

Executive Committee

Janet Harclerode
President
310-434-4569

Eric Oifer
Past President
310-434-8912

Mary Bober
Recording Secretary
310-434-3140

Judith Douglas
Treasurer
310-434-4856

Eve Adler x 3464

Jamey Anderson x 3180

Jason Beardsley x 8054

Teri Bernstein x 4645

Patricia Burson x 4691

Laura Campbell x 8626

Jamie Cavanaugh x 3767

Mary Colavito x 4710

Carrie Dalton x

Guido Davis Del Piccolo x 3561

Steve Hunt x 4689

Lesley Kawaguchi x 4516

Peggy Kravitz x 4131

Beatriz Magallon x 4275

Jennifer Merlic x 4616

Angelina Misaghi x 8855

Mitra Moassessi x 4057

Pete Morris x 8654

Melody Nightingale x 4568

Elaine Roque x 4859

Vicki Rothman x 4048

Christine Schultz x 4940

Esau Tovar x 4012

Sal Veas x 4617

Santa Monica College Academic Senate

EXECUTIVE COMMITTEE AGENDA

FRIDAY, FEBRUARY 3, 2012

10:00am to 2:00pm pm

Bundy 123

Present: Eve Adler, Jamey Anderson, Jason Beardsley, Teri Bernstein, Mary Bober, Patricia Burson, Laura Campbell, Jamie Cavanaugh, Mary Colavito, Carrie Dalton, Guido Davis Del Piccolo, Janet Harclerode, Steve Hunt, Lucy Kluckhohn-Jones, Beatriz Magallon, Vanessa Mejia, Jennifer Merlic, Angelina Misaghi, Pete Morris, Melody Nightingale, Eric Oifer, Elaine Roque, Vicki Rothman, Christine Schultz, Sal Veas.

Excused: Judith Douglas, Lesley Kawaguchi, Mitra Moassessi, Esau Tovar.

Guest: Vanessa Mejia

1. Budget update and implications

- Even bleaker than expected
- The financial aid system software had to be upgraded, and it was very costly.
- Revenue expectation is 133 million (M) the reality 127.7M
- Expenditures have a 10M dollar difference.
- Also not as much funding from the state as expected
- There was an unexpected drop in the number of out-of-state students.

2. Review of 2011-2012 Objectives

- *Address the issue of how best to prevent student cheating.* Flex day activity: How best to address student cheating; attempt to model positive ethical behaviors and create an environment to establish honesty. Ethics & Professional Responsibilities working on compiling a document for faculty.
- *Convert the Tutoring Task Force into a Standing Committee* (completed)
- *Create a Professional Development Plan:* Strategic planning drives Professional Development planning. The PDC organizes what has been established and informed by strategic planning. Flex day activities is based on strategic initiatives.
- *Support the signing of the Democracy Commitment.* Discussion: How to expand civic engagement and civic learning. Senate may want to take a lead role on the organization of diverse campus activities (e.g. service learning, clubs, and much more) that are all examples of civic engagement with the goal to build community. The "Organizing Principle": to possibly create a place where people can meet and have a conversation about civic engagement in their field. What may be helpful is a "directory of interests" and then a person can be contacted with similar interests; this may be a useful tool.
- *Establishment of benchmarks for student success:* DPAC has been working on "dashboards measures" and it has been expanded to include sustainability. Board would like a "dashboard" of important measurements that evaluate student success (in anticipation of the results of SB 1143). Various committees have weighed in on these dashboard

measurements; few real targets have been set; rather the goal is to evaluate *trends*.

- *Create, pilot, and evaluate an annual program review process*: A draft of the annual process has been reviewed by chairs & coordinators. The process is also aligned with what the vice-presidents require of the service and administrative areas as well (so there will not be duplication/overlap with program review and other reports). It will move to programmers soon and it has gone to chairs to be piloted.
- Achieve S/ILO proficiency level (completed)

3. Global Council – Report from Retreat (4 main topics were covered as outlined below.)

3a. Nomination of next year's theme is similar to the process of this year: at the March 15th Flex day the results will be revealed.

