Recommendation Number 1:

It is recommended that the minutes from the following meeting of the Santa Monica College Academic Senate be approved as distributed:

Minutes of the 14 Sept. 2010 Academic Senate Meeting

Present: Jamey Anderson, Brenda Antrim, Dianne Berman, Sara Boosheri, Karen Breedlove, Greg Brookins, Ken Buckner, Fran Chandler, Mary Colavito, Tim Cramer, Guido Davis Del Piccolo, Georgia Farber, Tina Feiger, Kathy Flynn, Ken Geddes, Candyce Goodfellow, Keith Graziaedi, Terry Green, Nancy Hanson, Janet Harclerode, John Henderson, Matthew Hotsinpiller, Sharon Jaffe, Gina Jerry, Janie Jones, Lesley Kawaguchi, Michael Klineman, Lucy Klukhohn-Jones, Deborah Kraut, Helen LeDonne, Brandon Lewis, Laura Manson, Jennifer Merlic, Mitra Moassessi, Pete Morris, Peter Morse, Maria Munoz, Andrew Nestler, Melody Nightingale, Eric Oifer, Jim Pacchioli, Wendy Parise, Vicki Rothman, Michelle Scholefield, Christine Schultz, Jacqueline Scott, Susan Sterr, Claudia Szekely, Gary Todd, Esau Tovar, Mark Trujillo, Sal Veas, Carol Womack, David Zehr.

Excused: Suzanne Borghei, Amber Katherine, Steve Kaufman, Michael Strathearn, Christina von der Ohe.


Guests: Lisa Lewis Burns, Erica LeBlanc, Georgia Lorenz, Tiffany Inabu, Chantelle Eastman, Toni Randall.

I. Call to Order -- President Eric Oifer called the meeting to order at 11:19 a.m.

II. Public Comments: AS President Tiffany Inabu and Chantelle Eastman reported that a group called CALPIRG no longer has a contract with AS, but are currently operating on campus as though they did. They have no current affiliation with SMC.

III. Action Items:

1. Approval of the Minutes for August 31, 2010

   Minutes approved as presented.
2. New Full-Time Faculty Position Ranking Committee Appointments
   Eric said that most members were appointed because they chair Senate committees. All will be
   representing the Senate, not their departments. The committee will meet for the first time before
   the end of the month, then they will present their criteria to the Chairs. They will meet to review
   applications in Nov. The 5 positions that were approved last year but not filled will recruited in addition
   to this group.
   Discussion regarding the membership of this committee related to the fact that some of SMC largest
   departments have no representative.
   Vote: 7 opposed, 3 abs
   Motion passed.

3. Academic Senate Committee Appointments
   Some committees are still seeking members; anyone interested in serving on a committee should contact
   the chair of that committee.
   Vote: M/S Brenda Antrim/Laura Manson
   Passed unanimously.

4. DPAC Subcommittee Appointments
   Vote: M/S Ken Buckner/EsauTovar
   Passed unanimously.

5. 2010-2011 Senate Objectives - 2nd Read
   Vote: 1 opposed.
   Motion passed.

IV. Information Items:
   1. President’s Report - Eric Oifer

   a. Bridging Research, Information and Cultures Team
      Bridging Research, Information, and Cultures (BRIC) Initiative Technical Assistance Program
      (BRIC TAP).
      Members of the visiting team were introduced: Ian Walton, former ASCC president, Michelle Barton,
      and Priya Chaplot. The team met earlier with Eric, Randy Lawson, Christine Schultz, Fran Manion,
      Esau Tovar, Janet Harclerode, and Teresita Rodriguez. Intent is to use date from institutional
      research to develop a better plan for student success.
      Further info:
      http://www.smc.edu/Projects/37/2009-2010_Agenda_Minutes/BRIC_TAP_Description.pdf

   b. College of the Future (with attachments)
      Brought back as information item in order to present answers to questions asked at previous meeting.
      Erica LeBlanc and Georgia Lorenz were invited to address the Senate.
      Courses provided under this plan will not be available for open enrollment.
      Curriculum process will remain with the department.
      Existing ARs will be followed.
      SMC offerings will not be reduced not will classes be displaced; contract ed courses will only be
      offered where there is classroom space available.

