

FACULTY COUNCIL OF DEL MAR COLLEGE

Draft of Minutes

November 4, 2005 – The Teaching and Learning Center, White Library, East Campus

Members present: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Karl Kemm, Mary Thornton, Wayne Fredrickson, Ed Cohn

Members absent: Youssef Bet Shahbaz, Michael Potter, Russell Long

Guests: John Mastenbrook, Carolyn Mauck

I. Call to Order:

The November meeting of the Del Mar College Faculty Council was called to order by Chair Ed Cohn at 2:08 p.m.

II. Phased Retirement Committee Report

John Mastenbrook reported on the procedure for reemployment of retiring faculty. He noted that the procedure focuses on retaining experienced employees after their retirement and not on early. Mastenbrook highlighted the results of the October 28 meeting with administrators, deans, Faculty Council executive committee, and Faculty Council Financial Concerns Committee members. He noted that all faculty including non-instructional faculty will be eligible for the program which will allow contracts to be negotiated annually for up to 3 years post-retirement. Mastenbrook explained that the program allows for a maximum teaching load of 50% but could also include other duties such as advising, mentoring, and curriculum development. He reported results of the negotiations including a flat rate of \$5500 per course for instructional faculty or \$27,500 for non-teaching faculty, a provision for office space, clerical support, and email. Mastenbrook explained that retirees will not be on the summer rotation, but may teach summer courses at the discretion of the department chair at the normal adjunct rate if allowed by the TRS or ORP rules.

III. By-Laws Committee Report

Carolyn Mauck and David Hattox outlined the proposed bylaws changes and asked for directions in making the changes. Toward that end, straw polls were taken concerning each of proposed changes.

Article I Sec. 1: A straw poll determined that the changes offered by the BLC was moving in the correct direction. (8 yes -7 no)

Sec. 2: Confirmation that secret ballots be used in electing officers (unanimous). Recommended suspending the Immediate Past Chair office in years that the chair succeeds himself or herself (____ - ____).

Agreed to include posting physical and electronic notices of faculty council meetings in duties of the Assistant Chair rather than the Secretary (unanimous).
Sec. 3: Confirmed changing official duties from “Serves on the College Wide Cabinet” to “Represents FC at the College Administration meetings” or a similar generic term (unanimous).
Sec. 5a: Recommended change to electing the Parliamentarian from council members to serve as an officer (7 yes, 2 no, 6 abstention).

Article II. Confirmation that the changes move in the right direction (unanimous).

Article III. Sec. 1 Confirmed the changes move in the right direction (14 yes, 1 no).
Sec. 4 Confirmed that the changes move in right direction (unanimous).

Article VI. Sec. 1 Confirmed that the changes move in right direction (Unanimous).
Sec. 2.2 Confirmed that the changes move in right direction (unanimous).
Sec. 3: Confirmed adding title Election Ballot (unanimous)
Sec. 4: Confirmed that the changes move in right direction (Unanimous).
Sec. 5: Confirmed that the changes move in right direction (Unanimous).

Recommended Standing committee for bylaws review (11 yes, 3 no, 1 abstention).

Mauck and Hattox will continue revisions accordingly.

IV. Approval of minutes

Judi Phillips noted changed including that in section V. Approval of Minutes from May 14, 2004 Meeting, “16 minutes” should state “16 months.”

Mary Thornton made a motion to approve the minutes as amended. Judi Phillips seconded.

In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Karl Kemm, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: none

Motion carried.

V. Chair’s Report

Chair Cohn reported that according to Richard Rupp, the Credentialing Committee had met and will be attending SACs convention in Georgia in December to get clarifications of new rules.

Cohn read from a message from Dr. Rosie Garcia explaining that the finalization of the Work Load and Class Size Task Force report is awaiting the estimation of the fiscal impact of applying the 18-21 hour load range. Garcia’s message denied that there was any attempt to stall, but that an effort to make a responsible recommendation. Cohn explained that he and George Martin had met with Dr.

Sloan, who had headed the committee, to gather background. He offered to address specific questions concerning the Work Load and Class Size report at adjournment of the regular meeting.

