

Yuba College
Academic Senate
M I N U T E S
April 30, 2009

Senators Present: Nickolson (president), May (vice-president), Boren, Buckley, Canto-Lugo, Davidson, Heaton, Kemble, Kitchen, Morgan, Ramsey, Willson

Guests: Michel, Stemmann, Turner

Meeting was called to order 12:01 pm. Cookies and mandarin oranges.

1. Agenda: approved.
2. Minutes: delayed.
3. Committee Reports
 - a. Curriculum: update on curriculum and on district-wide process (Michel)
 - i. Michel explained that work on curriculum is now being done electronically in ImageNow program. It's still in beta testing mode but working fairly well. The goal: anything entered into the program will automatically go to all three campuses to be shared with appropriate faculty, making it easier to define core courses (graduation requirements, degree or certification requirements, general education, IGETC, etc.).
 - ii. Michel sent an email to Harrington explaining that the curriculum process is in place, but there are logistical problems. One example of a logistical problem: at Yuba, course outlines submitted to the committee have a limited time in the queue, after which it must be forwarded; Woodland does not seem to want to limit this time (which could result in de facto vetoes through inaction).
 - iii. Michel explained that a committee setting up the multi-college system had wanted one curriculum instead of two because they wanted to protect students who go to both schools (which is even more of an issue with Internet classes) by having standardized graduation requirement. For this to work, both colleges need an earlier deadline so there is opportunity to resolve conflicts in time for catalogs and schedules. Michel is seeking approval for a handbook dealing with issues like these.
 - iv. In response to a question of clarification from Davidson, Michel affirmed that the ImageNow software functions both as repository and as work flow.
 - v. Davidson also asked how the coming push to include SLOs on all syllabi affects faculty. Michel noted that a convocation workshop would kick off a 2-year push for this.

- vi. Canto-Lugo noted that we need to open communication between Senates. Nickolson will invite WL senate to part of the retreat.
- 2. Pres report (follows these minutes)
 - a. Meetings, meetings, meetings, but things aren't settled yet.
 - b. Senate approved Williams, Syda, and Kitchen to be available for summer budget meetings.
 - c. The Constitution was ratified, creating the need for an election for an at-large senator. Then we can elect a Vice-President.
- 3. VP Report (submitted via email; follows these minutes)
- 4. Old Business
 - a. Constitution Update (Heaton)
 - i. Covered in President's report
 - b. EEO – input into priorities (Willson & Alt)
 - i. Alt explained that before the semester ends, the committee would like to have the procedures done for next year. The committee is looking for input on what the priorities should be: training, hiring process, outreach?
 - c. Council Handbook – Process of Project Teams and Standing Committees (Willson)
 - i. Willson explained that the Council Handbook clearly defines what committees exist, but it offers no process for moving from ad hoc to standing committees
 - ii. Nickolson offered background on the Study Abroad Committee: Last year, the Senate had no authority to give them standing committee status; we only can establish ad hoc committees. Willson suggested we have paperwork for ad hoc committees to be ready if making the transition to standing committee. Davidson suggested that this is overly formal; the move to standing committee is too rare to have such paperwork for all such committees. Further, if there needs to be a formal policy, it should be in the Constitution and By-Laws.
 - iii. Nickolson noted that the Handbook is quite good on issues of shared decision making, Team Roles (who sponsor is etc.), Team definitions, Section 8, the 50/50 law, etc. But it focuses on the district and the college, not on the Senate.
- 5. New business
 - a. Paper on professionalism (Willson)
 - i. The recommendation arose because not all faculty do their share. However, since the contract describes hours and responsibilities, perhaps this is a union issue.
 - ii. Willson counted the seats on all committees and figure out that all faculty would need to serve on more than one committee in order to fill all seats.

- iii. Canto-Lugo argued that professionalism is a curricular issue; it must be in job description when hiring faculty; instructors must be reminded during first years that tenure depends on committee work; it needs to be internalized as part of the job. Nickolson noted that the new handbook includes this, and Davidson believes it's in the job description now.
 - iv. The main problems: the job description has not teeth; committee language has been soft; evaluations have not emphasized the importance of committee work (and in some cases has been ignored by candidate and evaluation committee alike)—though Turner notes that he has always faced that question. Nickolson noted that the new handbook attempts to make this a part of the culture.
 - v. Heaton noted (and Kemble echoed) that faculty complains that the Administration polices us, but if we policed ourselves, they wouldn't have to.
- b. Mock police force (May)
 - i. Out of time, but satirical email said it all.
6. Bin

Meeting adjourned 12:53 pm.

