

Yuba College
Academic Senate
M I N U T E S
October 22, 2009

Senators Present: Nickolson (president), May (vice-president), Boren, Buckley, Canto-Lugo, Davidson, Kemble, Kitchen, Stemmann, Willson (trouble again with Tandberg)

Guests: Mills

Meeting was called to order at 12:00. Zucchini Bread, worthy of high praise.

1. Agenda: Approved with additions
 - a. 5b: Faculty Staffing Procedures
 - b. 4f: Math caps update
2. Minutes: Slacker secretary didn't have them ready. Again.
3. Announcements / Reports
 - a. Distance Education information and discussion – Dean Martha Mills
 - i. Dean Mills wanted to clarify issues raised in September 3 minutes, including the question, “Why is DE considered a program when it’s a method of delivery?” These issues are important to address, especially now that Yuba is part of a two college district.
 1. There is a DE budget, managed with the Media Services budget, but it does not include faculty or salaries (which are paid largely through EP). Her budget covers software, ITV cable, ITV operators (student assistants), facilities training, and so on.
 2. DE is given an allotment of FTES/FTEF district-wide. It currently has 16 FTEF, but that will be reduced to 14 for fall and again for spring. The Yuba College portion is 11 FTE. There has been some work on allocation between Yuba, where many of the online courses have come from, and Woodland, who want to set a predictable amount that they can manage and grow. Dean Mills supports this desire, though the overall reduced FTE makes it difficult to do and to keep a full range of courses.
 3. Re: her role in course cancellation, which raised questions from YCFA (YCFA informed her of faculty complaints but did not invite her to be part of a conversation with Vice Chancellor Espinoza): Dean Mills cancels classes only in consultation with division deans, who are to talk to faculty. Some deans have felt involved; others haven't. She inherited a process, but she is making progress toward developing a process that better

accommodates the needs of two separate college and that improves coordination with academic divisions.

4. Re: why DE is treated as more than just a mode of delivery: Dean Mills explained that the CCC Office treats DE courses differently, with its own definitions and requirements. Further, accreditation requirements change when a school reaches the point where it offers 50% of courses leading to the Associates degrees. Dean Mills will take direction from the Academic Senates to evaluate progress and set goals for accreditation. And since DE is a district program, there should be some kind of inter-college coordinating committee for DE (as recommended by WCC), allowing for different goals but consistent standards around course design, etc.
 5. Dean Mills noted that we need a clearer policy on the appropriate role of the DE dean to look at online courses as part of her management duties. When rolling out Blackboard courses, Dean Mills used her administrative access to look to see if content had been loaded (30 classes had not done so one week before classes started). YCFA interpreted this as “evaluation,” but Dean Mills argues that this is simply management—the type of management that those who work for her do regularly. Nickolson suggested that we all talk to YCFA about this issue.
- ii. Canto-Lugo asked if there were any plans for summer classes. Dean Mills has recommended that there be no DE classes in the summer, apart from sequenced Vet Tech courses students need to move forward in that program) because any summer FTE would come out of fall and spring, and we’re already on a confined schedule. She also is not sure that there are enough EP funds available to pay for summer, nor does she know if her staff will be furloughed. Further, since we don’t know what next years’ budget cuts would be, she recommends economizing up front. (It would also give her people time to work on WebCT and Blackboard issues, bootup camps for faculty, etc.)
 - iii. Willson apologized for sending an email questioning Dean Mills’ role in “evaluating” vs. managing courses. She had heard rumors and overreacted.
- b. President’s Report – Nickolson
- i. Report emailed in advance (report follows minutes)
 - ii. Nickolson thanked May for writing individual letters to each of the presenters at the Oct. 16 Brown Act / Participatory Government session.
 - iii. Nickolson announced that she had invited ASYC president Juan Cervantes to attend senate meetings, in the spirit of shared governance. Kemble noted that ASYC leadership was currently at a conference.

