

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

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

I. Call to Order

II. Action Items:

1. Approval of the Minutes of October 16 & October 30, 2007
http://homepage.smc.edu/randall_toni/Acad_Sen_Minutes_06_07/EXEC_AS_MTG_10_16_07.doc And
http://homepage.smc.edu/randall_toni/Acad_Sen_Minutes_06_07/EXEC_AS_MTG_10_30_07.doc
2. Academic Senate Constitution Proposed Amendment
3. Administrative Regulations Corrections

III. Information Items:

1. President's Report – Richard Tahvildaran-Jesswein
 - a. Ranking Committee Update
 - b. DPAC Update
 - c. Request for Increase in FA's Contribution to the Senate
 - d. Board of Trustees Report
 - e. Faculty Senate/Faculty Association Leadership Meeting Report
 - f. Faculty Appointees to Student Recruitment Project Manager Hiring Committee

2. Committee Reports:

- a. Student Affairs Committee – Jose Cue
- b. Program Review – Janet Harclerode & Melody Nightingale
- c. Occupational Education – Eve Adler
- d. Sabbaticals – Hayward Teaching Nomination – Eric Oifer

IV. Old Business Discussion:

1. On-line Student Evaluations – Distance Ed & On-Ground
2. Term Closing – Review of Objectives & Remaining Agenda Items

V. New Business Discussion:

VI. Announcements

VII. Adjournment

Next Scheduled Meeting:

**December 11, 2007 – Last Exec. Meeting
until Spring Retreat on February 7th, 2008**

ACTION ITEM NO. 1: Approval of the Minutes for October 16, 2007

Minutes of the **16 October 2007** AS Executive Committee Meeting

Present: Eve Adler, Simon Balm, Teri Bernstein, Suzanne Borghei, Mary Colavito, Jose Cue, Guido Davis Del Piccolo, Judith Douglas, Tina Feiger, Terry Green, 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: Gordon Dossett, Toni Randall, Muriel Walker-Waugh

Absent:

I. Call to Order - President Richard Tahvildaran-Jesswein called the meeting to order at 11:16 a.m. Recording Secretary Randall absent due to family illness. Lisa Lewis Burns recorded the minutes.

II. Action Items

A. Approval of the Minutes of October 2, 2007 – **unanimously approved and adopted as amended.** Amendment: Morse requested that the minutes reflect that he “strongly opposes the ability of the President/Superintendent to bypass the ranking process by hiring more than one candidate per position because, for example, if the college has money to hire 15 fulltime faculty, then it should hire the first 15 ranked positions.”

III. Information Items

A. President's Report – Richard Tahvildaran-Jesswein

1. **Faculty Handbook** – Richard is seeking volunteers to work on the handbook, which is outdated. Harclerode points out that most chairs have something similar in their depts. and suggests that we not “reinvent the wheel.” Richard will talk with Marcia Wade and Sherri Lee Lewis (HR) about revising it. Richard would like volunteer(s) to review Section 7 of Faculty Governance. No more than ten pages need to be addressed.
2. **Ranking Committee** – Richard thanks Nancy Hanson and her SLO co-chairs for putting together the Academic Programs Checklist. Hanson would like to ignore the courses updated checklist and focus more on SLO's. She informed all that the Checklist was accurate in terms of Course Level and Program Level SLOs, but that the listing of updated courses under the Program Review column was not current and should be ignored at this point. Not all chairs submitted requests for FT hires. These will be available w/in ten days for public view. They will be mailed to cmmt members as a confidential document.
3. **Transfer Academy** –Richard announced Steering Cmmt: Susan Sterr, Melody Nightingale, and Muriel Walker-Waugh. The Academy will track students in 9th grade by teacher recommendation into the program. Richard and Kawaguchi will assist Fran Manion, who is also interested in getting together with counselors. SM/Malibu School District and College are running the program jointly. CAHSEE is the HS exit exam. Program manager is needed. Suggestions were Emily Lodmer and Patty Nakao.