YUBA COLLEGE

Academic Senate

TO: Academic Senate

FROM: Helen Nickolson

SUBJECT: Weekly P Report

DATE: April 29, 2009

- Study Abroad Committee meeting—4/23/09
 - I met with the Study Abroad Project Team to review their proposal with them. They have synthesized their information into a five-page proposal that is very thorough and will be presented to the Board at the May 13th meeting at Yuba. I reiterated that the Senate is, and always has been, in support of Study Abroad and that I will reaffirm our position in my report to the Board. This Team has worked very diligently for several years and will present a quality proposal to the Board.
- Interviews for College President—4/24/09 and 5/1/09
 - There's not much I can say about the interviews because of confidentiality. However, the process has been interesting and I'm looking forward to completing the interviews this Friday. There will be public forums in the theatre on May 11 and 12 where individuals will be able to ask questions of the candidates. You can find more information on the YCCD website.
- Dr. Harrington will be on the 5/07/09 Senate agenda to ask about the Senate's priorities for the new President, so you may want to start thinking about this. She is willing to return on the 14th if it appears that we need more discussion.
- Brown Act/Closed Session moved to August training session
 - This item has been moved to the August training session with the Board. It was too difficult to schedule appropriately and to include the WCC Senate for this spring.
- Evaluation and Tenure Handbook
 - I believe this Handbook is in its fifth revision. I sent it to various individuals, including the WCC Senate and YCFA, for feedback. I'll forward to you as soon as I receive feedback on the legal components.
- Budget Meeting—4/28/09
 - I attended the Budget Meeting, but I won't report anything at this time since Lisa Jensen-Martin did such a great job of updating everyone.
- Meeting with YCFA and President Mendoza on Flex—4/28/09
 - Flex has been a baffling issue to say the least. Some months ago, I had asked for the District Coordinator position to be re-opened but was told no. Therefore, it seemed best to work toward a College Flex Program. However, it will be too difficult to have Flex at the College level because of funding issues for clerical

assistance, so, consequently, we're back to a discussion of a District Coordinator for next year.

- In addition to funding problems, the Senate has encountered other “purview” problems as to who has authority over Flex. According to a State Academic Senate publication and to the 10+1 areas of the Senate, the local Senate is responsible for “Policies for faculty professional development activities.” According to the YCFA contract, “The duties and responsibilities for these positions (Curriculum and Flex) reside exclusively with the Academic Senate and the Board or Board designee.”
- Vice Chancellor Espinoza has been making decisions about Flex and we are questioning her authority to do so. I know that the Senate is already upset by this situation and passed a resolution addressing this last week. I may need to continue discussions with YCFA.
- College Council—4/28/09
 - We discussed plans for convocation, the budget, training for emergencies, the role of members of the Council, and expectations. I will forward the minutes to faculty after they have been approved.
- Constitution
 - I'm so glad that the Constitution and By-Laws passed. We now need one more at-large senator and then we will be able to hold the election for vice-president for next year.
 - I especially want to thank Fernando, Greg, and Cathy for their efforts.
- Administrative Hiring Manual
 - According to Dr. Harrington, the Manual should be available this week.
- Meetings for the remainder of the year:
 - May 14th will be our last regular meeting and it will be scheduled in room 512 because I did not reserve the Board Room in time.
 - May 27th will be our retreat.

Vice President's Report, emailed 4/29/09

Yesterday Helen and I, along with Lisa and Travis, met with President Mendoza to discuss the Flex Program, which has developed into an institutional snafu.

The first issue from the viewpoint of faculty leadership is this: what is the problem with Flex that the District is attempting to fix? The Flex Program goes back to the late 1980's. The two administrators who were given titular jurisdiction of the program (Dr. Lampson and Dr. Lowe) did not presume to interfere in an area of primary purview for the Senate. Annette and Alan signed off on the annual documents to the State and left the management of the program to the Senate and to the Flex Coordinator.

During the 2008-2009 Academic Year, the Vice Chancellor appears to have involved herself in questions concerning the Flex Guidelines and in the manner in which faculty flex is documented or validated. It isn't just that such actions are unprecedented; it is that such actions seem almost entirely unnecessary.

Helen relayed to Paul the frustration that the leadership has with the office of the Vice Chancellor. The faculty were told last summer that no faculty member was appointed to serve on the hiring committee for the new Vice Chancellor because the position does not affect faculty. Yet the Vice Chancellor impacts faculty in most all of her major areas of responsibility: curriculum, flex, matriculation, SLO's and articulation, diversity. Every time we looked around, a new involvement by that office was noted.

Regarding Flex, the faculty leadership conveyed the strong sense of the Senate concerning this "issue"--reflected by our resolution from last week's meeting--that the administration cease its meetings and deliberations concerning flex without consulting the Senate. And that the College post for the flex coordinator ASAP, that clerical help be guaranteed, and that the management of the program be left to the coordinator, in consultation with the Academic Senate.

More discussion will ensue at this week's Senate Meeting concerning a program that need not be an issue but is-- like so much of what the Senate has been forced to spend precious time and energy on this year. (Administrative Hiring, Diversity, Coordinators, Administrative Evaluations, Administrative Procedures, Board Policies and Procedures, Senate Purview).