25, 2008

Board Room

3:00 – 5:00 p.m.

1. Call to Order:

Vice President/President Elect Lamb called the meeting to order at 3:08 p.m.

2. Roll Call:

Jeffrey Lamb, Vice President/ President Elect

Robin Arie-Donch, Emily Blair, Joe Conrad, Erin Farmer, *ex officio*, Ferdinanda Florence, Ruth Fuller, Gail Kropp, Lou McDermott, Renee Moore, John Nagle, Carl Ogden, Jackie Rock, Paul Stilwell, Thom Watkins

Absent/Excused: Erin Farmer, Gail Kropp, Lou McDermott, Carl Ogden, Jackie Rock

Senate Administrative Assistant Mary Swayne

3. Approval of Agenda – February 25, 2008

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

4. Vice President's Report – Jeffrey Lamb

a. Accreditation Advisory Group

- Ruth Fuller, Sandy Rotenberg, Emily Blair, Gail Kropp, Diane White, Erin Farmer, Barbara Paváo, Jeffrey Lamb
- The four (4) previous standard chairs: Jack Schouten, Jeffrey Lamb, Kevin Anderson, Barbara Paváo

Comments/Questions: Vice President Lamb asked whether there might be other individuals not mentioned who would be helpful in the Advisory Group, noting that the Senate should be considering not only the October midterm report, but also the broader picture of how to develop a system-wide way of handling accreditation and the Senate's role in that.

b. Executive Council to the Academic Senate

- Met last week and will continue to meet every other week
- Discussed Accreditation Advisory Group, in which previous participants would gather advice on what did and did not work during the accreditation process

c. Miscellaneous

- State Academic Senate – Disciplines List Revisions; Disciplines list establishes minimum qualifications for faculty of CACC; State Senate beginning review of 3-step process
- Why changes might be proposed for disciplines:
 1. Changes within the profession or discipline

2. Clarification or elimination of confusion and ambiguity
3. Inclusion of new degrees
4. Continual use of the equivalency process to hire under a specific discipline
5. Assurance of the maximum degree of flexibility for the discipline while maintaining discipline integrity
6. Other reason, as fully detailed and justified in the proposal.

Vice President Lamb noted that Disciplines List review is on two-year cycle which has started anew; if any Senator knows of anyone who might have a stake in this process, they should be alerted to the fact that the process has started. Ms. Swayne can email the documents to senators if they desire, or they can go to the State Academic Senate website:

http://www.ascc.org/Publications/Papers/downloads/PDFs/minimum_quals_jan2008.pdf.

- State Academic Senate President's Update – February 2008
- Highlights include: Budget Update; Legislative Advocacy; Accountability Reporting for the Community Colleges (ARCC); major projects including Basic Skills, Statewide Career Pathways, and C-ID (course identification).
- ASCCC Resources -- Approved Senate Articles: *What's Wrong with Student Fees? Renewing the Commitment to No-Fee, Open-Access Community Colleges in California; Textbook Issues: Economic Pressures and Academic Values; The Faculty Role in Planning and Budgeting; Part-Time Faculty: A Principled Perspective*

Vice President Lamb added that Ms. Swayne can forward to Senators the State Academic Senate President's February 2008 Update. These updates present a way to be continually informed regarding issues relevant to Senate business.

5. Reports

a. Academic Affairs – Robin Steinback

- No report

b. Curriculum Committee – Erin Farmer (Vice President Lamb reporting for)

- Curriculum Committee voted to endorse Curricunet
- Affirmed the notion to provide training to more people outside of the Curriculum Committee in the curriculum process
- Flex Cal time needed to provide training to a broader range of people

6. Information/ Discussion Items

a. Curricular Changes to Title 5 – Response from the Divisions

- Senator Watkins reported that the Business & Computer Science Division expressed no concerns regarding the changes
- Senator Arie-Donch reported that she had not yet met with Dr. Steinback regarding one Title 5 revision that could potentially make SCC's three Liberal Arts Degrees out of compliance. Section 55063 states that students must take 18 units of a major beyond the GE requirements. Senator Arie-Donch stated that Dr. Steinback was in communication with the System Office, sorting out what modifications might be necessary to the Liberal Arts Degrees to ensure compliance, and whether those changes would have to go through the Curriculum Committee and the Academic Senate. This issue is of great concern to the Counselors.