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4. **Hiring Cmmt Faculty:**

EEO – High Tech – Melody Nightingale
EEO – Learning Disabilities – Nancy Hanson
Associate Dean – on hold
Director of Int'l Ed – Sal Veas and Toni Randall
Title V – Rosalyn Tilley and Daniel Cano
Cal Works – Vicki Rothman and Tracey Ellis
Student Affairs – Richard Tahvildaran-Jesswein and Eleanor Singleton
Project Manager – Upward Bound – Susan Sterr and Ed Markarian
Business Affairs – Richard Tahvildaran-Jesswein and Teri Bernstein
Police Chief – Richard Tahvildaran-Jesswein and Craig Hammond

5. **Accreditation Team** – Richard appoints, besides himself, Eric Oifer, Janet Harclerode, Toni Randall, and Sal Veas. Workshop, which team members will attend, to be held in January. Q as to whether the team members will receive reassigned time. Response is that Richard has asked for 20%.

B. **Committee Reports**

1. **EAC** – Amber Katherine & Pete Morris, Co-chairs – Cmmt is working hard to create an AA degree in Environmental Studies. One concern they have is about the number of “green” proposals coming to the cmmt. They are struggling to remain in the loop. They would like to know how their cmmt can have more input on campus issues. It was suggested that they contact Greg Brown as a resource and be put on a receiving list of their agendas and minutes. Katherine discussed: President Climate Commitment and *Focus the Nation* Resolution, which is coming to the Senate. She asks if Exec feels it appropriate to send a FAC_ALL email defining *Focus the Nation*. All agreed that it would be. Katherine discussed solutions to global warming and encourages fac to be a part of the movement towards a green democracy. Richard thanks Katherine, Davis Del Piccolo, and Morris for their hard work. Q if Lawson and Shimizu have given green light to move forward on this.

2. **IDS** – Guido Davis Del Piccolo – Cmmt has researched environmental studies AA. Four programs are very science oriented. Pursuing environmental studies AA, adding just enough transferable path. This has some applied field studies and job potential out of SMC. They are perfecting it to pass out to other faculty. Environmental Science AA – set of classes as much as possible to as many colleges around the state as possible. They feel they will be on track to have this to Curriculum by the end of this semester. They will meet with Colavito for at least a first read.

IV. Old Business Discussion

V. **New Business Discussion**

A. GASB45 – Retiree Health Benefits – Richard and Simpson (FA Pres) are co-chairs. There is concern about investing time when the decision may have already been made by the BOT. Most do not feel that we should put energy into something that has already been decided upon. But some ask what role the AS has in this? Simpson does not feel we need to be in a hurry to sign GASB45.

B. On-line Student Evaluations – Colavito asked if the student responses can be organized by the grade the student thinks he/she is getting. No objections to doing this. Agreed that they should be online. Q if AS approves the online format and, once distributed, how long it would take to complete. Bernstein (DE Cmmt) indicates this is the only way online instructors can be evaluated. They are already behind because 8-week DE courses have ended. Suggestion that for a student to take the final exam, he/she must turn in confirmation that he/she has completed an evaluation.

C. Next flex day is March 4, 2008.

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D. Definition of “global citizenship” will be voted upon soon.

VI. Announcements

A. The Leon Singleton Memorial was successful. Greg Brookins did an excellent job of representing the faculty and college. Richard and Fran Manion are looking into getting an appropriate plaque or tree in commemoration. Business Dept raised over \$1000 to contribute to the Tree People. Richard will try to obtain 5 palm trees on behalf of Leon Singleton and would like to see them placed near the Business Bldg.

VIII. **Adjournment** - Meeting adjourned (M/S Katherine/Davis Del Piccolo) at 12:40 pm.

APPROVAL OF MINUTES FOR OCTOBER 30, 2007

Minutes of the **30 October 2007** AS Executive Committee Meeting

Present: Eve Adler, Teri Bernstein, Suzanne Borghei, Mary Colavito, Jose Cue, Guido Davis Del Piccolo, Gordon Dossett, Nancy Hanson, Janie Jones, Amber Katherine, Lesley Kawaguchi, Pete Morris, Peter Morse, Eric Oifer, Toni Randall, Christine Schultz, Eleanor Singleton, Howard Stahl, James Stramel, Michael Strathearn, Richard Tahvildaran-Jesswein, Sal Veas

