

Yuba College  
**Academic Senate**  
M I N U T E S  
October 8, 2009

**Senators Present:** Nickolson (president), May (vice-president), Boren, Buckley, Canto-Lugo, Davidson, Kemble, Ramsey, Stemann, Turner, Willson

**Note:** Trouble with Tanberg meant Morgan and Weiss could not attend.

**Guests:** Bui, Burbach, Cupp, Farrell, Hulin, Jensen-Martin, Jukes, Langston, Mello, Murai, Orton, Steverson, Syda, Trutna

Meeting was called to order at 12:04. Chocolate cookies redux.

Applause for the return of Señor Canto-Lugo. Also, a hug from the president.

1. Agenda: Approved with additions
  - a. 4c – Summer Session; 5c – AAUP survey on shared governance; 5d – Professional Development Funds; 5e – Sabbatical leaves
2. Minutes: approved
3. Announcements / Reports
  - a. President's Report – Nickolson
    - i. Report emailed in advance (report follows minutes)
  - b. Vice-President's Report – May
    - i. Report emailed in advance (report follows minutes)
  - c. BSI Report
    - i. Kemble moved (Davidson seconded) that the Senate sign the BSI report and budget. Discussion:
      1. May asked if we should withhold our signature to stop the use of BSI funds as an ATM machine. He saw peril either way: if we don't sign, we risk losing the funds entirely; if we do, we risk having the money misappropriated even more.
      2. Turner asked if the money for the researcher is an allowable expense, and especially if the money is required to be used specifically for BSI students or risk being lost (or even required to be returned) later. Steverson explained that BSI requires research be gathered and reported to the state; it is thus allowable, though there is nothing *requiring* that BSI funds be used to do the required research.
      3. Farrell reminded the senate that they only need to submit the left hand column to the state, and the researcher is not mentioned in that column. He also noted that, up to this point, no research had

been done; having Cooper on the committee and helping develop the plan will be helpful.

4. Davidson wanted to be sure that BSI funds are only paying for a percentage of his salary proportional to the work the BSI committee is getting from him. At NASA, this type of split expense was common, but very carefully monitored; any disproportionate spending would have been considered misappropriation.
  5. Kemble noted that, after talking to a couple committee members, the bottom line was that refusing to sign would guarantee that we would not only lose the \$30,000, which is being taken out of the rollover funds; we would lose it all.
  6. May suggested that he and Turner meet with two members of the BSI committee to see what would fit under Best Practices. Perhaps they could make an argument that would get the money restored.
  7. Motion passed unanimously.
- ii. Canto-Lugo moved (May seconded) to approve the BSI committee's recommendation of Dr. Janet Zadina as convocation speaker.
- d. Change of grade appeal
    - i. Background: A student who was part of a science class that changed instructors midsemester had requested that his/her B be changed to an A. At the Senate's request, an additional instructor looked at all materials, grades, syllabuses, etc. and recommended that a grade change would be appropriate in this case.
    - ii. Canto-Lugo moved (Ramsey seconded) to approve the grade appeal.

Discussion:

      1. May noted that this class involved a teacher whose contract was terminated, and a lot of grades needed adjudicating.
      2. Boren asked if all students were made aware of this possibility. Dr. Trutna explained that students were given the option to have earlier work included in their grade, assuming they could produce it, or start anew with the new instructor. There were also a few retroactive withdrawals allowed. This one student seemed to have gotten caught between the options somehow.
      3. Motion passed unanimously.
4. Old Business
    - a. Questions for Oct. 16
      - i. Canto-Lugo moved (Davidson seconded) that the questions as compiled by .Ramsey and Kemble be approved and sent on to Patton (president of

the State Academic Senate) and Lay (President of the Community College League). Motion carried unanimously.

