

Academic Senate
 MINUTES
October 11, 2006
 3:00 p.m. - BC214

Members Present: Ignacio Alarcon, Blake Barron, Barbara Bell, Eric Borlaug, Dixie Budke, Cathie Carroll, Esther Frankel, Jack Friedlander, Tom Garey, David Gilbert, Kelly Lake, Ray Launier, Kathy Molloy (Chair), Kim Monda, Marcy Moore, Elida Moreno, Kathy O'Connor, Sheri Shields, Oscar Zavala

Member(s) Excused/Absent: Susan Broderick, Linda Lowell, Jan Schultz

Guest(s): Mark Ferrer

1.0 Call to Order (3:00-3:05)

1.1 Approval of Minutes – September 27, 2006

The meeting Minutes for September 27, 2006 were approved without objection.

1.2 Approval of Agenda – so approved

2.0 Information (3:05-3:20)

2.1 Legal advisory from the System Office on "Pick-A-Prof"
 FYI - Senators were emailed the URL to view the advisory.

2.2 October 25 Update on SSI/Partnership

At the next Senate meeting, October 25, Ms. Molloy announced that representatives from the major Institutional Success Initiatives (Gateway; Math Lab; Writing Lab; Online College; Athletic Achievement Zone) would be giving an update on their respective areas.

2.3 Shared folder: Thank you, Anita!

A shared folder has been created in GroupWise for Senators.

2.4 State Academic Senate: Area "C" meeting October 14; Plenary Session October 26-28

Ms. Molloy announced that she would be attending the Area "C" meeting and that she, along with Ignacio Alarcon, Kathy O'Connor and Karolyn Hanna, would be going to the State Senate Fall Plenary Session in Newport Beach.

2.5 Request to increase Student Health Fee \$1 beginning Fall 2007

The EVP explained the process. Each year the Chancellor's Office informs the college how much the Student Health Fee should be. The increase is built into a formula based on the inflation index. The college chose to postpone the fee increase for one year. This will be going to the Student Senate where Susan Broderick will do a presentation to let the students know how/where this money is being spent.

2.6 Passage of SB 1303: Elimination of 5% cap on summer session concurrent/dual enrollments

The passage of this bill will enable SBCC to expand enrollment.

2.7 Signing of SB 361: Equalization funding

The bill has been signed and goes into effect immediately.

2.8 Options for scheduling student tuition payments

Banner includes an option/capacity for deferred fee payment. SBCC could allow for a student to defer/spread out payments during the registration process. The parameters/conditions would be set by SBCC. The information will be presented to the ASB for feedback. Eric Borlaug, ASB President and Senate Representative, will contact Ms. Molloy with the Student Senate's recommendations.

2.9 DRAFT of proposed revision of Dept. Chair Job Description; call for dept. chairs to serve on ad hoc committee to review this DRAFT Academic Senate V.P. Susan Broderick will chair the ad hoc committee comprised primarily of department chairs. Senators were asked to request volunteers from their divisions or volunteer themselves to serve. Recommendations from the ad hoc committee are to be forwarded to AP and IA for their review and input.

Question: Would this lead to the development of a formal Department Chair evaluation procedure? Response: Not being recommended.

3.0 Hearing/Discussion (3:20-3:50)

3.1 Recommended Completion of Department/Unit SLO Plans
WASC expects colleges to make substantial progress in fully implementing SLOs throughout all programs and services and integrated throughout the institution. WASC's intent: when SBCC's *Institutional Self Study* is underway, the SLO integration process within our institution should also be well underway. The EVP suggested that what would be reasonable would be to ask each department to develop a plan by the end of this calendar year for how the SLO measures are going to be completed and how the SLOs would be integrated into the ongoing processes within their department. All SLOs are not expected to be complete for each course by May 2009; departments just need to develop a plan showing how they intend to proceed with the development and implementation of their SLOs. The EVP explained what is important to WASC: how are the SLOs going to be used in the classroom; are they being discussed amongst colleagues in the department? The EVP would like to know how SLOs are going to be used in a constructive way to improve student learning. By the end of this calendar year, every department would be able to present a timeline of their plan and how/what they plan to achieve by May of 2009. The EVP shall provide a template as a guide in preparing the "plan."

Concern: Would all these SLOs need to go through the Curriculum Committee? The CAC would need to develop some guidelines.

How can this be done? Show that we are making progress towards achieving the measures. The Accreditation team will be asking for evidence for what is said in the catalog: is it true and where is the aggregate evidence that SLOs are being achieved and to what extent?

Define regularly offered classes: Offered once a year or part of a certificate or degree requirement.

Mark Ferrer's suggestion: Begin with the General Education courses first. Having recently attended a conference, Mr. Ferrer noted that what WASC would like to see is a change in the way people address learning and documentation of that effort. WASC would like to know that plans are being developed and that we can show continuous, incremental improvement. The great thing about this process, he added, and repeated most often at the conference, would be the dialogue of people talking about their courses, talking about the relationship of their courses from one to another and between one another and so forth.

