

**Mesa Community College Faculty Senate
Approved Minutes
18 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	X
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	Jeff Andelora	X

Guests: IT Audit Meeting (12:30-2:30, Navajo Room) Senate meeting will begin @ 2:45

I. General

A. Call to order 2:47 p.m.

B. Approval of Agenda--additions made, so moved, approved

C. Approval of Minutes

Motion to approve August 21, 2008 minutes, so moved, one abstention, approved

Motion to approve September 4, 2008 minutes, so moved, two abstentions, approved Steven Brown to take notes

II. Reports

A. President's Report – Bruce Peterson

Note-taker Steven Brown introduced to the senate.

1. FEC

a. FA Membership:

MCC paid/not paid numbers--256 paid.

b. Legislative Committee Rep.: Noel Morelos has volunteered to be a representative from Chandler and will attend FEC meetings.

c. Meet & Confer matrix

Proposals will be on the website.

d. Legal Defense Fund:
Draft # 6 is still in progress. The issue is how much to fund should a faculty member need representation in a criminal case related to employment. Being discussed in the FEC is what criteria should be used to fund a consultation for a criminal defense. Issues of attorney/client privilege make these decisions difficult. Napier has criteria to determine what would be considered a work-related criminal offense. The initial consultation is not a problem. FEC members often make decisions regarding which faculty members have access to the attorney depending on the appropriateness of the request. There is a group in the FEC that thinks this same process should be available for criminal cases as well. There has been some legislation introduced that would affect academic freedom. It is possible that issues of what is being taught in the classroom could lead to criminal charges. The basic question is whether or not we should support the Legal Defense Fund. Senators agreed that it is a good idea to go forward.

e. Active Retirement (49%) Data Committee Results:
Barry said that he would send a letter to college administrations reiterating FEC's position on the Active Retirement Program. Glendale was the only college using a certain formula. The general opinion to be presented in Barry's letter is that the 49% program is both beneficial and popular. The program is best utilized by faculty.

2. MCC

a. Course Management Strategy – Enrollment Management Steering Committee Sept. 8, Meeting Report: Enrollment Cancellation Policy—the first half of the meeting was a discussion of the problems. MCC will return to a weekly purge in Spring 2009 except for the last two days prior to the last day of enrollment.

Course Cancellation Data

A paper on course cancellations was distributed to senators. The goal has been set by Dr. Pan at 15%. The percentage of cancellations of classes with students in them is not particularly high, around 15 percent. There is a need for better data and better interpretation of data. There are subcommittees reviewing various aspects of the issue. Goals are good, but we should strive to make enrollment student friendly with minimal cancellations.

b. Early Alert Project
Hired Project Developer

The idea is to get to at-risk students earlier. There is a possibility that faculty could contribute information about at-risk students. A senator stated that she was asked to serve on a student success initiative meeting and wondered how involved faculty are in these initiatives.

- c. Student Success Initiative Pilot Proposal:
Barry will facilitate a meeting
- d. College Committee Appointments (Faculty members)
This issue was discussed with Dr. Pan, who understood that the Faculty Senate should be consulted when faculty are asked to serve on these committees. The presence of faculty members on committees does not ensure adequate representation. Dr. Pan
- e. Banners—There is still no information about how it was decided that banners would benefit students.

B. President-Elect's Report – John Griffith

1. FEC

a. PFG/FEC Retreat

The meeting discussed what the most significant challenge might be in the upcoming year. Once again it came up that there was a real feeling among the smaller colleges, who use all of their travel money, that funds not spent by the large colleges could be redistributed to the smaller colleges. There is a desire to look at the use of project funding, grants, sabbaticals. For MCC lack of use of these funds is often a communication issue due to our size. Another senator mentioned that there will be a survey on travel coming soon, adding that the issues discussed were useful. Another recommended that zone reps encourage faculty to use the resources and remind them that there is money available. A senator mentioned that we must take into consideration that the reasons many faculty members choose not to apply for travel funds. Another suggested that we advertise in a different way, perhaps by having zone reps deliver information that encourages others to apply.

b. District IT Audit

John is in the focus group providing information to the auditor on IT issues. The college IT meetings collected a large amount of data. A senator who attended one of the IT meetings felt that the complaints from faculty about technology were valid.

2. MCC

a. Breakfast with the President

All college leadership students not in class had breakfast with President Pan on Tuesday, September 16. There was discussion of the budget, and Dr. Pan gave all students present the opportunity to participate.

b. Constitution/Best Practices

The constitution is very clear that the President of the Senate is a non-voting position. It needs to be explicit in the document whether the President-elect is a voting or non-voting member.