- ii. Syda noted that she had seen the agenda for the meeting, and it looked like people with questions needed to submit cards as at a regular board meeting; it didn't sound to her like an open forum. Nickolson noted that she still had to iron out some details with Dr. Harrington on this issue, since the meeting is actually both an official board meeting and an official senate meeting.

b. Student credit count

- i. Mostly a repeat from last week: Cooper's research seems to suggest that students who take over 18 units have lower GPAs. Orton reiterated that he had raised the question to see if, by limiting the numbers of students taking 18+ units we might serve a greater number of students for the same FTES.
- ii. May requested that Cooper be asked to put the data in a format that would be friendlier for the non-math folk among us, and perhaps to ask him to present his research to the Senate, where we could ask questions. (Dr. Trutna noted that Cooper was out of town at a training seminar).

c. Summer session

- i. Dr. Trutna sent a sheet with possible parameters for reinstated summer school and asked that the Senate discuss the issue with its constituents. In particular, he wants feedback on the purpose of the summer school; so far, three deans have had three different emphases: the math dept. wants important math courses offered; another dean has said only vocational classes should be offered; another wants to be sure veterans are served, which would be a completely different set of classes.

5. New business

a. Effects of layoffs on instruction

- i. May asked for members of the Senate to discuss how the threatened layoffs would affect their divisions. In English, the most obvious issue involved drastically reduced library staff.
- ii. Turner noted that the inability to hire part-timers, and the reduced supplies budget, might cause his division to lose two programs and will decimate another. Welding will be cut from eight to three classes. He got a grant for a spring instructor for drafting, but after that grant is gone, drafting will be dead. Auto will have no night program. He's back to square one-half.
- iii. Boren noted the reduction in counseling classes offered. Part-timers will be gone, limiting the ability to hold appointments. Alice Epler is pivotal

in transfer; last time she was laid off the transfer center became a self-help center.

- iv. Stemmann noted that MESA was being eliminated, which removed important support for math, engineering, and science students—many of whom are first-generation attendees and who need the most help. MESA provided tutoring, activities to get them involved in school and the profession, preparation for transfer, and help with the transfer process. Davidson noted a particularly bitter irony: the state MESA have just observed Yuba’s program and declared it one of the best in the state. He also noted that spreading a reduced number of courses among the adjuncts means that some are only offered one course—and many won’t come for that. This only makes finding qualified math instructors harder than it already is.
  - v. Buckley noted that her division’s adjuncts were cut down to 1, making cuts everywhere. ECE was hit particularly hard—another bitter irony, since ECE credits are crucial for many of our students to get jobs in the community because of state licensing requirements; without ECE credits, they won’t be able to get jobs. Closing Karen Schadel’s position will hurt Ed “Dean of Everything” Davis deeply, making him far less effective. Applied Tech is being destroyed as well.
  - vi. Orton noted that chemistry has not been affected yet, but they are one adjunct from the brink—and finding qualified adjuncts to teach chemistry is almost impossible.
  - vii. Canto-Lugo noted that the college’s one basic mission is to educate, but no one is taking responsibility for the situation at this college. The students are being affected—and it’s shameful and embarrassing that some of those students are going to other schools.
  - viii. Nickolson called on all to go to the Board meeting next week.
- b. Program elimination
- i. Nickolson emphasized that she has been told that there has been no discussion about discontinuing programs, but we should still be aware of the process now. Though the formal policy makes it appear that program discontinuance as a one- to two-year process, it’s not as reassuring as it looks.
  - ii. May noted that instruction is taking a disproportionate share of the cuts, and he believes that will only get worse in the spring; we need to defend programs now. Indeed, this may be the primary job of the Senate.
  - iii. Ramsey asked how we can defend against this; from what many had just said, programs are effectively closed simply by firing adjuncts. Turner

affirmed that, from his experience at other schools, when positions are not rehired, programs go away.

