

# Academic Senate Meeting Minutes

Thursday, November 03, 2011

11:30 AM

## ***Cerro Coso College Academic Senate Meeting Minutes***

Date: 11/03/11

Time: 11:30 am

Location: IWV 604, MESCC 206, BESCC 122, KRV 2

**Type of Meeting:** Special Meeting Convened to Consider New Faculty Hire Recommendations and Union Update on TA

**Meeting Facilitator:** Jan Moline

### **Call to Order**

**Jan Moline** called to order the regular meeting of the Academic Senate at **11:49 am** on **11/03/11** in **LRC 604**.

### **Roll Call**

The following persons were present: See attached sign in sheet.

### **Guests:**

Jill Board, President Cerro Coso Community College

### **Added Agenda Items:**

Academic Petitions Committee meets 11/07/11 at 8:00am LRC 733 and via CCC Confer. According to Standing Rules we need additional members to volunteer from the following areas: 1.) English, 2.) Business-Computer Science-Media Arts, 3.) Public Service-Child Development-Industrial Arts, 4.) Primary Assignment Not IWV (unless a volunteer from 1-3 has a primary assignment not IWV).

## Information 11:40am-1:10pm

- a. Topic— Faculty Hire Requests
- b. Presenter Cliff Davis English 10 Min.
  - a. See attached justification
  - b. Comments:

English has lost three full time faculty, Corey Marvin, Norm Stephens, Chris Dohen

Department is down to 70% of staffing. Not offering as many sections needed for basic skills, graduation and transfer. Increasing need (Increase in level from English C070 to English C101 for graduation, increase in enrollment, high basic skills need) Decreasing number of sections, while still relying more heavily on adjunct faculty. Literature used to be offered F2F on campus (IWV) every year, now once every 3rd year.

Jill Board requested that she be provided with waitlist information that was split out to show Online versus F2F.
- c. Presenter Julie Cornett - Library 10 Min.
  - a. See attached justification
  - b. Comments:

Julie emphasized that Title V recommends for schools of approximately 3,000 FTE that 3 Full time librarians are needed. We have 1. We rely on adjunct support at the sites. Online services need to be enhanced and librarian services embedded into many online classes to improve retention and success. Julie envisions a librarian at ESCC that would also have part of load for Online services.

Cliff asked about Julie's workload currently as the only full time faculty for library services it is up to Julie to do AUPs, Program Reviews and evaluations in addition to filling in gaps in services when adjunct are not present. Christine Swiridoff emphasized that Accreditation requires *equitable* services at all sites. Mary Peoples emphasized that the librarians also act as resources for faculty at IWV and the sites and when the

sites are staffed by adjunct those librarians do not have the same hours of availability.

d. Presenter Mike Metcalf - EMTC 10 Min.

a. See attached justification

b. Comments:

Advisory Boards are asking for increased programs. Legal requirements for the courses have increased the number of hours required for the course which has effect on load.

Current full time instructor will not be able to teach as many courses and is will teach fewer EMTC courses in Spring in order to teach OSHA class required for several programs. EMTC degree (the third in CA) is going to CIC to be ready for next Fall and will grow demand.

e. Presenter Loren Sandvik - Art 10 Min.

a. See attached justification

b. Comments:

Instructor request will allow for more equitable service at ESCC. It would also allow for better instructional coverage for new AA-T Art. New AA-T (transfer degrees required by SB 1440) would generate student enrollment growth at ESCC as Art is already an interest, but to obtain the degree students would also need transfer level general education requirements.

f. Presenter Cheryl Gates - Vocational Nursing/Health Careers 10 Min.

a. See attached justification

b. Comments:

Julie Cornett asked what the two faculty positions would be. Cheryl stated one would be a full time position that would teach across all Health Careers courses, Nursing, Medical Assisting, Certified Nursing Assistant (CAN) and Home Health Aid (HHA). The other would be a full time faculty position that

would have part of load teaching Nursing courses (may require travel depending on site needs) and Simulation (Sim) Lab supervision and coordination of Clinic use of Sim Labs. Mary O'Neal asked what grants were currently funding. Cheryl explained that at ESCC, the hospitals are paying for two faculty that conduct the Clinical courses (Clinical Courses are legal mandated to full load). Adjunct coverage of clinicals would require that students do their clinicals with two different instructors during the same time frame (unlike courses that could be taught sequentially and taught by two different instructors) and that grant money would cover the clinical instruction at KRV for a year and she is negotiating with the hospital to cover the clinical instruction in the same way its being covered in ESCC. The state allows that up to 25% of the clinical requirement can be met with Simulation and a certain level of simulation is required by the students in order to gain experience with medical needs that may not be seen as frequently in such rural settings. Jill reiterated that we currently do have the Sim labs all ready.

g. Presenter Karee Hamilton - Counseling 10 Min.

a. See attached justification

b. Comments:

Current need stems from increased number of student contacts and that if the Educational Administrator position remains and is filled by Paula Suarez; we are down one (1) Counselor again after the last hire brought us up one (1) after losing three (3). Jan Moline emphasized that in addition to the increase in unduplicated head count which requires additional time, changes in state and federal regulations increase the amount of time counselors need to spend with each student. That additionally it is anticipated that work load will increase as the state requires all students to obtain a long term educational plan based on success and retention data presented by the Student Success Task Force.

h. Presenter James O'Connor Industrial Arts 10 Min.