Cohn explained that he was using the Executive Committee to get together to talk about ideas and to get input from all three of the divisions. He noted that because of time restraints, the chair must sometimes make decisions on behalf of the FC with direction only from the EC. He explained that such decisions can be confirmed or disputed later. Cohn reiterated that this was his approach to using the Executive Committee and noted that this explanation was in response to some questions concerning the role of the Executive Committee. He mentioned that the problem of “acting quickly when you need to act quickly” will be ongoing.

Cohn reported that August Alfonso offered to present information on Luminus to faculty members. He will offer November 16 at 12:30 to Alfonso as a good time for the presentation.

VI. Grievance Committee Report

Rose Caballero reported that Dr. C. Garcia has not offered names of additional committee members as requested. Caballero has contacted other colleges concerning what their grievance policies are. She is developing a report.

VII. Policy Review Committee

Anne Stewart reviewed the proposed policy changes. She noted that the Employment Physical Exam Policy changes are aimed toward maintenance and yard workers who use big equipment. She noted that although Kinesiology faculty and others whose instructional duties require strenuous physical activity, the policy affected only classified employees. Stewart explained that she had not received definite answers about the possibility of faculty being required to take physical exams.

Stewart explained that the B5.27 Sick Leave policy affects those working under the provisions of a grant. She explained that sick leave provided with a grant terminates when the grant ends. She noted that the policy would end the college’s responsibility for paying unused sick leave at the expiration of a grant.

VIII. Financial Concerns Committee

Manuel Flores elaborated on the report from Mastenbrook on Phased Retirement. He noted that a nine month contract at half pay will exclude a retiree under TRS retiree from working summer. He noted that a 40% of load contract might allow the TRS retirees to teach in the summer depending on the load. Flores explained that his understanding of the ORP plan allows retirees to accept an adjunct contract for summer, but the TRS employees do have to adhere strictly to the 50% rule.

Flores noted that the definition of *Differential pay* is still unclear and that clarification should be made by the December meeting. Flores explained that *critical needs* areas are undefined but include more than nursing. He also explained possibilities of receiving additional pay for sponsoring student groups which might constitute a differential pay. He noted the need to define *critical need* areas specifically for Del Mar College.

Ken Hanna added that allied health fields have difficulty filling positions. He explained the possibility is that higher salaries for critical need areas could bring up pay for all faculty members.

Flores noted that differential pay is basically paying the market value that a worker could get outside of the academic world. He explained that the committee would study the issue further and report to the FC for further direction.

Chair Cohn explained that the administration recognizes the difficulty of staffing some divisions, and hopes to find resolution that preserves a united faculty.

Flores reiterated that raising pay for faculty in shortage areas has had an affect on raising all teachers' salaries at the public school level. He explained that artificially low salaries ultimately hurts all teaching professionals and that looking at differential pay can be seen as a positive.

Flores has asked for clarification from the administration for pay for performance. He read from a memo to administrators that noted the FC position that a pay for performance policy was already in place with yearly evaluations but would hear and consider other possibilities that would insure quality education for the students. He noted that administrators had not responded to his request for clarification.

Flores reported that sabbatical leave policy will be in the budget next year. He noted that the sabbatical committee may have to be reelected.

Cohn noted that a sabbatical committee had been elected but had never met.

Flores noted that the committee had to be renewed annually and depending of the interpretation of the policy may need to be elected from faculty council members. Flores reported that training for faculty members who wish to apply for sabbatical must also be held.

IX. No public comments

X. Adoption of agenda

Cohn proposed that the agenda be modified to move directly to the New Business items. Mary Thornton made a motion to adopt the agenda as amended. Alan Clark seconded.

In favor: David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Karl Kemm, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: Ann Thorn

Abstaining: none

Motion carried

XI. New Business

A. Anne Stewart made a motion to send forward Proposed Revision 2005-13 to B5.9 Employment Physical Examination Policy as reviewed without recommendation. George Martin seconded.

In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: none

Abstention: Karl Kemm

Motion carried

B. Anne Stewart made a motion to send forward Proposed Revision 2005-14 to B5.27 Sick Leave as reviewed without recommendation. Mary Thornton seconded.

