

## FACULTY COUNCIL OF DEL MAR COLLEGE

### MINUTES

**April 2, 2004 – Teaching and Learning Center, White Library**

1. The regular April meeting of the Del Mar College Faculty Council was called to order by Chair John Crisp at 2:03 P.M.
2. Attendees:
  - a. Faculty Council Members:
    - i. Present: John Crisp, Eric Moller, Donna Hamil, Mac Aipperspach, Lisa Welch, Stephen Ondrejas, Ann Thorn, Michael Potter, Bob Long, Mike Dunton, Rita Orchard, Mary Thornton, Paul Bissell, Chuck McKinny.
    - ii. Absent: Anne Stewart, Laura Parr, Joe Dudek, Sue Crowson (proxy given to Moller).
  - b. Guests: Juan Flores, Becky Flores, Robert Bridwell, Mike Anzaldua, Jay Knoum, Jim Pierce, Bruce Olson, John Mastenbrook, Bud Harris, Dolores Huerta, Vickie Andrews, Merry Bortz.
3. Minutes: The minutes of the regular meeting of the Faculty Council for March 5, 2004 were presented. Mike Dunton made a motion to accept the minutes as presented and Bob Long gave a second. The motion passed unanimously.
4. Reports:
  - a. Chair's Report
    - i. Promotions Appeal Committee: Crisp reported that interim Del Mar College President Joe Alaniz approved the process in selecting the committee. Crisp said that Donna Hamil would chair the ad hoc committee which would supervise the Promotions Appeal Committee's selection.
    - ii. Sabbatical Leave: Crisp said that the process would move forward to select a nine-person committee to review requests for sabbatical leave. He requested help in creating the first-time committee.
    - iii. Mission Statement: Crisp noted that the College's Mission Statement was undergoing a review to create a shorter version that would be more easily remembered and could be used for promotional material. The lengthy version found in the College catalog would continue to exist, though, and not be eliminated. Four shorter versions are under consideration.
    - iv. Faculty Council Officers Nominating Committee: Crisp requested that as new Council members are elected the names be forwarded to the Nominating Committee.
    - v. Budget Committee: Crisp reported that the College's Budget Committee was meeting April 7th and he asked that there be a good representation of the faculty at the meeting. He noted that six faculty currently sit on the committee and that two more would be a good addition.
  - b. Elections Committees: The Business Division reported the election of Ed Cohn to be the Faculty Council representative for 2004-2007. He will be taking the place of Mike Dunton.
  - c. Committee on Committees: Ann Thorn said she was working on a process whereby people could request to be on certain committees electronically. Thorn said she will work with June Broadstreet from IT in collecting names and committees requested.
  - d. Teaching and Learning Center Committee: Stephen Ondrejas reported that there was already interest in the position of director of the Teaching and Learning Center. He said the Center was now under the direction of the Vice-President of Learning and Academic Affairs. The position of director could be either as APT or faculty and he said if a faculty member were selected the individual would receive 100-percent release time. Ondrejas said a search committee was being developed.
  - e. Financial Concerns Committee: Ondrejas gave a report from the Financial Concerns Committee and read a prepared statement on three budget recommendations. The requests included (1) a cost-of-living increase in the amount of six to eight percent, (2) an increase in the number of salary steps from 16 to 20 should be phased in during a four-year period, and (3) to help compensate for these two increases in expenditures an early (phased) retirement option should be developed. Robert Bridwell, also on behalf of the Financial Concerns Committee, passed out a memo that showed the salary structure of college employees, salary growth, and numerical growth of employees by category. Bridwell pointed out

that salary increases have not kept up with inflation since 1987. He said that in the last fiscal year 33-percent of the faculty received no increase of salary while APT personnel had only 11-percent not receive an increase. Bridwell said an eight-percent increase in faculty salaries was necessary to stay even with the cost of living and the increase in medical expenses. Public comments were then heard on the financial concerns and Bruce Olson, on behalf of the Council of Chairs, said the early retirement plan explained to the Faculty Council in 2003 had been presented to interim President Alaniz. Presenting two scenarios, Olson showed how a faculty member in either TRS or ORP, could take early retirement and then teach as a half-time faculty member. He said this would offer more flexibility in teaching loads and it was not a plan to hire more adjuncts but to allow the hiring of newer, lower-waged faculty and keep the senior faculty member for a few additional years as a transition. John Mastenbrook also spoke in favor of the plan and noted that what was presented was the most expensive example and that actual savings could be greater.