a. See attached justification

b. Comments:

Currently need an instructor with generalist skills that can teach Drafting, Digital Media (AutoCAD/Design), Machine Tool, Welding, and/or Electronics Technology. Mary O'Neal asked about the alternative energy degrees, and suggested that it would be better to get those degrees up and running and producing greater numbers of completers. Jan Moline explained that currently the AS Industrial Technology and AA Trades Practices both required course from the areas Jim had listed and that the addition of those classes to the specialized Wind and Solar RET classes would have an impact on those current degrees.

i. Presenter Karen O'Connor Business/Business Office Technology/Computer Information Systems 10 Min.

a. Didn't have data tables from AUP and Program Review to present at this time. Emphasized that she was having difficulty addressing the entire issue due to stress.

b. Comments:

Department includes 8 different degree programs, 70 adjunct faculty, and three full time faculty, one of whom is on full medical leave for indeterminate time. 72 graduates/certificate completers last year. Last year completed 3 program reviews, have 2 to do this year, AUP and CIC efforts to keep curriculum updated and current in areas that changes rapidly. Karen indicated she was completely overwhelmed, still teaching and meeting the Chair requirements in a Department with that much going on and that few fulltime faculty. Emphasized she need help.

j. Presenter Administration of Justice Steve Busby unable to attend due to illness. Mary O'Neal step up in his stead 10 Min.

a. See attached justification (not available at this time)

b. Comments:

Steve has been teaching POST academies and Administration of Justice (ADMJ) classes for 20 years, has multiple adjunct but no full time faculty. Reporting requirements and Outline or Record requirements are massive and mandated by law. All reporting and curriculum requirements fall to Steve. Claudia Selle+9999999999999999rs asked "Which CTE program produced the highest numbers (FTES, completion)? Mary answered (thanks for the prompt) it is in fact ADMJ. Christine commented that Mary and Claudia stepping in to advocate on Steve's behalf spoke volumes about the faculty and "atmosphere" at Cerro Coso.

***Action Item: Item 1 1:20pm-1:30pm***

VOTE: Please remember only full-time faculty members are eligible to vote. Adjunct faculty are represented by the chairs of their department. Please rank the priority of each position (all positions may have the same rank). The ballots will be tallied and the Prioritized Recommendations will be the Academic Senate Recommendation for Hiring .

Ballots were collected and Mary Peoples and Pam Godfrey tallied the results. Mary recorded the raw scores on the board and Shannon suggested that rather than grouping the results by frequency (mode) that by dividing the raw score (tally of 1s, 2s, and 3s received for each position) by the number of ballots would give an average rank of 1, 2 or 3 (mean) that was more accurate. This was done for each position resulting in no position being ranked 3 (not important) and the following positions ranked 2 (important but critical at this time):

Art, Counseling, EMTC, Industrial Arts, Library

the following positions were ranked 1 (highest importance, critical)

Administration of Justice, Business/Computer Science, English, Health Careers.

It is the Academic Senate's recommendation that every attempt be made to hire all the requested positions, but as it may be unlikely that many positions will be available to Cerro Coso, that the four positions ranked as priority one (1) be considered as critical to Cerro Coso's ability to carry out its mission, contribute to the Districts' Strategic Plan and serve our students and communities.

### **Information Issues 1:30pm-2:00pm**

- a. Topic—Tentative Agreement(TA)/CCA Contract  
(Presenter)Mary O'Neal  
Information

Mary O'Neal addressed questions and concerns regarding the TA. Her first statement was to show the Senate that the TA had been signed by the lawyer, Abe Ali and the members of the CCA negotiating team. She shared that she was doing that because she had been contacted by the lawyer who was attempting to make changes to the TA after the fact.

Shannon Bliss asked if the TA included a cap on benefits.

Mary admitted that it did but that it was extremely unlikely that the cap would be reached. Mary explained there were some changes to reduce cost. Namely, that emergency room visits that did not result in hospitalization would now require a \$50 payment by the insured, visits to acupuncturists, chiropractors and physical therapists would be limited to 26 per year without prior approval (pre-approval by SISC) and that from this point forward a "Step Drug Therapy" plan would be effective. The Step Therapy means that for any new drug treatment the

patient must start with the least expensive (generic) option. If that does not work then the doctor may move the patient to more expensive (brand name options). However, if the doctor requires the non-generic option from the beginning they may write a letter to SISC justifying their request, resulting in no penalty to the insured.

Mary explained the "cap" result from limits to the amount paid by the district for SISC coverage which is currently \$1140/employee/month, the annual increase to that amount would now be the lesser of:

1.) SISC recommended payment

**OR**

2.) the higher of

a.) The higher of CPI-W (ask Mary regarding this calculation)

**OR**

b.) State funded COLA (last year 0)

## **Future Meeting Dates**

- a. Executive Council Meetings: ~~25 August, 15 September, 4 October, 20 October, 8 November~~, 1 December, 19 January, 2 February, 23 February, 15 March, 5 April, 26 April, 17 May.
- b. Senate of the Whole: ~~4 September, 29 September, 13 October, 27 October~~, 17 November, 8 December, 26 January, 16 February, 1 March, 29 March, 19 April, 10 May.

## **Adjournment**

The meeting adjourned at (TIME). 1:50pm

Recorded by: Jan Moline

Meeting Minutes Approved: