



ACADEMIC SENATE

APPROVED MINUTES

April 28, 2005

DIVISION SENATORS: BUSINESS DIVISION, Ali Moady;
COUSELING DIVISION, Deidre Porter;
FINE ARTS DIVISION, Mark Majarian;
HEALTH SCIENCE DIVISION, Kathy Boettger;
LANGUAGE ARTS DIVISION, Kathy Llanos;
PHYSICAL EDUCATION DIVISION, Nancy Welliver;
SCIENCE/ENGINEERING/MATH DIVISION, Karen Watson;
SOCIAL SCIENCE DIVISION, Carlos Sandoval;
VOCATIONAL TECHNICAL DIVISION, Dan Snook.

SENATORS-AT-LARGE: Cindy Alibrandi, Nancy Deutsch, Cherie Dickey, Pat Ganer,
Fola Odebunmi, Beth Piburn, Doug Sallade, Randa Wahbe, Jane
Wood.

ADJUNCT SENATOR: Catherine Whitsett for Sam Russo.

LIAISONS: ASSOCIATED STUDENTS: Karen Johnson; absent
CAMPUS DIVERSITY: Randa Wahbe;
CAMPUS TECHNOLOGY COMMITTEE: Gary Zager;
CURRICULUM COMMITTEE: Pat Ganer;
FOUNDATION: Kelly Carter; absent
IQA COMMITTEE: Renee Ssensalo;
SITE AND FACILITIES COMMITTEE: Mark Majarian; absent
STAFF DEVELOPMENT: Nancy Deutsch;
UNITED FACULTY: Tony Jones.

ACADEMIC SENATE PRESIDENT: Michael Brydges.
ACADEMIC SENATE PAST-PRESIDENT: Steve Gold.
Guests: Mike Kasler, Shannon Ellis, Craig Tomooka
Senators Absent: Doug Sallade, Cindy Alibrandi

The meeting was called to order by President Michael Brydges at 3:04 p.m.

- I. M/S/U (Boettger/Piburn) to approve the minutes of the April 14, 2005, meeting of the academic senate.

Faculty Issues:

- A. **Emeritus Status** – Michael Brydges

Nancy Deutsch presented the first reading of a resolution (on file) regarding emeritus status.

Steve Gold passed around a new certificate for emeritus faculty and asked for feedback from the senate before finalizing the design.

B. Classified Staffing – Mike Kasler

Mike stated that at PAC, senate representatives had explained senate's desire for 25% of the funding to be set aside for divisional classified needs. Mike explained that there are needs campus-wide. The current list addresses the growth that we are going to experience from the new building and remodel. The request and direction taken on the positions was relegated to those growth areas. From the discussion in PAC, we are looking specifically at new growth areas, i.e., we know that the hiring of custodians will be needed because of the new areas.

Mike explained that we are working with a couple of models for next year; however, they haven't been adopted or supported by DPC yet. With growth and increased square footage, we should be getting more ongoing funds. We can do another survey at that time for needs across campus.

Discussion – it seems that more needs for hourly exist across campus. While looking at growth, we also need to look at whether current staffing is meeting the needs and whether that needs to be addressed before adding new positions for other areas. CSEA is concerned about outsourcing of jobs and with filling needs with only hourly where employees will not be able to receive benefits.

Discussion of the specific positions being considered: IT position is more computer software person and networking. Multi-media specialist position – fixing vcr's, setting up multimedia needs on classroom carts, etc. Campus has gone from 3 full-time media specialists to 1. Today it seems clear that Gary cannot take care of all media services work done by himself. PAC is looking at adding hourly only as a temporary stop-gap until the needs can be fully assessed for additional classified positions.

Questions were raised about how time consuming a particular position will or will not be. Some of the positions are unclear as to the amount of workload the positions have. Specifically, the classified position to staff the information booth: concerns that the "clerical assistant" position is being split to cover a variety of needs rather than focusing on one specific job.

New staffing needs not addressed on the current list – any plan to add instructional assistance to the LLRC? Mike explained that currently they will be starting up with the same number of people; then they will see what increased support is needed.

Question as to the source of the million dollars that was divided between the campuses. Board decided to allocate \$1 million for classified positions. It

was explained that part of the difficulty that faculty have is that when the administration wants something, it seems that they get it. Objections were raised that divisional and departmental needs seemed to be practically ignored, yet a package of several positions are presented and faculty are expected to support the priority. Mike explained that the Board asked them to look at needs for the new facilities. Next year when we look at our prioritization, we will look at additional needs across campus.

Additional comments were made to explain the frustration of faculty. There is a feeling of being “beat up” with not having the support needs throughout divisions. Faculty are aware of the needs campus will need to support the new facilities, yet the big question is when will the needs division by division be addressed for having been “good soldiers” for our college while not having the support to do the best job for our students. There were also concerns that our college does not have an ongoing campus-wide needs list to reasonably project what the hiring needs will be.

Senate thanked Mike Kasler for taking the time to discuss these matters. Mike said that he appreciated the input and promised to reiterate those deep concerns to PAC.

After a brief discussion, the senate voted on its prioritization of the positions for our representatives to take back to PAC:

- 1st Facilities Custodian
- 2nd A&R position (previously referred to as “Evaluator”)
- 3rd IT Specialist (Academic Computing)
- 4th Distance Learning Assistant
- 5th Clerical Assistant I (Campus Safety)
- 6th Clerical Assistant I (Information Booth)

C. Academic Freedom Policy – Michael Brydges

Will report at our next meeting.

D. Division Supply Budgets – Steve Gold

Steve recommended that people gather information within their divisions, and we will take it up in the fall.

