



**ACADEMIC SENATE
APPROVED MINUTES
NOVEMBER 5, 2009**

Senators Present: Mike Adams, Kevin Alavezos, Paul Berger, David Boley, Paul Cripe, Ellen Dambrosio, Bob Droual, Rebecca Ganes, Jennifer Hamilton, Jim Howen, Jill Lear, Allan McKissick, Estella Nanez, Jeff Netto, Adrienne Peek, Dale Pollard, Lisa Riggs, Burt Shook, Travis Silvers, Brian Sinclair, Theresa Stovall, Barbara Wells, Jason Wohlstadter, Layla Yousif

Senators Absent: Paul Brogan, Debbie Laffranchini, Jim Sahlman, Rob Stevenson, Monique Vallance

Guests: Karen Walters-Dunlap, Vice President of Instruction

I. APPROVAL OF ORDER OF AGENDA ITEMS

Due to several senators having to leave the meeting before the 5:30 p.m. adjournment time, it was recommended that the Action and Discussion Items be addressed after Item II: Consent Agenda, and Item III: Approval of the Minutes, since a quorum will need to be present to take action on these items.

The order of the agenda items was approved as amended.

II. CONSENT AGENDA

- A. Add two faculty members to the Professional Development Committee: Annaliese Hausler-Akpovi and Deborah Laffranchini.
- B. Add one faculty member to the Assessment Work Group: Jennifer Hamilton.
- C. Approve the Mission Statement and Goals of the MJC Academic Senate.
- D. Approve the writing and delivery of a Letter of Censure to the Board of Trustees for the breakdown of civility in the October 14, 2009 Board Meeting.

It was recommended that Item II.D., Approve the writing and delivery of a Letter of Censure to the Board of Trustees for the breakdown of civility in the October 14, 2009 Board Meeting, be withdrawn from the Consent Agenda and placed under Action and Discussion Items as the first discussion item.

The consent agenda was approved as amended.

III. APPROVAL OF THE MINUTES (October 22, 2009)

The minutes of October 22, 2009 were approved as amended.

IV. REPORTS

A. ASMJC

No ASMJC representative present—no report.

B. College Council

Barbara Wells reviewed highlights from the October 26, 2009 College Council meeting:

Accreditation and Institutional Effectiveness Committee (AIE): Senate President Mike Adams reported that there will be a tri-chair structure for most of the standards for accreditation, consisting of a faculty member, a classified employee and a representative from Council Administrators Council. Dr. Walters-Dunlap expressed the need to have district representation on the writing teams.

Enrollment Update: Dr. Walters-Dunlap stated that as of the week of October 19 our FTES are flat and on target at 6,700.

Student Equity Plan: Dr. Nadell shared that approximately five years ago colleges were required to develop a student equity plan to be updated annually. However, having received no direction from the Chancellor's Office, the Office of Research and Planning continued to collect data that was used only locally. This year, in preparation for a Student Services Site Review (which was cancelled), Dr. Nadell determined that our 2004 plan needed to be reviewed and updated. Martha Robles reported that data for each of the Student Success Indicators: Access, Course Completion, ESL and Basic Skills Completion, Degree and Certificate Completion and Transfer was collected, and a work group comprised of two faculty from each of the aforementioned areas reviewed the data and developed the goals and activities for the Student Equity Plan. Dr. Nadell has requested that all constituent groups review the Student Equity Plan and provide input within the next two weeks. A hard copy of the Student Equity Plan Executive Summary has been distributed to senators and the complete plan is also available electronically on the senate website at:
<http://www.mjc.edu/facultyinformation/acadsenate/index.html>

Dr. Nadell also discussed that the Student Success Work Group has not been meeting and that there is a need to determine the charge and reporting structure for this group.

2010-2011 Budget Shortfall: Gary Whitfield reviewed the October 2009 draft of the MJC budget proposal projecting cuts/savings of \$5,774,614 for 2009-2010 and 2010-2011. Included with the proposed budget were negotiation recommendations proposed by the MJC College Administrative Team that included: suspension of sabbaticals (unless for retraining of faculty currently in a low-enrolled program area); LTAC/CSEA furloughs (volunteer first, then mandatory); four-day work week; suspension of large-class stipends;

full-time faculty to teach one 3-unit overload section or equivalent; freezing step and column; “Golden Handshake”; and suspending longevity pay. These suggestions have not been endorsed nor approved.

Planning and Budget Committee: Mike Adams reported that the MJC budget reduction proposal document projecting cuts and savings for 2009-2010 and 2010-2011 and the budget timeline were approved. Aside from the budget, the goals and objectives of Planning and Budget Committee are behind schedule.

Measure E Projects Update: Dr. Nadell encouraged everyone to review the changes that are occurring on West Campus. He indicated that decisions were being made regarding the swing space for Founders Hall, and that the modular buildings planned for that purpose would need to be named prior to scheduling for the Fall 2009 semester. It is projected that the modular buildings will accommodate approximately 75% of the classrooms needed and 50% of the office space needed. Members of the Swing Space Task Force (which is not currently meeting) are advocating through the Founders Hall Work Group on these issues.