      This is the beginning of the discussion.
c. ASR03-09 Resolution in Support of Library Department Chair -Discussion Deferred. This will be included as part of the Senate's long-term goals; a resolution in support of a Library Chair position has also been proposed.

2. Committee Reports
   a. Add Code Policy and Best Practices - Greg Brookins, Chair Student Affairs ---Deferred.

V. Announcements ---None due to lack of time.
VI. Adjournment: 12:23 p.m.

Next Scheduled Meeting: September 28, 2010
ACTION ITEM No. 1: Approval of the Minutes for August 31, 2010

ACTION ITEM No. 2: New Full-Time Faculty Position Ranking Committee Appointments
Guido Davis Del Piccolo
Mary Colavito
Sherri Bradford
Greg Brookins
Melody Nightingale
Jenny Merlic
Jamey Anderson
Wendy Parise
Janet Harclerode
Tina Feiger
Gary Todd
Sal Veas 3
ACTION ITEM No. 3: Academic Senate Committee Appointments

Academic Support/Tutoring Task Force Sabbaticals, Fellowships and Awards
Janet Harclerode Esau Tovar
Gary Todd Mary Bober
Jason Beardsley Kathy Flynn
Marce Kelly Candyce Goodfellow
Anne Powers

Distance Education Marc Trujillo
Wendy Parise
Peggy Kravitz S/ILO
Judith Remmes Lesley Kawaguchi
Odemaris Valdivia Christine Schultz
Eve Mazarra Delores Raveling
Jenny Resnick
Janet Harclerode

Legislative Affairs Eric Oifer
Tina Feiger Laura Manson
Suzanne Borghei
Maria Alvarado Student Affairs
Sharon Jaffe Greg Brookins
Lucy Kluckhohn-Jones

Personnel Policies Laurie Guglielmo
Jamey Anderson Benny Blaydes
Kay Azuma Claudia Szekely
Patricia Burson Gary Todd
Tracey Ellis
Laurie Guglielmo Program Review
Andrew Nestler Mary Colavito
Rebecca Anderson

Professional Development Sara Brewer
Judith Douglas Patricia Burson
Nancy Hanson Matthew Hotsinpiller
Steve Hunt William Lancaster (Spring Semester 2011)
Nancy Grass-Hemmert Fran Manion
Patricia Burson Melody Nightingale (Fall Semester 2010)
Valerie Nary Mary-Jane Weil
Marci Spiegler
Fereshteh Mobashen
Jessica Plotner

Professional Ethics and Responsibilities
Tim Cramer
Brenda Antrim
Jim Stramel
Dana Del George 4
ACTION ITEM No. 4: Senate’s DPAC Sub-Committee Appointments

Budget:
Janet Harclerode
Eric Oifer

College Services:
Marina Parise
Open Seat

Facilities:
Toni Randall
Open Seat

HR:
Tricia Burson
Melody Nightingale

Tech:
Sal Veas
Wendy Parise
5
ACTION ITEM No. 5: 2010-2011 Senate Objectives

2010-2011 Academic Senate Objectives

1. Participate in the Bridging Research, Information and Cultures Technical Assistance Program (BRIC/TAP)

2. Implement and Assess SLO Portal Pilot

3. Pilot a series of faculty orientation workshops

4. Explore approaches to address cheating

5. Coordinate professional development opportunities information in support of the Colleges effort to develop a professional development plan

6. Enhance understanding of the SMC student population

7. Consider Senate's endorsement/use of Earth Charter

8. Develop a plan for technology needs assessment that will address enhancement and replacement of equipment

9. Recommend to District ways to enhance tutoring and generate actionable data
INFORMATION ITEM No. 1b: College of the Future

