



## **ACADEMIC SENATE**

**May 5, 2009**

**5 p.m. Business Building Room 144**

I. Call to Order

II. Public Comments:

III. Action Items:

1. Approval of the Minutes for April 21, 2009

[http://homepage.smc.edu/randall\\_toni/Eng%20I/Acad\\_Sen\\_Minutes\\_06\\_07/AS\\_Minutes04\\_21\\_09.doc](http://homepage.smc.edu/randall_toni/Eng%20I/Acad_Sen_Minutes_06_07/AS_Minutes04_21_09.doc)

2. Proposed Changes to the Sabbatical Awards Matrix -- Walter Meyer, Chair Sabbaticals & Awards

3. ASR02-09 – Zero Waste Resolution –Amber Katherine, Co-Chair, EAC

4. ASR03-09 – Establishing a Library Department Chair

5. 1<sup>st</sup> Read AR 3211.3 – Department Chairperson – Tenure & Selection, Dianne Berman, Chair, Personnel Policies Committee

6. ASR01-09 – Resolution in Support of May 2009 State Propositions 1A – 1F, Howard Stahl, Chair Rules and Elections Committee

IV. Information Items:

1. President's Report – Richard Tahvildaran-Jesswein

a. Accreditation Update

b. Senate Dues Letter

c. Announcement -- Faculty Leader Positions

d. Reminder -- SLO Committee Reports and Recommendations

V. Old Business Discussion:

1. Distance Education Platform Review – Faculty Survey, Teri Bernstein, Chair, DE

VI. New Business Discussion:

1. Department Websites and Best Practices – Simon Balm, Chair, ISC

VII. Announcements

- 1. Academic Senate Party Honoring – Richard Tahvildaran Jesswein on Saturday Evening, June 13, 2009 – Janie Jones, Chair, Social Committee

VIII. Adjournment

**Next Scheduled Meeting: May 19, 2008**

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**ACTION ITEM NO 1: Approval of the Minutes for April 21, 2009**

[http://homepage.smc.edu/randall\\_toni/Eng%20I/Acad\\_Sen\\_Minutes\\_o6\\_o7/AS\\_Minutes04\\_21\\_09.doc](http://homepage.smc.edu/randall_toni/Eng%20I/Acad_Sen_Minutes_o6_o7/AS_Minutes04_21_09.doc)

**ACTION ITEM NO 2: New Sabbatical Awards Matrix, Walter Meyer, Chair Sabbaticals & Awards Committee**  
Sabbatical Evaluation Criteria and Matrix

**Evaluation Criteria and Potential Points**

**Points Received\***

1. Quality of Project Design	_____
a. proposal constitutes a full semester's work load (15 points)	
b. proposed goals and outcomes are feasible (15 points)	
c. proposal is clear, organized and specific (5 points)	
d. proposed activities and procedures support project's objectives (5 points)	
e. methods of documentation are appropriate to the proposed project (5 points)	
f. applicant establishes a realistic timeline for accomplishing activities and objectives (5 points)	
2. Benefits of Sabbatical	
a. proposed project contributes to professional development/increased competence of sabbatical recipient (20 points)	
b. proposed project contributes to student success (15 points)	

c. proposal aligns with current College goals, program SLO's and/or ILO's (10)	
d. proposed project contributes to colleagues, department, and/or college at-large (5 points)	
<b>TOTAL POINTS</b>	

\*points are awarded based on how well the potential project satisfies each criterion

Supplemental categories:

College Service (1-5 points) \_\_\_\_\_  
 Innovation (1-5 points) \_\_\_\_\_  
 Potential First-Time Recipient (2 points) \_\_\_\_\_

TOTAL POINTS \_\_\_\_\_

**ACTION ITEM NO. 3 – ASR02-09 – Zero Waste Resolution**



**Santa Monica College**  
**Academic Senate**  
**ASR02-09**  
**May 5, 2009**

**Zero Waste**

Whereas, Santa Monica College is committed to the following institutional learning outcome: “students will take responsibility for their own impact on the earth by living a sustainable and ethical life style.”

Whereas, the Associated Students have passed a policy stating that all events sponsored by the Associated Students and Inter-Club Council be Zero Waste Events,

Whereas, a Zero Waste Event is one in which no less than 90% of the waste produced by the event is effectively diverted from a landfill by reusing, recycling, and composting,

Whereas, the facilities and grounds departments are equipped and willing to support Zero Waste events,

Whereas, in spring 2009 the Professional Development Committee successfully organized a Zero Waste event,

Be it resolved, that the Academic Senate call upon the District Planning and Advisory Council (DPAC) to establish a district wide policy on Zero Waste Events.

Amber Katherine, Co-Chair, EAC

Unanimously passed by the EAC on April 9, 2009  
Passed at Executive Committee on April 28, 2009

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**ACTION ITEM NO. 4 – ASR03-09 – Resolution on Library Department Chair.**

**Whereas, The Santa Monica College Full-Time Library Faculty Members have voted unanimously to create a Library Faculty Chair;**

**Whereas, The Library Department has been led by a Chair previously (Fall 1988-1990; Fall 1990-1996);**

**Whereas, The Senate asserts that all academic departments be led by duly elected Faculty Chairpersons;**

**Whereas, Santa Monica College's long established best practice is to allow a faculty member to serve as chairperson of academic departments, where legally permitted;**

**Resolved, That the Library Faculty Leader position be made a Department Chair; and**

**Resolved, That the Academic Senate, with its full strength and authority as the lead faculty representative on all academic and professional matters (Title 5 Section 53200), enter into direct talks with the Administration and District for the purposes of establishing a Library Department Chair.**

