

**Academic Senate  
November 19, 2008  
Approved Minutes**

Academic Senate President, Rick Hogrefe called the meeting to order at 3:03 pm and gave a glowing review of the Tolerance Forum earlier in the day by the Fine Arts Department.

**Members Present:** Ryan Bartlett, T.L. Brink, Stephanie Gomez, Jodi Hanley, Amber Hammons, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, JoAnn Jones, Damaris Matthews, Meridyth McLaren, Sandra Moore, Bob O'Toole, Snezana Petrovic, Mark Snowwhite, Frances White, Gary Williams, Sherri Wilson

**Members Absent:** Daniel Bahner, Deena Baker, Jane Beitscher, Debra Bogh, Robert Brown, Ken Bryson, Jeff Burke, Milly Douthit, Denise Hoyt, Marina Kozanova, Catherine Pace-Pequeño, Mario Perez

**Guests:** Judith Ashton, Larry Aycock, Gloria Harrison, Cheryl Marshall, Kim McCormick, Karen Peterson, Charlie Ng

**I. Administrative Reports**

**A. College President Report**

All employees received a letter from the Chancellor earlier in the day regarding the budget cuts. She is asking for input into a strategic financial plan. No idea too small or big. No areas are off limits. There is a link to an online survey included in the e-mail. It can be completed more than once. The goal is to reduce the General fund by 5 million.

**Suggestions:** 1) What is KVCR doing? Are they bringing in money? KVCR – raises enough money to pay for programming. Staff are from general fund.

Need to have more group discussion time. One hour not enough advance notice. Can we have another faculty brainstorming session? Possibly next Monday or Tuesday.

Need to have a sense of team. Do we have a break down of what it costs to educate a full time student.

2) Move towards being a paperless campus. Copying in learning center is free for students.

3) Put a cap on serving students – when we stop getting paid, stop taking students. No enrollment over cap.

4) Any possibility of using bond funds? Funnel the bond savings from careful and frugal planning back to the campus.

5) Furlough faculty one day a month.

6) Are there things we can do to make money?

7) Admin taking a pay cut.

8) Could instructional Deans teach a class as part of their load?

9) What about removing mileage and cell phone allowance?

10) What services are the campuses providing that are not mandated?

11) Cut out middle management- look at management structure in general.

12) Everyone take a 1% cut in pay.

13) Use faculty in a counselor capacity - especially during peak times. Counseling is having a training session to educate faculty to do this.

14) Things to not cut – what we do for students and what we look like – don't stop watering the plants. Maintenance is expensive but shouldn't be cut. We can not cut summer school like we did 5 years ago. Shouldn't just start cutting classes, need to look at the value of classes to the college. Not just cut, but replace with something more efficient.

15) Take responsibility for our classrooms and our space. Would help make custodial more efficient. Protect the FTEs. This summer Respiratory will generate FTEs on contract funds, not adjunct.

16) Need to assess those who are able to benefit from instruction. We have many students who are using resources who are not benefiting. During a budget crisis, we can not do this.

17) Can we have a drop fee? Not sure if it is legal.

18) We could raise the price of books?

19) We could charge higher transcript and enrollment fees.

Have helped generate revenue by requiring students to pay sooner. Leaves the college less outstanding debt at the end of the semester.

Will students who have already registered for spring get a letter saying they owe more if fees increase? Yes.

Does Director of Student Services come from general fund? Some.

What would Charlie cut? Suggestion to centralize some services, switch board, tighten up the custodial schedule.

Cheryl – can't cut faculty or classified – look at using grant funds to cover expenses

Judith – has looked at supply budgets from departments in division (except for Fine Arts) to reduce costs. Trying to make better decisions about scheduling.

May want to call an open campus forum for Monday.

## II. **Approval of Minutes from November 5, 2008**

Accepted by consensus

## III. **Treasurer's Report**

The balance stands at \$ 1944.78

## IV. **Other Reports**

### A. Classified Senate Report

Popcorn fundraiser did well. Money dedicated for scholarships. They will be starting the See's fundraiser soon. Budget meeting scheduled for Friday. E-mail was sent out but it has worried many classified. Everyone should be able to attend meetings. Supervisors should let employees attend.

### B. Student Senate Report

Sports day was well attended. 70 participants. Interest in doing it again next year. Advisor came out – can pick up copies in the Student Senate Office. SS will have 9 positions open in the spring. Starting to plan spring events. Winter retreat in January. Talent Show on January 31<sup>st</sup>.

## V. **Senate President's Report**

None

## VI. **Old Business**

A. **Action Item, 2<sup>nd</sup> Reading:** F08.02 Institutional GPA Requirement for Graduation  
**Motion:** To approve (Snowwhite, Hanley, MSC)

B. **Action Item, 2<sup>nd</sup> Reading:** F08.03 Incompletes and Graduation

**Motion:** To approve (Jones, Holbrook, MSC)

C. Discussion: Board Policies/Administrative Regulations (Academic/Professional)

1. AR 4300 Field Trips and Excursions

Comments will be forwarded. Field trips that involve academic and professional issues should not be cut because of the current budget situation.

2. AR 5055 Enrollment Priorities

Rick will forward comments without any recommendations. We can invite student input? Giving priority to athletes may go against mandates. We need to hold the athletes to very specific rules. CCAA eligibility rules should be followed.

**VII. New Business – moved to next meeting**

A. Discussion: Board Policies/Administrative Regulations (Academic/Professional)

1. AR 4225 Course Repetition

2. AR 4227 Course Repetition Absent Substandard Work

3. BP/AR 3250 Institutional Planning

**VIII. Committee Reports**

A. Educational Policy – forwarded three resolutions, working on policy for CLEP

B. Scholarship - none

C. Personnel Interests – survey has gone out to adjunct, have received a few back

D. Chairs Council – focusing on enrollment management next management

E. Professional Development - none

**IX. CCA Report**

None

**X. Announcements**

Is the upcoming training a mandatory training? Is it for faculty? Can attend but is not required. There is no legal requirement for faculty to stay. It is excellent training.

**XI. Statements from the Public**

The professors at the Little Fisherman, Friday.

**XII. Adjournment**

Meeting was adjourned at 4:42 pm