Santa Monica College
Academic Senate
ASR07-10

August 31, 2010

College of the Future

Whereas, the College is committed to fulfilling its mission of offering open-access educational opportunities and our state funding base is insufficient to serve student demand for courses and services;
Whereas, allocation of resources for higher education and life-long learning continues to be unstable, unpredictable and uncertain;
Whereas, the College seeks to expand programming and augment student pathways to baccalaureate completion, career development and other educational opportunities;
Resolved, the College shall explore the establishment and sustainability of additional contract education offerings such as for-credit opportunities for high school and non-resident students and relationships with accredited baccalaureate institutions. The College shall abide by Administrative Regulations 3211 (Recruitment and Selection – Permanent Faculty), 3230 (Recruitment and Selection – Temporary Faculty), 3231 (Equivalency Process for Part-Time Faculty Positions), 5100 (Curriculum), 5200 (Academic Freedom and Responsibilities), and 5300 (Academic Standards) as it develops and offers these for-credit opportunities.
Resolved, the College shall explore entrepreneurial projects, such as revenue-generating study tours and innovative fee-based programs; and
Resolved, these offerings shall be designed to enhance and support the College’s commitment to its mission and students, while strengthening its fiscal stability.

Eric Oifer, Academic Senate President

1st Read, Academic Senate – August 31, 2010
Revised, Executive Committee – September 7, 2010
College of Future Resolution Context

A key, if not the key component of both the California Community College and Santa Monica College Missions is the commitment to open access. As the SMC Mission states, provide “open and affordable access to high quality associate degree and certificate of achievement programs.” The financial challenge community colleges face is that our funding model does not adequately support the standard of open access. As our FTES increase and decline from year to year our funding from the state does not adjust appropriately. For instance, in 2008-9 SMC served about 1300 FTES over our base. In 2009-2010 SMC was around 1700 over base. In other words, in those years SMC was educating more students than the state was paying us to educate. Additionally, the state has traditionally funded a number of student services through paths outside the standard funding stream. For instance, several items that are part of matriculation services (e.g. EOPS, DSPS) have been funded by grant money. However, in the past couple years the state has reduced its level of financial support for such categorically funded programs. All this is to say that the Legislature, the Governor, the CCC Chancellor’s Office, the voters, the Legislative Analyst's Office and the Department of Finance all expect community colleges to do increasingly more with increasingly less resources. The goal of the College of the Future Ad Hoc Joint Committee is to figure out ways we can do more with more. Knowing that more revenue is not coming from the state, we want to consider ways to produce more revenue ourselves. The purpose of that revenue would be to support what we are here to do, provide “open and affordable access to high quality associate degree and certificate of achievement programs.” In other words, the committee’s primary concern is to generate ideas that will support and enhance SMC’s efforts to meet its mission.

In addition to facing a climate in which public education institutions are facing reduced funding, we also find ourselves in a climate in which legislation is being developed to “fix” community colleges. For instance, AB 2400 was an attempt to allow San Diego and De Anza to pilot offering bachelor degrees. Another concept being studied by the legislature now is designed to use a second census date to determine apportionment. SB 1440 is designed to guarantee transfer to CSU for students who complete general education requirements. These bills may indicate a changing perception of what community colleges are and what they should be. This is a view held not just at Santa Monica College, but up and down the state and across the nation. Efforts to re-conceptualize how community colleges are organized and funded have been undertaken in the states of Washington and Florida. The California Community College Chancellor, Jack Scott has even tried to address the CCC’s inability to currently meet student demand with an ill-conceived agreement with Kaplan University.

It is in this context that the College of the Future Joint Ad Hoc Committee developed the resolution we are to consider. Please note the “whereases” assert our commitment to open-access educational opportunities and to expanding programming and augmenting student pathways to baccalaureate completion, career development and other educational opportunities.
Attachment #2 for College of the Future ASR07-10

SMC and CCC missions:
Mission of the California Community Colleges (by the way, you are missing an “s” in Colleges in line one):
www.ucop.edu/acadinit/mastplan/ccccmission.htm

Santa Monica College Mission, Vision, Values and Goals: http://www.smc.edu/apps/pub.asp?Q=1095

“Who’s who”
Legislative Analysts Office: www.lao.ca.gov
California Community Colleges Chancellor’s Office: www.cccco.edu
California Department of Finance: www.dof.ca.gov
Council for Higher Education Accreditation 2010-11 Directory of CHEA-recognized Organizations:
The Accrediting Commission for Community and Junior Colleges ACCJC: http://www.accjc.org/

