

**Santa Monica College Academic Senate
EXECUTIVE COMMITTEE AGENDA
TUESDAY, OCTOBER 16, 2007
11:15-12:35p.m. Library Conference Room**

Executive Committee

Richard Tahvildaran-Jesswein
President
310-434-3541

Toni Randall
Recording Secretary
310-434-4882

Sal Veas
Treasurer
310-434-4617

Eve Adler x 3464

Simon Balm x 8651

Teri Bernstein x4645

Suzanne Borghei x 3536

Mary Colavito x4098

Jose Cue x 8692 or 8198

Guido Davis-Del Piccolo x 3561

Judith Douglas x4856

Tina Feiger x4490

Terry Green x 4728

Nancy Hanson x 3502

Janet Harclerode x 4569

Janie Jones x 4599

Amber Katherine x 3539

Lesley Kawaguchi x 4516

Pete Morris x 8654

Peter Morse x 3182

Melody Nightingale x 4568

Eric Oifer x 8912

Christine Schultz x 4940

Lantz Simpson x 4115

Eleanor Singleton x 4127

Howard Stahl x 8015

James Stramel x 8969

Michael Strathearn x 4927

I. Call to Order

II. Action Items:

1. Approval of the Minutes for October 2, 2007
http://homepage.smc.edu/randall_toni/Acad_Sen_Minutes_06_07/EXEC_AS_MTG_10_2_07.doc

III. Information Items:

1. President's Report – Richard Tahvildaran-Jesswein
 - a. Faculty Handbook
 - b. Ranking Committee
 - c. Transfer Academy
2. Committee Reports:
 - a. EAC – Amber Katherine & Pete Morris
 - b. IDS – Guido Davis Del Piccolo

IV. Old Business Discussion:

V. New Business Discussion:

1. GASB45 – Retiree Health Benefits
2. On-line Student Evaluations

VI. Announcements

VII. Adjournment

ACTION ITEM NUMBER 1: Approval of the Minutes of October 2, 2007

Minutes of the **2 October 2007** AS Executive Committee Meeting

Present: Eve Adler, Teri Bernstein, Mary Colavito, Jose Cue, Guido Davis Del Piccolo, Judith Douglas, Tina Feiger, Nancy Hanson, Janet Harclerode, Janie Jones, Amber Katherine, Lesley Kawaguchi, Lucy Kluckhohn Jones, Pete Morris, Peter Morse, Melody Nightingale, Eric Oifer, Toni Randall, Christine Schultz, Lantz Simpson, Eleanor Singleton, Howard Stahl, James Stramel, Michael Strathearn, Richard Tahvildaran-Jesswein, Sal Veas

Excused: Simon Balm, Gordon Dossett, Muriel Walker-Waugh

Absent: Suzanne Borghei, Terry Green

- I. Call to Order - President Richard Tahvildaran-Jesswein called the meeting to order at 11:20 a.m.
- II. Action Items
 - A. Approval of the Minutes of September 18, 2007 – unanimously approved.
 - B. **Academic Senate 2007-2008 Budget**, Sal Veas, Treasurer – Veas passed out a slightly revised hardcopy of the budget. He reviewed the budget numbers with us. **Motion to adopt the 07-08 AS Budget** (M/S Davis Del Piccolo/Douglas) **Vote: all in favor**
 - C. Richard would like someone w/i faculty ranks to manage the AS website: <http://www-2.smc.edu> FA webmaster receives 20% time. It should be a regular position so there is uniformity. It isn't included in the 07-08 budget and we'd have to find revenue to support the position. The web migration occurred late summer. The new template won't have the latest changes cmmt chairs may have made. 1st of Nov. it will go public. Chairs should check out the new websites to see if they are up-to-date. Veas suggests that we reflect a dollar amount in the budget. 20% could be as much as \$7,000, which appears to be too much.

