



Academic Senate Business Meeting Minutes

November 8, 2011

12:30-1:20, Room 860

Members Present: Dave Angelovich, Amanda Badgett, Glen Bell, Maria Biddenback, Stephanie Burns, Shawna Bynum, Dan Clemens, Michael Conroy, Emily Cosby, John Dotta, Dave Ellingson, Roberto Gonzalez, Stephanie Grohs, Ann Gross, Julie Hall, Jennifer King, Christy Kling, Barbara Kraig, Sherry Lohse, Tia Madison, Rob Miller, Bonnie Moore, Christy Palella, Scott Rose, Mary Salceda-Nuñez, Debbie Saunders, Mary Shea, Erik Shearer, Erin Sullivan, Randy Villa, Maria Villagomez, Nadine Wade-Gravett, Eve-Anne Wilkes, Lisa Yanover.

Guests: Sue Nelson, Faye Smyle

1.0 Welcome

2.0 Adoption of Agenda

-msp with amendment to change time allocation for General Announcements to 5 minutes (D. Ellington)

3.0 Approval of Minutes

10/11 Business Meeting –msp as amended (E. Shearer)

4.0 General Announcements

- Faculty Association Meeting this Thursday, 11/10/2011

- Thanks to Lauren Lee who has moved on to be Division Secretary

-Welcome Seri

-Mary Salceda-Nuñez is new Ethics Committee Advisor

-In lieu of committee reports during the business meeting, minutes are posted on-line

-Board of Trustees report on President's Evaluation

-Ann will send response to board about process issues and questions.

Glen Bell: what can we do to get senate back on track for evaluations falling behind on timelines? Contact Dianna and Seri.

5.0 Public Comment- none.

6.0 Action Items

6.1 Professional Development Committee Bylaws Revision

Member Representation on District Staff Development Committee (Ann Gross)

"Two members of the committee..." (new language)

No discussion

Passed 1st reading (S. Bynum, E. Shearer)

1 attachment: Revision Summary

7.0 Discussion Items

7.1 IBX Plan, Faye Smyley (15 min)

F. Smyley answered questions sent to her. She will circulate the complete list of



questions and answers via email.

1) How were centers chosen? IBX centers already here - have community needs, 6 may continue or change based on need. F. Smyley, J. Watkins and B. Pratt determined needs of center - is a need for training in our community. Still need more research.

-How can faculty get involved? Get on Advisory Board.

2) Fee based classes? Where does it belong? Center for Business.

3) Curriculum/Staff (how will it impact our credit courses)? Wouldn't offer it if it is already offered - not intended to replace current classes. Could set up grant or contract for needed classes. Credit Curriculum will still be offered. Fee based classes support business needs. Can't take an existing class and offer it as a fee-based.

4) Will there be financial implications? Classes will pay for themselves. No financial impact. Not using general fund money. Concern is using man-power hours outside of regular job. Faye will continue to oversee with her team (J. Watkins and B. Pratt).

7.2 Revised Administrative Evaluations of Faculty, Sue Nelson

-Working on this for about 3 years. Memorandum of Understanding says procedures do not require faculty approval. Administrative evaluations of faculty will be conducted at same time as routine faculty evaluations. If anything comes up as a pattern S. Nelson will meet with faculty member. Offices are to keep data (A&R, Bookstore, etc.) on the faculty members. A concern that different offices do not keep files on all faculty members. Only 1 file is to be kept on faculty. Performance review - with peer evaluation may trigger an administrative review; needs to be clarified. Concern that data may not be accurate. She will not use data for any evaluations if found to be inaccurate.

-Counselors have a separate section due to different duties.

Look at the mail system (may cause problems with data).

-We as faculty asked for this for administration to gather data.

-Reviewed form.

-Time frame: last 3 years (parallel to academic evaluation) - make distinction between 1 day late once and weeks later or pattern.

-Other input please send to Sue

8.0 Information Items

8.1 Academic Senate Plenary Session

-Passed many resolutions - some on repeatability; mainly responses to student success task force

*Bring control back to Senate (main concept), for example, curriculum and professional development

-Ann sent out corrected link.

-Thrust of SSTF recommendations to get through C.C. quickly. Ed plan must be followed or take away any aid and lose priority registration. Senate was trying to support some resolutions but change language to support current efforts of faculty.



- Important to weigh in w/feedback.
- Performance Based funding had little data - dropped from recommendations
- Committee worried @ lots of problems and concerns process and data

9.0 Next Meeting

Tuesday December 6, 2011

12:30-1:20, RM 860

9.1 Future Agenda Items - Send agenda items to Ann

10.0 Adjourned 1:20pm –msp (B. Moore)

The Professional Development Committee shall:

1. Review guidelines, policies, and procedures on sabbatical leaves. Establish criteria for sabbatical leaves and solicit, review, evaluate, and recommend sabbatical leave requests. Make recommendations to Administration in the event of questions concerning satisfactory completion of a sabbatical.
2. Recommend, monitor, and review policies and procedures for faculty salary advancement projects. Make recommendations to Administration in the event of questions concerning appropriateness or satisfactory completion of salary advancement projects.
3. Review guidelines, policies, and procedures concerning faculty evaluation. By request, provide guidance to the Academic Senate Second Vice President on matters concerning the process of evaluating Contract (tenure-track), Regular (tenured), Part-Time Hourly, and Full-Time Temporary faculty. In concert with the Faculty Association, mediate, to the extent allowed by law, in the event of any challenge to the process of whether printed procedures were correctly followed.
4. Recommend and review all policies and activities for faculty professional development and instructional excellence. ~~The Professional Development Committee chair or designee and the 2nd Vice President one committee member~~ Two members of the committee will serve on the District Staff Development Committee.
5. Establish guidelines and policies for faculty professional development and instructional excellence activities, and encourage participation in such activities.
6. Recognize professional achievements and honors of faculty.
7. Receives reports from the Faculty Coach Committee.