



**FACULTY SENATE COUNCIL MEETING
AUGUST 14, 2013
APPROVED**

PRESENT: Laurie Lema (President), Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Buzz Holt (Social Sciences), Maria Dorado (Counseling), Marva DeLoach (Library), Keri DuLaney-Greger (English), Craig Gerken (Physical Science/Engineering), Theresa Flores-Lowry (Physical Education), Peter Churchill (Business), Catherine Machalinski (Biology and Health Sciences), Cheryl Martucci (Math/CompSci), Athletics and Dance), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Katrina Keating (Representative-at-Large), Doug Dildine (Part-time Faculty Representative), Applied and Fine Arts Rep, SRC Rep

GUESTS: Andy Barlow, Lupe Dannels

The meeting was called to order at 9:00 a.m.

1. APPROVAL OF THE AGENDA OF AUGUST 14, 2013 AND THE MINUTES OF MAY 7, 2013, AND APRIL 30, 2013.

It was MSC to approve the agenda of August 14, 2013. All in favor. Approved.

It was MSC to approve the minutes of April 30, 2013. All in favor. Approved.

It was MSC to approve the agenda of May 7, 2013. All in favor. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Dorado thanked everyone who referred students to the Puente program. She said the program is now full. She said there is a meeting this morning until noon in H119 and everyone is welcome to attend.

Freytag said when the calendar is being set and finals are scheduled, it is important to know the impacts on instruction. He said when finals are scheduled to begin one week and end the next; it does not work with many classes. Machalinski said it impacts classes with labs in her discipline. Lema said they could invite the UF to a meeting to discuss this since they negotiate the calendar. Holt added that when the calendar is being set, the final decision should not be made without vetting it first.

4. ANNOUNCEMENTS

Flores-Lowry announced that PE is now called Kinesiology.

5. APPOINTMENTS

Accreditation

Cheryl Martucci – Standard IA

Ana Carbonell – Standard IIC

Faculty Development Committee

Karen Gard

It was MSC to approve the appointments listed above. All in favor. Approved.

Lema asked Council to talk to their divisions about how faculty appointments on committees are made. She said appointments vary depending upon the membership as stated in committee descriptions. FSC Curriculum and Student Services Committees determine their division faculty representatives. Integration Council and FSC Scheduling Committee include faculty from each division. However, with these committees, the Faculty Senate President recommends appointments to Faculty Senate Council for approval. Last year there was some confusion about faculty appointments to these two committees. Faculty names for appointment consideration can come from a variety of mechanisms including divisions can forward suggested faculty names to the Senate President, individual faculty can forward their name to the Senate President, and the Senate President can seek faculty for these appointments. Lema reminded Council that even though there is a faculty member from each division, the Integration Council is a college-wide committee and the Senate President forwards faculty membership recommendations to FSC for appointment approval. When the Scheduling Committee was developed, FSC agreed that the Scheduling Committee membership should also follow the same appointment process as Integration Council.

Gerken said last year his division put forward a name that never came to this body and the person that was approved was not put forward by the division. He said recommendations should not be vetted in the dark.

Freytag said the challenge is when a name comes to Council, we are talking about our colleagues in a public forum and it is difficult to have an honest discussion at that point.

Lema said we will continue to discuss this and maybe clarify the process in the Faculty Senate committees' charges.

6. STRATEGIC PLANNING

Lema reported the Strategic Plan writing group worked over the summer and came to agreement on three primary values, the one initiative and four goals. Andy Barlow, a member of the writing team reviewed a one page outline of the values and goals. He explained the goals were developed to create an institutional focus on student success. He reviewed the goals and explained we need to maintain our excellence and always work to improve; that student learning is the primary vehicle for student success and we need to know what students need to succeed and what they bring with them; and that we can't address equity in a generic way but must develop practices that help students achieve the same success as other students.

Machalinski said we need to understand the difference between student learning and student success and we have to figure out a way to bring more students along.

Holt asked about the students that just don't care and are here because they have no place else to go. Barlow said we want to try to reach all of our students but we don't know who those students are until we have opened up all the avenues.

Lema added that when we have a large number of students who say their goal is to graduate or transfer and they don't, we need to see why.

McBrien said initially the writing group was so meticulous and tried to address everything and it was cumbersome. Then they looked at other colleges strategic plans and streamlined our goals. Then they went back put a little more meat back in. After further discussion they were expanded to include a clear rationale for the goals.

Machalinski explained each goal will have objectives. She said they also added in steps to evaluate effectiveness of the plan which means we need data.

Barlow said this is a 3-year plan to help align our work as a college on student success.

Holt said he is impressed with the work and effort that was done but it shows how much we do is shaped by forces beyond our control.

Barlow commented that we have some serious problems with our institutional processes, mainly in how decisions are made which is why we need to be formal and deliberate in our plan.

Lema commented that while we were doing our show cause work, other colleges were able to focus more on student learning and success initiatives. She said we can now move forward and address the strategic plan goals and support innovations that lead to increased student learning and success.

Lupe Dannels said she was on the initial Strategic Planning Task Force and she feels the writing group did a very astute job of capturing the language and distilling all the "data" that was collected.

Machalinski told Council there will be a lot more to the final document. It will include objectives and activities, and measurements of effectiveness will be done through program reviews. She said faculty and staff will come up with the activities.

7. FACULTY SENATE COMMITTEES

Lema explained to Council committee membership has to be tracked every year and it can be challenging to gather that information. Lema shared with Council a sort of checklist for Faculty Senate Committees to fill out to help with tracking the membership and other information about the committees. She said we need to have a routine system for tracking and reporting.

It was MSC to approve the committee checklist form. All in favor. Approved.

8. DEPARTMENT/DIVISION REALIGNMENT PROCEDURE

Lema explained to Council the Biology Division last semester was discussing moving a discipline from one department to another within the division. She said we have a process for making these decisions and in the past there had been no disagreement about realignment to ensure the policy will cover thoroughly the steps for that stage of the process.

Lema will bring back the procedure for further discussion.

9. POLICIES AND PROCEDURES

This item was postponed due to time constraints.

10. FACULTY SENATE GOALS

Council reviewed their goals from 12-13. They were:

1. Continue refining and improving our college processes and committee structures.
2. Continue refining committees and process to ensure work is both meaningful and sustainable.
3. Examine educational programs and student services.
4. Be proactive in planning.

Council agreed they made a lot of progress on the goals but that they are really ongoing goals and the Senate should continue working on them.

It was MSC to approve the goals from 12-13 as the goals for 13-14. All in favor. Approved.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:00 a.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*