



Action Item: 6 Oct. 2009

TO: ACADEMIC SENATE EXECUTIVE COMMITTEE
FROM: RECORDING SECRETARY
PREPARED BY: RECORDING SECRETARY
Action: Approval of Minutes

Minutes of the **22 Sept. 2009** AS Executive Committee Retreat

Present: Jamey Anderson, Simon Balm, Dianne Berman, Gregory Brookins, Mary Colavito, Tim Cramer, Guido Davis Del Piccolo, Tina Feiger, Terry Green, John Henderson, Amber Katherine, Lesley Kawaguchi, Lucy Kluckhohn Jones, Lisa Lewis-Burns, Laura Manson, Jennifer Merlic, Mitra Moassessi, Eric Oifer, Wendy Parise, Christine Schultz, Eleanor Singleton, Gary Todd, Esau Tovar, Carol Womack

Excused: Jinan Darwiche, Marina Parise, Richard Tahvildaran-Jesswein, David Zehr.

Absent: Judith Douglas.

Guest: Steven Kaufman, Howard Stahl

I. Call to Order President Eric Oifer called the meeting to order 11:18 a.m.

II. Action Items:

1. Approval of the Minutes for September 8th, 2009
http://mysmc.smc.edu/projects/37/2009-2010_Agenda_Minutes/Exec.Minutes_9_08_09.pdf

Approved as presented.

III. Information Items:

1. President's Report - Eric Oifer
 - a. ASCCC Fall Plenary Session - November 12-14, 2009 - Ontario, CA
The Statewide Senate will meet at the Ontario Doubletree on Nov. 12-14, to discuss academic and professional issues. Eric encouraged anyone who might be interested to attend, even if not a member of the Executive Com. OK to attend for entire session or just a day. Nov. 12 and 13 breakout sessions are a great way to learn about the senate. Program not yet available.
<http://www.asccc.org/Events/SessInfo.htm>

b. Budget/Categorical Funding

Board approved adopted budget at their last meeting. There were some assumptions about how much money would come from American Recovery and Reinvestment act It's about a third of what was anticipated.

District plan was to backfill for categoricals (\$856,000); 3 scenarios were presented: no backfill, backfill +50% from reserve, or backfill taken from other areas.

Not backfilling could mean loss of permanent employees

State cuts to categorical are surprising, because they were protected last year.

Q: What can we do about categorical funding? A: That's the benefit of having a large reserve. We can backfill, or we can cut elsewhere. Per Esau, colleges now have discretion of following or not following matriculation guidelines/mandates; some rules can be suspended.

For example, we currently we spend \$5 per student for testing. We could spend \$1 instead. What is the impact on student success? We need to look at alternatives. Look at shortterm vs. longterm goals. What is the best alternative for the longterm benefit of the College? The Senate should not look at the dollar impact only.

DSPS is a federal mandate, whether we are funded or not.

Suggestion that the discussion should take place in the Student Affairs Com.

Senate will come back to this topic.

c. Course Outlines of Record / Curriculum Webpage We get many requests for Course Outlines.

Issues:

Students need them to get credit for a course at another school.

Some are not up to date.

Syllabi are not available.

Course Outline of Record for each course. will be placed on the Curriculum webpage.

It could be housed on the department homepage, with a link to the Curriculum page.

This would assure that what we send is most up to date. Guido will talk more about this at a later meeting. Until further notice, depts. should still provide course outlines to Curriculum Com.

d. Committees

Rest of membership will be presented to senate next week.

e. Goals and Objectives

Objectives and Goals in the area of:

Planning/Accreditation/ILO/SLO -

- Investigate creating an infrastructure for housing ILOs/SLOs (to S/ILO, Exec)

- Investigate current status of plus/minus grading across the state (to Student Affairs)
- Organize and conduct an accreditation mock visit (to Accreditation Com.)
- Conduct an Industry Inventory (Environmental Scan) (to CTE)
- Explore the creation of a Senate Joint Accreditation Committee (to Accreditation)
- Clearly link Global Citizenship and Senate committees (to Global Council faculty leader, Eric and Exec; faculty leader will be a member of Exec)
- Evaluate current and potential alternative distance education platforms (to Distance Ed., Eric, and Exec)
- Assessment of Senate and College initiatives (to S/ILO, IDS, and BSI)
- Review prerequisites and prerequisite policy

Professional Development -

- Expand interdisciplinarity and service learning across the curriculum (to IDS and Curriculum)
- Fully implement student evaluations as developed by the Senate (to Senate, District, and FA) AR language is unclear—are faculty evaluated every semester? Suggestion: Senate should send a letter to Marcia Wade, Jeff Shimizu, Mike Tuitasi, Pres. Tsang re pilot project. Demand public record of online pilot timeframe. HR is in charge of faculty evaluations. Data collection is a major liability for the District. Senate developed the evaluation form, and it is not being implemented. We know that we do not have the technology. Senate letters should come from Exec, Chairs. There is no MOU on paper evaluation. There is an MOU on onground electronic evaluations, which has nothing to do with the AR. The big issue is getting student evaluations read and sending the results to the faculty.
Send to Personnel Policies for timelines .
- Regularly offer professional development opportunities for part-time faculty (to Adjunct)
- Greening the curriculum (to EAC/Curriculum)
- Develop plan for Basic skills professional development (to BSI)
- Evaluate distance education mentoring (to Distance Ed.)

Senate Activities -

- Explore the possibility of establishing the Senate as a nonprofit organization (Eric)
- Develop a plan for online tutoring (to Distance Ed.)
- Create a stronger link between study abroad and curriculum process (to Curriculum)
- Ensure the fulfillment of the agreement between Library faculty and the District (ongoing) (Eric)

Professional responsibilities/Student Concerns -

- Produce and present an Honor Council report (to Greg Brookins)
- Increase faculty attendance at graduation ceremony (to Eric)
- Establish a tutoring task force (DONE)

2. Committee Reports:

Send reports to Lisa.

- a. State Legislative Liaison/Legislative Affairs - Richard T.J. and Tina Feiger --deferred
- b. Curriculum & S/ILO - Guido, Christine & Lesley -deferred

IV. Old Business Discussion:

V. New Business Discussion

1. FT Faculty Hiring timeline email was sent out. Use same general guidelines as last year. To be discussed at next exec mtg. Ultimately the discussion will be ranking cttee's.

Town hall on evaluations will be scheduled for sometime in the future.

VI. Announcements

Next Senate Assembly meeting (Sept. 29) :**town hall** on the effects of the budget. What are students being told by counselors? What do faculty need to know in dealing with students? Focus: address concerns, inform faculty on what is happening. Suggestions from counselors? Invite counselors as resources.

Eric will send out wording on this meeting to exec before adding to agenda. He will invite Laurie Guglielmo, Georgia Lorenz, Kiersten Elliott.

VII. Adjournment 12:34 pm

Next Scheduled Meeting: October 6, 2009