In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: none

Abstention: none

C. Anne Stewart made a motion to send forward Proposed Revision 2005-15 to B5.27.3 Unused Sick Leave as reviewed without recommendation. Mary Thornton seconded.

In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: none

Abstention: none

Motion carried

D. Anne Stewart made a motion to send forward Proposed Revision 2005-12 to B2.2 Official Name/Seal of the College as reviewed without recommendation. Alan Clark seconded.

In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel

Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson,
Ed Cohn
Opposed: none
Abstention: none
Motion carried

- E. Anne Stewart made a motion to send forward Proposed Revision 2005-11 to A7.17 Del Mar College Developmental Education Plan as reviewed without recommendation. Ann Thorn seconded.
In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn
Opposed: none
Abstention: none
Motion carried
- F. Mary Thornton made a motion to request that August Alfonso present the Luminous program to faculty council on November 16, 2005 at 12:30 p.m. Ann Thorn seconded.
In favor: Ann Thorn, David Hattox, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn
Opposed: Rose Caballero
Abstention: none
Motion carried
- G. George Martin made a motion that Faculty Council nominate the following for the Student Complaint Review Board: Elizabeth Whitehurst, Rebecca Marez, and Karen Williams. Mary Thornton seconded.
In favor: In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn
Opposed: none
Abstention: none
Motion carried
- H. Alan Clark made a motion to nominate Richard Rupp to serve as liaison to the credentialing Committee for the purposes of reporting the status on the committee's deliberations and to convey such concerns as may arise from Faculty Council or its Executive Committee. Judi Phillips seconded.
In favor: Ann Thorn, David Hattox, Rose Caballero, Ken Hanna, George Martin, Tom Matula, Judi Phillips, Karl Kemm, Anne Stewart, Manuel Flores, Susie Crowson, Alan Clark, Mary Thornton, Wayne Fredrickson, Ed Cohn

Opposed: none
Abstention: none
Motion carried

- I. Judi Phillips made a motion to retain the Committee on Administrative and Staff Evaluation, the Committee on Faculty Evaluation and Academic Promotion, the Committee on Financial Concerns, and the Promotion and Appeals Selection Committee in by-laws Article III Sec. 1 and appoint members as necessary. Ann Thorn seconded. Thorn offered an amendment to include “to appoint members and assign duties as necessary.” Phillips accepted the amendment.
In favor: Ken Hanna, David Hattox, Judi Phillips, Anne Stewart, Ann Thorn
Opposed: Rose Caballero, Ed Cohn, Susie Crowson, Wayne Fredrickson, Karl Kemm, George Martin, Tom Matula, Mary Thornton
Abstention: none
Motion failed.
- J. Mary Thornton made a motion to appoint committees described in the by-laws Article III Sec. 1 as necessary. George Martin seconded.
In favor: Rose Caballero, Ed Cohn, Susie Crowson, Ken Hanna, David Hattox, Karl Kemm, George, Martin, Tom Matula, Judi Philips, Ann Thorn, Mary Thornton
Opposed: Wayne Fredrickson
Abstention: Anne Stewart
- XIII. New Business
George Martin made a motion to propose to administration a policy authorizing all faculty be allowed to have a virtual office hour per week. Anne Stewart seconded.

Tom Matula made a motion to table Martin’s motion concerning a virtual office hour until the December meeting to allow for research of the issue. Mary Thornton seconded.
In favor: Rose Caballero, Ed Cohn, Susie Crowson, Ken Hanna, David Hattox, Karl Kemm, George, Martin, Wayne Frederickson, Anne Stewart, Tom Matula, Judi Philips, Ann Thorn, Mary Thornton
Opposed: none
Abstention: none
Motion carried.
- XIV. Mary Thornton made a motion to adjourn. Rose Caballero seconded.
In favor: Rose Caballero, Ed Cohn, Susie Crowson, Ken Hanna, David Hattox, Karl Kemm, George, Martin, Wayne Frederickson, Anne Stewart, Tom Matula, Judi Philips, Ann Thorn, Mary Thornton
Opposed: none

Abstention: none
Motion carried.

Meeting adjourned at 4:43 p.m.
Draft of minutes submitted by Susie Crowson.

Meeting adjourned at

Minutes submitted Susie Crowson