Excused: Simon Balm, Judith Douglas, Tina Feiger, Janet Harclerode, Lucy Kluckhohn Jones, Melody Nightingale, Lantz Simpson, Muriel Walker-Waugh

Absent: Terry Green

Guest: Dennis Frisch (for Simpson)

I. Call to Order - President Richard Tahvildaran-Jesswein called the meeting to order at 11:22 a.m.

II. Action Items

A. Approval of Minutes of October 16, 2007. (M/S Bernstein/Hanson) motion to table the minutes. Unanimously agreed.

B. **Adoption of Global Citizenship Definition** – Gordon Dossett, Task Force Co-Chair – Dossett reviewed the history of the task force’s work on the definition. There are four subcmmts formed from the original task force. They have been working on their own areas and the larger group used that info to help form the definition of global citizenship. Dossett and Lorenz have also reviewed definitions from other institutions across the country. Attempt made to make it student-friendly and not overly technical.

Suggestions for modifications:

Suggestion: switch order to “peril and promise” in the second bullet. **Majority vote not to make the change.**

Suggestion: change to “A global citizen is . . . knowledgeable of peoples . . . aware of the interdependence . . . committed to . . .” Suggestion to change “aware of” to “understands.” **Majority vote to make the changes.**

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Suggestion: add a fourth bullet that says “**is an** active[ly] participant[tes] in the structures, institutions, and community organizations that are working to advance the global and human condition.” Shultz will bring this to the Senate floor. Suggestion that she have written language with her for distribution to senators.

Suggestion: “knowledge of the world beyond **as well as** one’s own.” **Suggestion withdrawn** by Katherine.

Suggestion: the third bullet be changed to: “is committed to using one’s learning to fostering a liveable , sustainable world.” This might be a compromise to the fourth bullet change. Also suggestion that: “a global citizen acts upon a commitment to combine one’s learning to foster”

Suggestion: remove “regions of.” **Vote split; defer to the cmmt’s original version.**

Suggestion: include the word “respect.” **Vote split; defer to the cmmt’s original version.**

Suggestion: this be taken to the full Senate for the final decision on adding the fourth bullet. **Vote to support Richard’s intention to carry the 4th bullet to the full Senate floor rather than gain consensus here. Motion to overrule the chair: 11 in favor, 4 opposed.**

A global citizen **has**:

- **knowledge** [is knowledgeable] of peoples, customs and cultures in **regions of** the world beyond one’s own;
- **an understanding of** [understands] the interdependence that holds both promise and peril for the future of the global community; and
- **a commitment to combine** [is committed to combining] one’s learning with a dedication to foster a livable, sustainable world.
- **active[ly] participates in the structures, institutions, and community organizations that are working to advance the global and human condition.”**

Other Discussion:

The third bullet already contains the element of participation. Comment that “democratic” is missing. Dossett responds that the discussion about “democratic” was that there are two problems: the feeling that the Pres of the U.S. has co-opted the term to mean something we do not, and that the use of “involvement” implied democracy w/o the political baggage of “democratic.” Suggestion that the word “peril” may be too strong.

Regarding adding the 4th bullet – may be problematic w/o other task force members here. Third bullet maybe could be tweaked to capture the “participation” aspect in order to avoid adding a 4th bullet. Suggestion to allow the general Senate to decide on the fourth bullet. Q as to why all the bullets wouldn’t be allowed to “stand or fall.”

Richard comments that he informed the task force at their last meeting that there would be changes made by our own elected bodies. So they understood that revisions might be made.

Change to “is” from “has” because we are working towards behavior we can measure. Comment that the definition is concise yet broad. Two things missing: first bullet “knowledge of others”

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should include “respect,” and, in bullet two, the core of the idea of global is “change” (anticipating it, being prepared, and able to adapt to it). Comment that this particular concept seems not grounded in context – feels individualistic. Suggestion to go to “global citizen is” would help provide that context.

Richard agrees that the term “democratic” should not be included explicitly. He suggests the “peril” accurately describes the state of the world. He suggests that “political systems” might be a good addition to the first bullet. Argument from the task force was that “customs and cultures” includes political systems. The Strategic Planning Task Force also has language of the new vision of the College. Comment that “the practice of our values” of the College’s new vision statement (in draft) could be incorporated to the doc.

