

**Mesa Community College Faculty Senate
Approved Minutes
06 November 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		Zone 12	Janice Reilly	X
Barbara Jordan	Zone 1	X	Zone 13	Keith Andersen	
Phillip Waclawski	Zone 2		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: MCC President Dr. Pan – IT Audit
 Beverly Maxton & Jonathan Baney – EARS Pilot Project

Dr. Pan addressed the senate with an update on MCC. Next year there will be a 3.2 million dollar cut for MCC. Every effort will be made to cut costs without resorting to layoffs, which other MCCCDC campuses are considering. The state budget shortfall is also very serious. Rainy day savings have been depleted. We can expect the budget crisis to worsen, and mostly likely we are heading into three years of hard times. ASU is entering into their second phase of cuts and have instituted a permanent cut of 4.5%. The state is looking at borrowing money and going into debt. This will affect all of us. What do we want to protect? Some colleges are talking about cutting from 5 day to 4 day work weeks. Current plans will not save us a lot of money. We may have to put some programs on hold for a while. We need to work together to find solutions. There has been much money wasted on technology.

The senate president requested documentation such as a pie chart that illustrates where the money is going. Dr. Pan replied that he had a document sorting spending into categories and would send it. A senator emphasized the need to protect programs that focus on teaching and learning. Dr. Pan reiterated his commitment to teaching and learning but also the responsibility of faculty service. He mentioned that district spending was also being reviewed. Senators contributed that departments have been operating under budget constraints for years and that there is very little left to cut without affecting teaching and learning. The senate president commented that in the last ten years, departments have been asked to do more with fewer resources. Conversation continued on upcoming faculty retirements and the need to assess the replacement lines. A senator wondered if a general college forum sharing this information would be helpful. Dr. Pan stated that the campus web pages had improved but still needed to be much better. Web pages are what students and their families see first. The funds spent on web

updates appear to be well spent so far. Additional expenditures for professionals to assess our web site may be in order.

Beverly Maxton & Jonathan Baney visit the senate. Dean Sonya Pearson accompanies them and gives an overview of the Early Alert System (EARS). A handout titled “Early Alert Referral System Project Executive Summary 2008-9 is distributed. The purpose is to develop a systematic way to refer students and help us know what our students need. The system will allow us to be more proactive and less reactive. We are losing students faster than we are bringing them in. If we can retain more students, then we won’t need so many students coming in to maintain enrollment. Core Team Three, in charge of operational requirements and implementation the most important because they will be making it work every day.

Guest Jonathan Baney previews the working prototype website for the senators, explaining that the system is plain and simple. Log in as faculty member, and the first thing we see is the dashboard. Create a new referral by doing a basic search for a student, or class roster search for student. Find student, no need to find email or phone number. Next, access a screen that lists areas of concern: Attendance, Academic, Behavioral, Advisement.. Check boxes and submit. One of the other functions is that a faculty member can see whether or not the student has been contacted after a referral and if the student has accepted services or not. Any faculty member can use this. There are alerts for neglected emails and repetitive forwarding. Senators raise concerns about potential FERPA violations and are informed that health or safety risk information does not require student permission to be shared. Comments and reports: don’t put in information that you do not have the authority to say such as diagnosing psychological disorders etc. Senators express concerns about confidentiality of comments and request modifications so that the open comment text box with no restrictions does not appear until after preliminary statements have been checked. The system depends on faculty to make it work. More faculty members are needed in team three. The senate thanked the guests, who departed at 4:03 p.m.

I. General

- A. Call to order at 4:08 p.m.
- B. Approval of Agenda—motion, seconded, all in favor, no abstentions. Agenda approved with additions.
- C. Approval of Minutes—motion, seconded, all in favor, no abstentions. Minutes from 10/16/08 approved at 4:12 p.m.

II. Reports

- A. President’s Report – Bruce Peterson
 - 1. FEC
 - a. FA Membership-- Senators are encouraged to remind faculty that November 15 is the deadline.
 - b. FEC memorial to FA Charities for Phil Carrillo

- c. Upcoming Dist. Policy Reviews
 - Amorous Relations Policy
 - College Course Materials Policy (Textbooks)
 - Barry met with Deb Thompson & Dist. Legal

They met a few days ago. Rumor of rewriting.

- d. Nov. 21st FA Charities Event – Janice Reilly

Sending email for raffle tickets purchased.
Janice is in possession of the physical tickets.

- e. Student Success Initiative Pilot Proposal:

Discussion with Daniel Corr elicited some disappointment. The only college members that appeared satisfied with the plan were from Scottsdale. The statistics were unimpressive. Faculty in general appeared unhappy with this project. Reading departments would be most affected by the course requirements. The next heaviest hit department would be counseling, and then English. Senators expressed concern that the project had not been initiated by faculty, yet it is a faculty issue. Senators request more information such as an outline of what the initiative would entail. At other colleges in the state such initiatives have been piloted and rejected by students. Rio would be exempt. Janet stated she would send a summary document by email.

