



Action Item: 27 Oct. 2009
TO: ACADEMIC SENATE
FROM: EXECUTIVE COMMITTEE
PREPARED BY: RECORDING SECRETARY
SUBJECT: APPROVAL OF MINUTES

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 13 October 2009 Academic Senate Meeting

Present: Terrin Adair-Lynch, Jamey Anderson, Jan Austin, Brenda Antrim, Dianne Berman, Sara Boosheri, Suzanne Borghei, Karen Breedlove, Greg Brookins, Mary Colavito, Tim Cramer, Guido Davis Del Piccolo, Judith Douglas, Georgia Farber Ken Geddes, Candyce Goodfellow, John Henderson, Matthew Hotsinpillier, Sharon Jaffe, Anne Marie Karlson, Amber Katherine, Steve Kaufman, Lucy Kluckhohn-Jones, Deborah Kraut, Helen LeDonne, Laura Manson, Jennifer Merlic, Mitra Moassessi, Andrew Nestler, Eric Oifer, Jim Pacchioli, Rick Pernisco, Pauli Peter, Vicki Rothman, Michelle Scholefield, Christine Schultz, Jacqueline Scott, Eleanor Singleton, Susan Sterr, Richard Tahvildaran-Jesswein, Gary Todd, Esau Tovar, Rhoda Tuit, Christina von der Ohe, Robert Ware. Ted Wilkinson, Carol Womack, David Zehr.

Excused: Fran Chandler, Jinan Darwiche, Tina Feiger, Richard Goldenson, Terry Green, Marina Parise, Wendy Parise, Marci Spiegler, Michael Strathearn.

Absent: Simon Balm, Ken Buckner, Kathy Flynn, Craig Hammond, Jennifer Jesswein, Lesley Kawaguchi, Jo Kidd, Bill Lancaster, Peter Morse, Maria Munoz, Gary Strathearn, and Robert Taylor.

Guests: Nate Brown, Dennis Frisch, Bill Nault, Howard Stahl, Aye Thu, Mary Jane Weil.

I. Call to Order-- President Eric Oifer called the meeting to order at 11:20 a.m.

II. Public Comments:

Nate Brown said the competitive debate team has been too successful; there are too many students wanting to participate and too many opportunities. He asked faculty to donate \$5/month to the SMC Foundation for the Debate Team. The money will fund more tournaments. \$5 X 40 people = 2 more debates. Payroll deduction is available, or you can also write one check to SMC foundation.

Forms are available from Nate. He also sells unwanted textbooks for the cause.

Bill Hogan asked faculty to hold SMC administrators accountable for issues regarding student health.

III. Action Items:

1. Approval of the Minutes for September 29, 2009
http://www.smc.edu/Projects/37/2009-2010_Agenda_Minutes/Senate.Minutes.092909_minutes.pdf

Accepted as presented.

2. Adoption of New Courses - Guido Davis Del Piccolo, Chair Curriculum Committee -No report
3. ARRA Funds/Backfilling Categoricals Recommendation

Attachment No. 1 -

http://www.smc.edu/Projects/37/2009-2010_Agenda_Minutes/Cat_projections_with_added_notations.pdf

Attachment No. 2 -

http://www.smc.edu/Projects/37/2009-2010_Agenda_Minutes/Cat_projections.pdf

Last year the state funded categoricals at \$7 mil. (See attachments)

In the adopted budget approved by trustees, the assumption was that the state would get \$170 million in ARRA funding. (\$5.5 mil to SMC for categoricals.) The Board agreed to backfill the adopted budget at \$3.5 mil (50% of the difference) (\$851,000) ARRA funds were drastically cut.

3 suggestions were presented:

Do nothing,

Backfill to 50% of ARRA funding with reserves.

Backfill to 50% of ARRA funding with money coming from other places. Budget committee passed this basic

The budget committee gave reasons for not going further into reserves: we already have a structural deficit of \$1.8 mil.

If state doesn't have a commitment to these programs, we need to fund them separately and in a targeted way. It's a small cut in face of our budget, but it's huge in terms of who we are.. SMC proposed \$900000.

