

Glendale Community College Faculty Senate
2008-2009
Meeting of April 23, 2009, 2:30 p.m., HTC-124
Approved Minutes

(Please note: General interest issues or meeting and notifications are listed below in **bold** to allow them to be located more easily.)

I. General

A. Call to Order

1. A quorum being present, President Jim Reed called the meeting to order at 2:45 p.m. in the SU-104BC Conference Room. Senators present included Vice President Gay Garesché, José A. Aguiñaga, Doug Brenner, Ruth Callahan, Susan Campbell, Phil Fernandez, Fernando Garcia, Mary Harris, Susan P. High, Elizabeth Jacobs, Connie LaBuhn, and Julie B. Morrison.

B. Guests in Attendance

1. Guests included but not limited to: President Velvie Green, Ernesto Escobedo, Michael Holtfrerich, Lisa Lewis, Shohreh Moshrefzadeh, Sasha Radisich, David Raffaele, and Lyle Walcott.

C. The Senate observed a moment of silence in honor of colleague and friend Don Ulm who was in a coma following a heart attack.

D. Approval of Agenda

1. It was moved and seconded that the agenda be approved following addition of items. The motion passed unanimously.

E. Approval of Minutes

1. It was moved and seconded that the minutes from the February 26, 2008, meeting be approved with minor changes. The motion passed unanimously.
2. Approval of the March minutes was postponed until the next meeting.

F. Treasurer's Report – Connie LaBuhn

1. There was a \$4 dividend received in the savings account, which brought the account to \$9427.03. There was no change in the checking account, with the balance at \$1465.38.

G. President's Report – Jim Reed

1. Jim and Dean Camou are currently working on committee assignments.
2. Discussion ensued about how the process needs to be streamlined and Senate needs to be included as a committee, which it is only for some Senators.
3. Senator Garcia requested to VP Abel that the Higher Learning Committee be added as a committee assignment, and it was.

H. Governing Board Report – Jim Reed

1. The GB is meeting Tuesday, April 28.
2. GB President Colleen Clark will be attending the next FEC meeting to answer questions.

I. Chair of Chairs Report – David Raeffelle (handout)

1. Mary Blackwell, Mark Reed, and Angie Acuna addressed the chairs regarding concerns with Enrollment/Advising. Advisors will be using a program called “Advisor Track”, which will allow them to record details of advising sessions. More advisor support will be given to the iStart Smart program.
2. GCC North will be retaining its MW TTh schedule until at least Fall 2011.
3. Strategic Plan for Online Learning is nearly complete.

- a. Reed mentioned that FTSE for online students is larger than FTSE for North.
 - b. The plan is not meant to be an evaluation of the instructor, but rather a way of ensuring high quality online education.
 - c. Senator Jacobs voiced concerns that the Quality Matters rubric includes provisions that would require constant observation of an online course and is therefore more intrusive than evaluation of on the ground courses.
 - d. The Senate will have further discussions about the Quality Matters program.
4. Student printing will not be free campus-wide Fall 2009. Several "Pay Per Print" options are being considered.
 5. Changing the student refund deadline when withdrawing from a course is a District, not campus, decision.
 6. The Chairs will be discussing whether the printed schedule should be eliminated as a cost saving measure.

II. Old Business

A. Elections – Senator and Chair of the Nominating Committee José Aguiñaga

1. Nominations committee includes Senators Aguiñaga (Chair) and Doug Brenner and non-Senators Sasha Radisich, Heather Merrill, and Lyle Walcott.
2. Nominations are being accepted until Friday, April 24.
3. Voting will occur from Tuesday, April 28 – Sunday, May 3.
4. Any one wanting paper ballot needs to notify Julie Morrison by April 24.
5. The final Senate meeting of 2008-2009 will take place Thursday, May 7
6. The current slate includes Steve Kadel for Executive Councilor-At-Large, and Ruth Callahan, Susan Campbell, Mary Harris, Dave Jenkins, Johnnie Clemens May, Angela Mick, Shohreh Moshrefzadeh, and Jim Sanders for Senator.
7. It was moved and seconded that the expenditure of \$20 be approved to pay for a one month subscription to Survey Monkey for balloting. The motion passed unanimously.

B. Diversity Initiative – Ernesto Escobedo

1. By Escobedo's estimation, within 4-5 years GCC will lose its Latino faculty due to retirement. Given that one-third of Maricopa County is Latino, and that Latino students need role models, Escobedo is talking with the Administration to adjust hiring qualifications that could address this issue.
2. After development of these guidelines, the Faculty Senate will be asked to review them to achieve consensus.
3. When asked how the guidelines might legally address this issue, President Reed explained that before the interviewing process occurs the diversity within a candidate pool can be assessed, with the pool reopened if diversity is minimal.
4. FYI – The Staffing Committee will meet during the first week of Accountability to determine whether any new faculty will be hired for Fall 2010.

C. Student Success Initiative – Jim Reed

1. The Honors Program has own approach to iStart Smart, which involves a text on critical thinking.
2. See I. I. 1.

D. "Sense of the Senate" – Gay Garesché (see attached)

1. VP Garesché reviewed the final copy of the Sense of the Senate that had been given to President Green. Eighteen Senators signed the document.
2. In response to a bullet point about course scheduling, David Raefelle asked whether all deans use the same measure for deciding when to cancel a class (e.g.,

divide sum of vacant seats by maximum class enrollment). Sasha Radisich explained that when Social Sciences conducted a survey of students about how they picked classes, they learned that students pick based on time. Assuming students can move from one section to the next after a cancellation may be inappropriate and result in reductions in enrollment.

