



Governing Council Meeting

May 12, 2009 minutes

MEMBERS PRESENT

President	Diana Bennett	Language Arts	Madeleine Murphy
Vice President	Eileen O'Brien	Library	Teresa Morris
Secretary	Lloyd Davis	Math/Science	Huy Tran
Treasurer	Rosemary Nurre	Student Services	Kevin Sinarle
Creative Arts/ Social Science	Jim Robertson		Ruth Turner

MEMBERS ABSENT

Business/Technology	Suzanne Russell	Math/Science	Tania Beliz
Language Arts	Bernard Gershenson	P.E./Athletics	Joe Mangan

OTHERS ATTENDING

AFT	Dan Kaplan	ASCSM	Francisco Duarte
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SUMMARY

- **Executive Committee** expanded for Summer 2009 only.
- **2009-10 ASGC Election** results.
- **“Program Review of Labs and Centers”** approved.
- Making the **last day to withdraw with a W** earlier in the semester.
- Revising state **minimum quals** and the district **equivalency** process.
- **Budget** consequences: Chancellor Galatolo’s outlook and President Claire’s priorities.
- IPC aligning committee work plans with **college goals**.
- Review of the **Building 17** report.

CALL TO ORDER The meeting was called to order at 2:23 p.m. The agenda was approved, amended to include expanding the Executive Committee over the summer, and the minutes of April 28, 2009 were approved. Diana and Lloyd noted VPI Susan Estes provided corrections on the process for prioritizing new faculty positions. Members expressed appreciation for the summaries and for remarks not being attributed to members by name.

EXECUTIVE COMMITTEE EXPANDED The following resolution was proposed by Jim Robertson: In view of potential dramatic changes that may be needed at CSM for budgetary reasons over the summer of 2009 the ASGC Executive Committee will expand for only that period to include two additional members from divisions not already represented on Executive Committee. The Executive Committee is the four senate officers. MSU to make this an action item (such a motion requires 2/3 approval.)

Points in discussion: With the budget deteriorating, we do not want summer surprises. We will have Senate representation and input, keep primacy over the 10+1, and be informed prior to fall. It would be too unwieldy to represent every division on the expanded committee. CSM’s Budget Planning Committee, Institutional Planning Committee, and College Council are also on call for the summer.

MSU to expand the Executive Committee temporarily over Summer 2009 by including Jim Robertson and Kevin Sinarle. Incoming vice president Huy Tran will also be available.

LIBRARY STUDIES PIV will be an action item in the fall. Teresa reported the Committee on Instruction will discuss on May 14 how students can satisfy the Information Competency requirement.

LAB AND LAB CENTER PROGRAM REVIEW MSU to approve the document “Program Review of Labs and Centers” which includes the template for such reviews. Faculty doing lab center program review over the summer should contact their dean about getting a \$500 stipend. No stipend will be offered for work in the fall.

CURRICUNET MSU to renew Senate support for obtaining CurricuNET. CurricuNET reduces paperwork and increases efficiency for course outlines, program review, and SLOs.

ASGC ELECTION RESULTS The incumbents were reelected: President Diana Bennett, Treasurer Rosemary Nurre, Secretary Lloyd Davis. Huy Tran was elected vice president. Only 54 people voted.

LAST DAY TO WITHDRAW Jim Robertson called for moving the last day to withdraw back from the 14th or 15th week to the 5th or 6th week. Students would have time to be sure a course is right for them and an incentive to commit early and learn throughout. Motivate students so we don’t have 50% drop rates in the last month of the semester. Jim learned from Henry Villareal there is no state requirement that the withdrawal date be as late as ours. Any change would have to be district-wide. A compressed calendar would affect the dates. Jim reported his division, Creative Arts/Social Science, has discussed withdrawal dates and observed many students put off committing themselves to a course until much too late, because they can withdraw without penalty as late as three weeks before the end of the semester. If they had to commit earlier they would be better motivated and more successful. Student success is a college goal.

