

**Mesa Community College Faculty Senate
Approved Minutes
4 September 2008**

<i>Member</i>	<i>Zone / Office</i>	<i>Present</i>	<i>Office</i>	<i>Member</i>	<i>Present</i>
Bruce Peterson	President	X	Zone 9	Delaine Gilcrease	X
John Griffith	Pres-Elect	X	Zone 10	George Cole	X
Barbara Jordan	Secretary	X	Zone 11	Jeff Messer	X
Phillip Waclawski	Treasurer	X	Zone 12	Janice Reilly	X
Barbara Jordan	Zone 1	X	Zone 13	Keith Andersen	X
Phillip Waclawski	Zone 2	X	SD At Large	Jonelle Moore	X
Michael Wintz	Zone 3	X	SD At Large	Diane Dietz	
Keith Heffner	Zone 4	X	RM At Large	Puvana Ganesan	X
Sally Kroelinger	Zone 5	X			
Erin Rawson	Zone 6	X	49%		
Harold Cranswick	Zone 7	X			
Donna Benson	Zone 8	X	DCA		

Guests: MCC President, Dr. Shouan Pan

At 2:05 p.m., Dr. Pan greeted the group and reiterated his desire to maintain open and transparent communication with the senate. He explained that we are heading into some tough times and that the way dollars flow from the district will be affected. We will return money to the district in January due to low enrollment. There are many fixed expenses. He explained that wants to develop a relationship built on trust. There will be times we won't agree and he will have to make a tough decision. Districtwide numbers are up; Chandler-Gilbert is doing very well. At MCC we are still serving close to 23,0000 students. This semester we have had lots of problems, particularly purge problems, and financial aid is many weeks behind so that students have no money for texts or living expenses. This is the time for us to encourage students to continue. Dr. Pan explained that the Chancellor is very concerned that we will get another black eye in the news because students are very frustrated. Parents are frustrated, too. Despite students enrolling in the tuition payment plan, they have still been purged. When district did the conversion, it was understood that the learning curve would be fairly steep, but no one anticipated how bad it would be. Dr. Pan indicated that he hopes by January we will be in a better situation, but he is not confident financial aid will be much improved. Enrollment management is an institutional priority. Our message ought to be how we must first stabilize enrollment, hang on to the students we have, and give them a better experience. They will feel better; they will like MCC. Related is the issue of course management. How do we sequence courses? We cancelled one third of our classes. So much energy and time calling students and reshuffling them; these practices have got to stop. Areas to consider are space utilization, course cancellation, late start courses, eight week courses, online courses, and hybrid courses. We don't have good data. There is much we need to do.

Dr. Pan discussed the search for a dean of research and planning. MCC pursued Matt Ashcroft, who was with MCC temporarily last year, and he will come on full-time at the end of September. After consultation with many, Dr. Pan is leaning towards having the new dean report directly to him rather than the VP of Academic Affairs. Dr. Pan reiterated, "We are a mess in IT" and must improve it to move this institution forward. Do we want to hire VP of Institutional Technology or a Chief Information Officer? He explained that it is clearly a new expectation from the district is that the president will be expected to go out and find money for the college. Dr. Pan shared that he may have to learn to play golf.

The president explained that he is gathering information about China Online to find out if it is dead in the water or not. For the last couple of years we were led to believe that there was a government partnership. In China, for an institution to give credit, it has to be vetted by the government. The Chinese partners are pursuing accreditation through the central government for students to take the online module. We are not putting much money into it at this time.

The Senate President asked about the many projects related to retention. Dr. Pan explained that the Enrollment Management Committee has been restructured. It is an umbrella. Enrollment management is a process and retention and recruitment are a part of the process. The Enrollment Steering Committee will have subcommittees dealing with the specific issues. The board intentionally withheld money from the budget in order to concentrate on developmental education retention. PV has a process called "Start Smart." There is a district initiative being planned, and there is hope that MCC can get started in January, which may be a little aggressive. A senator asked whether there would be a one size fits all approach and expressed concern about mandating a certain program when we don't have the sections, teachers, or support resources. Dr. Pan responded that there may be a possibility of tailoring the program to our college.

A senator asked about the subcommittees and how to get on them. Dr. Pan mentioned that once the new subcommittees are formed, invitations to faculty will go out.

Another senator asked whether the college was moving away from open enrollment, and Dr. Pan mentioned intrusive advisement and a structured approach rather than mandates.

Another senator mentioned that it is conceivable that if we moved to mandatory testing, a third of our students might test into the developmental area. Part of the problem with students is that they don't want to take developmental courses that they don't really need. Dr. Pan responded that this is a nationwide problem. Another senator mentioned the importance of having balanced representation on sub-committees.

