

**Mesa Community College Faculty Senate  
Approved Minutes  
20 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	
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	
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	
Sally Kroelinger	Zone 5	X			
Erin Rawson	Zone 6		49%		
Harold Cranswick	Zone 7	X			
Donna Benson	Zone 8		DCA	Jeff Andelora	X

Guests: Student Life and Leadership– Zona Bailey, Earl Guenther, SB President, Spencer Morgan, VP, Jami-Lyn Hinson, Communications, and Jennica Lippold, Fiscal Affairs

Naomi Story and Jaime Herrera also attend. Zona Bailey, Program Advisor, Student Leadership, introduced the student government members. A recent meeting with the president brought up the idea of students nominating faculty for a distinguished faculty award, one male and one female for each campus. VP Earl Guenther addressed the faculty senate on behalf of the student senate, which would like more cohesiveness, with students and faculty working together. Student leaders are looking for ways to reach out to adjunct faculty and have difficulty contacting and reaching out to adjunct as well as residential faculty. Zona distributed a handout on a Faculty Advisor position and mentioned that there are many clubs looking for faculty advisors. A peer to peer registration assistance project has begun. Efforts are underway to promote Spring Fling.

Jaime Herrera, currently on assignment to district as a Faculty Recruitment Coordinator, reported to the "Faculty of Color Recruitment" committee on the issue of what we at MCCCCD can do to recruit faculty of color. He distributed the folder used for recruitment. An unstated but desirable goal is for the faculty to approximate the same demographic diversity as found in the student body. He urged senators to be aware of diversity issues and communicate them to zones.

Naomi Story explained that the recruitment committee aims to encourage not only a diverse pool of applicants but also a pool of applicants sensitive to the needs of students from varied backgrounds. MCC has volunteered for a pilot search committee. A senator mentioned that part of diversity is to look at the degree granting institution. Jaime mentioned that 70% of Maricopa faculty hires go to adjuncts, and the adjunct pool is even less diverse than residential faculty.

Senators are reminded to ask Jaime for packets or at least business cards whenever we go to conferences.

I. General

- A. Call to order at 3:12 p.m.
- B. Approval of Agenda, motion to approve, seconded, no discussion, unanimous, approved.
- C. Approval of Minutes, motion to approve, seconded, no discussion, two abstentions, approved.

II. Reports

A. President's Report – Bruce Peterson

1. FEC

- a. FA Membership: close to last year at this time now

Senators discussed targeting new faculty to join the Faculty Association. When difficult decisions need to be made about the budget, it would be best if faculty appeared united.

- b. Upcoming Dist. Policy Reviews  
Amorous Relations Policy--employees received the updated policy via email  
College Course Materials Policy (Textbooks)--no new information
- c. Nov. 21<sup>st</sup> FA Charities Event – Janice Reilly

Pairs of remaining tickets will be distributed to new faculty and students from Student Life. There will be a "tailgate" party and half the ticket proceeds will go to the charity.

2. MCC

- a. Staffing discussion with VPAA  
Find and track lines

In discussions with Dr. Mabry about staffing, Bruce has been encouraging a historical view of staffing. When a line does not return to a department, it goes to a pool, and that line can then be issued to another department. A retirement line that becomes an OYO due to a late retirement does not automatically become a replacement line. Senators discussed and then agreed that tracking of replacement lines is necessary. Bruce will request that decisions regarding staffing be written and filed.