- iv. Nickolson spoke to Dr. Harrington about the need to address the tenure process. Dr. Harrington said she would speak with the lawyer who presented, Dr. Laura Schulkind, to arrange a meeting.
 - 1. Canto-Lugo argued that we need impartial people to present; Schulkind seemed to have been working under instructions about what to say and not to say. Her focus seemed to be limiting the Senate and emphasizing the power of the Board. Davidson and Kemble didn't agree with that assessment. Nickolson thought Schulkind was a straight shooter with a conservative bent.
 - 2. Davidson said that all speakers were conservative on their topics. He was most disappointed in Scott Lay and Jane Dr. Jane Patton because they preached about trust, but gave no concrete examples of what that entails.
 - 3. Canto-Lugo did like Patton's view on administrative evaluations: that the law does not require faculty be a part of such evaluations, but that best practices do.
- c. Vice-President's Report – May
 - i. Report emailed in advance (report follows minutes)
- 4. Old Business
 - a. Student Credit Count
 - i. Davidson moved (Boren seconded) that the senate abandon the topic. Passed unanimously.
 - b. Summer session – response/recommendations from constituents
 - i. Davidson reported that Leslie Williams has been collecting information from the MESH division for weeks. According to feedback from Math, Vet Tech, and Biology, all would like to offer summer school, strongly preferring that it be a six-week course. Dean Mills added that Vet Tech has expressed the need for particular online courses, and she supports offering those.
 - ii. Kemble reported that the English department supported a summer session. It should, however, be a six-week session: ECCTYC (the professional organization for Community College) passed a resolution that composition courses of fewer than six weeks are pedagogically unsound and a disservice to students.
 - iii. Nickolson showed a timeline for making the decision, leading up to a decision by Nov. 9, a date that is important for students making their education plans. Canto-Lugo asked if there would be summer school at Beale, but there is still no answer on that. Dean Mills noted that a part of the deans' conversation is around helping vets, who need 4 units over 5 weeks to avoid losing their GI Bill funds for the summer. Nickolson noted

that the issue is complex; there are a large number of students with a range of needs. Equity is important.

- c. Academic Calendar – responses to the draft sent by Leticia Gomez
 - i. Davidson sent email response directly to Gomez.
 - d. Area A Resolutions – comments for May to take to Area meeting
 - i. May noted that there are about a dozen resolutions available online (Nickolson offered to email them to the Senators). This is our opportunity to give input re: our stance on these resolutions. Willson noted that we can bring our own forward, too. The meeting is Oct. 30, so he needs feedback by then.
 - e. AAUP survey on shared governance
 - i. May offered this just for information. We should discuss the topics under the “shared governance” topic.
 - f. Math caps
 - i. Davidson noted that a proposal has been sent out, but the department wasn’t meeting until tomorrow. In general, it looks promising; aside from raising the cap on one course (which was likely a mistake), all caps were either held or lowered. In particular, the A-B sequences, which are core for BSI, were proposed to have lower caps—not to the recommended level, but lower. Stemmann said that, based on what he’d heard, most would accept it.
5. New business
- a. Approval of Valerie Harris to be added to BSI committee
 - i. Boren moved (Canto-Lugo seconded) that Valerie Harris be added to the BSI committee. Passed unanimously.
 - b. Faculty Staffing Procedure
 - i. May noted that Dean Davis did not put in for two key positions (Philosophy and Manufacturing Technology. The Faculty Staffing Committee will be ranking requests as usual, on the chance that Yuba decides to fill some positions. As a Senate, we need to be stewards of the curriculum, ensuring that positions like this be on the list.
 - 1. Willson moved (May seconded) that the Senate request that deans be required to submit to faculty the list being sent to the Faculty Staffing Committee, even if it’s empty. Discussion:
 - a. Boren and Buckley wanted to hear from Dean Davis, who has historically been one of the better deans, protecting the disciplines.

- b. Willson noted that, after she puts in her requests, she never sees that it has been forwarded. Without a review, she wouldn't know if it had been or not.
 2. Passed 9-0 with 1 abstention.
6. Bin o out of time.

Meeting adjourned at 12:53.

YUBA COLLEGE
Academic Senate

TO: Academic Senate
FROM: Helen Nickolson
SUBJECT: Weekly P Report
DATE: October 21, 2009

- Meeting with Adkins and Study Abroad Committee—Thursday, October 15th
 - The SA Committee had the option of either tabling the study abroad project or working through community education or continuing to prepare for a time when money might be available to offer study abroad.
 - The Committee chose to continue.
 - Membership issues have been resolved.
 - President Adkins will review the material that was submitted to Dr. Harrington last spring and the committee will get further direction.
 - Regardless of the work that might need to be done from President Adkins review, the SA Committee will eventually need to report to College Council, Deans and Directors, and to the YC Senate.
 - Dr. Adkins will then submit the SA Proposal to CHEX. CHEX will decide to either recommend the proposal to the Board or to return it to the SA Committee with suggestions.
 - The SA Committee needs to request a specific timeline from President Adkins for all of the various actions.

