MINUTES
Submitted by Nancy Cowan 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. Ron Taylor (V.P., Academic Services), Melinda Matsuda (V.P., Student Services), Dr. Carolyn Arnold (Institutional Researcher and Grants Coordinator), Robert Lu (President, ASCC), Daniel Hinds (V.P., ASCC), Shari Jacobson (CLPFA), Kathleen Kaser (Bookstore Manager), Daryl Minus (Dean of Counseling), and Karen Silva (Executive Assistant to the College President).

Presiding Officer: President Chad Mark Glen.

ITEM
1.0 GENERAL FUNCTIONS

1.1 Call to Order: President Glen called the meeting to order at 2:18 p.m.

1.2 Approval of the Minutes: Francisco Zermeño moved to approve the April 26, 2007 minutes and Barbara Ogman seconded. The motion to approve the minutes carried. Michael Absher did not submit the April 5, 2007 minutes, so the approval of those minutes will be done via an electronic vote.

2.0 REPORTS

2.1 College President’s Report: Dr. Ron Taylor reported on Dr. Carlson’s behalf and presented a gift from the college to Chad Mark Glen in recognition of his four years of exemplary service as the Academic/Faculty Senate President. The beautiful award of a framed certificate and tassel read:
“Chad Mark Glen, in appreciation for your significant contributions to Chabot College in your work as Academic/Faculty Senate President, you've made a difference. For excellence in diplomacy in bringing all constituencies together, and for setting a standard in excellence in faculty leadership, you are commended for serving as the Academic/Faculty Senate President from 2003 to 2007.”

Dr. Taylor also praised Chabot’s sports teams for their outstanding performance this school year. Chabot’s been racking up championships and near championships and we’re proud of them.

2.2 ASCC Report: Daniel Hinds offered to give his report during action item 3.1. (See below.)

2.3 Senate President’s Report: Chad Mark Glen. Thanked the Senate for the opportunity to serve them and the faculty over the past four years. It is with mixed feelings that president Glen ends his presidency. Although he is termed out of office and would otherwise continue, he is excited about co-chairing the accreditation self-study. President Glen also thanked the Senators for their contributions and for making the Senate a functional body that was enjoyable to be a part of.

2.4 CLPFA: Shari Jacobson asked the Senators to encourage full-time faculty to vote on the Amendments to the FA contract.

2.5 Public Comments: Francisco Zermeño asked the Senate for a few moments of silence in reverence for our recently deceased Academic Senator, Ross Shoemaker from the Health, Physical Education and Athletics Division. The Senate silently mourned the passing of Ross Shoemaker.

3.0 ACTION ITEMS

3.1 Support Request to Fill Director of Student Life Position: Francisco Zermeño moved to approve the resolution below and Barbara Ogman seconded. The resolution passed unanimously.

Whereas, the Associated Students of Chabot College have addressed the Academic/Faculty Senate, College Council, the
Board of Trustees, et al expressing the negative consequences of not filling the vacant Director of Student Life position and;

Whereas, the Counseling division has written a statement of support for the Associated Students of Chabot College and the student body in requesting a full-time replacement for the Director of Student Life position that the Senate endorses and;

Whereas, one of the college’s strategic goals is student retention, which would be severely hampered without the Director of Student Life who would be able to advocate for students, provide campus life and student activities and ensure a well-rounded college experience;

Therefore, be it resolved that the Academic/Faculty Senate emphatically urges the college president not to ignore the pleas of the students, staff, and faculty and fill the vacant Director of Student Life position by the beginning the Fall semester of 2007.

Daniel Hinds, Vice President of the ASCC spoke eloquently to the Senate about the problems encountered by the ASCC because of the lack of availability of a Director of Student Life. Hinds presented the following partial list of problems caused by the lack of a Director of Student Life:

**Weakened Events:**
- Movie Nites (2 this year instead of 2 per month)
- Speaker Series (1-2 this year instead of 1-2 per month)
- Homecoming (ASCC participation)
- Welcome Week (ASCC participation)
- Club Day

**Missing Events:**
- Concerts
- Other Performances (i.e. Taiko performers)
- Comedy Night
- Student Appreciation Week (Breakfast, Lunch, and Dinner)
- Ice Cream Socials
- Student Handbook Cover Design Contest

**Other Weakened Things:**
- ASCC Elections
- Student Survey
- ASCC Co-Curricular Committee
- ASCC Budget Committee
- ASCC Flea Market (ASCC Participation/Promotions)
- ASCC College-wide Representation and Voice (i.e. College Council)
- ASCC Membership
Other Missing Things:
- Food Services Committee
- Intramural Sports Programs/Tournaments

Things That May Disappear:
- ASCC Flea Market
- Student Voice on College Level
- College Hour
- Inter Club Council (ICC) and ALL CLUBS
- ALL ASCC EVENTS

Francisco Zermeño requested the results of the vote of support be given to the Board of Trustees. President Glen said he would carry this to the next Board of Trustees meeting.

