



## **Business Meeting Minutes**

### **10-13-09 (12:30-1:30 in the Faculty Lounge)**

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Members Present: David Angelovich, Amanda Badgett, Steven Balassi, Lauralyn Bauer, Glen Bell, Kate Benscoter, Andrea Bewick, Stephanie Burns, Shawna Bynum, Michael Conroy, Emily Cosby, Tom Dana, Agapito de la Garza, John Dotta, Michael Dow, Susan Engle, Sheryl Fernandez, Catherine Gillis, Stephanie Grohs, Ann Gross, Julie Hall, Barbara Kraig, Tia Madison, Janis Molen, Bonnie Moore, Martin Murphy, Forest Quinlan, Mary Salceda-Nunez, Rebecca Scott, Erik Shearer, Tom Smeltzer, Jerry Somerville, Eileene Tejada, Walter Unti, Diane Van Deusen, Maria Villagomez, and Nadine Wade-Gravett.

Guest Present: Sue Nelson

#### **1. Welcome**

President S.Bynum called the meeting to order at 12:30 pm and welcomed members and guests. Members and guests are asked to sign in.

#### **2. Adoption of Agenda -msp**

#### **3. Approval of Minutes from 9-8-09 -msp**

#### **4. Public Comment**

##### **4.1 Disability Awareness Forum – Sheryl Fernandez**

Forum will be held on October 27<sup>th</sup> during faculty hour. Focus will be discussion oriented and problem solving.

##### **4.2 Climate of the Campus Survey – Tia Madison**

In November, four different versions of the survey will be circulated randomly. Faculty will be contacted. All faculty members are encouraged to participate but it is not mandatory. The survey has been endorsed by the Senate.

##### **4.3 Clown show is fantastic and S.Bynum suggests everyone attend.**

##### **4.4 C.Gillis announced the Distance Ed meeting is Thursday at 3:30 pm**

##### **4.5 The Senate welcomed Armond Phillips interim President.**

## 5. Action Items

### 5.1 Committee Changes - msp

- 5.1.1 Betty Hopperstad replacing Mary Salceda-Nunez on Student Standards & Practices
- 5.1.2 Mary Salceda-Nunez replacing Sable Howard-Hughes as Chair on Scholarship
- 5.1.3 Bryan Avila is replacing Marci Sanchez in Social Committee
- 5.1.4 Marci Sanchez is replacing Bryan Avila in Facilities
- 5.1.5 Mary Salceda-Nunez is joining Foundation

### 5.2 Bylaws Revisions

#### 5.2.1 Removing CJT (2<sup>nd</sup> Vote) – msp

#### 5.2.2 Scholarship Committee Change (1<sup>st</sup> Vote)

Pg 6 Article IV, add paragraph before section 1

The following statement will be added to the Bylaws:

In addition, the Academic Senate shall appoint five faculty members (including an EOPS counselor who is in charge of the process) to work with the EOPS/Financial Aide Department on scholarships. These faculty shall serve a two year term in place of their senate committee work.

msp

#### 5.2.3 Committee Quorum (1<sup>st</sup> Vote)

Pg 9 Article 4 section 10.2

The Bylaws is updated to reflect the following:

To transact business at a committee or subcommittee meeting, a quorum shall consist of whichever are greater, 3 faculty members or 20 percent of the faculty membership of that committee or subcommittee.

msp

### 5.3 Naming Opportunities

Faculty committee discussed the possibility of naming a building after the President. Discussion focused on the appropriateness of such action and if approve, which building should be the named. It was discussed that the Performing Arts or Learning Resources Building be considered.

A.Gross moved that a resolution be sent to the BOT recommending a building be named after the President. It was recommended that a survey be sent to determine which building. msp

## 6. Discussion Items

### 6.1 Request for Senate Input from Faculty Association

#### 6.1.1 SLO Assessment and work load issues – The following was discussed:

- It is faculty responsibility for program improvement
- Difference between data collection and data entry

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-Faculty needs to be in charge of how research is done and what needs to be examined.

- 6.2 H1-N1 response  
Faculty still has the right to drop due to absences, but faculty are asked to be flexible.  
S.Engle reported there were 1120 participants during the drive thru injection event.

## 7. Reports

### 7.1 Officer Reports

- 7.1.1 President – Shawna Bynum  
-Honors program will be sent to the Student Standards  
-SharePoint training will take place in November/December. Faculty migration needs to be done by end of 2009-2010 school year.
- 7.1.2 1<sup>st</sup> Vice Pres. – Erik Shearer  
Working on equivalency review
- 7.1.3 2<sup>nd</sup> Vice Pres. – Rebecca Scott  
Only one team missing evaluation
- 7.1.4 Secretary – Nadine Wade-Gravett  
No report
- 7.1.5 Treasurer – Julie Hall  
Treasury has \$1500

### 7.2 Standing Committee Chair Reports

- 7.2.1 Academic Standards & Practices– Stephanie Grohs  
Working on General Ed requirements
- 7.2.2 Curriculum – Steven Balassi  
1/3 of course has gone through review – process is running smoothly.  
M.Villagomez will be working with TLC to provide edit training
- 7.2.3 Faculty Coach Committee – Rebecca Scott  
1<sup>st</sup> training has taken place
- 7.2.4 Faculty Standards & Practices – Ann Gross  
Working on equivalency review and on Hiring Policy
- 7.2.5 Learning Outcomes Assessment – Erik Shearer  
Regular trainings are being held in TLC. A handbook is being developed and will be ready by the end of the year.
- 7.2.6 Professional Development – Michelle Hobbs  
No report, their meeting was interrupted by news of C.McCarthy's death.

- 7.2.7 Social Committee – Susan Engle  
Working with student government for a Halloween event
- 7.2.8 Student Standards & Practices – Robert Miller  
Reviewing Attendance Policy and Disruptive Students Policy
- 7.3 Shared Governance Reports
  - 7.3.1 Budget – Walter Unti  
Starting to work on 2010 budget. Lots of conflicting information about mid-year cuts.
  - 7.3.2 Planning – Stephanie Burns  
Working on priorities for next year. Strategic plan is online for all to view and feel free to submit ideas to Planning.

## **8. Next Meeting Items**

- 8.1 Next Meeting Date: November 10, 2009
- 8.2 Next Meeting Topics  
Email topics to S.Bynum

## **9. Adjournment**

The meeting was adjourned at 1:19 pm.