There is a learning curve going on with both sides: the WASC accreditation team and the college(s).

EVP - Seeks approval to go forward with announcement to departments

- 1) Will write preamble and develop template
- 2) Define regularly offered classes/courses
- 3) Establish a Student Learning Outcomes workgroup to develop Institutional SLOs and decide how to integrate them into the curriculum – for the advice seekers on SLOs, etc. – workgroup should include students

The EVP was requested to define, in the above referenced document, the role of the workgroup/committee. Their role and function isn't defined; need to distinguish the difference between a representative group and a workgroup for Student Support and Steering.

3.2 AP recommendation: No change in credit/no credit policy

After Dean McLellan's presentation to the Senate and Academic Policies on the opportunity for Banner to allow students to sign up for credit/no credit at the time of registration, AP has determined that, until Banner can provide immediate notification to the student on the ramifications of a credit/no credit decision, no changes should be made.

4.0 Action (3:50-4:30)

4.1 Department Program Review revision

Deferred for the next Senate meeting after AP has had an opportunity for review.

4174.3 B Language: replace questions with items.

4.2 Spring 2008 calendar

Eric Borlaug, ASB rep, stated that the students overwhelmingly preferred option

1. The Senators continued the discussion and presented once again all the pluses and minuses of each option. There were more issues to consider than missing two Mondays. A suggestion emerged: add a Monday at the end of the calendar and adjust the finals schedule accordingly. Math/English would have finals on the first Tuesday and the remainder of the class finals would be held Wednesday through Friday and continue the following week on Monday.

The EVP would like another opportunity to work on the proposed calendar. The year in question and under consideration is a peculiar year.

The basis for any calendar decision should be pedagogical. Forward your suggestions and recommendations to the EVP before the next Senate meeting.

Dates for Spring Break and Lincoln's Birthday should also be decided when we vote on the Spring calendar. Spring break has always been the first week of April.

4.3 Faculty Recognition Committee's Exemplary Program nomination M/S/C To approve the Faculty Recognition Committee's nominee *The Citizenship Program (IRCA)* for the Exemplary Non-Credit Program (Garey/Moreno)

5.0 Reports (4:30-5:00)

5.1 President's Report

Ms. Molloy has met with the Student Success Initiative/Partnership for Success groups, and they have all been asked to be guests at our next Academic Senate meeting and to report on their progress.

Other items to note:

- A new meeting schedule has been handed out.
- Job Description ad hoc committee for Department Chairs – call for present or past dept. chairs from each Division
- Curriculum Chair: The call for a Curriculum Advisory Committee chair is out. Those interested should contact Senate President Molloy or Ignacio Alarcon. The position carries 3 TLUs. An official announcement will be sent out next week.

5.2 Liaison Reports

Kelly Lake reported that all the committees that he is a liaison to are doing good things!

Faculty Professional Development Committee: Dixie Budke reported that a number of grant requests are expected.

Planning and Resources: Kim Monda reported that P&R has finally worked out how the capital planning information and long range planning would be presented. There were a lot of steps to the process; where the money is coming from and where/when/how it is being allocated. The projects scheduled in phases were the most difficult, where funding was not available for the two pieces of the same project at the same time or where there is funding for one part and no funding available for the other.

Educational Support will be meeting next week and will bring their requests to the special meeting that P and R will hold next Tuesday.

Kathy O'Connor began with reminding Senators about the motion that was made regarding prerequisites at the last Senate meeting and, as a result of that vote, she reported the Matriculation Advisory Committee had voted to add Philosophy 111

and 205 to the list of enforced prerequisites.

Ms. O'Connor reported that the Curriculum Advisory Committee plans to develop a policy on SLOs to bring to the Senate.

Ms. O'Connor also wanted to remind everyone about the opportunity, now every two years, to request Disciplines List Revisions by submitting a proposal. Interested faculty members may submit change proposals between March 2006 and February 2007; please contact her for further information.

ITC – Laurie Vasquez will be receiving her ACCT Regional Award in Orlando, Florida, and EVP Jack Friedlander will also be in attendance.

DTC – Discussion focused on new initiatives, Banner implementation and equipment replacement.

Banner Steering – We will be going live January 2007. Please let Kathy O'Connor know if you would be interested in being part of the first mock registration Tuesday, December 5, 2006.

5.3 EVP Report

3 New Positions

11 Replacement positions

Physical Education (1) Kay Fulton

Art (1) Pamela Zwehl-Burke

Math (3) Elizabeth Hodes, Margie Reinhart, Jim Edmondson

Environmental Horticulture (1) Doug Richardson

Counseling (2) Gil Robledo, Peggy Kearns

English Skills (1) Alyce Steidler

Chemistry (1) (new? carryover was temp contract)

Political Science (1) John Kay

Reminder - A motion would need to be made to accept the Chemistry and Replacement positions.

6.0 Adjourn