- b. RM and AAEC relationship  
Meeting with Principal on Friday

An underage student admissions policy memo has brought up some issues of concern. Harold Cranswick replied to the message explaining that a policy statement in place clearly indicates that department chairs and/or faculty teaching those courses must sign off on underage students. The policy originally came out of student and parent complaints brought to the board about course content. Bruce explained how as communication department chair he was willing to create a cross-disciplinary orientation for a specific block of AAEC students. A senator commented that it is most important that faculty be involved because they are the ones who will be in contact with the students. The problem is the department chair/faculty

Do we want student services staff signing off on these forms? A senator stated that the AAEC relationship seemed to be a special case. Jeff Andelora explained that in the English department there is a general form that parents and students sign off on. Some senators registered discomfort with the idea that moving the signing off to student services goes against current policies which indicate that final say "will be determined by the designated college administrator in consultation with the department chairperson and/or faculty."

c. Student Success Initiative Pilot Proposal  
Discussion with Dr. Mabry

Janice and Bruce met with Dr. Mabry regarding the SSIPP, and after the meeting, they felt more comfortable with the direction MCC is heading in regards to this district initiative. District indicated each campus could implement in ways most suitable to their campuses. Phase Two would involve approximately 750 students who would need the CPD course. Dr. Mabry would be agreeable to creating a pilot in which a targeted group within the identified group. Bruce summarizes that Dr. Mabry would be willing to start with such a pilot. Tri-chairs are Sonia Pearson, Carol Achs, and Janice Reilly.

d. Grading by other than faculty

Documents have been sent to Barry and no additional information has come out since.

d. Budget: "Guiding Principles for Strategic Decision Making"

Dr. Pan provided a document and asked for comments and feedback.

e. CCSSE 2008 Report Executive Summary

A copy of the summary is provided for review by senators. The entire report is available online.

f. Enrollment/Registration Preparations

A meeting run by Spencer Peterson, Barbara Boros and Joni Glover was held. Presentations regarding enrollment will be held periodically, with one occurring at S-D soon. All present felt that positive changes were being made to purge processes and information dissemination.

B. President-Elect's Report – John Griffith

Senators were asked to encourage members of their zones to ask students to participate in the district ITS audit.

1. FEC
  - a.
  - b.

2. MCC
  - a.
  - b.

C. Secretary's Report – Barbara Jordan

1. No report.

D. Treasurer's Report – Phil Waclawski

1. Budget Report--printed copy is distributed. Losses are not terrible compared to the national situation.

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 – Bonnie Black
- F. Distinguished Faculty Award Committee – John Griffith

Volunteers from the senate will be needed to form the committee.

- G. Educational Development Projects Committee – George Cole
- H. Honors Program Advisory Committee – Brian Dille elected as chair.  
(Betsy Hertzler and Doug Conway – Prg. Dirs.)
- I. Kaleidoscope Committee – Loretta Kissell

Request was made by a senator on the status of this program. A drawing back of this program is probably being looked at as a cost-cutting measure. Discussion moved to a more general discussion of cost-savings across the campus. A recommendation was made that Bruce confer with Charles and discuss how data can best be presented in a management report. A senator recommended a retreat.

- 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--reminded senators that the Friday before accountability week, Jan. 9th, is a work day. A question was asked about the process followed for student complaints against a faculty member.
- 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--absent.
- G. Zone 7 – Harold Cranswick--a faculty requests follow-up on the ombudsman questions to make sure that the advice the ombudsman is giving is correct. This question is on the FEC agenda.
- H. Zone 8 – Donna Benson--absent
- I. Zone 9 – Delaine Gilcrease--absent
- 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--absent.
- N. At-Large Reps: SD - Jonelle Moore--no report.  
SD - Diane Dietz--absent.  
RM - Puvana Ganesan--absent.
- O. Active Retiree (49%) Report – no representative as yet
  
- V. Department Chair Association Liaison Report – Jeff Andelora--no report as the policy of underage students had already been discussed.
  
- 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 still hasn't gotten access to the senate website in order to update it and make changes.
  
- VIII. New Business
  - A. Faculty Advisement Committee  
  
Explore the possibility of a faculty committee or reassigned time to help with advisement. Gera King at SCC and Jim Simpson.
  - B. Senate Laptop
  - C. Zone 14 - Downtown
  - D. Holiday Brunch--Keith Heffner, Puvana, Laura Lassiter
  
- IX. Announcements
  
- X. Adjournment--motion to adjourn; adjourned at 5:20. p.m.