Education Code and Code of Regulations, Title 5:
California Code of Regulations, Title 5:
http://government.westlaw.com/linkedslice/default.asp?Action=TOC&RS=GVT1.0&VR=2.0&SP=CCR-1000 (click on Title 5)
California Education Code: you can search it at http://www.leginfo.ca.gov/calaw.html

California Assembly and Senate Bills
SB 1440: Student Transfer Degree: http://info.sen.ca.gov/pub/09-10/bill/sen/sb_1401-1450/sb_1440_bill_20100820_amended_asm_v91.html

AB 1143: Community College Success and Completion: http://info.sen.ca.gov/pub/09-10/bill/sen/sb_1101-1150/sb_1143_bill_20100817_amended_asm_v94.html

AB 2400: Baccalaureate Degree Pilot: http://info.sen.ca.gov/pub/09-10/bill/asm/ab_2351-2400/ab_2400_cfa_20100430_102549_asm_comm.html
Status: AST HIST. ACTION : In committee: Set, first hearing. Hearing canceled at the request of author.

Four-Year Baccalaureate Programs
Bellevue Community College: http://bellevuecollege.edu/programs/
Comprehensive College Baccalaureate Association: http://www.accbd.org/
Attachment #3 for College of the Future ASR07-10

List of concerns/questions regarding the College of the Future ASR07-10:
1. Is there open enrollment within these Contract Ed offerings? That is, if there are seats, can other students add in?
2. Are we going to lose international students from our other classes?
3. Will curriculum development and planning remain with departments?
4. Who are we contracting with? Is it open to anyone?
5. Do we have assurances that we will not reduce services to resident students?
6. Where will these classes be offered? We are already at full capacity.
7. The resolution should explicitly cite our hiring and curriculum ARs
SANTA MONICA COLLEGE
ACADEMIC SENATE
ASR03-09
MAY 5, 2009
RESOLUTION IN SUPPORT OF LIBRARY DEPARTMENT CHAIR

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

WHEREAS, The Library Department has been led by a Chair previously (Call 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 a 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.

Richard Tahvildaran-Jesswein, Academic Senate President
Adopted by full senate May 5, 2009 – All in favor, 1 opposed 11
INFORMATION ITEM No. 2a: Add Code Policy and Best Practices – Greg Brookins, Chair Student Affairs

The Issue: Instructors may be using enrollment procedures relating to add codes that are inconsistent with Title 5 Sect 58108 (Registration and Enrollment Procedures).

Title 5 policies possibly being violated:
1. Students will not be required to participate in any preregistration activity not uniformly required
2. The college or district shall not allow anyone to place or enforce nonacademic requisites as barriers to enrollment or in the successful completion of a class
3. Registration procedures that result in restricting enrollment to a specialized clientele shall not be used.

Best Practices

The Academic Senate Student Affairs Committee makes the following recommendations relating to add codes:

Create an appropriate priority wait list for students who contact the Faculty members before the start of the term
Make a list of the students’ names when giving out add codes
Ask the wait list students to do their homework for the first couple of weeks of the term to make their transition into the class easier after they are accepted in the class
Set up a lottery system to give out add codes on the first day of school
Students who want an add code need to be present the first day of class
F-1 students who cannot be present the first day of class should contact their instructor by e-mail at least 2 days before the first day of school
Clear communication policy – Students should be reminded about the important dates and deadlines so they don’t miss the refund deadline if they drop a class – It is suggested to publish the important dates and deadlines for each session in the Corsair Newspaper.

The Faculty should communicate their add codes to their students at least 24 hours before the refund deadline

Enforce enrollment prerequisites in ISIS

The Student Affairs Committee advises against the following practices:

Requiring diagnostic tests as a condition of taking a course
Asking the student to buy a book as a condition for obtaining an add code
Requesting pictures from the student as a condition for obtaining an add code
Enforcing non-sanctioned prerequisites which are not published in the class schedule. This would include making “advisories” mandatory prerequisites for taking a class
Rejecting a student’s request because of his/her verbiage in e-mail communication

Communication w/Instructors
Department Chairs Meeting
Faculty All
Visit Department Meetings of Impacted Departments

Communication w/Students
Admissions and Records
Associated Students Meetings
Student Focus Groups/Panels