C. Secretary's Report – Barbara Jordan

1. Membership

a. Deliver MCC paid/not paid Zone Lists to Senators.

The secretary informed senators that the list was a work in progress and should be used as a starting point for conversations with zone members. Corrections were solicited. The list is a work in progress and will need to be updated often, with an email attachment sent again soon. An officer added that the list could be used to initiate conversations with zone members, requesting that they verify their status as prior or current members.

D. Treasurer's Report – Phil Waclawski

1. Budget Report

Another deadline on Monday for new senate memberships to appear on the current paycheck.

III. Committee Reports

A. College Plan Revision Committee – Harold Cranswick & Bruce Peterson

B. Center for Teaching and Learning Advisory Committee – Carolyn Fay

C. College Technology Group – (No longer meeting)

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 – Prg. Dirs.)

I. Kaleidoscope Committee – Loretta Kissell

J. Social Committee – Puvana Ganesan

K. Staffing Committee – John Griffith and John Seims
There will be no new faculty lines in the next budget.

- L. Student Outcomes Committee – Derek Borman
 - M. Survey Committee – Keith Heffner
A request for any of the surveys that have been used in the past.
 - N. Travel Committee – John Weide
Investigate travel opportunities and encourage zone members to travel.
- IV. Zone and At-Large Senate Reports
- A. Zone 1 – Barbara Jordan
A zone member requested a link to International Education department off of the main web page. A senator recommended a call to Jonathan.
 - B. Zone 2 – Phil Waclawski
One reminder that there is a pilot project from the state wanting a consistent numbering system that could conceivably lead to a push for similar course content and homogenization of the curriculum. It is unclear what the motives are.
 - C. Zone 3 – Michael Wintz
No report.
 - D. Zone 4 – Keith Heffner
No report.
 - E. Zone 5 – Sally Kroelinger
No report.
 - F. Zone 6 – Erin Rawson
No report.
 - G. Zone 7 – Harold Cranswick
No report.
 - H. Zone 8 – Donna Benson
No report.
 - I. Zone 9 – Delaine Gilcrease
Unclear crosswalk markings in the parking in the lot west of Safety and its access to Dobson. Crosswalks need to be painted. Request that the Senate President communicate concerns about this area to Steve Corich.
 - J. Zone 10 – George Cole
No report.

- K. Zone 11- Jeff Messer
No report.
- L. Zone 12 - Janice Reilly
No report.
- M. Zone 13 – Keith Andersen
No report.
- N. At-Large Reps: SD - Jonelle Moore—No report.

SD - Diane Dietz—Request for a public budget.

RM - Puvana Ganesan—No report.
- V. Active Retiree (49%) Report – no representative as yet
- VI. Department Chair Association Liaison Report – Jeff Andelora
The DCA met the first week and discussed enrollment issues. Phil Randolph and Don Sutton are on the agenda.
- VII. Old Business
 - A. OYO/OSO Salary Policy Change – Bruce Peterson
Now on FEC’s next meeting agenda.
 - B. College Plan
The Senate President would like John Griffith and Jeff Andelora to be on this committee. Diane Dietz volunteers. Sally Kroelinger would also like to be involved. The Senate President, Chair of Chairs, VPAA and/or College President sign off on the plan.
 - C. Recorder for Secretary and Secretary for Travel Committee – Bruce Peterson
Hired for senate, but not for travel committee.
 - D. MCC Faculty Social – Bruce Peterson
Downstairs at Top Shelf next Friday, September 26.
 - E. Public Stewardship & Disclosures – Harold Cranswick
Barry has sent a letter requesting clarification and has not yet received a reply.
 - F. Keeping Student Records – Bruce Peterson

Barry has sent a letter requesting clarification and has not yet received a reply.

VIII. New Business

A. Payroll Problems

Some have been underpaid and others have been overpaid. Overpayments should not be spent as the money will eventually have to be returned..

B. Plans for Enrollment Assistance

Faculty has offered to assist but must realize that we are not qualified to advise on programs other than our own particular programs. We are not experts on transfer issues, etcetera. The Faculty Senate President will discuss this issue with Dr. Pan.

IX. Announcements

Donna Benson mentioned the Physical Science Building Open House from 9 to 11 next Monday.

X. Adjournment—motion to adjourn, seconded, meeting adjourned at 5:04 p.m.