

Faculty Assembly Consortium 16 Oct 2015

I. Meeting commenced 11:36

In attendance: Steve Holmes (m), Matthew Placencio (m), Tammy Dodson (m), Pete Eidenbach, Susan Swain (m), Gloria Villaverde (m), Greg Hillis, Kim Lopez-Gallagher (Vice-Chair), Rob Klinger (Chair), Colleen Bond (Secretary).

II. Minutes approved

III. Faculty Senate Report: Given at Faculty Meeting
Sen. Roark-Diehl will send out detailed report

IV. Subcommittee Reports

a. Adjunct Affairs: held until end of meeting

b. Non-degree enrollment:

Discussion:

Dr. Van Winkle working on this.

Significant initiative to change fee structure to reach out to non-traditional community. Non-degree seeking individuals can register at the same time as degree seeking students.

Need to talk to VPSS and work out an outreach program as well.

c. Communication sub-committee

Discussion:

Report generated and handed out at Faculty Assembly.

Campus Calendar will facilitate communication. Chair Rob demonstrated use of calendar. Encourage everyone to use. It is a tool will become more efficient as we use it. If faculty members want to submit events send it to Judy Garcia.

Please note she is **not** the POC for changes to the way the calendar is displayed or operated.

4 main issues

Item 1: Committee minutes and information not available to campus community.

Discussion:

Faculty Assembly minutes will be available on webpage. Would like to see similar Reporting behavior from all committees on campus.

Faculty Assembly website is out of date needs to be updated. Need pictures of officers and Assembly members and updating of bylaws.

Item 2: Advisors need further training for degree programs.

Discussion: Realize this is an involved process. Maps are given to advisors. Maps quickly outdated. Electronic site to access latest curriculum information. Many other colleges do this. Perhaps SS put current degree plans on the website.

Related Topics for non-degree seeking

- Main campus does not require transcripts for non-degree seekers
Sometimes classes may have carried/fulfilled if easier for non-degree seekers to enroll
- Improve faculty opportunity for teaching
- Rate schedule also needs to be addressed for non-credit students.
- Make it simpler to enroll for credit seeking. Concern that students who audit classes affect our completion rate.

Action: Rob speak to VPAA and give recommendations to make it easier for students

Item 3. College decisions are not always shared with everyone in the community.

Discussion:

The Campus Connection is starting to address the issue.

Recap of history and minutes as available show little detail or action .
Issues such as new adjunct pay increase, class size vs. pay amount.
Decisions made without information being disseminated.

None of these issues discussed in APAC. There is no formal process for disseminating this information.

Examples given of inconsistencies across divisions and how this affected adjuncts. For example: the new adjunct hire rates and prorating for class size.

Discuss with Pres. and VPAA how lack of communication affects moral and work environment.

If faculty do not know the process of decision making, it is easier for administration to not include faculty in the decision making process. Emphasize shared governance and participation.

Knowledge is power and to be more inclusive need better dissemination.

Action: subcommittee Kathy, Kim, Sonja, Rob, and Wayne
Communication Subcommittee will address these issues with administration.
Voted on and approved.
Proposal at next meeting

Item 4: Rumors arise when employees do not have enough/the right info

Full session on assessment next faculty meeting Nov. 20

Recommendations: notes from committees start going out before faculty meeting. Short reports (2 min) from committees delivered during faculty meeting.

Recommend special meeting called.

Solicit questions to be addressed by VPAA.

V. Old Business:

a. Miscommunication with Maria Saenz about meeting with Assembly.
Possibly attend another Assembly.

b. Noel Levitz Report:

Discussion:

Latest version of the report will be sent out. Are we getting clear information? Has a summary or plan of action been requested? Yes, last month's minutes asked Anne to give summary.

Listed goals of the report

Request a written executive summary from Anne with plan of action included

c. Facilities:

Discussion:

Remember page in Canvas under Faculty Assembly for suggestions
White boards get gummy. Cleanliness of classrooms.

VI. Other business?

Meeting adjourned: 12:30