III. New Business

A. Adjunct Awards Committee – Jim Reed

1. An ad hoc committee was formed to improve adjunct relations, specifically by developing an awards ceremony honoring adjunct faculty and altering the student recognition awards to solicit nominations from adjunct faculty as well as residential faculty.
2. Senators LaBuhn and May will serve on the committee, and plan to work with the president of the adjunct association.
3. It was proposed that adjunct faculty have a standing “interim” item on the Senate agenda.

B. February 28th Brainstorm – Jim Reed

1. An executive summary of the outcome of the faculty brainstorming session was presented at FEC. However, concerns were raised the administration would view the document as faculty suggestions for cuts that should be immediately implemented. As a result, FEC decided to postpone releasing the results.
2. MAT, PSA, M&O have all been meeting alone and with FEC to discuss budget issues.
3. Senator Garcia continued to voice his concerns that the results of the meeting were not being made public.
4. A suggestion was made for the FEC to prepare a position paper on the District’s budget. **VP Garesché requests faculty input on what budget areas District could cut and/or where there are redundancies that could be eliminated.**

C. Action Plan – Senators Fernando Garcia and Michelle Parker

1. Senator Garcia described an initiative to focus Senate activity by identifying the most important problems/situations, and forming a plan to solve them.
2. VP Garesché stated that she believed the Senate needed to be a deliberative body, and making decisions after repeated debate was acceptable.
3. A discussion ensued over whether the Senate should meet semi-monthly, with one meeting being deliberative and one meeting being decisive. Problems with this structure were raised. Suggestions were made to move less critical items, like meeting reports, to the end of the agenda so Senators could focus on critical issues.
4. Senator Garcia moved that the Senate meet semi-monthly. The motion was seconded. Additional discussion ensued, and it was decided we needed more deliberation on this topic. The motion failed to pass.

D. Communiversities – Jim Reed

1. Discussion postponed.

E. Travel Funds – Ruth Callahan

1. GCC still has travel funds available for faculty.
2. It was moved and seconded as a recommendation that unused funds stay at GCC for the benefit of faculty the following year. The motion passed unanimously.

F. Awards Banquet (Awards for Excellence) – Jim Reed

1. The Awards for Excellence Banquet is on May 9th, and generates money for student scholarships.

2. In keeping with past Senate tradition, it was moved and seconded that Senate purchase a table at the event for \$500 with residential faculty invited to attend on a first come, first served basis. The motion passed unanimously.

G. Faculty Rose Garden – Doug Brenner

1. Senator Brenner moved that Senate expend \$300 to replant/refresh the faculty rose garden located north of the Business building following completion of the building's refurbishment. The motion was seconded. Phil Fernandez reported that when he was on campus to interview, the rose garden made a positive impression on him. The motion passed unanimously.

IV. Discussion with the President – Velvie Green (off agenda order)

- A. Reed introduced President Green, and briefly reviewed the items contained in the Sense of the Senate.
- B. Reed heartily thanked President Green for her visibility on campus and involvement in campus activities.
- C. President Green stated that she knows faculty want to be involved, and would like to facilitate that involvement. Green specifically suggested that faculty take part in the self-study and strategic planning that is upcoming. She evidenced some frustration that after a campus conversation was changed to accommodate faculty teaching schedules, no faculty attended.
- D. President Green encouraged Faculty to attend a Governing Board meeting.
- E. Reed requested that President Green discuss the Sense of the Senate with her VPs and return to discuss their responses with the Senate.
- F. Reed reiterated our desire to work with President Green and the administration. Senator LaBuhn invited President Green to come to us with her questions and concerns as well.
- G. President Green encouraged faculty to share their concerns with the administration (for example, through campus conversations), utilize the established committee structure, and ensure information is communicated within departments.

V. Senate Deliberations (off agenda order) – Jim Reed

- A. Reed asked whether President Green should be scheduled as an agenda item at every Senate meeting next year. He explained that given President Green's busy schedule it is important to schedule her time well in advance. Following discussion, the general consensus was that she should be scheduled, provided that the Senate informs her sufficiently in advance if we have nothing to discuss with her at a particular meeting. Senators thought having a standing item would better facilitate two-way communication between faculty and administration.
 1. In the context of this discussion the issue was raised whether Senate meets are open to the public. Secretary Morrison clarified that according to the Senate Constitution the Senate meetings are open to all faculty, but by invitation-only to any non-faculty member.
- B. Senator Jacobs proposed the idea of a "Fall Faculty Conversation" following Convocation, instead of the traditional All-Faculty Meeting. Following discussion, the consensus was that this conversation would review the issues of most importance to faculty, and provide an opportunity to problem-solve and/or discuss in small groups. Senate plans to survey faculty to identify these issues.**
 1. Secretary Morrison suggested a "Quick Reed" should be sent following every Senate meeting to keep faculty informed of current issues since meeting minutes cannot be sent until approved the following month.

VI. Information Items

A. Staffing Advisory Committee – Jim Reed

1. See I. B. 4.

B. Hispanic Serving Institution (HIS) – Carlos Nuñez

1. Discussion postponed.

C. Student Evaluations – Jim Reed

1. Reed explained the VP Abel wanted faculty to conduct student evaluations in their classes every year, not just in FEP years. Senate decided that should this be pursued, we would file a grievance since this is outside the RFP guidelines.

D. Pay for Print – Jim Reed

1. See I. I. 4.

E. Becoming an Asset – Jim Reed

1. Reed stated that he would address with the administration the e-mail inviting all employees to learn how to “Become an Asset” to Maricopa. Reed felt that we are already assets to Maricopa.

VII. The Senate adjourned at 5:30 p.m. The next meeting will be on May 14, 2009, at 2:30 p.m., location TBA.