



Business Meeting Minutes

12-8-09 (12:30-1:30 in Room 838)

Members Present: Jessica Amato, David Angelovich, Amanda Badgett, Steven Balassi, Andrea Bewick, Stephanie Burns, Shawna Bynum, Daniel Clemens, Michael Conroy, Sheryl Fernandez, Michael Gianvecchio, Stephanie Grohs, Ann Gross, Julie Hall, Christy Kling, Barbara Kraig, John Liscano, Sherry Lohse, Crystal Luikart, Robert Millay, Robert Miller, Bonnie Moore, Forest Quinlan, Scott Rose, Marci Sanchez, Rebecca Scott, Erik Shearer, Tom Smeltzer, Jerry Somerville, Janet Stickmon, Eileene Tejada, Walter Unti, Diane Van Deusen, Maria Villagomez, and Nadine Wade-Gravett.

Guest Present: Sue Nelson

1. Welcome

2. Adoption of Agenda -msp

3. Approval of Minutes from 11-10-09 -msp

4. Public Comment

A.Gross encourages everyone to come to the library for the photo promoted by the Bias Incidence Response Team (BIRT) at 12:30 pm on Thursday.

Faculty party is Friday at Dave Angelovich's house.

Andy Anderson, a returned engineering instructor has passed. A wonderful obituary is in the Napa Register.

S.Nelson is requesting that all faculty complete the campus climate survey.

5. Action Items

5.1 GE Outcomes

Presented by Academic Standards and Practices.

M.Conroy questioned the meaning of "gender/affection" groups. It was suggested that an asterisk be put after the words and the asterisk with "sexual orientation" at the bottom of the paragraph will help to clarify the meaning.

msp with changes. 1 abstention.

5.2 Flex Day Planning Guide

From PDC formalizing the process and timelines. New procedure is asking for outline or resume for presenters. The purpose is to clarify the process.

msp

- 5.3 Fall Curriculum Packet
Curriculum Committee has approved all courses/program in the packet. Will be forward to BOT.
msp
- 5.4 New Program Development BOT Policy
Does not represent a change. Policy is formalizing existing process.
msp
- 5.5 Nominate R.Scott for “Excellence in Education” Award - msp

6. Information Items

- 6.1 State Senate Resolutions
All resolutions have been emailed to all faculty. Of interest – the 50% law was discussed. In addition to the 3 proposals, a 4th was presented asking for counselors/librarians to be a separate category.
- 6.2 Presidential Search Update
14 Statements have been taken to Hiring Committee. They are not in ranked order.
- 6.3 New Bylaws
Updated bylaws have been sent out to faculty.
- 6.4 AS Committee Size
For discussion, it is recommended that we change committee size to allow more flexibility. For example, a range of 4-6 is recommended.

7. Discussion Items

- 7.1 AS Committee Term Limits
Looking to develop 3 year terms instead of 2 year. One possible drawback is the workload issue. Possible to have a range and consider staggering. Executive Committee will continue to explore.
- 7.2 Division Chair vs. Dean Structure
Issues for discussion:
-less reassigned time to help with 50% ratio.
-cost issue needs to be addressed – salary, support staff.
-degree of separation with administration – one more layer.
-pros/cons on each side – need to consider campus culture. Against any grand fathering in of chairs to deans.
-issues of money, implementation and workload issues.
-discussion about rationale for proposal.
-study was done years ago, lets reexamine the study.
-look at Department Chair structure to compliment Dean structure.
-A.Phillips did a study that needs to be looked at.
-Grievance structure is difficult with current structure as faculty chairs are both administrators and faculty.

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8. Reports

8.1 Shared Governance Reports

- 8.1.1 Budget – Walter Unti
Anticipate cuts in January. But challenge will be 2010. Categorical funding will be cut.
- 8.1.2 Planning – Stephanie Burns
Final wording of plans for next year will be forwarded to faculty.

8.2 Officers Reports

- 8.2.1 President – Shawna Bynum
Reports to have been sent out as emails regarding state senate issues.
- 8.2.2 1st Vice Pres. – Erik Shearer
No report
- 8.2.3 2nd Vice Pres. – Rebecca Scott
Evaluations due December 1st. All reports must be forwarded to R.Scott.
- 8.2.4 Secretary – Nadine Wade-Gravett
No report
- 8.2.5 Treasurer – Julie Hall
Faculty are reminded to submit all expenses to J.Hall for reimbursement.

8.3 Standing Committee Chair Reports

- 8.3.1 Academic Standards & Practices– Stephanie Grohs
Committee working on Honors Program.
- 8.3.2 Curriculum – Steven Balassi
Faculty will be meeting to complete review of curriculum.
- 8.3.3 Faculty Coach Committee – Rebecca Scott
Working on professional development training needs for new faculty for spring semester.
- 8.3.4 Faculty Standards & Practices – Ann Gross
Will be finalizing the Hiring Policy and process next semester.
- 8.3.5 Learning Outcomes Assessment – Erik Shearer
E.Shearer is available for consultation on learning objectives in TLC or will come to division meetings to discuss.
- 8.3.6 Professional Development – Rebecca Scott

Working on fall flex day as well as spring. Goal is to work one year in advance.

8.3.7 Social Committee – Susan Engle
Put luck holiday party at 5:00pm on December 11th.

8.3.8 Student Standards & Practices – Robert Miller
Working on modifications to Disruptive Student and Attendance Policy.

9. Next Meeting Items

9.1 Spring Meeting Dates: February 9, 2010
March 9, 2010
April 13, 2010
May 11, 2010

9.2 Future Meeting Topics
Email topics of interest to S.Bynum.

10. Adjournment 1:18 pm

Respectfully submitted by Nadine Wade-Gravett, Academic Senate Secretary

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