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**ACTION ITEM NO. 5 – 1<sup>st</sup> Read AR 3211.3 – Department Chairperson – Tenure & Selection – Dianne Berman, Chair, Personnel Policies Committee**

AR 3211.3 Department Chairperson – Tenure and Selection

1. The Superintendent/President appoints department chairs. A chairperson serves a four-year term and may be reelected.
2. All full-time tenured and full-time probationary faculty who are members of a department and are in paid status are eligible to vote for department chairperson. (See AR 3210.)
3. A term of office begins at the start of a summer session, except in circumstances described in paragraphs 8 and 9 below. During the preceding fall semester, or when a chairperson is unable to fulfill his or her term of office, the Vice-President of Academic Affairs or Student Affairs, as appropriate, in conjunction with the Academic Senate, will conduct an election for a chairperson.
4. No later than the fifth week of the fall semester, the appropriate Vice-President will notify the department's eligible voters of the upcoming chairperson election and of the date of the election. A tenured faculty member of the department who wishes to run for the office of chairperson must submit his or her name to the appropriate Vice-President at least three weeks prior to the election.
5. Ballots will be distributed electronically. At an individual faculty member's request, a paper ballot may be used. A web-based voting system may be used. If a web-based system is used, no ballot validation rules shall be established. At least one week or five business days will be allocated for the collection of marked ballots. A cutoff time will be set and stated clearly by the Elections and Rules Committee. All votes received after the posted cutoff time will not be counted. Ballots shall be designed so that voters can choose to abstain. Ballots shall be designed so that once cast, ballots cannot be changed. Naming or identifying voters and/or non-voters is prohibited.
6. If no department member receives a majority of votes cast, the appropriate Vice-President will select the two names receiving the

greatest number of votes and a runoff election will be held.

7. Guided by the results of the election, or in the case in which no faculty member submits his or her name for the office of chairperson, the appropriate Vice-President will forward a name to the Superintendent/President. If a person other than the one chosen by departmental vote is recommended, it should be done only after discussion and consultation with department members and the President of the Academic Senate. The Superintendent/President or designee will notify the department of the appointment.

8. Upon petition of fifty percent or more of department members who are full-time tenured or full-time probationary faculty, or upon request of the appropriate Vice-President, a special election may be called. Such elections will follow procedures outlined for the selection of a new chairperson.

9. If a chairperson becomes temporarily unable to serve, he or she will consult with the appropriate Vice-President, who will recommend a replacement to the Superintendent/President. If a chairperson is not able to serve for a full term, the appropriate Vice-President may conduct an election for the acting chair position. Such elections will follow procedures outline for the selection of a new chairperson.

Last Reviewed/Updated 5/22/06

Draft of revisions approved unanimously by Personnel Policies Committee 4/2/09

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**ACTION ITEM NO. 6 – ASR01-09 – Resolution in Support of May 2009 State Propositions 1A – 1F, Howard Stahl, Chair Election and Rules Committee.**



**Santa Monica College**

**Academic Senate**

**ASR01-09**

**April 21, 2009**

**Support of Propositions 1A – 1F**

WHEREAS, California's community colleges have suffered hundreds of millions of dollars in cuts due to recent budget deficits and, this year, suffered from tens of millions of dollars in funding cuts; and

WHEREAS, these cuts are forcing faculty layoffs and cut-backs in vital community college courses and programs that prepare young adults for higher education, and vocational and workforce training; and

WHEREAS, California has to reform its dysfunctional budget system to provide stability and to protect funding for our community colleges; and

WHEREAS, Propositions 1A, 1B, 1C, 1D, 1E and 1F on California's May 19 Special Election Ballot will generate short-term revenues to help us get out of this unprecedented fiscal crisis, establish long-term budget reforms to stabilize and protect community college funding, and lay out a responsible timeline for repaying community colleges the massive cuts they have incurred; and

WHEREAS, Proposition 1A will stabilize future state spending and create an enhanced rainy day reserve fund that will help protect funding for vital programs like education, public safety and health care; and

WHEREAS, Proposition 1B will pay back our community colleges hundreds of millions of dollars that will help preserve and enhance critical programs for students. These payments to community colleges would come out of the newly-created rainy day fund established by Prop. 1A and are dependent on the passage of Prop. 1A; and

WHEREAS, Prop 1C will modernize the State Lottery and allow our state to immediately raise \$5 billion in new revenues to help with this year's budget deficit and billions more in future years. The measure also guarantees that public schools will receive the same amount of funds they currently receive from the lottery; and

WHEREAS, Prop. 1D temporarily redirects a portion of excess funds from the voter-approved tobacco tax to pay for children's health and social services over the next two years; and

WHEREAS, Prop. 1E would temporarily redirect a portion of the funds from the Mental Health Services Trust Fund, approved by voters in 2004, to fund children's health and other General Fund programs that are at risk of elimination due to the state budget crisis; and

WHEREAS, Prop. 1F prohibits legislators, the governor and other state politicians from getting pay raises whenever our state budget is running a deficit, saving California millions of dollars and bringing accountability to the Legislature and Governor's office; and

WHEREAS, If these measures do not pass, California will lose more than \$23 billion in revenues over the next four years that will put tremendous pressure to make even more cuts to vital services, including community colleges.

THEREFORE, BE IT RESOLVED that Santa Monica College Academic Senate formally endorses Propositions 1A-1F on the California May 2009 Special Election ballot.