CHABOT COLLEGE ACADEMIC/FACULTY SENATE  
Regular Meeting  
Board Room, Building 200  
Thursday, March 22, 2007 – 2:15 p.m. to 4:50 p.m.

APPROVED MINUTES  
Submitted by Dara Greene and Chad Mark Glen

**Senator Attendance:** Applied Technology & Business Michael Absher; Counseling Rachel Aziminia & Dara Greene; Health, Physical Education, & Athletics Nancy Cowan & Vacant; Arts & Humanities (Diane Zuliani); Language Arts Francisco Zermeño & Fe Baran; Library Norman Buchwald; Science & Mathematics (Dave Fouquet & Ming Ho); and Social Sciences Barbara Ogman & Michael Thompson; Adjunct Faculty Anne Brichacek.

**Guests:** Dr. Robert Carlson (College President), Dr. Carolyn Arnold (Institutional Researcher and Grants Coordinator), Rachel Berry (ASCC Marketing Director), Curtis J. Ballard (Student).

**Presiding Officer:** President Chad Mark Glen.

**ITEM**

**1.0 GENERAL FUNCTIONS**

1.1 Call to Order: President Glen called the meeting to order at 2:15 p.m.

1.2 Approval of the Minutes: Barbara Ogman moved to approve the March 8, 2007 minutes and Fe Baran. Senator Ogman’s name was corrected from Ogden to Ogman throughout the minutes. The motion to approve the minutes as revised carried.

**2.0 REPORTS**

2.1 College President’s Report: Dr. Robert Carlson asked that in keeping with the reorganized governance structure that was developed 3 years ago, he is trying to reorganize the time structure in how the college chooses members for shared governance committees. He asked that Academic Senate start now with that process by going back to the divisions and getting updates. He asks the Academic Senate sends appointees to the president's office by April 16th, and that way new and former members can meet before the end of this year to elect chair for next year and business next year can start earlier. President Glen will send list of committees and
members. Ask your division if they plan to continue and if not, to decide on replacement members. Glen will compile list and submit to President Carlson.

President Carlson commented on Student Learning Outcomes (SLOs), mentioning that the State Senate has developed the idea of SLO’s as an addendum to course outlines. Carlson doesn’t understand strong negative reaction to the request for change in language that is attached to SLOs. He thinks faculty needs to reflect on subtle language changes and that faculty have a professional responsibility to measure the concepts that SLOs are asking faculty to measure. He emphasized that what is ultimately important are the SLOs developed at the discipline level, when an entire department meets to decide learning outcomes of a single course. Carlson would like to encourage faculty to look at SLOs. He suggested that the accreditation team is signaling an extreme leaning towards SLOs as criteria and it is not something faculty can turn its back on, accreditation will not approve programs without SLOs. Carlson doesn’t want to be blasted by accreditation because of retention issues and not having SLOs in place.

Dr. Carlson asked for questions from faculty senate: Dave Fouquet initiated a discussion about SLOs with President Carlson. A question was raised by Francisco Zermeño as to what enforcement/effect there will be on faculty if students don’t achieve what is outlined in SLOs. President Carlson explained there are zero negative effects, faculty merely have a responsibility to evaluate the missing link, and cannot be terminated.

Ming Ho had questions regarding the president’s draft memo for administrative restructuring. He has concerns over effort in marketing versus retention once a student arrives. Dr. Carlson deferred the question to VP of Student Services, Melinda Matsuda to discuss current retention efforts. Ms. Matsuda was not present at this time. Carlson also suggested that all faculty attend the preliminary report on marketing to be presented at District office on Thursday, March 29th, from 1:00 – 4:00 p.m. at the District office.

President Carlson’s final comment was in regards to the Director of Student Life position, he stated that it’s his decision to replace that position or not and he has decided to focus on the marketing position. He feels that two full time positions in Student Life are unnecessary and that the current coordinator position is sufficient.

After Dr. Carlson’s departure, a discussion ensued regarding the president’s reaction to questions regarding the administrative restructuring draft memo and the president’s presentation of SLOs. Comment by Dr. Carolyn Arnold, in regards to SLOs at other community colleges from an accreditation perspective, the accreditation team is not looking for internal SLO harmony
but more that the SLOs are being looked at and evaluated by faculty and that administration and faculty are supporting each other in the development of SLOs. Anne Brichacek pointed out the SLOs have existed in k-12 for over 10 years.

2.2 **ASCC Report:** Rachel Berry, ASCC Marketing Director represented ASCC in lieu of Robert Lu. Ms. Berry Reported that the student rally was a total success, and they obtained over 300 signatures for petition in favor of the Director of Student Life position and to save college hour.

The ASCC will be giving a presentation to Board of Trustees at the April 17th board meeting about the ASCC’s unhappiness regarding the current state of student involvement in shared governance. Please come and show faculty support for students.

President Glen read a memo from Robert Lu explaining his absence from Senate because of eye and vision problems. Robert would like to thank faculty for support of the rally. The ASCC elections are upcoming, please inform your students. Packets are available in ASCC, Counseling, etc. ASCC will send you packets if you need one.