- iv. Jensen-Martin said that Mr. Alt had told her we have made enough cuts to make the FTES allotment, but that each college will want to look at “the mix.” She interprets this as referring to discontinuing programs. She asked Dr. Trutna what Yuba College’s commitment was re: not killing of programs. Dr. Trutna said there is no discussion of discontinuing programs that he is aware of.
- v. Murai called for us to “stop the shell game.” Last week we heard that classified [**Helen thought this was the deans; I will confirm with Murai**] was being asked to give up \$100/month in medical benefits, etc. Then Trustee Flory—in the newspaper—says that a 3% across-the-board cut would fix everything. Then we read that it will be as bad or worse next year. He called on Dr. Trutna to announce to his people: Yuba College will fold without careful planning. Current inhumane, devastating decisions to employees will devastate the institution.
- vi. Dr. Trutna noted that he and Dr. Adkins are arguing for a different allocation model. He noted that Yuba College is affected disproportionately by un-refilled retirements; 22 of the 24 retirements (by the end of next year) will have come from Yuba College.
- vii. Murai noted that this is great for longer term planning, but we’re in trouble now. We need leadership and careful planning, based on input from everyone, *now*. The so-called leadership is engineering the demise of the Marysville campus.
- viii. Buckley thanked Murai for saying that; as new faculty, she wants to support everyone and be a team player, but she doesn’t know how to do that when everything changes all the time.
- ix. Jensen-Martin wanted to clarify the definition of *program*: the AP defines a program as a series of courses leading to a degree or certificate, and gives a process for covering programs. The Senate needs to consider talking to non-programs and having them work through the curriculum committee to become official programs. Nickolson noted that this was the point of her argument about “non-program programs.” Davidson asked for a list of departments that might not be considered programs.
- x. May called for a position statement to read at the board meeting, criticizing the backwards downsizing that attacks the central mission of the college while insulating district administration. Kemble, May, and Nickolson agree to draft a statement to be approved by the Senate at a special Senate meeting on Tuesday, Oct. 13.

6. Bin – familiar refrain: no time

Meeting adjourned at 12:58, with many scurrying off to teach class.

YUBA COLLEGE  
Academic Senate

TO: Academic Senate  
FROM: Helen Nickolson  
SUBJECT: Weekly P Report  
DATE: October 7, 2009

- Meeting with Adkins, Trutna, and May—September 24, 2009
  - The Senate will pay the annual membership dues for Yuba College out of the Senate budget. The dues are \$1,578.96.
  - Two faculty coordinator positions will be coming up: Curriculum Committee Chair and Flex Chair—each at 20% release time

**[Included in original: scanned copy of Duties and Responsibilities of the two positions.]**

- Student Advocacy Rally for Education—Per Stephen Frothingham, Student Trustee, a rally will be organized sometime in the near future
- Meeting with Adkins, Trutna, and May—October 1, 2009
  - Dr. Espinoza requested that some additional information be provided in the Accreditation follow-up report from an Institutional Effectiveness report
  - The additional information would not change the perspective that the Senate provided to Trutna
  - The Senates need to discuss sabbatical leaves with YCFA. Last year Sara Sealander and Robert Mathews were granted sabbatical leaves but, because of the budget situation, they voluntarily withdrew their requests.
  - The October 16<sup>th</sup> forum is ready to go. Kathy Cortner has taken care of details such as room, refreshments, and videotaping. Anabel Toche and Nora Compton offered to provide assistance.
  - According to Trutna, there has been no discussion on Program Discontinuance—However, it's not out of the realm of possibility and just depends on what the future will bring
  - We discussed having the staffing committee proceed as usual and agreed that it would be important to do so for continuity and to merge all lists—automatic refills and recommended positions for last year and this year
  - Titles of classified staff and classified administrator positions to be reduced will go to the Board at the October meeting—Actual names will go to the November meeting
  - The Senate should be checking with managers if evaluations for 2<sup>nd</sup> year faculty are going as they should be—The Senate should be aware at this stage if there are problems—Tim or I will send a letter to managers
  - The Senate recommended that we have a summer session but needs some additional, more concrete information before making further recommendations—Trutna will try to pencil something out for our next Senate meeting