4.0 DISCUSSION ITEMS

4.1 Senate Presidential Election Committee Report: Barbara Ogman reported the results of the Senate Presidential election. The winner of the election is Diane Zuliani. Diane gave a heartfelt acceptance speech. The Senate Congratulated Diane on her victory. Ogman reported that a definitive report would be forthcoming from Norm Buchwald who was unable to attend today because he was involved in an off-campus meeting. Ogman noted that the committee had some recommendations to make to the Senate. First, was to hold the elections earlier so that candidates could have the opportunity to have a public forum and meet faculty for questions and answers. President Glen remarked that the committee was to be commended for their fine work. Anne Brichacek asked why adjunct faculty are not given a vote. President Glen responded that it is codified that way in the Senate Constitution and that most Senates in the state do not have a provision for part-time faculty to vote for Senate President. Glen stated what he speculated the rationale behind this practice is and then suggested that revisions to our Constitution be placed on a future agenda for serious discussion. Rachel Maldonado-Azimina voiced her surprise about this rule and remarked that it seemed rather undemocratic for this Senate, and other California Community College Senates, to deny a full vote for part-time faculty. Shari Jacobsen said that the CLPFA allowed part-time faculty a full vote. Dr. Taylor remarked that Chabot College does have some adjunct faculty that has a group of very long-term, dedicated part time faculty that perhaps needs this type of recognition.

4.2 Textbook Options and prices: Kathleen Kaser spoke to the group about this issue. She distributed a document to each Senator relating to her presentation. AB 2477 was passed dealing with this issue. She pointed out that Bookstores were charged with working with faculty and Senates regarding the requirements of the Bookstore (in regards to “bundling”). Here are some of the successes that have resulted from passage of this bill:
• It is possible to negotiate directly with the publishers for prices
• Publishers may subsidize buy-backs (we won’t buy from used book representatives)
• Textbooks may be customized to meet the requirements of the course (thereby reducing the price of the book)
• Course readers can be developed, using Media’s Steve Piatetsky to obtain copyright use to customize what the faculty wants for their class.
• Barbara Ogden wanted to know if publishers would be willing to “split” a text if there is a “part 1” and a “part 2” course, using the same text (one half of the book one course and the other half for the other course). Kathleen Kaser said this was definitely a possibility.
• Statewide: California Association of College Bookstores….has been working with State Chancellor’s office about this issue. One effort has been made to make a “standard” price for textbooks.
• SB 832 (College Textbook Affordability Act.
• Another bill that is introduced is SB 945 (National). The Problem is that it directs federally-assisted institutions of higher education to include on printed or internet course schedules the International Standard Book Number and retail price for each required or recommended textbook or supplement for listed course. (Bookstore associations do not like this)
• AB 1548….California: factors relating to what we can and can’t do to have textbooks ordered through the bookstores.
• President Glen remarked that it would be important for us to take the information back to our Divisions
• Robert Liu offered student support as did Daniel Hinds.
• Dr. Taylor noted that Senate support would be helpful in bringing the Bay-10 colleges into the loop, thereby strengthening the position of Bookstores.
• Anne Brichacek wondered about software programs. Kathleen said that software could not be bought back. The books with CDs need to have the CDs accompanied the book if they sell it back.
• Can they customize and bundle? (Nancy Cowan) Kathleen Kaser said yes.
• President Glen commended the Bookstore for their advocacy with the student need for reduced textbook prices.

4.3 Student Retention: Melinda Matsuda and Daryl Minus spoke about retention issues
• Matsuda reviewed the draft relating to Student Services Retention issues.
• Seven goals and objectives were developed.
• Communication with those who call in for information is being examined.
• Financial Aid processing is also being examined.
• Implementing a “personal touch” in the learning community.
• Early intervention plans are being examined.
• Outreach to Hispanic and Latino communities
• International communities
- Daryl Minus discussed Student Retention Services
  Chabot is at a critical juncture at this time—how can we best take the process to the next level. He discussed the issues contributing to retention/attrition. He also reviewed what Chabot strengths were. He said all the systems at the institution needed to be involved in creating student persistence. This includes financial aid, student services, recruitment/admissions, academic services, curriculum and instruction. These links help us with student retention.
- What should be included in the dialogue for retention?
- Create a College Wide Retention Task Force
- Develop and use Campus Retention Strategic Plan
- Create opportunities for communication, training and participation to occur for staff and college faculty all levels of the college
- Remain Student focused
- Continue to develop and strengthen partnerships
- Rachel asked what the persistence rate was:
  - New students
  - Returning students persistence is 75%

Rachel Maldonado-Aziminia described what EOPS does to engage the students here at the college. They keep track of the students. This is done in most special programs here on campus. Daniel Hinds wanted clarification on when the SEP was developed. Minus said it could be done within a semester. He commented that students need to know about having the opportunity to have an SEP (contact with counselor). This might help students by giving them extra credit points for having an SEP done and showing the SEP to the instructor. Hinds asked Melinda about the issue of students needing information regarding the college and the need for communication. Melinda Matsuda said that Spanish-speaking information and other communication were being worked on to be more user-friendly.