- f. Board Election Results

- g. International Travel and Travel Funds

There is still money available for travel, and faculty members are encouraged to apply. \$277,000 in the travel budget seems to have been misplaced.

2. MCC

- a. Staffing discussion with VPAA
 - Find and track lines

Keep track of faculty lines over this time when we may not be hiring.

- b. RM and AAEC relationship
 - Proposal Letter

Sent a letter. No feedback except one person.

- c. Hybrid Committee
Pilot @ RM & Fall 2009 limits

Piloting 8 week scheduling at Red Mountain.

- d. Grading by other than faculty

We have other people grading especially in online computer Microsoft ... classes. We have job descriptions of non faculty grading. Should only faculty be doing assessment of course material?

Harold sent an email.

We are looking into it at the district level.

Faculty members need to grade their own work.

B. President-Elect's Report – John Griffith

- 1. FEC
No report.

- 2. MCC
Senators are encouraged to remind faculty about the distinguished faculty award. Applications for this award are being accepted, and only one person needs to submit the application. The recipient will be required to submit documentation.

C. Secretary's Report – Barbara Jordan

- 1. No report.

D. Treasurer's Report – Phil Waclawski

- 1. Budget Report—N/A.

III. Committee Reports

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

Send an email to work on it virtual because we are editing a document. 5:06PM

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 – Bonnie Black
- 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.) Meeting Nov. 18th to elect Chair
- I. Kaleidoscope Committee – Loretta Kissell
- J. Social Committee – Puvana Ganesan
- K. Staffing Committee – John Griffith and John Seims
Met Friday, Oct. 31
- L. Student Outcomes Committee – Derek Borman
- M. Survey Committee – Keith Heffner
- N. Travel Committee – John Weide

IV. Zone and At-Large Senate Reports

- A. Zone 1 – Barbara Jordan—no report.
- B. Zone 2 – Phil Waclawski--not present.
- C. Zone 3 – Michael Wintz—A zone member had a complaint about emergency prescription filling and was informed whom to contact.
- 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

One of the faculty had an issue with response from the ombudsman, who immediately forwarded a complaint to district legal. The faculty person would like someone to find out whether that is the customary response or if a mistake was made. Clarification of the process once a complaint has been received is requested. Issues with student graders have come to the fore. Faculty are coming forward with general concerns about increased stress in the workplace.

- H. Zone 8 – Donna Benson
No Report
- I. Zone 9 – Delaine Gilcrease—Reiterates a prior question: “Are they going to pain the crosswalks?” The reply is affirmative, perhaps by Christmas. Liability for injuries is a concern.

Discussion about unapproved notices on bulletin boards and walls in buildings ensues, with questions about their appropriateness.
- J. Zone 10 – George Cole - Asks again about 403B plan. He also asks about the instructor notification forms. A faculty member has received an instructor notification form that tells the instructor to either give the student double time to take exams or else to allow the student to take the exam home to work on it. Of course, the student wanted to be allowed to take the exam home where he would not be supervised. As the exam was not a take-home exam, the instructor allowed the student to have double time at the testing center but the instructor did not allow the student to work on the exam at home. The faculty member feels that while we should try to help a student with a learning disability, testing should still take place in a supervised environment. There was general discussion about an excess number of students with disabilities in one section.
- K. Zone 11- Jeff Messer
SIS group: ongoing meetings to find out what the college does and doesn't have control over in SIS.
- L. Zone 12 - Janice Reilly—no report.
- M. Zone 13 – Keith Andersen—not in attendance.
- N. At-Large Reps: SD - Jonelle Moore—no report.

 SD - Diane Dietz—no report.

 RM - Puvana Ganesan—no report.
- O. Active Retiree (49%) Report – no representative as of yet.
- P. Department Chair Association Liaison Report – Jeff Andelora
Mike Sims and Jeff Andelora met with the administration in charge of scheduling to address issues concerning SIS and with the college administration to develop more collaboration between student services and instruction. Meetings will be ongoing and we will keep you informed of developments.

VI. Old Business

- A. OYO/OSO Salary Policy Change – Bruce Peterson
- B. College Plan
- C. Keeping Student Records – Bruce Peterson
- D. Enrollment Assistance and Earl Alert – Bruce Peterson
- E. Faculty Professionalism – Website Changes
Bruce is working on the website.

VIII. New Business

- A. Faculty Advisement Committee Idea
- B. Zone 14 - Downtown

Motion to buy four more tickets made, seconded, and approved.
Motioned to donate \$200 in honor of Dr. Phil Carillo made, seconded, and approved.

IX. Announcements

Astronomy Night, Nov. 7th 6:00-9:30

Homecoming Saturday, November 8, 2008. Festival from 11 – 1:30, and game MCC vs Scottsdale kickoff at 2 p.m.

- X. Adjournment--Motion to adjourn, seconded, approved—adjournment at 5:23 p.m.