

Draft: Canada College Academic Senate  
Governing Council Minutes December 1st, 2004

**Council Members in attendance:** Paul Roscelli, Martin Partlan, Barbara McCarthy, Dick Claire, Lezlee Ware, Patty Dilko, Rich Follansbee, Karen Olesen.

**Senate members and guests in attendance:** Monica Malamud, Marilyn McBride, Katie Schertle.

**Call to order:** 1:20pm

**Adoption of agenda:** Martin made a motion to approve the agenda, Paul seconded. Motion passed unanimously.

**Approval of the minutes:** It was noted that Katie was left off the “guests in attendance.” That omission was corrected. Martin made a motion to approve the minutes from November 17th, Paul seconded. Motion passed unanimously.

**Public Comment:** Patty Dilko encouraged faculty to attend a discussion about the current banner software and possible future modifications with Eric Raznick to be held later in the week. All faculty members are welcome to forward their comments to Eric. Marilyn McBride said that a flex day workshop on January 14<sup>th</sup> on student learning outcomes. A flyer will be out shortly.

**Old Business:**

5.1 None.

5.2 SLO's: Ombudsperson, committee, and conference discussion occurred. Two individual have come forward with interest in becoming the faculty lead in the area of SLO's: Alicia Aguirre and Ray Lapuz. Martin made a motion to move these names forward to Marilyn. Motion was seconded by Barbara and passed unanimously.

**New Business:**

6.1 Review of the math and English minimum requirements were postponed at last plenary session. Lezlee asked if we want to have another discussion on these issues in the spring in order for all departments to discuss their math and English requirements. A motion was made by Lezlee to have one meeting in the early spring to discuss the math and English minimum requirements--Barbara seconded the motion. The motion passed.

6.2 Part-time tenure preferences in the selection process. Paul made a motion was made to not support a move to give automatic interviews to part-timers. Patty seconded the motion. A discussion ensued. The motion passed unanimously.

6.3 Accelerated Tenure options. A discussion ensued about the various options that could be implemented that would accelerate the tenure process for specific categories of tenure candidates. A motion was made Martin to not support the implementation of an accelerated tenure process. Patty seconded. The motion passed unanimously.

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6.4 Curriculum Revision Discussion: Professor Malamud brought forward some concerns about the current obligation for faculty to complete all new course outline forms even in the case that a minor change is being made. This is an issue because the Instruction Office has changed the format of the form and is now requiring that all new requests be in the new format. Ms. Malamud noted that in other institutions faculty would have support staff to do the clerical aspects of curriculum revision. She noted that she has received different information regarding the process from Dean Hay and VP McBride, and that she brought it to Senate because she felt frustrated. Marilyn asked Monica to contact her for some support with the process. Martin made a motion to give this issue to the curriculum committee. Paul seconded. The motion passed.

**Committee Reports:**

7.1 Finance: Early next semester we must pick the person to attend to the Great Teacher seminar, and the State Academic Curriculum Conference and the State Academic Senate Leadership conferences as well. This will be an agenda item early in the next semester

7.2 Curriculum: No report.

7.3 College Council: The Budget and Planning Committee met for the discussion of some additional administrative positions. The first was a temporary replacement for the dean level position vacated by Dean Lucas. The second was a position called Dean of Student Advancement; this position will be funded by the District and will be staffed by Rosemary Ybarra Garcia, previously from Skyline College. The position will have the specific mission of building SMCCD's presence in the Coastside Communities. Rosemary will be working closely with Cañada administrators and faculty because we have several key programs already in place including an ESL program in Pescadero, the ECE program in Half Moon Bay, and the Human Services Certificate in Half Moon Bay. The body approved all of these recommendations with the caveat that the administrators work on a prioritization and hiring model for non-faculty positions which will be similar to the one that the College follows for faculty hiring. The body clarified that their recommendations for faculty hires for 05-06 include the ECE instructor contingent upon the retirement of Professor Eyer in December.

7.4 AFT: At the SMCCD Trustees meeting two weeks ago, CSM and Skyline adjunct faculty gave a great presentation about office hours for part-timers. Patty expressed concern that Academic Senate Governing Council is not receiving information about ongoing AFT activities such as negotiations or the part-timer presentation. There was agreement about the lack of communication and concern about how it might affect the perception of Cañada faculty in the District.

7.5 FACCC: Written Report:

CCBOG Adopts a Partial Trigger for FT faculty Hiring: Despite testimony from FACCC and other faculty organizations, the CCBOG adopted a partial "trigger" for FT faculty hires for fall 2005. The CC board of governors is required each year to determine whether

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sufficient revenue exists to trigger growth in the “Faculty Obligation Number” for each district. During the years in which the implementation, each district’s obligation increases approximately by its percentage (FTES) enrolled in credit courses.

CCBOG determined that the portion of cuts to the partnership for Excellence (PTE) in the current year budget is only partial implementation for increases in the FT faculty obligations. Normal increases in the obligation to each district’s percentage increases in funded credit FTES will be adjusted by the extent to which districts PFE loss compares to allocated increases for general apportionment COLA and equalization

The CCBOG approved a motion to evaluate the implementation for the 75/25 FT to PT faculty hiring goal. The evaluation will examine why there is a chronic inability for some districts to make progress; what impacts the recent “golden handshake” has had on the FT to PT ratio; whether districts can develop multi-year plans for progress; and what alternatives are available for districts with the large anomalies in their numbers.

Any questions, please feel free to contact Pamela Ward-Smith at ext. 3467. Thank you.

7.6 Professional Development: The professional development committee has not met and as such and there was a concern that faculty grants will not go to the board in a timely manner. Dick Claire would look into this matter.

**Matters of Council Interest:** Interior design students, with Nancy Wolford, did a fantastic presentation for the Board. The students presented their term project which was a number of design concepts for the public space in the new employee housing project being built by the District at the CSM campus.

In memory of World Aids Day we ended the meeting with a moment of silence in memory of Cañada faculty and staff members that have died from Aids.

**Motion to adjourn:** 4:00PM

**Upcoming meetings: First and third** Wednesday of every month 1:15pm in 17-107.  
2/2, 2/16, 3/2, 3/16, 4/6, 4/20, 5/4, 5/18.

**Agenda:** To request that an item be added to the agenda please contact one of the governing council members no later than one week prior to the next meeting (see above for the dates of upcoming meetings)

**View past minutes at:** <http://www.canadacollege.net/about/academicsenate.html>

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