Facilities/Construction: Gary Whitfield shared that a draft is being prepared of a procedure for reallocation of the savings from Measure E funds. The Facilities Work Group is finalizing a process for reallocating these funds which recommends that savings realized on a particular building project will stay with that project for a one-year period from the date that the division/department is actually able to occupy the building. This will provide the projects with the necessary funds to cover any repairs and/or modifications that are needed following the original construction phase.

C. Instructional Administrators Council (IAC)

Karen Walters Dunlap reported that recommendations regarding summer scheduling from the Summer Scheduling Task Force will be brought before the November 6, 2009 Planning and Budget Committee for review/approval. It has been recommended that there be one 10-week session and two 5-week sessions beginning on June 7. Offerings will focus on the strategic areas of Career Technical Education, Basic Skills, and transfer courses. It is projected that this will result in an approximate total savings of \$700,000.

Dr. Walters Dunlap indicated that the deans recommended areas that could be shut down for summer and those recommendations are now available. Faculty and deans will need to be trained in order to meet the March 1 deadline for recoding the TOP Codes for Basic Skills.

D. Faculty Consultant to the Board

No report presented.

E. Accreditation and Institutional Effectiveness (AIE) Committee

Adrienne Peek reported that the AIE Committee is continuing to work on identifying chairs and members for all of the accreditation standards writing teams. The Assessment Work Group recently met for the first time and is in need of the following faculty representatives:

Ag – 1 representative
Allied Health – 2 representatives
BBSS – 2 representatives
PE – 1 representative

Interested faculty may contact Mike Adams or Adrienne Peek to participate in the work group or for more information.

F. President's Report

Mike Adams reviewed the following items:

Presidential Search Committee: As of the October 30 meeting, the committee has finalized the job announcement which will be sent out the first week of November, and is continuing to work on the interview questions. The committee is moving rapidly and is doing great work.

Special Investigative Task Force on Faculty Hiring: The Special Investigative Task Force on Faculty Hiring has had its first meeting and is in the process of requesting information from the YCCD Human Resources Department. Updates will be provided as the task force continues to do its work.

ASCCC Fall Plenary Session: Mike Adams and Adrienne Peek will attend the November 12-14 ASCCC Fall Plenary Session in Ontario. There are a number of resolutions that have been submitted for review/discussion at the conference from community colleges throughout California. As Senate President, Mike will be representing the interests and position of MJC faculty when voting on these resolutions. Senators are encouraged to review the resolution spreadsheet that Mike has drafted (attached and incorporated in these minutes by reference) and to view the complete narrative of the resolutions posted on the senate website at: <http://www.mjc.edu/facultyinformation/acadsenate/index.html>. Senators are also encouraged to send any comments and ideas that they or their constituents may have on any of the resolutions to Mike before Thursday, November 12.

V. ACTION/DISCUSSION ITEMS

A. Letter of Censure

Mike Adams explained that it had come to his attention that there are concerns among members of the three constituent groups who attended the YCCD Board of Trustees meeting that was held on October 14, 2009 regarding how the board conducted the

MJC Presidential Search discussion during the open board meeting. Members of the LTAC Executive Board have requested and listened to the tape of that board meeting and have decided to draft a letter that will be sent to Chancellor Darnell and to each member of the board. President Adams, Secretary Wells, and YFA President Jillian Daly have listened to the tape as well. Jillian Daly will bring this to the YFA Representative Council at their next meeting for discussion/action.

President Adams, Secretary Wells and others who had attended the October 14 board meeting shared their perceptions of what they had heard on the tape and what they had observed at the meeting. President Adams also shared that he had talked with Chancellor Darnell about this, and that Dr. Darnell did acknowledge that this particular discussion with the board could have been conducted in a more appropriate and succinct manner.

Senators then discussed some different ways that the MJC Academic Senate could formally respond, up to and including a letter of censure to the YCCD Board of Trustees. Since it was not clear as to whether or not the MJC Presidential Search board agenda item had been discussed with those directly involved *prior* to the October 14 board meeting, senators decided that a letter of censure should not be drafted under these circumstances.

M/S/U (Jim Howen/Paul Berger) that the MJC Academic Senate would take no formal action on a letter of censure at this time.

B. Bylaws Revisions

Over the last few weeks, senators have distributed the final draft of the revised MJC Academic Senate Bylaws document and have discussed the proposed bylaws revisions thoroughly with their constituents. No new revisions/amendments were brought forward.

M/S/U (Adrienne Peek/Burt Shook) to approve the MJC Academic Senate Bylaws document as submitted for a final reading.

C. Rules Revisions

Senators have also distributed the final draft of the revised MJC Academic Senate Rules document and have discussed the proposed rules revisions thoroughly with their constituents. No new revisions/amendments were brought forward.

M/S/U (Adrienne Peek/Burt Shook) to approve the MJC Academic Senate Rules document as submitted for a final reading.

VI. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.