



Mission College Academic Senate President's Report 12/6/07

Title 5 Section 53200 (b):
Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters.

Section 53200 (c):
"Academic and professional matter" means the following policy development and implementation matters:

1. Curriculum including establishing prerequisites and placing courses within disciplines.
2. Degree and certificate requirements.
3. Grading Policies
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. District and college governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate.

We've almost made it to the end of another semester. However, today's meeting promises to be one of the most intense of the term, if the interest expressed by faculty and staff is any indicator. We are going to be looking at actions to be taken relating to loss of apportionment due to the HBA situation. In most of the meetings I have attended over the past week, this has been a subject of discussion, and as a result I want to focus this report largely on items relating to today's meeting.

In an email to the college earlier this week, Harriett sent out figures from the audit report for both Mission and West Valley. The Chancellor will be bringing hard copies of that information to today's meeting. The exact penalty owed by the District is still under negotiation. However, it is very clear that we as a college need to grow our enrollment – our FTES – in order to recover from this situation. In a roundtable discussion on Monday, WVC Classified Senate president Laurel Kinley pointed out that while classified staff want to work closely with faculty, most of the potential actions that can be taken to address this issue need to come from faculty.

Our Senate is aware of that, and that's why we're having this discussion today. Some of the actions which are already being discussed around the college in various bodies include:

- Development of new programs and degrees, including one proposal from Counseling which will be discussed at today's meeting.
- Streamlining of the process by which new programs and degrees can be approved is something that the Senate and the CRC will be working on in Spring.
- Scheduling of courses – both the timing and the process of schedule development – has been a major topic of discussion this semester at the Division Chairs Council and other meetings.
- Development of a new process for approval of "Supplemental Instruction" (formerly known as HBA) which meets Title 5 regulations. This has already been completed at West Valley. This process is being adapted by the Office of Instruction and will go to Curriculum for approval before being presented to the Academic Senate.
- Discussion of processes by which faculty members wishing to establish equivalency to the minimum qualifications for a discipline can initiate that process – the Equivalencies Committee is discussing this with ACE and will bring the process to the Senate for approval in the Spring.

I know that our meeting today will generate many questions. I hope that we are also able to generate a number of additional suggestions that will benefit the College and the District.

SHARED GOVERNANCE AND OTHER MEETINGS

As usual, these are only my notes from the meetings. For full official details, please consult the minutes of the meetings.

DIVISION CHAIRS COUNCIL, 12/4

- Division Chairs are planning to closely monitor enrollment during the week prior to the opening of Spring term to make schedule adjustments as needed – adding sections to courses with large wait lists, cancelling low-enrolled sections while students have time to make schedule changes, etc.

EQUIVALENCIES COMMITTEE, 12/5

- No applications were considered for equivalency at this meeting. However, the committee did discuss the processes used to determine equivalency and how this committee relates to the Faculty Service Area Committee. Equivalency is within the purview of the Academic Senate, while FSAs and the related processes for assigning them are a negotiated area that are controlled by the ACE contract.

CHANCELLOR'S ROUNDTABLE, 12/6

- This roundtable was dominated by discussion of the HBA audit report figures.
- The presidents of the Academic and Classified Senates for both colleges have been invited to attend the annual budget presentation of the Association of Community College Administrators on Jan. 15 in Sacramento. This is the annual unveiling of the system budget for the coming year, and has been the scene of many “midwinter surprises” in the past. As the budget for the coming year does not look good, I intend to go to this presentation. The system office may have to choose between getting COLA for next year and having mid-year cuts to the current budget.

GAP, 12/6

- Betty Inouye presented a wide range of activities that the Outreach Committee is preparing for the first week of Spring, including some intended to make the college more attractive to students and some designed to help students with enrollment and related issues. One proposal is to consider giving faculty flex credit for hours working the information tables to help students. Another suggestion is to purchase “WELCOME” tee shirts for all faculty and staff to allow students to easily identify people to answer questions; this could also be useful during the accreditation site visit. Many music and entertainment events will be scheduled during the first week.
- GAP also began reviewing the matrix of planning agenda items from the self-study to determine which positions or entities have “ownership” of the items. This will be continued next week. A significant number of items are likely to involve the Academic Senate.

CBAC, 12/6

- There was discussion of the process used this semester, and how it may need to be adjusted for the cycle beginning in Spring to clarify certain issues.
- Harriett has directed CBAC and the Academic Senate to work together on integrating the results of program review into the resource allocation process. This seems to be a matter that falls under the “10 plus 1” areas of Senate responsibility; however, CBAC sees the revision of the BAM as their responsibility, with the revised model then coming to the Senate for approval. During discussion at this meeting, a suggestion was made that the Senate Budget Allocation Task Force members sit in on CBAC meetings as the budget process is carried out next semester, to ask questions of CBAC and provide feedback which CBAC could then use to craft the next revision of the model. This would provide more active participation by the Senate in the process while taking advantage of the expertise of CBAC members in the intricacies of the budget process. (I will need direction from the Senate in this matter.)

DISTRICT COUNCIL, 12/6

- During the HBA discussion in this meeting, an interesting point was raised: at the System Office level, most employees of the S.O. do not in fact represent the Community College System but are, rather, representing the interests of the State of California and the Office of Finance. The System Chancellor and a few other staff members are “exempt” employees, representing the interests of the community colleges. This has a significant bearing on the way issues are handled and discussed in that office.
- Christina Oborn returned to District Council with an update on the proposal for an Institutional Review Board. This board is required by federal regulations for all institutions with grants involving “research” on human subjects. Christina has researched similar boards at other community colleges, and presented a sample charter for such a board. The Council decided to establish a subcommittee to develop a charter and procedures for an IRB in this District, which will then come back to District Council for approval.
- Javier Castruita presented a proposal for reorganization of the District Facilities office to more effectively manage the millions of dollars’ worth of construction that is beginning. Currently most of this is handled by contractors, at high cost to the District. This proposal would involve a number of new positions, but he clarified that many of those positions would be funded with Measure H dollars and would not be subject to the 50% law. There will be further discussion of this in January.
- The Chancellor announced that he is planning to proceed with a reorganization of the Office of Institutional Research and would like feedback from District Council.