

# Faculty Senate August 2018 | Minutes<sup>1</sup>

August 24, 2018 | 1:00 pm | Meeting location West Campus, Classroom F-204

Meeting called by Tal Sutton,  
President @ 1:04 pm

Note taker Rita Lennon, Secretary (absent)

Type of meeting Monthly Meeting

Timekeeper Tanya Preusser,  
Sergeant at Arms /Logistics Officer

## SENATOR ATTENDANCE

Present

Absent; \*denotes Proxy

Brooke Anderson	Lisa Grenier	Skylar Webb	Alexis Osorio	Michelle Mathews
Carol Christofferson	Lisa Werner	Susan Kuklin	Barbara Fox	Paul Flasch
Dennis Just	Margarita Youngo	Taliesin Sutton-President	Brandy Randolph	Paulo Sudhaus
Diann Porter	MaryKris Mcilwaine	Tanya Preusser	David Kryder	Rita Lennon
Donald Kavanagh	Matej Boguszak	Teddi Schnurr	David Morales	Robert Foth
Gwen Gorbette	Michael Nolan		Elena Grajeda	Sean Mendoza
Hernant Aubert	Michael Parker		Jeanne Yarab	Shelly Dorsey
Inoka Otero	Noah Fay	^	John Gerard	Steve Mackie
Jackie Kern	Paulo Sudhaus	^	Kathy Fraychineaud	William Lang
Joe Brewer	Pollyanna Wikrent	^	Kyley Segers	
Josie Milliken-Vice President	Rosa Morales	^New Senators may not be listed; will update	Maria Pereira	
Karie Meyers	Sarah Marcus			

### Administrators and Guests:

Aubrey Conover, Kate Schmidt, Hilda Ladner

## INTRODUCTIONS, AGENDA MODIFICATIONS AND SHORT ANNOUNCEMENTS

Time allotted | 10 minutes | Agenda topic Topic | Presenter open

**Introductions:** Senator Introductions

**Request for open forum or executive session:** Neither requested

<sup>1</sup> Please note: formatting changes from document's original creation in Microsoft Word.

Signed electronically: Rita Lennon, Faculty Senate Secretary

## Short Announcements:

Michael Parker: Recently, Michael accepted a position as Acting Dean of Social Sciences. His new position signifies he is no longer eligible to serve in faculty senate. His official resignation was given to Tal Sutton and Josie Milliken 23Aug2018. His sincerest gratitude to work with faculty senators throughout his time both as a Senator, Officer and President. Michael noted the level of dedication fellow Senators possess is evident in their willingness to meet monthly.

Tal Sutton: Spring 2018, eight emeritus faculty applications were processed; all 8 applicants have been approved! Emeritus recipients will be recognized at the September Governing Board meeting.

## BUSINESS

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Time allotted | 60 minutes | Agenda topic *Details below* | Presenter *Details below*

### a. Approval of [May Minutes](#) (5 minutes) – Tal Sutton

Minutes were reviewed electronically; motioned to approve as written, motion seconded:

**Vote:** Majority Yay, 1 abstentions; Minutes Approved

### b. Faculty Senate Election Modification (15 minutes) – Tal Sutton

1. [Proposal](#): Tal Sutton summarized the proposal; CC, NWC & WC senator seats extend by 1 extra semester while DV, DC and EC senator seats end 1 semester early. Tal opened floor for discussion or questions.

**Q:** Why would CC, NWC & WC extend one year?

**A:** If elections aren't modified, roughly half of the senator seats would be department representation and the other half would be division. The modification allows for 100% reset.

**Q:** When will information concerning new division allocation be provided?

**A:** New allocation info will be provided by All Faculty Day 2019.

**Q:** Considering that the FS Election Modification was decided based on # of faculty within a division, and these numbers are expected to change, will FS continue with the "old" number of faculty per division or the "new" number of faculty per division.

**A:** The adopted proposal's language states that senator numbers will be decided at the point of election and would carry forward for those two academic years. Some fluctuation should be expected but a change in or creation of a division would trigger a special election.

**motion made to approve the Election Modification, motion seconded.**

**Q:** Kindly refresh my memory about the overall number of Senate seats once the modification is in effect.

**A:** The total number of seats will be reduced by roughly 18.

**Q:** Is there a reason why we cannot hold elections for all campuses in Fall, with new Senators beginning in Spring?

**A:** Two reasons: 1: This is a huge undertaking for the FS VP and 2: language in the charter that FS will transition to AY instead of calendar years for Senator Terms.

**Vote:** All in favor of adopting the Elections Modification (by hand): 32 Yay, 0 No, 4 Abstain; Motion carries

### c. Faculty Senate Elections (10 minutes) – Senate Officers

1. Special Election for vacancies: Tal Sutton nominates Josie Milliken, unknown second. Secret Ballots passed out by Senators Lisa Werner and Karie Meyers. Karie Meyers tallied

**Vote:** 31 votes in favor of Josie Milliken for President Elect

2. Officers for 2019 election to be held in September: President Elect, Vice President, Secretary and Logistics Officer. Email officers currently holding these positions.

### d. College Wide Enrichment Funds (10 minutes) – Aubrey Conover

1. [Survey Results](#) – As of May 2018 the college wide enrichment funds were approximately \$230,000. This number is approximate as campus business offices "clean-up" several items from last academic year. Historically this number was about \$330,000. In order to be fiscally prudent, a survey was conducted in spring 2018.