Dossett concludes that the Task Force sees the definition as the beginning of their real work. He would prefer that the doc not be changed too significantly w/o allowing task force members to respond. Agrees that the “is” change may not be a problem.

C. ASR 10-07 Online Student Evals Resolution – Teri Bernstein, Chair DE Cmmt –

Request that an item be added that “fac should not participate in evaluation until these features are agreed to.” Friendly amendment accepted. This is the FA position as well. Moassessi, Schultz, possibly Morse will meet with three administrators to go over this doc. **(M/S Borghei/Bernstein) to move it forward. Vote: unanimously in favor.**

Resolved that the Academic Senate call for the implementation of online student evaluations of faculty for all classes using the mutually agreed upon survey instrument,

Resolved that Faculty control both the activation and de-activation times and dates for the distribution of the online student evaluation instrument as long as such activation and de-activation is in accordance with the process outlined in the faculty contract,

Resolved that Faculty maintain a reasonable window fo students to access and complete the survey and that a definition of “reasonable” be agreed upon by both the Faculty and the District,

Resolved that the Senate recommends that Faculty refrain from performing student evaluations online until all these evaluation features are fully implemented.

Discussion:

Suggestion that “Faculty” in third bullet is ambiguous. Request that the added resolve be forwarded to exec members when it’s complete.

D. Request for Increase in FA’s Contribution to the Senate – Howard Stahl

Richard suggests that we vote for a contribution of \$10/PTer and \$30/FTer OR \$20,000 cash payment minimum floor and bring this to the full senate for a vote. Suggestion that the minimum be changed to \$17,500. **Vote to make formal request - all in favor, one abstention.**

Stahl reported on meeting at which he volunteered to try to get additional \$ for the AS from the FA. He distributed graphics of his own paycheck and ongoing union dues. Even doing nothing, people’s union fees go up as we descend the salary scale. He feels that the contribution that the FA makes to the AS is small, but from the AS point of view (1/2 of discretionary \$) it is large. He would like to see a “floor” to the figure so that Veas can write into the budget. Stahl would like active support from others on AS Exec. Members should come to the FA meeting to support the increase in

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funds. **Suggestion that there should be an “escalator figure” to tie to the \$17,500 floor so we don’t have to keep returning to the FA to request increases.** Bernstein agrees to work with Richard and Veas on this language. Also, important to stipulate that we will use union labor and services whenever possible (eg. retreats, etc.). The major argument will probably be that this is a District, not FA, responsibility. Counterargument to that is that the District does contribute quite a bit to release time, etc. Good idea to bring those figures to the FA meeting as evidence.

III. Information Items

A. President's Report – Richard Tahvildaran-Jesswein

1. ASCCC Statewide Plenary – Nov. 1-3 – Richard, Oifer, Harclerode, Burns, Kawaguchi will attend.
2. Ranking Cmmt Update – Nov 5, 3:30 p.m., Loft – binders have been distributed.
3. DPAC Update – there is a meeting w/Dr. Tsang today to share concerns that AS and FA have regarding his not getting back to DPAC w/his decisions on recommendations coming from DPAC and in line with the charter of DPAC.

IV. Old Business Discussion

V. New Business Discussion

A. Term-Closing – Review of Objectives and Remaining Agenda Items – Q about first reads that need to come to full Senate this semester. PPC (Morse) will have something for agenda for the general meeting following the next. DE Strategic Planning (Bernstein) will be ready for the same mtg. SLO’s (Hanson/Borghei) institutional SLO’s and competencies will be ready for last senate mtg.

VI. Announcements

- A. The current Assoc Stud pres, Jason Van Buren, has resigned. The position of faculty liaison is open.
- B. Working on memorial to Leon Singleton. Richard notes there are palm trees that will otherwise be destroyed which could be relocated near the Business Bldg. and dedicated to his memory. Veas indicates that Business Dept has its own thoughts on this so Richard should confer with them.

VII. Adjournment - Meeting adjourned (M/S Stramel/Oifer) at 12:35 p.m.

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