Four concepts: The first three are based on the previous years' contributions while the last concept is a new theme (see list below).

a) *Poverty, Wealth: Want and Waste*

b) *Communication and Community: Sharing information and ideas in a network world*

c) *Migrations: Crossing boundaries in a changing world*

d) *I believe: faith, reason, values and the search for truth*

- Should these be themes be for two-years? Would it be possible to extend through a calendar year? Would it possible to select a theme a year in advance? The retreat's discussion suggested: maintain the one year time line but allow for a one year advance notice of theme.
- 3b. A second topic raised at the retreat: Proposal on paper for a new Global Citizenship Senate Committee.
- 3c. Salzburg-like event abroad for faculty. Starting this summer a faculty group will travel to China. The Beijing Center that was created by Loyola University in China will be the site for this travel.
- 3d. Student trustee met with Global Council. Discussion about a "teach-in" in response to the Occupy Movement, organized by students to be held on May Day. Please inform Pete Morris of Global Council if you would like to be a volunteer/mentor for this event.

4. Career Technical Education updates:

Committee met during the fall and the discussion included *how* did CTE want to be viewed and *what* type of social media could be used and *how* should it look.

- How do we deliver career information to potential students to bring them into CTE?
- Regarding the second Bundy Building, what would be features of the building that CTE would like to have?
- Status of classes for training TSA security. A contract to support TSA training was awarded for over 2 Million. The classes went to "Curriculum Committee" and they did not get approved. The discussion was re-opened and brought back to Curriculum on the recommendation of the Executive Committee; however it again was not approved. The grant appears to be "dead." Before new courses or programs are developed, the CTE committee must have the opportunity to weigh in and communicate with faculty. Ethics and civility in our meetings are important to consider and this civil behavior is critical in our academic and committee discussions.

5. Professional Development Committee Report:

- *Online FLEX timeline*: The timeline for reporting flex: it only can be rolled out in a Fall Semester; however, it probably will not occur *this* fall. Beta testing is going on now.
- *Survey Results and professional development planning*: PDC will use the results of this survey to inform future planning.
- *Plans for March 15 FLEX*: thanks to those that responded to leading discussions.

6. Personnel Policies – Process for hiring full-time faculty

- The online application process for hiring faculty was observed and improvements were made based on the suggestions.
- The process for reference checks was reviewed as part of updating AR 3211.1 to bring it in line with the online application and screening process. The committee examined how other campuses (PCC, SBCC and others) handle this issue; there were a variety of approaches, most of them with more faculty involvement and transparency with regards to reference checks. An important issue (and a difference with other campuses) as it relates to the hiring process and reference checks relates to the timing issue: If we start the hiring process, which usually involves multiple hiring committees beginning in March, this impacts the timing for reference checks, requiring them to be done quickly by HR, and often without much transparency. The current language, providing for results of the reference checks to be shared with the screening committee chair, isn't tenable in its current form, given this timing issue: there isn't sufficient time for this reference check notification to take place if we are to get all the hiring finished before mid-June. Modifications in the timing of the ranking process--that is, finishing its work sooner in the fall--could allow future discussions on the reference check issue. Therefore, coming to agreement on the ideal reference check process was put aside for now, and instead the committee will put forward an update that modifies the other portions of the AR without significant changes or clarifications to the reference check process.

7. Student Success Task Force Update (coming from the Statewide Senate.)

- There was a brief discussion about the ASCCC's role in working with the legislature to make changes needed to adopt the recommendations of the Student Success Force (AB1143).
- The purpose is clearly framed for student success and not to save state money. EC 78210.
- EC 78212: we need to fund the articulation services in order to accomplish these goals.
- EC 78215: BOG waivers is only income based, the amount of need now is little over **\$1,104** of "need" versus the one dollar worth of need that was previously required.
- EC 78216 (c) (6): concern of equity issues.
- Enrollment priority needs to be discussed. VP Rodriguez will be invited to the senate to describe SMC's enrollment priority policies.