From the Survey: Over the past semester, the Faculty Reserve Fund Committee has been actively reviewing requests for professional development support. The committee has also been looking at ways to bring greater equity to the process for all faculty. To that end the committee would like your feedback on the following proposed parameters for College Enrichment Funds. The committee is recommending two separate funding guidelines: one for tuition based support and one for general professional development. Please remember that these funds are in addition to the \$1,000 a year faculty receive in their personal accounts.

Faculty would be able to request up to \$5000.00 a year for tuition, with a lifetime cap of \$15,000.00.

Faculty would be able to request up to \$2000.00 a year for any approved professional development activity. If a faculty member does not use College Enrichment Funds in a given year, they would have the option of requesting up to but no more than \$4000.00 in the next year funds are requested.

**Q:** What was the survey sample size?

**A:** 147 respondents

**Q:** If I request \$150.00 the 1<sup>st</sup> year, how much do I have available the following year?

**A:** The remainder; faculty have UP TO \$2000.00/year for Professional Development

**Q:** How can an individual faculty member learn how much \$ is within their fund?

**A:** This information has been centralized. Recommend you try your campus business office, but if they cannot provide the information then contact Aubrey's office.

**Q:** Is this money separate from the Faculty Professional Development Fund each FTF member has?

**A:** Yes, this money is available in addition to the FP fund.

**Q:** (2 similar questions) Lifetime seems too final and can mean different things for different faculty (lifetime can be 1 year for 1 faculty member and 40 years for another. Recommend cyclical review or maybe q5year of service, faculty receive a reward.

Is there a motion to endorse these guidelines for 1 or 2 years but to ask the committee to review our feedback?

Unknown motion made, seconded by Margaret Youngo.

**Vote:** Majority Yay, 0 Nay, 1 abstain; motion to endorse carries.

#### **e. President's Report (15 minutes) – Tal Sutton**

1. CDAC Evolution Update: a brief survey was sent out, next step is to collect data/feedback from the survey results and then provide this data/feedback to faculty.
2. Mandatory Training: As FS President, I'm keeping my ear to the ground and know that PCCEA is also in communications concerning the required amount of training we need to complete by summer 2019. **Comment:** Recently Teddi Schnurr began tackling the required training and it is a large time commitment. Some of the required training doesn't seem relevant to adjunct faculty & this info should be shared with 3Ps.
3. Faculty Allocation Criteria Team (FACT): Deans have worked over the summer and into this semester creating a rubric to determine the "right amount" faculty necessary by division. The idea is to utilize the rubric for future faculty hiring as well as to determine how to eliminate 23 faculty positions. A survey was sent to faculty for feedback; FACT met 23Aug2018 to review feedback. The timeline to submit the rubric by September 1, 2018 and faculty to be identified beginning in October.  
Kate Schmidt: the October date was decided so that faculty losing their jobs will have time to apply elsewhere, but we don't want to rush this decision either.

Tal agreed that the Deans have been working closely with faculty representatives, being sensitive to their feedback and suggestions. They are doing their best to make this decision as informed as possible given the timeline.

#### **f. Governing Board Report (5 minutes) – Brooke Anderson**

The report is due to Thursday August 30<sup>th</sup> by 3:00 pm. Brooke imagines it will be a short report given that it is the beginning of the semester but would encourage faculty to submit accomplishments and faculty senate action items. A draft will be provided to faculty senate on Monday, August 27<sup>th</sup>. The next Governing Board meeting is September 5<sup>th</sup>.

#### **g. Teaching and Learning Center Update (3 minutes) – Mays Imad**

The budget, which was previously approved by ELT, was reduced significantly. Mays is hopeful that the center will open soon, however. Kate Schmidt will provide more information during the Provost's report.

## **REPORTS**

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Time allotted | 35 minutes | Agenda topic Details below | Presenter Details below

#### **• Provost's Report (20 minutes) – Kate Schmidt**

Kate opened the report by relaying a message from the Provost who was unable to attend. The provost wishes to acknowledge that these are challenging times for the college but that she encourages faculty to remain stewards of civility to each other and especially to students who may not have role models in other parts of their lives. The Provost sent a survey out concerning faculty's individual commitment to student success and urges us to complete the survey.

The Provost report is short but will be longer in two weeks, in time for the next faculty senate meeting.

The Professional Development sub-committee did a great job identifying key areas for the college as well as to be a steady advocate for the center for almost two years. The budget stalled the development in a lot of ways. The Provost has moved all of the existing professional development areas (already funded by her department) under the umbrella

of the Teaching and Learning Center effective immediately; they include the Faculty Learning Academy, the mentoring program, speaker's series, the teacher's strategy workshop, faculty fellow's project. Three faculty fellow positions will be available for applicants: the TLC coordinator fellow, adjunct fellow and the Speaker's Series fellow.

Faculty Evaluation committee will continue their efforts to improve the process.

- **PCCEA Report (10 minutes) – Matej Boguszak**

Please review the Report. Notable items include:

- Policy Consolidation: Traaen and Associates – PCCEA and other Employee Representative Groups will provide feedback to Traaen before the draft is available for general comment.
- Policy Adherence
- Caution with showing support for #InvestInEd
- Candidate Forums for upcoming PCC Board Elections
- Faculty Allocation Criteria Team – PCCEA has been involved in the process from the beginning, their voices have been heard.
- AERC
- Mandatory Employee Training
- PCCEA Elections

## OPEN FORUM

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Time allotted | 0 minutes | Agenda topic *Not Requested* | Presenter *N/A*

## EXECUTIVE SESSION

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Time allotted | 0 minutes | Agenda topic *Not Requested* | Presenter *N/A*

## CLOSING

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Motion and second motion to adjourn. Meeting adjourned @ 3:33 pm