A senator asked if we are still planning to have the daily purge in January. Dr. Pan responded that he didn't know. Dr. Pan was asked if it was true that students must sign up for the payment plan online. At this time this is true.

Dr. Pan said that half of the colleges use a daily purge. It has to do with resources. We as an institution have not devoted adequate resources to student affairs. Compared with the national average of student to support ratio, MCC is far below average. The call center people are part-time without benefits and move on after being trained. A senator mentioned an automated system of enrollment management, and Dr. Pan indicated that the high schools use them successfully.

I. General

- A. Call to order 3:37 p.m.
- B. Approval of Agenda—so moved (Sally K.), seconded.
- C. Approval of Minutes—send attachments (4 meetings minutes)

II. Reports

A. President's Report – Bruce Peterson

1. FEC

- a. FA Membership
MCC all-faculty list w/2008 FA members, non-members, and new faculty will be distributed once completed.
- b. Special Ratification Ballots—there have been enough to ratify.
- c. PAC Rep. from MCC needed—Erin Rawson mentioned that she would be willing to attend. A senator mentioned that the PAC is vitally important because of the upcoming elections.
- d. All-Faculty Meeting: Sparse attendance this year. 120 this year; 300 the year before. Erin mentions that the four hour time frame felt too long and scared some people off. The name of the hotel was inaccurate.
- e. Legal Defense Fund

The FEC is working on a fund initiative. The idea is that if a faculty person were actually arrested, maybe we could have a fund available to get us immediate counsel. This would refer to defense for a job-related criminal offense.

- f. Active Retirement (49%) Data Committee formed by FEC.

- g. Non-discrimination Policy: Gender Identity and Gender Expression

There was a short presentation to add the two mentioned descriptors. Board members discussed the issue and there was some dissension. Later, someone complained about the board spending too much time on this issue.

2. MCC

- a. Enrollment Cancellation Policy

Most issues were discussed by Dr. Pan prior to the call to order. Senators want assurance that there will be equal representation from faculty and affected areas. There is some concern that a process of how faculty get on these committees. This appointment of faculty to committees raises the concern that specially selected faculty members leave the impression that the members might have been hand picked because they are “yes men.” Senators agree that this concern about appropriate process should be brought to the attention of the president.

- b. Course Management Strategy – Enrollment Management Steering Committee

A discussion by the Senate President with Dr. Mabry led to an understanding that the process was moving much too quickly. There is concern that if only Dr. Pan and Dr. Mabry are asking for a tailored program, the district may not listen.

- c. Early Alert Project
- d. Student Success Initiative Pilot Proposal

A senator explained that the district is now concerned and that there are major implications of mandatory testing and mandatory placement on a huge college such as ours in terms of future hiring. Another senator mentioned that such measures could also lead to significant shifts in enrollment patterns. Questions were asked about staffing committee recommendations. Senate officers have note laden copy of the meeting where these issues were discussed. Because this is being driven by district and not by the college . . . A senator mentioned that when it started at PV, the IC council had an issue with it because of a counseling class being taught by a non-counseling faculty person.

- e. Banners on Campus

Departments have been asked to recommend what they might like on banners for their areas. The question of where the data is that demonstrates money spent on banners is well spent was asked. At least two senators mentioned that this money might be better spent on a call center hire.

Senators agreed that MCC should ask the question: How does this positively impact our students? The Senate President asked if this issue should be brought to Dr. Pan for discussion, and all agreed that it should.

B. President-Elect's Report – John Griffith

1. FEC—Covered in the President's report.
2. MCC

a. Active Retiree Program @ MCC

The report was distributed to senators. The number of participants in the program at MCC is dropping because those participating are retiring and others are not taking their places. About 70% of participants are faculty members at MCC, but at other colleges there may be fewer participants who are faculty. All colleges are submitting this information. At our college this program seems to be functioning well. It has become an issue because other colleges may be using this money in different places. A senator questions if the district has the money to support the number of people who are about to retire. When you go on 49%, there is a flex benefit awarded that you can apply towards your health insurance. Those who go on the currently offered insurance incentive may still participate in 49%. Harold says it is important that faculty understand that the Active Retirement program is not guaranteed. One should not make a decision to retire with the idea that one can automatically be a part of the program. Teachers should not base their decision to retire on a program that is not guaranteed. The chairs will have the power to decide who can participate. The motivation for looking into this is coming from unhappy faculty at other colleges. In the history of this program apparently a matching allotment fund was done to bolster the original program. At MCC we have a very good record of managing the program.

