

Department Chairs & Coordinators Minutes
Friday, September 4, 2009

Attendance: Eve Adler, Zeny Baduel, Garen Baghdasarian, Fariba Bolandhemet, Fran Chandler, Anna Collier, Ron Davis, Frank Dawson, Judith Douglas, Vicki Drake, Teresa Garcia, Laurie Guglielmo, Larry Jones, Lucy Kluckhohn, Helen LeDonne, Fran Manion, Laura Manson, Ken Mason, Jennifer Merlic, Eric Oifer, Toni Randall, Sandra Rowe, Perviz Sawoski, Christine Schultz, Eleanor Singleton, Susan Sterr, Gary Todd, Toni Trives, Rhoda Tuit
Guests: Candyce Goodfellow (representing Lisa Farwell), Amber Katherine

I. Welcome to new members

Fariba Bolandhemet (CSIS)
Lisa Farwell (Psychology)
Eleanor Singleton (Library)
Gary Todd (Basic Skills Initiative)

II. Announcements

A. Judith Douglas distributed copies of the forms needed to request funding for conference attendance. Department chairs must sign both forms. Faculty must submit both forms complete with all signatures a minimum of 15 business days prior to the conference. No retroactive allocations will be made. Both full time and part time faculty are eligible to receive funds with a maximum allocation of \$500 per person per year. Funds were available for classified employees as well, but all have been allocated for this year.

B. Rhoda Tuit distributed copies of the music department's flyer for their fall concert series.

III. Senate Report – Eric Oifer

A. Enrollment has increased by 6.75% in terms of FTES over this time last fall despite the 5% reduction in class offerings. In terms of headcount, enrollment has increased by 2.2% indicating that we have more students and that the students we have are taking more units. Last year, the college enrolled 1200 FTES above the maximum the state will compensate us for. The 5% cut to fall and 50% cut to winter was designed to eliminate this overenrollment, but the college is now operating at 99% efficiency (meaning that 99% of all class seats are full!) which has generated an additional 585 FTES above our cap. Eric noted that these additional students are, however, enrolled in existing sections so do not generate any additional cost to the college.

B. Eric is working with the Senate to establish a Tutoring Task Force which will develop an evaluation tool to assess how tutoring is working at SMC and implement that tool. He is encouraging participation from all areas of campus with tutoring programs as well as from those instructional programs that do not.

C. The Department of Modern Languages is changing its name to The Department of Modern Languages and Cultures. The name change has been recommended by the Senate and is going to the District now.

IV. Environmental Affairs Committee – Amber Katherine

The Environmental Affairs Committee is now focused entirely on academic issues, with all facilities-related environmental issues being handled by Genevieve Bertone and the ACUPCC Sustainability Task Force. A primary goal of the EAC for this year is to encourage “Greening of the Curriculum”. Though development of more courses that deal specifically with environmental issues and that fulfill the Ecological Literacy track of the Global Citizenship graduation requirement is still encouraged, the committee is focusing attention on how other courses can also become more “green”. The idea is to integrate ecological literacy into existing introductory courses without fundamentally changing the curriculum, perhaps through the use of case studies, examples, experiments, etc that deal with ecological issues. See the attached handout for more details. In particular, department chairs should take note of the four bullet points under the heading “What can you do?” in this handout.

V. Full Time Faculty Hiring

The chairs & coordinators revisited the issue of full time faculty hiring with the goal of better communicating the tremendous importance of this issue to the college community. There was much discussion of how dire the need is and how the shortage of full time faculty is negatively impacting academic programs. There was also concern expressed that the SMC faculty are working in contradictory directions – working for more full time faculty while simultaneously trying to find ways to increase job security for part time faculty. Recognizing the contractual nature of some of the issues raised, it was decided that discussion of these issues be deferred to the Faculty Association Department Chairs meeting on October 2. It was also decided that the Chairs & Coordinators prepare a strong statement regarding the critical need for more full time faculty at our next meeting on October 2.

VI. College Report – Randy Lawson

A. The fill rate of our classes is still at an unprecedented high: 99% as of Monday, September 2! Although some shifting of class enrollments is occurring now as students rearrange their schedules, the efficiency is remaining extremely high.

B. The next two years look very difficult in terms of the college budget. The 2009-2010 budget that the governor signed this summer is already known to contain a \$3 billion deficit. In addition, stimulus package funds that helped minimize some of our budget cuts this year appear to be significantly less than originally thought. It is therefore highly likely that the college will receive an additional budget cut for the current year. It probably won't be announced until January or later, but the college needs to continue discussing strategies to deal with these anticipated further reductions now. Unfortunately, the outlook for 2010-2011 is much worse than 2009-2010.

Meeting adjourned at 11:50 a.m.

Next meeting Friday, October 2, 2009, 10:00-12:00, Business 111.

Please send agenda items to Jennifer Merlic at merlic_jennifer@smc.edu