Comment: SMC is in no danger of going bankrupt. We could fund at 100% for another few years and we would be servicing the students that need it the most. 1st proposal—

Move that we recommend to the Budget Committee that there be a scenario entailing backfilling to the full 50% of the ARRA allocation from reserves.

Motion to change wording to DPAC

Vote: 47 in favor, 0 opposed, 1 abstention.

Motion to send to DPAC

VOTE: 46 in favor, 0 opposed, 2 abstentions.

(M/S Amber Katherine/Laura Manson)

VOTE: 43 in favor, 5 opposed. Motion carried.

2nd motion calls for categorical programs to develop plans for 2010-2011 that don't include emergency funding, so that the Budget Committee can better understand how these programs operate. The intent was to create competition for funds. The plans would give the budget committee more information. They need feedback on whether these cuts are even feasible.

Categorical programs have already created a budget at the projected reduced rate. If we backfill to this level, we would have another year to plan.

The recommendation is to fund categoricals at \$5.5 million this year (the adopted budget level). Total backfill would be \$1.8 million.

Some of these categorical programs, for example DSPS, are federally mandated. They must be supported. The state did not fund these programs. Deductions will come from other places. DSPS has no control over their costs and they cannot be anticipated.

Motion to take the proposal forward to DPAC.

**(M/S Lucy Kluckhohn-Jones/Mary Colavito)
Passed unanimously.**

Eric will carry this discussion forward to DPAC.

IV. Information Items:

1. Guest Speaker - Dr. Chui Tsang

Guest Speaker - Dr. Chui Tsang, Randall Lawson, Jeff Shimizu.

Dr. Tsang began with an update on how we are doing. 1 in 10 people in California are out of work and our colleagues at the UC and CSU systems are on furloughs of up to 2 days per month. SMC is not doing badly, because of savings over the past few years and because of enrollment in our courses. It's for a good cause—preparing our students for jobs. The economy will take off in next couple of years. Dr. Tsang projected that over the next 2 years we will probably not have any increase in funding. That's the best estimate. Over the next years we will be operating at a level funding amount from the state at best, or a 2-3% reduction every year. We are lucky to have significant money in reserves.

The Budget Committee met last week and talked about this year's budget and shortfall in federal stimulus funding. SMC will try to backfill ALL of the money. Dr. Tsang has asked the departments to go back and budget again, because next year all of backfill money will be gone. This year's backfill will cut our reserves. This recommendation will go to DPAC and he will take a good look at them. Subsidies to these programs will have an effect on all our programs. We need to continue our emphasis on basic skills, career tech ed, and globalizing our curriculum.

We have also had attrition in our fulltime faculty numbers. This is affecting our work outside the classroom too. We need to replenish our ranks of fulltimers. Dr. Tsang's goal to fill 10 positions next year; this is his highest priority at this time. He knows that at midyear we will be hit with more cuts. He does not want to change the nature of the campus.

Our accreditation process needs to be completed this year. We want to submit this report to WASC in December. Accreditation is a necessary evil. It does not

impose unrealistic expectations. It gives an institution an opportunity to look at how they are doing.

Beyond that, we have a lot of work to do. We have a strong reserve fund. We need to get ready for the next stage in SMC; we will emerge as a stronger organization. We want to tell our students that after you finish your work at SMC, you will have jobs. We want to start to plan and create a vision.

Regarding the college holiday luncheon: we WILL have the luncheon on Thursday, Dec. 10.

Questions from the Senate:

How to deal with administrators who are not held accountable. A: Need to go to appropriate dean or administrator; that's our process.

Q—Will we have a full summer school? A Can't predict. It may be as large as last summer, but it may be smaller. It is important for us to maintain a summer school.

Q-- Why is the campus lowering parttime hours? A from Jeff: We are offering a limited number of classes, and fulltime faculty must be offered classes first. When we reduce the schedule, the impact will be felt most by parttime and associate faculty, who are limited to no more than 9 hours. It differs from department to department. Department scheduling is up to dept. chair.