Comments/Questions: Senator Arie-Donch clarified the reason that the current SCC Liberal Arts degrees are at issue, noting that the current degrees allow students to use the same 18 units for a Liberal Arts Degree and for GE – a sort of “double dipping” no longer permitted in

Section 55063. She could not definitively ascertain the degree to which SCC is out of compliance without input from Dr. Steinback. Vice President Lamb concurred that this is an area of concern beyond Counseling and more information will be presented to the Academic Senate. The SCC campus will be actively engaged in creating a solution if a problem arises. Also, President Kropp will be notified to include this item on the Agenda for the next meeting, with Senator Arie-Donch reporting.

- Senator Florence reported that the Fine & Applied Arts Division faculty had received the Title V changes information, and had expressed no response of concern.
- Vice President Lamb reported that the information had been presented at the Humanities Division meeting, and similarly, the information had been received as “good to know.” It has been posted to the Division bulletin board for easy access and comment.

b. Academic Senate Representation – Response from the Divisions

- Senator Moore reported that the Math & Science Division would like dual representation, with one Senator for Math, one for Science.
- Senator Florence reported that Fine & Applied Arts & Behavioral Sciences was agreeable to greater representation, but advised that each division should decide for itself, without mandate from the Senate, how to apportion within each division.
- Senator Nagle reported that, given that PE/Athletics does not potentially receive greater representation, under the various models suggested, there is apprehension about changing the representation system. The division expressed concerns that they would be shut out of the decision-making process, fostering a culture of exclusion.
- Senator Arie-Donch reported concerns from Counseling, questioning where the motivation for change comes from, what would be the advantage for students, and how a change in representation would better serve the college.

Comments/Questions: Senator Florence noted that the first concerns about non-proportional representation were raised in an Accreditation Team visit. Vice President Lamb concurred that the motivation comes from SCC’s 2005 Accreditation report, which noted that SCC’s non-proportional representation is unusual in an Academic Senate. He added that Diane White (CTA) has asserted that it is illegal the way we have it now. Diane White had stated that the Academic Senate was absolutely legally obligated to have proportional representation as its guiding principle. She commented that the Voting Rights Act of 1965 assures one person, one vote, and as part of the U.S. and California State Constitutions the principle must apply to the Academic Senate level as well. Vice President Lamb stated that Diane White’s argument seemed relatively convincing. He added that, in deciding divisional representation, affective issues should not be considered, such as which individuals or groups get along.

Possible advantages to proportional representation were discussed. Some senators noted that a larger Academic Senate would produce more viewpoints, ideas, decision-making strategies that would be hopefully better for the campus and the students. More senators would facilitate communication to and from the rest of the faculty. Vice President Lamb affirmed that there is a workload issue with a single faculty member trying to communicate information to a large division group. He made reference to Ms. Farmer’s reminder that SCC is coming up on a budget crisis, and anytime you have a budget crisis coming, the more faculty you have engaged in your college, the better chance you have of keeping organized and people informed. Senator Florence noted that the Senate had previously discussed the possibility that smaller divisions might find less competition for at-large senate positions, should the larger divisions gain representation. Senator Blair asked whether it is worth considering, in this discussion, the difficulty of getting people to serve on the Academic Senate. Ms. Swayne inquired as to why

that is so, and whether faculty members do not seek to serve because they do not really know what the Academic Senate is about, and what function it serves. Vice President Lamb responded that it might be a workload issue; faculty feel they are over-exerted now, and that to take on the Academic Senate would be a serious time commitment. He added that service to the college outside of classroom and office hours is both a moral and contractual obligation.

- Senator Arie-Donch stated that she will bring this discussion back to the Counselors, and advised that the Senate not vote on the issue until she has had the opportunity to do so.
- Senator Conrad reviewed the Academic Senate Proportional Representation report (with alternative models A-J) and explained the possible ramifications of one choice over another. He noted that Option J, in which representation is scaled to the size of the smallest division, would be the least stable of possibilities. They all should be, in theory, recalculated every year.
- Senator Stilwell stated that, based on discussion of the issue in past division meetings, the overall feeling was that the division would lose more of its voice.

Senator Arie-Donch suggested that the Senate put in writing its obligation to listen very carefully to the smaller divisions, weigh their opinions, take them under consideration, and make a special effort to hear everyone on this at the division level. Vice President Lamb emphasized that, in reporting to divisions, Senators should ask for input regarding other possible options, beyond A-J. He added that the Senate should think about when this decision needs to occur, and how quickly the Senate wants to move on this. Senator Blair pointed out that it was President Kropp's intention that this be one of our goals to accomplish for this academic year. Senator Conrad reminded the Senate that, for this to happen, the Senate would have to make a constitutional change, and as part of that change other articles and sections would also have to be amended.

- Vice President Lamb will recommend to President Kropp that this goes back as an Informational / Discussion item for the next meeting and with a strong recommendation that it become an Action item at the following meeting.

c. Training Process for Online Instructors – Rennee Moore

- Been in process since 2006; originated with the Working Group, a subcommittee of the Academic Senate
- Distance Education charged by Academic Senate to produce a Training Process
- Outlines training process, not the actual training procedure details
- Presented a synopsis of each item, noting that there is no evaluation involved in any portion
 - Step 1: Departmental and Divisional Discussions
 - Step 2: Completion of eCollege Training Course
 - Step 3: Assignment of a Mentor
 - Step 4: Achievement of Technical Competency
 - Step 5: Introduction to Pedagogical Concepts
 - Step 6: Completion of the Training Process
 - Step 7: Class Assignments
- Implementation Timeline
 - Future Changes to the Training Process
 - Support for this Training Process
 - Related Issues - not addressed

Comments/Questions: Senator Moore confirmed that the training does not include the new dot.nex platform, but will when it comes out. The training should happen this fall at Flex Cal,

and there will be a preview of it next month for the eTeachers. Vice President Lamb explained that typically the optional Flex Cal hours are approved by the Deans, not by the Academic Senate or the Flex Cal committee; he therefore recommended that Senator Moore send a note to Charles Spillner. Senator Moore responded to questions about software use, funding, and technical support issues, noting that eCollege is very responsive in technical support.

Vice President Lamb asked the Senate for a motion to take action on **7.a.** and a motion to move **7.b.** to the next Senate meeting to maintain a quorum because Ms. Moore has to leave. Motion to take action now on **7.a.** and **7.b.** – Senator Watkins; M/S/P – Unanimous.

Vice President Lamb stated that the Training Process for Online Instructors will be an Action Item at the next Senate meeting.

d. Facilities Use Policy 1100, particularly issues regarding new procedures – Response from Faculty

Vice President Lamb observed that this policy is fraught with uncertainties, including where it comes from and where it will lead. Senators commented that faculty have not been made aware of the policy implications, and that there is a lot of confusion about application as well as discrepancies between weekend and weekday facility use. Vice President Lamb affirmed that it is not set in stone yet, and will be discussed by ASCC; Dr. Steinback was to report back with further information. He asked if the Senate might move this discussion to the next meeting Agenda.

- Motion to move to the next meeting as an Information/Discussion item next week – Senator Blair; M/S/P – Unanimous

7. Action items

a. ASSC Priority II Enrollment

- Motion to include students participating in the ASSC of SCC - Senator Arie-Donch; M/S/P – Unanimous

b. Creation of Accreditation and Student Learning Outcomes Committee

- Motion to move to next Senate Meeting – Senator Watkins; M/S/P – Unanimous

8. Action Reminders

a. Academic Senate Representation – discuss again with Divisions for responses

b. Ms. Swayne will send the Proportional vs. Percentage report to Senators for Division distribution during meetings.

c. Review the State Accreditation and SLO committees' document attached to today's Agenda. Look for ideas and considerations to help us create a subcommittee of the Senate that will take responsibility for making Accreditation a much smoother process.

d. Title 5 Curriculum changes will be continued as an Information/Discussion item at the next meeting.

e. Vice President Lamb will research the 'status quo' question put forth on Senate representation, what makes not having proportional representation illegal, etc., and will send an email to the Senators with this information before the next meeting.

9. Announcements

- a. The Fairfield *Daily Republic* newspaper had an article entitled "It all adds up to award for math instructor". The instructor: Senator Joseph Conrad. He received the 2007 Teaching Excellence Award from the American Mathematical Association of Two-Year Colleges.
- b. Reminder - Ensuring Transfer Success 2008 One-Day Counselor Conference in May
- c. California Community Colleges 2008 Student Services Annual Conference, April 9-11, The Westin Hotel-Los Angeles
- d. Senator Watkins – Deans request for a list of the committees under the Academic Senate to pass in their Divisions. (See Nora O'Neill for list)
- e. The Core 4 for SCC should be posted on the SCC website, but could not be located; this omission should be looked into.

10. Adjournment

- Motion to Adjourn – Senator Blair; M/S/P – Unanimous
- Meeting Adjourned at 4:35 p.m.