Francisco Zermeño announced The Annual Chabot Swallows Festival will be on Tuesday, April 3rd from 12:00 p.m. to 1:00 p.m. in the César Chávez Plaza. There will be exhibits; mosquitoes, insects, bird stuff and fossils from this area, swallows trivia contest, pens, Ohlone Audubon Society, and the Swallows booklet (for the information you've ever wanted to know about these fauna wonders who have chosen Chabot as their home). BIG ART SHOW with student art--Contest! Poetry! Music!

2.3 **Senate President’s Report:**
President Glen directed attention to handout on Board policy that was worked on with the LPC Senate regarding political activity, what can and can’t be done. The **Board Policy 2260 on Political Activity** that we and the LPC Senate have worked on went to Board Tuesday for a first reading. I’ve included the proposed policy in your packets. Please review the document and let me know your thoughts.

Chancellor Search Committee’s 1st meeting was Friday, March 9th. I’ve included the job announcement brochure in your packet. The paper screening is happening March 20th through the 29th. I’m on the subcommittee that is selecting the interview questions. The committee will meet on March 30th to select the finalists. Interviews will be on April 16th and 18th. Public forums will be May 8th at Chabot and May 9th at LPC. Board interviews will be May 10th. Board should announce the new Chancellor on May 15th. Chancellor takes office July 1st.

**Chancellor Search Committee Members:**
I brought the Senate’s concerns about the Administrator Performance Evaluation System to the college president, three VPs. They agree that the 1st year hire evaluation should be more like the 3rd year comprehensive evaluation. Not every aspect of the 3rd year could be covered in the 1st year though. They were also open to the idea of administrators sharing the unit goals with the staff who report directly to them. These goals would not include their personal goals. As many Evaluatees as possible are chosen from those who interact with the administrator. When we met we agreed on the schedule of administrator evaluations. The Senate appreciates the administration working collegially on this matter.

Senators are invited to attend the eLumen remote Webinar/teleconference demo that Dr. Taylor has scheduled with David Schupe this Tuesday (3/27/07) at 2:00 p.m. in his office.

There was a faculty retirement submitted from Don Skiles in English. The Faculty Prioritization Committee met this week to rank two faculty positions to fill this opening. The two positions are English and DARAJA Counselor/Coordinator.

I’ve asked Gene Groppetti to convene the 1st meeting of the Campus Art Committee. Thank you for working on the structure of that committee.

ASCC President, Robert Lu is able to make Senate today and asked me to report the following. If you didn’t receive Robert’s email through GroupWise, but even if you did, thank you again for all the support you have given us during the Student Right’s Rally. It’s great to hear that students have so much support from Faculty and Staff. Yesterday was the due date for co-curricular proposals so we will be reviewing those over the next week. Also, if you could inform your students, there are ASCC elections and ASCC Scholarship packets around the campus in the Office of Student Life, Counseling, A & R, the ASCC Office and a few other places.
temporary offices of faculty who are going to be moving. Seven foot high walls with lockable doors are requested. The Facilities Committee conveyed concerns to architects and the architects will develop proposals. Faculty need to think about how they will interact with students in temporary spaces. Some negotiations are available but we’re waiting to hear what the architects propose as solutions.

Probationary Faculty Tenure candidates were mistakenly listed on the Board agenda. The mistakes have been corrected.

Intensive bargaining sessions are mostly completed; we will receive secondary ratification of Tentative Agreement in a few weeks.

Francisco Zermeño raised a question about the Hayward unified and CSU EB teachers about to go on strike, is there a process of formal support that our union can do? Dave Fouquet will bring this question to the FA meeting.

Fouquet also reported that in regards to lingering issue of white board vs. chalk board, if people who teach in buildings to be renovated (300, 500, 800, 900) can come up with actual numbers of chalk vs. white boards, those requests could be accomplished. But stake holders in this situation must come up with a solution otherwise the decisions made, stand.

2.5 Public Comments: Dara Greene submitted to Academic Senate, from the Counseling division, a letter of support for the ASCC in replacing the Director of Student Life position. Michael Absher passed out an article entitled “Glass Half Full”. Discussion ensued in regards to the article.

Francisco Zermeño requested follow up information regarding the Academic Senate’s request that the Faculty Chair of the accreditation team’s 1.5 release time be increased. President Glen will follow up with that information at a later date.

Zermeño also moved for Academic Senate to support the Counseling division’s letter in regards to the Director of Student Life position. President Glen responded that one reason, among others, that the Counseling division may be particularly in support of replacement of the Director of Student Life is because their Dean has been assigned responsibilities to ASCC, taking away his time in counseling.

