MINUTES


I. Opening Items
   a. Call to order at 3:01 pm by Debbie Klein.
   b. Welcome and Roll Call- Debbie announced newly elected officers for 2010.
   c. Agenda Adjustments - move Action Item VI. a. (vote on the Resolution against the Accelerated Learning College) to immediately after Comments from the Public in order to assure sufficient discussion time.
   d. Approval of Minutes from 11/17/09. There are no additions or corrections. MSC (B. Lawn/K. Smith). Vote: unanimous.

II. Comments from the Public - none

III. Reports
   a. Curriculum Committee annual report - Curriculum Chair Susan Dodd provided a summarizing handout. The committee will be looking into doing experimental courses. She thanked Bonnie Donovan and Diane Stone for all the work they do - at, and for the Curriculum Committee. Debbie thanked and confirmed that Susan will be Curriculum Chair for the next year.
   b. ASB - representatives attended a special Board of Trustees meeting; ASB is sponsoring a Staff Appreciation Day on December 10th; Solstice Day will be observed on December 18th - the Student Center will be decorated. Debbie thanked ASB for their good works on campus for our students.
   c. President - Debbie read a letter prepared by Dr. Kinsella regarding ALC.
   d. Vice President of Instruction - Kathleen reported that the Accreditation Mid-Term Draft Report is almost ready and will be posted on the intranet for review and comments. She referenced an email sent about the California Leadership Alliance for Student Success (CLASS) and Dr. Byron McLenny will be on campus next week. The new Strategic Plan will be out this week.
   e. Vice President of Student Services - none
   f. GECA (Gilroy Early College Academy) - none
   g. Basic Skills Committee - is being restructured to a steering committee. Member list can be obtained from Fran Lozano. They will be looking into institutionalizing our efforts for student success.
   h. Distance Ed - closing out Fall semester, prepping for Spring, updating class home pages/websites, and home pages for faculty.
   i. Budget Committee - met with Joe Keeler last week. Planning needs to begin early - for Unit Plans with Budget Requests. Faculty should talk to their Department Chairs and Deans about their budgets.
   j. Tech Committee - next meeting is December 3rd. Robin and others, requested work on “Wait Lists” - an urgent need for instructors. Bob Beede will ask Randy Brown for help on a survey.
k. PTCOC (Part-time College of Choice) - thanks F/T Faculty for voting P/T faculty (with 3 or more units) into the union.

l. Learning Outcomes - Randy - course level assessments are in the system. The goal is to have all courses represented. We have done very well. Asks faculty to keep on adding - and it can be done throughout the year. Please advise your Dept. Chairs which ones you have completed.

m. ALC (Accelerated Learning College) - none

n. Senate President - Debbie - thanks to all the Senators. She is glad to be coming back as President next year. Newly elected officers were announced.

IV. Information Items

a. Luminis demonstration (Kyle Billups) - this will eventually become the web portal for our intranet. You will need your Gav ID to log in. Rollout is slated for after Fall finals and grades. Breakout training sessions to be available on Staff Development Day. Faculty should send feedback on Luminis to Bob Beede.

b. Shared governance committee (Robin Kreider) - goal is to determine the effectiveness of shared governance, and is part of the President’s Council annual review (members appointed by Steve Kinsella). Luminis will have a master calendar of standing meetings and committees and meeting minutes. They would like to develop a handbook for faculty on committee participation (the who, what, where, when, why and how of committees). There will be a Shared Governance Faire at Staff Development Day. Suggestions were made to add a report item to the Senate Agenda to include committee appointments, or it could be included as part of the Senate President’s Report. This will be an Information Item in February.

V. Discussion Items

a. Administrative policy for changing student grades (Kathleen Rose) - a handout on Title 5 updates was provided. Please send feedback to Debbie so she can take it to President’s Council. Discussion on time limit for grade change requests - and the need for the “exception” clause for students with extenuating circumstances.

b. Academic department configuration - should faculty or Senate look at this issue? Traditionally this has been an administrative responsibility. This is also a union issue (for negotiation) and workload issue for the Deans and their departments. Debbie will ask Trustee Kent Child to share Gavilan history at a future meeting.

c. Strategic Planning - Leah Halper provided a handout. (Leah and Arturo are the F/T reps to this committee. Questions were raised about the process - which needs to be opened up to all groups across campus. (Discussion points were summarized by Leah and are attached at the end of these minutes at the request of Debbie Klein.)

d. Senator topics - none

VI. Action Items

a. Resolution: Faculty recommend against moving forward with the Accelerated Learning College proposal

   Wording on the Resolution was corrected in paragraph 3 to read:  
   
   *Whereas, all a significant majority of Gavilan College constituent groups recommended against moving forward with the Accelerated Learning College model after careful consideration and discussion.*

   **MSC (E. Crook/ B. Lawn). Vote:** Unanimous vote for the recommendation against moving forward with Accelerated Learning College.
VII. **Closing Items** - Debbie expressed gratitude to Erin Crook for her hard work on the ALC committee and her years of service to Gavilan College Academic Senate. Debbie also thanked Diane Stone for her hard work with Senate.

a. Items for next agenda - please send to Debbie. Strategic Planning will be a discussion item at the next meeting.

b. Next meeting: February 17, 2009

c. Adjournment at 5:00 pm.

Submitted by Diane Stone
Report from 12-1 Faculty Senate discussion of Strategic Planning

After discussion among ourselves, r2row and I presented the Senate with three big questions (and some subquestions): 1. Does the SP process work the way we would like? 2. What input do departments want into the strategic plan? 3. What other questions does the Senate have for its faculty reps or the SP group?

Here are summarized responses from senators; I believe these are only information items this meeting, but I’d like to request that a. they be agendized for our next meeting and b. that the next meeting not be on a Thursday afternoon, as I would like to attend to fulfill my role as liaison to the Senate, but my teaching schedule in spring precludes Thursday afternoons. –Leah Halper

--We would like more of a role. Checking boxes and filling out the unit plan is a mechanical process that doesn’t relate to what we really need—in our dept., we keep separate lists of what we really want to do because it doesn’t fit those boxes. Meaning, vision, substance are lost in the current process. So I don’t trust that the issues at the SP level reflect the interests of faculty, staff, students. There’s lots of stuff in the strategies and goals that I wonder—how did that get there? But we’re busy, and we all just went along.

--The process doesn’t facilitate faculty engagement. Unit plans seem only to prove to outside accreditors and others that we have shared governance—but we don’t feel connected to what we’re actually doing. It doesn’t feel shared. Our loads are heavy, and the shared governance planning work feels like it’s at the margins, on top of everything else. If we compensated part timers for participating, we would increase the pool of available faculty to help with this work. For full time faculty who want a voice, having release time is the only incentive that really works to help us focus and spend the time. Also we think we understand student viewpoints, but other than the ASB, we don’t ask students to enter into the dialogue much. Not all students’ views are articulated by the ASB.

--I agree with what’s been said. The unit plan forms are economic, not descriptive or educational, just budgetary. Randy Brown has been so helpful with SLOs and PLOs. Maybe we should have staff to help us work with planning, too. Faculty have vision and planning abilities. We do that stuff well. We need to write a macro long term vision, and pay someone else to fill in the forms.

--We do micro planning for budget purposes, but no macro. A lot is happening in our society—vets coming home, the economy, the aging of Boomers—and none of it seems reflected in this planning process. How do we get in? We would like a macro process as well as a micro one.