- I indicated that the Senate has not received a response to the second letter to Trustee President Flory and I will need to check if there is a problem
  - The liaison/designee situation with the Board is still unclear. We will discuss and hopefully have clarification at the Tuesday meeting with administration and district-wide senate leadership
  - Study Abroad needs to be brought forth to the Board agenda
- District Consultative Group—Monday, October 5, 2009
    - This was quite a positive meeting. We briefly looked at the 21 models of shared governance from California Colleges that are multi-college districts. Everyone is to take his/her top three ideas from these models and bring these for discussion at the next meeting. Obviously, this committee will need to take some time to develop its purpose, function, etc. We still need to agree to a name, how to divide our time to effectively cover the agenda, to decide on the frequency of meetings, and to develop a calendar whereby we rotate meetings by sites.
    - Some specific items that we clarified were that Beale will not be closing although there will be a change in the level of services and that there has been no discussion of program discontinuance at the administrative level.
- District and Academic Senate Leadership—Tuesday, October 6, 2009
    - We discussed the process the Senate is to use to put items on the Board agenda:
      - If the Senate wants an item to have a place on the agenda beyond the regular Senate report, the paperwork will need to be completed (Kathy Cortner has forms) and given to President Adkins if it's a College item and to Chancellor Harrington if it's a district item
    - The Study Abroad Committee will be meeting in October, so I asked for clarification on the steps they will need to take to eventually make a presentation to the Board. One of the first items they will need to take care of is broadening their committee to include students and classified staff. They will then need to send their Project Team or Standing Committee statement to the Executive Team to review, followed by presentations to College Council and Deans and Directors. Dr. Adkins will work with the SA Committee to ensure that the necessary steps are followed.
    - I brought up a request by a faculty member to form a College Beautification Committee. This request should first go to College Council and, if there is interest, the faculty will then work with VP to develop a purpose statement
    - I am reporting on SA and College Beautification to show the difference between how project groups and standing committees may be developed depending on the type of idea that is presented. It makes a difference if it's a concept that first goes through the academic senate or if it's a more general idea that first goes through the college council. We need flow charts and communication in this. Hopefully, the Senate will be able to improve this area this year.
    - We discussed the Faculty Professional Development Fund. This fund has \$20,000 in it and is to be used on a first-come, first-serve basis throughout the district. At this point, \$9,000 has already been assigned, and Woodland Community College asked that we split the funds in an equitable fashion such as

by the number of faculty at each site. For example, this might be a 25/75 split. Tim and I could not respond to this without first checking with YCFA regarding the contract, but the contract merely states that the 'District shall commit \$20,000 to the Certificated In-Service Committee' for in-service training every year. I am adding this item to the agenda tomorrow for discussion.

## Vice President's Report – Tim May

- I am in the process of verifying that all of the evaluation committees for non-tenured faculty have held their initial meeting, that they are fully staffed, and operational. ( Doing good work and staying in touch.)
- Being on two evaluation committees myself that this last week, I am convinced that our instructional colleagues in middle management are well aware that the process of evaluation must be uniform and timely.
- The first mentor meeting will be held this Friday. All Senators are invited to join the non-tenured faculty and others for an open discussion of teaching during our time of crisis. The mentor meeting will be held in the multi-purpose room at 3 p.m. Friday. Future topics for mentor meetings include a guest lecture discussion lead by the Center for Professional Ethics at Sacramento State University--"The Ethical Issues Involved in Institutional Downsizing." Also, a session on the history of Yuba College, lead by faculty emeritus. Also, a session on the role of voc ed. Also under consideration is a highlight of one program for each meeting, beginning this Friday with the Theater Program, featuring Professor David Wheeler,
- The District Consulting Team met on Monday. The Senate Leadership Group met Tuesday. Those in attendance agree that both of these groups, designed to improve communication and consultation in the District, are positive developments. The Senate Meeting focused on Summer Session, Faculty Tenure Process, Study Abroad, Administrative Hiring, and Faculty Hiring. Because the Woodland Faculty want to adopt different procedures for Tenure and Faculty Hiring, a Memo of Understanding is needed to keep the Board apprised of Woodland's intentions. At the Tuesday meeting, the Woodland Senate reps expressed the opinion that faculty travel funds should be divided up rather than remaining in a District fund with a first come, first serve policy for all District faculty. Helen and I believe this is not strictly a Senate issue; we will be discussing it with you and with the YCFA Exec committee. I am of the personal opinion--I expressed this view at the meeting--that faculty should not be traveling this year, period. In a year in which student field trips have been suspended, I think it is inappropriate for faculty to be attending non-essential conferences or meetings. ( Helen and I agreed that just she, as Senate Pres, will attend the November Plenary Session in LA; usually the Senate sends three or four members. Then I will attend the Plenary Session in Northern California in the spring; I have relatives I can stay with near Burlingame.)
- Management announced a further reduction in BSI funds of \$10,000, making the Researcher salary even more of a problem for basic skills programs. In a memo earlier this week, I questioned whether the Senate should sign off on the District's management of this fund. The faculty members on the committee are well aware of the purpose of this state-mandated program; when management, on the other hand, uses BSI as an ATM machine to support our top-heavy structure, it does so at great cost to our students.