- Meeting with Adkins, Trutna, May—Monday, October 19th
 - We primarily discussed the educational master plan and the need to structure our next steps. We have scheduled to meet on Friday, November 6th to review what should be included in the master plan and how the various tasks will be accomplished.

- Forum—Friday, October 16th
 - I'm attaching a compilation of the evaluations that were given to me.
 - I've heard from faculty that they were very disappointed that tenure was not addressed, and I'm writing Dr. Harrington to request that we move on this topic immediately. We are quickly running out of time.

VP REPORT - OCT 21

- I attended the Friday colloquium entitled, "Participating Effectively in District and College Governance." Thanks to Helen for the hard work in getting this off the ground and hosting it. The three speakers were disappointing. Even when Scott Lay and Jane Patton were prompted, they did not discuss best practices in participatory governance, instead falling back on a power point summary of AB 1725. Laura Shulkind, the lawyer who gave her slant on the Brown Act and on "conducting District business" avoided the most important legal issue facing the Senate: our tenure deliberations. Fortunately, Helen had previously received some affirmation that our process is legal and sound from Legal Affairs in Sacramento. But when pressed at break, Ms. Shulkind told me she was not sure the chancellor wanted that subject covered; so much for participatory governance. Last year, as my letter to Ms. Shulkind points out, the Board overturned a tenure decision--a governance area in which the Board relies primarily upon the Senate. To this day, we have not received an explanation-- and the carping about our use of closed sessions or email, etc. continue. If we were to put this lawyer's presentation together with the Senate bashing skit performed last November by another of the District's various lawyers, we would have a two-act drama filled with intrigue and subtlety; what we would not have is constructive counsel helping us all to conduct the business of the college as the State has decreed by law-- and for which, I might add, this District will fork over \$408,000 in legal fees this next year. If we want to save money, start with this exorbitant use of District funds. Why does a District this size need to spend \$400,000 in one year on legal counsel? Although answers may vary, I would guess a common denominator would emerge. (I attached the letters I sent thanking our three speakers.)
- The nursing department is embroiled in a bit of a controversy relative to positive vs. weekly census classes. Helen and I have met separately with administrators and faculty members. We will meet again in an attempt to resolve some of the issues and achieve some compromises. We are hopeful that the issues can be resolved at the lowest level.
- I met with Leslie Williams. The deadline for submission of staffing requests has passed. The Staffing Committee will do its customary conscientious job of ranking the positions, using the matrix and deliberating on the needs of the District. I was deeply distressed to hear that requests to fill the Manufacturing Technology position and the Philosophy positions were not submitted to the Staffing Committee. There is simply no excuse for this. Both positions are crucial to the college, and both positions would probably have been ranked highly.
- I have been observing several non-tenured faculty this week as a member of their evaluation teams. I remain confident that the class of new faculty hired a year ago last August is one of the best ever.
- At our last mentor meeting, we decided on a low-key November 6 session. I sent out a note this week encouraging everyone to come prepared to discuss their core teaching philosophies. All Senators are invited. Please attend; our non-tenured colleagues appreciate your interest and support.

- I will attend an SLO committee meeting tomorrow. We are working at training ourselves as expert SLO writers in the hope that we make key conversions and spread the SLO gospel.
- I will distribute copies of the resolutions before the State Academic Senate. These will be discussed at the Area A meeting on October 30 in Sonora. I need you to look over the resolutions and tell me your thoughts about them. I also have an AAUP survey on shared governance that I will distribute; we can decide what we want to do with it.
- I attended the Study Abroad committee meeting last week. Study Abroad remains consigned to institutional limbo, despite the fact that the previous college president endorsed the group's four-year work to become a standing committee, following procedure in bringing the request to the Board. This is a group of hard-working faculty who continue to fight the good fight over an issue that should be no fight at all.