Points in discussion: Is there evidence changing the date will have the desired effect? Have other schools examined this in terms of student persistence? Some schools have a later date. Stanford undergraduates can drop the day of the final. Allowing withdrawal on the day of final keeps GPAs high. The W grade is a safety net which a mid-semester deadline would eliminate. On the other hand, too many W grades put students on probation, and affect the academic status of students already on probation. Basic skills students would be hurt. In some circumstances students can petition for a W after the deadline, or get an incomplete. Students need an exam to know where they stand. Many courses do not provide feedback during the first four to six weeks. The W deadline could be later than 4 to 6 weeks.

More points in discussion: We should have assignments and feedback before drop dates. Midterm grades before the deadline would be useful. Instructors are supposed to alert failing students in any case. Early alert is available on Websmart. While faculty should communicate more with students, and teach them how to study, responsibility for performance and academic status rests with the students. At some point, students may have to be allowed to fail and learn from the failures. We do not want to perpetuate a high school mentality, or spend our time sending out warning notices. It is their education. We can only do so much. We may need different feedback mechanisms for different types of courses, with more hand-holding for basic skills than for transfer courses. We don’t want our transfer students lost at UC schools.

Diana will make this a fall agenda item. We could set up a task force in the fall aimed at getting data-driven results, and we could make a recommendation to DAS and get the discussion going. Students would be heard. How faculty can improve student commitment is a discussion for faculty as a whole. This is part of lots of different discussions, including enrollment management and the role of lab centers.

MINIMUM QUALS (DISCIPLINES LIST) Every two years ASCCC revises the disciplines list. Our district has not considered revisions for a number of years. In the fall we will review the list to see if requirements for any of our FSAs need to be revised or edited. We would make our recommendations to

ASCCC's disciplines list committee. Information about the process, timelines, and forms are available at www.asccc.org/localsenates/discipline-list.htm .

Points in discussion: Our process for determining FSA equivalency is vague and has not been updated in years. We could recommend DAS review it. We can't require more than state minimum qualifications (min quals.) At present, some decisions which should be faculty driven are made by Human Resources. In biology, the hiring committee checks for min quals by examining all the applications on the district employment website. Determining equivalence must be taken seriously. Library min quals include a Master's degree from a library school accredited by the American Library Association. Even the UCB School of Information does not have ALA accreditation. The best people to check equivalence are area experts.

At some colleges, administration, not faculty, makes min quals equivalency decisions. In our district, screening committees form equivalence committees as needed, with a faculty discipline expert, faculty from other colleges and a dean from another college. Some faculty get equivalency based on experience, primarily in career tech and voc ed areas. We do not have faculty involvement in a district level process. Our equivalency process is vague at a time when budget pressures may result in some instructors changing their FSAs. Maybe a committee from the Institutional Planning Committee could review the disciplines list, in consultation with the various disciplines. For example, Diana's area has not required a master's degree, but might consider requiring one now that such a degree is available. We can put equivalency and min quals on the agenda for fall. We should be proactive.

PRESIDENT'S REPORT **District Academic Senate** had a special meeting May 11 to hear the priorities of the three college presidents and Chancellor Galatolo during this budget crisis, looking two or three years ahead. The Chancellor called the budget the worst he has ever seen, and said he is very concerned about what will happen. We face reductions in excess of \$15 million. The impact of the May revise is a short term issue. In the long term, three years out, the college and district will be fundamentally modified. All stakeholders will be brought into the process of proactively making decisions on what we will look like in three years. President Claire stated his priorities: 1) Be sure classes and faculty working directly with students are hit less, and only as a last resort. 2) Maintain accreditation standards. 3) Work on the enrollment management cycle. CSM will get back to its roots as a high quality transfer institution. We want to be sure basic skills needs are met, and we will keep CTE (Career/technical education) courses, but we will be selective. Also, the Chancellor supports CurricuNET, which would increase productivity and efficiency and help faculty.