3.0 ACTION ITEMS

3.1 No action items.
4.1 **AA/AS Degree Draft Philosophy Statements:** Dara Greene and Ming Ho as representatives of the subcommittee submitted a draft philosophy statement as follows:

A program of study leading to an associate degree has two primary components: (1) a focus of study in some field of knowledge (the major) and (2) a broad exposure to additional subject areas that are designed to prepare the student to acquire a greater understanding of the self, the physical and the social world (general education requirements). The Associate in Arts Degree (A.A.) is mostly common granted in the traditional disciplines. As Chabot College develops programs that extend a traditional discipline or that are paraprofessional or vocational in nature, the Associate in Science Degree (A.S.) is established to facilitate program completion in high-unit majors or in occupational majors that prepare their graduates to fill a need in the work force. The two degree options allow faculty to design an appropriate program in the best interest of the students.

Feedback was requested from Senators. Rachel Aziminia asks what does “traditional academic disciplines” mean? Ming Ho’s response is that this includes math, physics, English, etc. Michael Absher feels that the wording “traditional” academic disciplines needs to be removed. Discussion ensued. Aziminia feels like the extra English course in the AA degree needs to be removed; concerned about number of units in AA. The history of the AS degree is to get vocational education students through degree programs more easily. Dr. Carolyn Arnold suggested we delete the part that discussed the AA degree and simply leave the AS degree portion. Ho’s response is that then we are merely defending the AS degree rather than differentiating between AA and AS degree. Absher suggested removing traditional disciplines and saying “many disciplines which focus on additional GE units”. Aziminia feels that the entire associate degree process at Chabot is broken. Arnold shares Aziminia’s trouble with the associate’s degree. She feels though that now we need to focus on the task at hand, which is to develop a philosophy of our current AA/AS degrees. Arnold suggested a revision as follows:

*A program of study leading to an associate degree has two primary components: (1) a focus of study in some field of knowledge (the major) and (2) a broad exposure to additional subject areas that are designed to prepare the student to acquire a greater understanding of the self, the physical and the social world (general education requirements). The Associate in Arts Degree (A.A.) is the most common degree granted. The Associate in Science Degree (A.S.) has*
fewer general education units and is established to facilitate program completion in high-unit majors or in occupational majors that prepare their graduates to fill a need in the work force. The two degree options allow faculty to design an appropriate program in the best interest of the students.

Ho doesn’t like noting the fewer GE units in the AS degree. Greene concurred. Absher suggested we move this to be an action item for next meeting. A vote was held to keep in the philosophy the mention of fewer units for the AS degree and the philosophy statement was voted as approved for submittal to the District Curriculum Council.

4.2 Administrative Organizational Structure (Draft 2 Reorganization): President Glen solicited comments on the draft memo from President Carlson. Michael Absher is concerned that if the Dean of Planning and Public Affairs position is removed from the Vocational department it would be a mistake. The person in that position would not have knowledge of issues from that department. Absher would like clarification on the actual job responsibilities of that position. Norman Buchwald will email comments from his division.

4.3 Senate Presidential Election Committee: Norman Buchwald stated that the call for nominations letter and information was distributed to faculty boxes on March 22nd. Email confirmation goes out early next week. Deadlines published in letter. New Senate President will be declared on May 10th. The committee decided to drop the signature verification process. The committee will be embossing the ballots.

4.4 Recognition Ceremony April 17, 3:00 - 5:00, Little Theater: Nominations are being accepted. Senators, please send your nominations from the list President Glen distributed. The deadline is April 2nd, 5:00 p.m. Glen would like to know which senators will be attending ceremony.

4.5 Academic Senate Office during Swing Space Crunch: The Relocation Users Group is waiting to hear from the Senate about our office in building 400. Is the Senate willing to share our office/storage space with dislocated faculty to use during construction? President Glen asked for the Senate’s feedback. The Senate concurred to share space. Absher would like to confirm that after construction the office space is returned to faculty senate.

4.6 Curriculum Documentation of SLOs: President Glen asked if we might give this issue to the Coordinating Committee for Student Learning Assessment and let them make a recommendation to the Senate and Curriculum committee on how to
document SLOs, whether in the course outlines or as an addendum. Dave Fouquet questioned why we need SLOs on course outlines; don’t outlines already have documented outcomes? Glen suggested a two fold approach, change the wording on course outlines to represent student outcomes and then create addendum from the discipline. Discussion ensued. The Senate agreed to send the addendum form to student Coordinating Committee for Student Learning Assessment and will await their recommendations.

4.7 Learning Assessment: Dr. Carolyn Arnold had nothing to report at this time.

5.0 REPORTS II

5.1 Senate Committees: No reports.

5.3 Senators: No reports.

6.0 FUTURE AGENDA ITEMS

6.1 At-Large Faculty Vote on Senate Constitution Changes— Chad Mark Glen
6.2 District Faculty Hire Procedures— Chad Mark Glen;
6.3 Minimum Qualifications and Equivalencies for Faculty— Chad Mark Glen;
6.4 Textbook Options and Prices (5/10) — Kathleen Kaser

Meeting adjourned at 4:50 PM.

Next Meeting— April 5th, 2007
Spring Meetings— 2nd & 4th Thursdays.
April 26 and May 10.
(*Special Meetings— not on 2nd or 4th Thursday)