12:00-1:00 Working lunch

8. Discussion of possible new strategic initiatives

- Strategic Planning Task Force (faculty, managers, students) – [draft of updated Vision, Mission, Goals](#). The order was changed from Mission, Vision, Goals to Vision, Mission Goals, and some minor changes in language have been suggested by the SPTF.
- Four Strategic Initiative (CTE, Global Citizenship, Sustainability, Basic Skills) are likely to be maintained/ongoing values of the college. The SPTF, based on input from college constituencies is discussing new possible initiatives that have gone to subcommittees and campus constituencies for further discussion:

1. Cultivating character and cultivating purpose (the idea of "grit" or perseverance was identified in a recent publication). This initiative could incorporate our concerns for academic integrity.

2. Another possible new initiative: *Institutional imagining Initiative*: This initiative would address *how* the world is changing and *how* we teach our students and *how* students are learning differently. The initiative would consider building curriculum by cross-learning; team-teaching and inter disciplinary. We will not be funded in the same way in the future and this funding change must also be considered by crossing not *only* disciplines but crossing institutions. The access to these new learning opportunities must also be recognized. "Education for the Future" is another expression of the initiative.

9. SLO/ILO Discussion related to new initiatives:

- Should an initiative be directed to non-content for example, SLOs are directed to course

content and course outcome versus student personal character, incentive; and tenacity. Although the latter are valuable, should they be stated on a course outline of record or syllabus? (Is this appropriate for our transfer institutions.)

- Is it possible to have an “unpublished” SLO related for example to “grit” that is a part of every class that a faculty may select for evaluation?
- Why do we have to have an SLO for an ILO? The basis was that the SLO drives the ILO. SLO needs to be evaluated in every session of a course.
- The assessments of the ILOs are extremely difficult since a valid assessment is best obtained many years into the future beyond completion of the course.
- Would it be possible to have addition of competencies to ILO-1? For example students were required to evaluate and analyze a scientific article; however this exercise evaluated ILO-2. Could there could be a way for expanding competencies of ILO-1?
- The wording of some of the ILO’s go beyond the classroom such as “integrity in their personal lives” and “responsibility for a ethical life style”.
- Strategic planning taskforce will be meeting Thursday 2/9/12 at 2:00 in the Loft.

1:00-2:00

10. Technology report- Recap of retreat – where do we go from here?

- The retreat was different from what was expected. A year ago it was suggested that a joint meeting between three technology committees would be valuable. The first part of the meeting discussed the current and changing way students’ learn.
- The vision side of the issues: making technology more of an initiative or strategic goal. The vision side of the discussion was not accomplished at the retreat. The accomplishment of the technology vision needs to have the support from the administration with the input from faculty.
- The acquisition of technology is a goal but its upkeep and replacement are important pieces of the strategic investment of technology.
- Technology planning involves how can we be good partners in the discussion of technology needs. Challenge: 50K of 100K is needed to upgrade the technology of two classrooms. The life span of these set-ups is 8 years. Every single year 10 of these computer/projector set-ups are replaced.
- The use of technology with our personal computers has not been embraced.
- The conversation has to be greater than just equipment; but about education in the future and *how* the classroom is changing. The line between DE and classroom education is “blurring”. We need to have these discussions. DE and ISC perhaps can work together towards a digital education committee and perhaps merge these two committees.
- Ecollege will not always be here; for example the platform may not be present in its current form or because it is not used extensively.
- Cloud computing is another upcoming issue and cloud computing will take an investment to get a pipeline to support cloud computing.
- The technology retreat did not discuss these new visions.
- User own technology is an approach but this is not supported by IT.
- We can re-think how to approach the growing needs of technology and replacement or we will be in a situation to be always behind the technology.

11. Faculty recognition event

- Eve Adler, Janet Harclerode, and Vanessa Mejia are working on the recognition event for June 13.