Diana said things will not be the same, but the shape of the future is only in the discussion stage. The Board of Trustees will take no action this summer. Diana has asked that the Senate be involved in consultation. There will be more collaboration among the three colleges. We will reconstruct a district level committee to look at specific college issues and how the colleges can collaborate in some areas. There will be resources for all three colleges. Changes will not be made at the expense of any college. DAS has agreement from all three presidents that they will work in consultation with us. Skyline President Vicki Morrow told the meeting nothing will change for Fall 2009. Patty Dilko said changes affect programs, faculty, and staff, and we need to know about them. Diana told Governing Council fasten your seat belts - things will happen.

VICE-PRESIDENT'S REPORT **College Council** discussed progress by ASCSM (Associated Students) on **naming parking lots**. The names are appropriate to nearby buildings: Beethoven and the Forum near Buildings 2, 3, and 4, Galileo near the science building, and Olympian near the pool. Visual Communications Coordinator David McLain is working on different icons for different parking lots. Some of the names may be shortened. VPSS Jennifer Hughes gave an update on the **Institutional Planning Committee** (IPC). She described several of its priorities, e. g. student success, academic excellence, and professional development, and how past college goals fit in with present IPC priorities and with CSM's CTE, transfer, and basic skills offerings. The work plans of committees reporting to IPC

are being aligned with these goals. Each college was asked to pick its top ten priorities from a list of 53 recommendations from the Board. IPC did so for CSM, with input on selection and strategies from its six reporting committees. There was some overlap, which will be resolved. Jennifer or Diana will send the lists out. The Educational Master Plan and the Strategic Plan drive everything. The six committees are developing work plans. We need to be sure those plans fit into IPC priorities. College Council also discussed the recurring idea of a **college hour**, when no classes are offered. Skyline had one on Fridays, but few attended college hour events. Many of our students need to leave early for work and child care.

Jim Robertson noted the proliferation of statements of mission, values, plans, goals, objectives, strategies, SLOs and the like and suggested consolidating them, clarifying their relationships, or just starting over. Diana will take those suggestions back to IPC, which she co-chairs. She said the new committees and subcommittees are still getting everything figured out. IPC, whose members are committee chairs, has lots of discussions and its minutes are posted on the PRIE site. A goal of the IPC is to make the process transparent. Everything is integrated and open.

BPC meets this Monday to discuss scenarios for cuts above the present ones. Kathy Blackwood talked about \$20 million. The faculty retirement reception will be May 5 at 2 pm in the Theater, with desserts.

Madeleine Murphy discussed the 46-page **Building 17 report**. President Claire asked the committee to identify the needs of all constituencies needing permanent homes, look at possible spaces, and explore alternatives. The real problem was finding a location for Student Activities. Middle College and Community Ed do not require reconfiguration of 17. The Health Center will stay in Building 1. It has specific needs. Exam rooms elsewhere would require jack-hammering concrete slab walls. The only leeway was Student Activities. The committee came up with three ideas, with pros and cons. The report includes history, and input from groups who talked with the committee. Committee members wrote individual rationales. The group got a wide base of input, explored alternatives, pros and cons of housing Student Activities in 17, 10N, or 12 (the SoTL center.) Mike Claire will decide soon and tell everybody.

Teresa announced ASCSM has given the **library** money to allow it to stay open until 10 pm during finals week, except until 3 pm on Friday, May 29, graduation day. The library is grateful for the money.

Diana announced the **plus/minus grading** pilot program starts this summer and will continue into the fall. DAS president Patty Dilko met with each student senate, so was prepared for student remarks to the Board.

Diana told members they represented faculty well this year as we dealt with hard and interesting topics, thanked us for our participation, and wished us a restful summer. She will provide updates over the summer, and faculty can email anyone on the extended Executive Committee.

ADJOURNMENT The meeting was adjourned at 4:13 pm. The next meeting will be in Fall 2009.