E. Academic Senate Division Reps – Fola Odebunmi

Fola announced that we do not currently have all of the division representatives’ names. She read the following representative positions that have been determined:

Business Division, Ali Moady;
Counseling Division, Deidre Porter;

Fine Art Division, Rob Johnson;
Health Science Division, Kathy Boettger;
Language Arts Division, Kathy Llanos;
Physical Education, Bill Pinkham (Fall); Nancy Welliver (Spring);
Science/Engineering/Math Division, Craig Tomooka;
Social Science Division, Will Heusser

Fola reminded everyone that the second year of her at-large position will be vacated once she becomes President. Michael put out a call for nominees. The deadline is Monday, May 2, 2005, at noon. Then the ballots will be distributed to the division representatives to then distribute to the faculty.

Steve explained that the past-president is responsible in chairing the nomination committee for officers. However, because of his interest in running, he asked to be recused from that responsibility. Randa Wahbe volunteered to chair the nomination committee.

F. Senate Photo – Marc Posner

The senate thanked Marc Posner for taking the time to take pictures for our upcoming website.

II. Special Reports:

A. Academic Senate President's Report: *Michael Brydges*

Equivalency Committee – Steve Gold

Tuesday Steve was asked to be the department representative to the equivalency committee for a math instructor. Once at the committee, he was told that faculty who were there as experts could only sit on the committee while they presented their opinions and were asked questions; they were then to leave while the committee discussed the issue further. It was explained that they had “changed the procedure.” Steve checked the board policy, which said that the committee consists of these standing members and that it is augmented by representatives by the discipline from each of the two schools. It also says that the committee will determine its own rules. Sense of the senate that this change was extremely inappropriate and disturbing. Steve read a statement from the state academic senate regarding the qualifications for equivalencies (attached). Sense of the senate that we should write a strongly worded resolution that the committee return to its previous procedure of having the experts present during the vote and further discussion.

B. Treasurer's Report: *Beth Piburn*

No report.

C. IQA Committee: *Renee Ssensalo*

Everything is loaded on the J: drive. They will be starting Rotation 2. Everyone participated in the first rotation, and it went very well. Only 2 departments didn't submit anything.

D. Curriculum Committee: *Pat Ganer*

Curriculum has one more meeting scheduled for the semester.

E. Campus Technology Committee: *Gary Zager*

No report.

F. Site and Facilities Committee: *Mark Majarian, absent*

G. Staff Development: *Nancy Deutsch*

They are getting ready for the Classified Appreciation luncheon. The 17th is the End-of-the-Year Luau. Nancy reminded everyone to bring money to participate in the basket opportunity drawing. You do not have to present to win one of the baskets.

We now have a place for an after-graduation party for all faculty, staff, and administrators who participate in graduation. Staff Development will provide as much food as it can, but everyone will need to bring their own beverage.

Nancy said that they are still looking for people to participate in the SLO workshops. Staff Development is also working on next year's calendar.

H. Foundation Report: *Kelly Carter, absent*

I. Adjunct Faculty Report: *Catherine Whitsett for Sam Russo*

Are having problems with an impasse and will be going to mediation on May 6th.

J. United Faculty: *Tony Jones*

No report.

K. Associated Students: *Karen Johnson, absent*

L. Campus Diversity: *Randa Wahbe*

They are working on their calendar for next year.

III. Resolutions:

V. Announcements:

After our last meeting of the school year on May 12, those on senate who are interested in meeting for refreshments afterward will gather at El Torito.

VI. Adjournment of the meeting at 5:15 p.m. M/S/U (Piburn/Woods).

Respectfully submitted,

Cherie Dickey, Secretary

Equivalence to the Minimum Qualifications

Spring 1999

1989 Educational Policies Committee

Revised by the 1998 - 99 Standards and Practices Committee

Standards and Practices Committee

Mark Snowwhite, Crafton Hills College, Chair

Kate Clark, Irvine Valley College

Edith Conn, Ventura College

Sally Flotho, Golden West College

Gary Morgan, Oxnard College

Joan Stroh, Southwestern College

... Title 5 directs districts to develop and maintain a policy jointly agreed to by its governing board and academic senate for granting equivalencies. Title 5 mandates "reasonable procedures to ensure that the governing board relies primarily upon the advice and judgment of the academic senate to determine that each individual faculty employed possesses qualifications that are at least equivalent to the applicable minimum qualifications specified in this Division" (Title 5, 53430 (b)). Clearly, the faculty, through its academic senate, and with concurrence of its board, is responsible for defining equivalency and maintaining a process for determining equivalent status for individual applicants. ...

... As difficult as it can be to make the judgment of whether, for example, experience with computers really is the equivalent of academic preparation, it is clear that faculty in the discipline carry most of the responsibility for making such a decision. However, to ensure that colleagues in various disciplines function with some consistency across the campus, the process for determining equivalency should include a way for faculty from outside the discipline to have a role. ...

FACULTY RESPONSIBILITIES

Determination of equivalency is a faculty responsibility. Faculty possess the academic expertise and currency needed to determine necessary qualifications in any discipline. Thus, while the governing board may, indeed, ultimately provide the legal cachet for equivalencies, no one can reasonably argue that anyone besides faculty in a discipline is capable of determining whether a person possesses the equivalent of the published minimum qualifications.

The role of the human resources office should be limited, most appropriately, to collecting, date stamping, and forwarding applications and other pertinent information to the appropriate screening committee. A college that attempts to use its human resources office staff to establish equivalence not only risks creating a situation in which candidates are not evaluated appropriately but is out of compliance with the Education Code and Title 5 Regulations. ...

CONCLUSION

AB1725 is explicit concerning faculty responsibility: "Faculty members derive their authority from their expertise as teachers and subject matter specialists and from their status as professionals. As a result, the faculty has an inherent professional responsibility in the development and implementation of policies and procedures governing the hiring process."