4.4 District Curriculum Council (DCC) Representatives: Chad Mark Glen referred the Senators to the form indicating the various members of the DCC committee. Vacancies were noted. Senators can help in getting the vacancies filled. He will work on membership with the new Senate President.

4.5 Senate Faculty Appointment on Committees: President Glen asked Senators to please check to see if the members from their Divisions are still considered to be functioning on particular committees. If your division faculty are not going to continue serving on a committee, work with your deans to fill committee vacancies.

4.6 Chabot College Going Green: Francisco Zermeño requested that this item be tabled until the early Fall.
Learning Assessment: President Glen is trying to get the Committee for Student Learning Outcomes and Assessment (C-SLOA) codified as part of the Shared Governance document. We need to clarify that this committee reports to the Academic Senate so there is campus-wide buy-in. Senators should review and make notes on the draft committee charge that was distributed and get back to Carolyn Arnold with any suggestions for improvement. Glen noted that we will be working very closely with IPBC on the implementation of C-SLOA work. Dave Fouquet expressed that if there was a dispute between IPBC and Senate, the Academic Senate wishes should be honored. Rachel Maldonado-Aziminia said she (in her special program) was working on SLOAs in her unit plan. Were they accepted or not? Dr. Arnold said these would probably be accepted. They will be reviewed in more detail by IPBC. Mike Absher said his group has been careful by not making it ambiguous so that when it comes to Senate and may not be agreed upon, that the group doesn’t feel as if “well that was what we had agreed to do and why can’t we go forward with what we had planned”. Glen suggested a change in the “charge” box that the wording read something like “in consultation with the Academic Senate.” Diane Zuliani wondered if some of this might be introduced again in Convocation week. Dr. Arnold replied that an interactive workshop (on Thursday morning of Convocation week) would be scheduled. Other issues on Convocation will be the Enrollment Drop and the Accreditation Visit. Carolyn said the planning committee for the C-SLOA would be meeting to establish three goals for convocation, 1. How to write an SLO, 2. How the SLO is going to be assessed, and 3. Creating a standard rubric for measurement. Zuliani asked for some clarification. Dr. Arnold said the committee would be meeting this summer to flesh out what could be accomplished in the short amount of time allotted to them during Convocation week. Considerable dialogue between Carolyn, Diane, and the Senators ensued. Glen said he saw this as being more of a “work in progress” that did not need to be a finished product at this point. Dr. Arnold reiterated that this process was more of a “how to” rather than a “to-do”.

Dave Fouquet said that everything he had heard so far about SLOs states that you can make it what you want it to be. He thinks it is important to see if there are guidelines that don’t end up being too narrow or proscriptive. Mike Absher wanted to know if the committee charge was an action item or was it a draft. President Glen said that it was a draft, although it has been widely vetted, but, with some minor changes was probably pretty much “ready to go.” It is not ready yet for codification into Shared Governance though. Glen said this document would be the guiding document for the committee’s planning. Fouquet said he thought there would be some things that would be aired the second day. He felt they would need to be discussed the second day (of Convocation). The Senators present agreed. Diane Zuliani wanted to know if Academic Senate could have some time during Convocation week to address philosophical issues with faculty about the potential harm of SLOs with faculty. Dr. Arnold suggested Diane ask for time to address the philosophical issues about SLOAs at Convocation time. Mike Absher felt that perhaps the differences that might arise during Convocation week should be addressed in the next cycle of developing the SLOAs. Dr. Arnold
agreed that she was hopeful we could go forth with the intent of the committee work, because of the time constraints. Glen offered Diane, as the newly elected Senate president, advice that he was given by his predecessor. That she distinctly make it clear when she is speaking as a faculty member or as the Academic Senate president. The Senate president’s job is to represent the will of the Senate, even if that is in opposition to what you as a faculty member may believe. Absher noted that SLOACs implementation has resulted in the development of two camps: ones that want to talk about it and ones that want to “do something.” Those of us who are in the latter camp want to get busy and work on it right away. Fouquet and Absher wanted to be sure that it was understood that it was not cast in concrete. If it isn’t right, we can discard it. Absher sees it as being the first step.

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 Chabot College Going Green— Francisco Zermeño

Meeting adjourned at 5:15 PM.

Next Meeting— TBA
Spring Meetings— 2nd & 4th Thursdays.
(*Special Meetings— not on 2nd or 4th Thursday)

NC/CMG