Q: In the past SMC had strong presence in Sacramento. What do we have there now? Are we being heard? A—Education is being paid the most attention. There is a movement to have local communities fund their community colleges. This may be an initiative early next year. Statewide, we are in with the mix. We are small fish compared to K-12 and UCs. Our governor does pay more attention to CCs, as indicated in his speech last week. Term limits have created issues, because there is no protocol on how to deal with this.

Q What's happening with student evaluations? No data is coming back to instructors, even though they are giving evaluations to their students every semester. The crisis has to do with the subjective comments on the back of the form. Can objective data still be sent to faculty? Does it need a \$30000 Scantron machine.? We are not currently in compliance.

A: This question came up with senior staff recently. They were not aware that reports were not coming back. Dr. Tsang is optimistic that it will be fixed.

Q: One of categorical that is not being discussed is TTIP, which is how the Library

funds its databases. In 2011, we will have a major problem. A: Dr. Tsang is hopeful that we will be able to replenish technology funds; California Assembly Bill 947 allows us to charge a facilities fee to out of state students. Currently, students with an F1 visa are charged, but not out of state students. Local residents already pay this fee. We hope to bring in \$1 mil/year and use some of these funds. Dr Tsang knows that these subscriptions are important. The Library cannot function without subscriptions.

2. Gloria Lopez, RN, Coordinator Health Services

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INFORMATION ITEM NO. 2 - Gloria Lopez, RN Coordinator Health Services

Two handouts were presented on what we need to do when the pandemic hits the west coast (projected for late Dec. or early Jan.) How will students meet their objectives when they are sick? Do you really want a sick student in class? Report below has link on coughing into sleeve. Take a minute to check it out. Share with your students. Wellness is very important to success. 30% of workforce will be out with the flu. SMC will be giving free H1N1 vaccinations at the gym on Nov. 4. Must be older than 6 months old and must be well. Another clinic will be open at the Veterans Center on Oct. 23. We have ordered 1000 vaccinations for SMC staff and students. It's not here yet, because distribution of the vaccine is being prioritized.

(report submitted by Gloria Lopez)

Wellness & Illness Prevention are keys to student success!

Encourage students to get more rest & sleep, drink lots of water, eat healthier (suggest adding more fruits & vegetables to their diet), they should wash their hands often with soap & water or use an alcohol-base Hand Sanitizer when soap & water aren't available (there are many hand sanitizer dispensers located throughout the campus), avoid touching their face, eyes, and mouth AND to please stay home if they have flu-like symptoms: fever, cough, runny nose, headache.

Students come to class even though they are sick because they don't want to be penalized for missing class & exams. Is it possible for sick students to self-isolate (stay home) if they have Flu-like illness yet complete the course requirements? What will happen if we as instructors get a Flu-like illness? Do we stay home or come to class? I will be making a presentation about the H1N1 flu at the Academic Senate meeting next Tuesday, October 13th to discuss how we can best address student absences without compromising course objectives.

Many illnesses, including the common cold are 'caught' by germs released when people cough around us. This short video can help students learn how to cover their Cough & Sneezes and prevent contaminating everyone around them.

<http://www.youtube.com/watch?v=SpPA73SZJYE&feature=related>

Santa Monica College is collaborating with the Los Angeles Public Health Dept, Santa Monica City Police & Fire in hosting a H1N1 Flu Shot Clinic on **November 4, 2009 from 9AM - 11AM** in the Pavilion (GYM). The H1N1 Vaccine will be dispensed free of charge. Santa Monica College Police has played an integral role in coordinating this event and will be there to direct traffic, oversee crowd control and assure an orderly process.

Thanks for helping SMC stay healthy!

3. President's Report - Eric Oifer
 - a. New Full-Time Faculty Position Ranking Committee -no report, due to lack of time
 - b. Accreditation - Richard Tahvildaran-Jesswein—no report

V. Old Business Discussion:

1. Town Hall -no report
2. Zero Waste Policies—no report

VI. New Business Discussion:

1. Personnel Policies - Jamey Anderson -no report

VII. Announcements

1. **Meeting with AET Architects - Friday, Oct 16, 2009 1:30pm AET 235**

VIII. Adjournment 11:35 a.m.

Next Scheduled Meeting: October 27, 2009