C. Secretary's Report – Barbara Jordan

1. Membership—the list is in progress.
2. Signs and Folders—distributed, T-shirts have been ordered.

D. Treasurer's Report – Phil Waclawski

1. Budget Report—Report is distributed, and one fund is going up while another has gone down. Expenditures for photocopying are down.

III. Committee Reports

- A. College Plan Revision Committee – Harold Cranswick & Bruce Peterson
- B. Center for Teaching and Learning Advisory Committee –
- C. College Technology Group – Carolyn Fay
- D. Curriculum Committee – Sally Kroelinger
- E. Distance Education Committee – _____
- F. Distinguished Faculty Award Committee – John Griffith
- G. Educational Development Projects Committee – George Cole
- H. Honors Program Advisory Committee – Betsy Hertzler and Doug Conway
- I. Kaleidoscope Committee – Loretta Kissell
- J. Social Committee – Puvana Ganesan
- K. Staffing Committee – John Griffith and John Seims
- L. Student Outcomes Committee –Derek Borman
- M. Survey Committee – Discussion ensued on whether we should have another survey—it was meant to be a positive step, but it had unforeseen and negative consequences. That instrument was the only outlet for faculty to provide feedback to administrators on faculty perceptions of how administrators were doing their jobs. Do we want to reinstitute the survey? Keith Heffner volunteered to be involved. A senator asked if we should put out a request to our zones if anyone would be interested in being part of the survey committee. Michael Wintz indicated that he would also willing to be a part of this.
- N. Travel Committee – John Weide

IV. Zone and At-Large Senate Reports

- A. Zone 1 – Barbara Jordan—enrollment issues, many overrides.
- B. Zone 2 – Phil Waclawski—problems with students who were purged being reinstated but the computer class has no computer for them. The payment plan being available online only has created problems for the students. Phil has gone on record that the enrollment problem is serious. Students have learned that when they enroll early, their classes are cancelled

- C. Zone 3 – Michael Wintz—enrollment issues, too. Grades and textbooks must be kept for seven years. Exams may be disposed of a few weeks after the semester ends. Barry has requested meeting scheduled for the 25th of September to clarify what must be kept by faculty.
- D. Zone 4 – Keith Heffner—same issues on purges.
- E. Zone 5 – Sally Kroelinger—same issues on purges.
- F. Zone 6 – Erin Rawson—requested information on who a person can go to with questions about retiring, particularly converting from an HMO to a PPO.
- G. Zone 7 – Harold Cranswick—mentioned that MCC would a candidates' night, with five D and five R, and faculty in zones may wish to know about it.
- H. Zone 8 – Donna Benson—no report.
- I. Zone 9 – Delaine Gilcrease—asked if her prior concern about printouts of class schedules had been addressed and was told that students would definitely receive a printout. We can thank Dr. Mabry for designing a simpler, more direct paper informing students that they had to pay their fees that day.
- J. Zone 10 – George Cole—more overrides than normal.
- K. Zone 11- Jeff Messer—a faculty member asked if there was an accepted explanation for the decline in enrollment or if there was any data available that indicates why numbers were down. A senator interjected that students attempting to enroll in her departments classes found that the classes were flagged, and students had to provide a special code in order to enroll. The Art department had a similar problem.
- L. Zone 12 - Janice Reilly—indicated that she had been sent many students from many areas. Scheduling has been a serious problem. Timing, SIS, and others. She asked if details of the problems were still being forwarded along. Some students had been purged three times and wondered why they were still trying. Students and faculty are just trying to survive at this point.
- M. Zone 13 – Keith Andersen—students getting messages that they're ineligible for MCC mail accounts.
- N. At-Large Reps: SD - Jonelle Moore—no report

SD - Diane Dietz—not in attendance

RM - Puvana Ganesan—no report

- V. Active Retiree (49%) Report – no representative as yet
- VI. Department Chair Association Liaison Report – no representative as yet
- VII. Old Business
 - A. OYO/OSO Salary Policy Change – Bruce Peterson
On the FEC agenda to bring up the issue of salary inequities.
 - B. College Plan
Harold and Bruce will be working on the college plan.
 - C. Recorder for Secretary and Secretary for Travel Committee – Bruce Peterson
Still looking for a notetaker for the secretary.
 - D. MCC Faculty Social – Bruce Peterson
Ask for a ground floor room at Top Shelf for disabled access reasons.
 - E. Public Stewardship & Disclosures – Harold Cranswick
Two courses to take online and more information forthcoming.
 - F. Keeping Student Records – Bruce Peterson
- VIII. New Business--none
- IX. Announcements--none
- X. Adjournment—motion to adjourn, second, meeting adjourned 5:22 p.m.