f. Distance Learning Committee: Juan Flores, chair of the Distance Learning Committee, spoke about the committee's mission to improve the delivery of distance learning. He addressed a letter that had been sent to the Faculty Council asking for the Council to support a request to move Distance Learning from under the Division of Workforce, Economic, and Community Development (WECD) to the auspices of the VPLAA. The reason for the request, said Flores, was that due to the increase of credit courses being offered. Flores also said the lack of a director for the past two years and not having a replacement in sight had also led to a lack of confidence in the current arrangement. Flores stated that there had been no statistical reports for the past two years as to student satisfaction on distance learning courses and that he felt there was a non-SACS compliance at issue.

g. Load and Class Size Committee: Chuck McKinny reported on the meetings the Load and Class Size Committee had been holding and said that the load currently favored would be 15 hours per long semester if the course load is fully lecture and 18-21 hours if not all courses are lecture only.

#### 5. Public Comments:

a. Karen Murray, a member of the Distance Learning Committee, who teaches a nursing course on-line, spoke in favor of the proposal to move the administration of Distance Learning from the WECD to the VPLAA.

b. Dolores Huerta addressed the Council about the Student Grievance Policy being created. She noted that there had not been any faculty input sought in the policy's creation. She requested that the Faculty Council support a request to have faculty input in the policy's creation.

c. John Mastenbrook spoke briefly about the possible relationship of KEDT and Del Mar College and the benefits that could be experienced by both entities.

d. Bud Harris responded to a couple of the issues that had been raised earlier in the meeting. Addressing the issue of Distance Learning and the Learning and Teaching Center, Harris said he had tried to have both positions filled but that there are times when things are beyond one's control. Harris also said that the proposed partnership with KEDT was an institutional initiative and not a Distance Learning issue even though it will be impacted.

e. Mike Anzaldua told the Council that there was a need to cooperate with one another on campus. He felt that working with KEDT would be a great asset to the College.

f. Vickie Andrews, closing out the public comments, noted that Web CT courses are being taught with pedagogy in response to some concerns raised earlier in the meeting about the lack of pedagogy.

#### 6. New Business:

a. Web Page Policy: Paul Bissell made a motion to accept the resubmitted policy and Mary Thornton gave a second. Discussion then ensued and Bissell asked if directories may be included for professional pages that relate to a faculty member's specialty. The response was that such directories are not prohibited as long as there are not additional levels of pages added. It was also noted that links from the professional page with directories would not need approval. For the policy were Moller (with Crowson's proxy), Welch, Aipperspach, Hamil, Dunton, Potter, Long, Orchard, Thornton, Bissell, McKinny. Ondrejas and Thorn abstained along with Crisp.

b. REM Policy: McKinny made a motion to accept the updated policy from the Success Initiative Committee relating to REM levels and Potter gave a second. A question was raised about striking the line which allowed a chair to permit a student to enroll in a course for which the student does not meet the assessment levels. Voting for the policy change were McKinny, Bissell, Orchard, and Aipperspach. Voting against the changes were Welch, Long, Ondrejas, Moller (with Crowson's proxy), Hamil, Potter,

Dunton, Thorn, and Thornton. The issue leading to the policy's rejection was a need for further clarification on taking away the chair's ability to override the lack of assessment.

c. Advising Policy: An updated policy was presented on advising of students from the Faculty Advising Committee. Hamil moved to accept the revised policy and Potter gave a second. During discussion some concern was expressed about striking a line referring to having a faculty mentor being available. The policy was then approved unanimously.

d. Class Size: A policy revision from the President's Staff was presented to raise the minimal class size from 15 to 18. Bob Long made a motion to not approve the policy change and Thornton gave a second. Concerns expressed included the lack of a maximum enrollment in a course but raising the minimum number. It was also pointed out that many Vo-Tech courses cannot handle 18 students in a class. The motion to disapprove the request was unanimous.

e. Financial Concerns: The request from the Financial Concerns Committee, which had been presented by Ondrejas earlier in the meeting, was presented. Because it came from a committee the motion required no second. The vote to approve the three-point request was approved unanimously.

7. The regular meeting of the Faculty Council adjourned at 4:31 P.M.