SMC Academic Senate Budget

Draft	Budget		
	Jul-06	Jul-06	Jul-07
	Jun-07	Jun-07	Jun-08
Discretionary Revenue			
District			
Supplies	\$500	\$500	\$500
Conferences, Training	\$3,968	\$3,968	\$3,968
Faculty Association	\$9,300	\$9,645	\$12,986
Carryover	\$804	\$804	\$1,996
Other Net Revenue	\$0	\$844	\$0
Total Discretionary Revenue	\$14,572	\$15,761	\$19,450
Expenses			
Conference Fees	\$4,750	\$6,085	\$7,500
Committee Expenses	\$1,000	\$481	\$600
Flexday Activities	\$0	\$1,427	\$1,500
Gifts	\$500	\$1,608	\$1,500
Miscellaneous	\$622	\$284	\$250
Office	\$0	\$0	\$2,000
Retreats	\$4,000	\$1,840	\$4,000
Social Functions	\$2,500	\$999	\$1,000
Supplies	\$600	\$900	\$900
Voting Service	\$500	\$40	\$100
Website	\$100	\$100	\$100
Total Expenses	\$14,572	\$13,765	\$19,450
Non-Discretionary Revenue & Expenses			
State Academic Senate Membership Dues	\$4,175	\$4,175	\$4,175
Non-Teaching Special Assignment	\$5,000		
Faculty Reassigned Time (1.6 FTE)	\$115,000		
Academic Senate Secretary	\$15,000		
Total Other Revenue and Expenses	\$140,175	\$4,175	\$4,175

III. Information Items

A. President's Report – Richard Tahvildaran-Jesswein –

1. Richard asks that Jones' Social Cmmt plan to do a campus-wide memorial for Leon Singleton (Business Dept). Veas suggests that there are colleagues in the dept who are also senators who would like to work with the cmmt on this.
2. **Jochen Fried & Bill Reckmeyer at SMC 10/8 – 10/10** – will address the Board of Trustees. Richard asked them to speak to the AS briefly regarding the Salzburg Institute, etc. There will be a podcast available of their presentation to the Board. Suggestion that Reckmeyer speak to the working definitions of “global citizenship.” Richard has been working w/Dossett and Global Citizenship Task Force to get a definition to the AS as soon as possible. Dr. Tsang has agreed to put aside \$100,000 for fac for this process. Richard wanted the monies to go through PDC. They need to review the requests that come in for funds tied to this. Richard sees the Global Citizenship Task Force as under the purview of the AS.
3. **AS new office:** Office table is soon to arrive, so by the next Exec meeting (10/16) we should be in the new offices in HSS.
4. **Area C Meeting** – Saturday, October 20, at the Pasadena Hilton – Richard, Kawaguchi, and Oifer will attend
5. **ASCCC Fall Plenary** – Nov 1-3, at the Anaheim Marriott – Richard, Harclerode, Veas, Oifer, Kawaguchi, and Burns will attend
6. **Student evals** – we need to move forward by putting them online. This includes both DE and onground. Question as to why we've only just been told by Administration that the qualitative info can't be captured online. Suggestion that we take a hardline on this because it's been in the process for 2 years. Bernstein reports that online fac underwent this last fall, which was a “fiasco.” The fac protections were disregarded (open/end

dates, private info on a fac member revealed). It was chaotic. DE fac were supposed to have access to activation of evals, but this hasn't been implemented either. Suggests that it may not be wise to push it forward since the results may not be what we desire. FA concerns are that fac have control over the opening and closing dates on evals. Funding needs to reflect the agreements reached at the table. Resolution is to distribute the forms to fac so they can see the backside of the form, but Administration states this isn't possible this fall. Note that this is another example of the tech problems that consistently seem to plague the college. Obviously more resources need to be relegated to technology.

7. **Fac FT Hiring Ranking Cmmt** – met and have distributed to Chairs what they need to pay attention to as they construct their requests. These include short and long-term range goals, the fact there could be more than one hire by pres/super as long as it doesn't take from the ranked positions adopted, disapproval of cluster hires, info to be provided to chairs including math/Eng placement figures, sections/courses the new fac would teach, necessity that depts./programs be in good standing with Prog Rev. Depts need to present what they have so far for dept/discipline SLO's (assessments). All due by 10/15. SLO Task Force co-chair Hanson encourages us to consider imposing deadlines in more ways than just through Prog Review in order to hasten the development of program SLO's. Suggestion that Ranking Cmmt deal w/this the discussion next year, not this year. We were reminded at Fac Ranking cmmt mtg by V.P. Lawson that the cmmt offers recommendations to the Pres/Super and that he has the prerogative to hire more than the recommended #.
8. **MOU between SMC & SMMUSD** – We're bringing 100 SM high school students at risk here to take classes with us in the afternoons through a transfer program. This is an opportunity for establishing learning communities and cohorts. Faculty similar to those who participated in the Compton baseball program last summer are invited to participate. The end result is that they receive college credit for dual enrollment. Richard welcomes volunteers.

B. Committee Reports

1. **Sabbaticals – Eric Oifer, Chair** – His committee discussed whether or not interviews are a good idea. It was voted down. Arguments for: they help clarify the applications, give a better picture of project, cmmt will get a good idea of the applicant's passion. Arguments against: de-emphasize the role of the matrix (objective standard), make the process less transparent, they don't add anything substantive, and are just another hurdle for applicants. Recommendation to accept the recommendation to not have interviews as part of the sabbaticals process. **Vote: unanimously in favor.**
2. **Professional Development** – Judith Douglas, Chair – Flexday March 4th – Douglas was somewhat disappointed in the small numbers of fac who participated. Dr. Tsang suggested that perhaps we hold it at Madison. Richard has suggested that the p.m. be devoted to entertainment. Good news about funding: for workshops for classified (\$7500) and certificated (\$20,000) both. Richard reminds Douglas that there are other monies available as well.
3. **Personnel Policies** – Peter Morse, Chair – moving forward. Richard would like Ken Mason to serve on the cmmt as well but Ken can't attend mtgs. Morse has agreed to meet twice monthly with Mason and discuss issues with him. Morse invites everyone's input. Nestler, G. Strathearn, Hoover, Randall, Guglielmo, Morse are the fac members.
4. **Professional Ethics & Responsibility**, Jim Stramel, Chair – working on best practices for onground modeled on best practices for DE. They'll collect info that's already available and provide links and sources to what already exists, and anything not

covered by those sources will be added in second stage of doc. Stramel asks fac to send him links of pertinent info.

IV. Old Business Discussion

V. **New Business Discussion**

A. **DPAC** – disagreement with the Board over the budget. Special mtg of DPAC to address the Q about stabilization. There are arguments for delaying stabilization for one year. These will be heard at tomorrow's Budget Cmmt mtg. 11/1 we have to declare our decision on this. 10/8 Trustees will want to know what DPAC's decision is about stabilization.

B. **GASB45** – Retiree Health Benefits – Board held off on designating any monies for GASB45. There are differences of opinion on how to fund retiree benefits. The recent GM decision is worth examining as a possible model. AS and FA feel that the District is pushing for too rapid a decision on this. We've called for a Task Force to investigate options more fully and come up with a recommendation by spring semester. If the District won't support the task force, AS and FA will create their own. Reminder that we have to make sure the retirement fund isn't shortchanged in the long-run. Reminder that FA position of this is posted on [the FA website](#).

C. **CC Initiative** – Tna Feiger reported that Dennis Frisch asked if we could slate time for various reps to attend an AS general mtg to discuss the CC Initiative and pitch for funds. Richard agrees to put them on the agenda for the next AS gen mtg.

VI. Announcements

VII. **Adjournment** - Meeting adjourned (M/S Davis Del Piccolo/Oifer) at 12:40 p.m.