Members present: Jim McManus, Jeff Dean, Bob Mitchell, Terry Taskey, Chieko Honma, Jeff O’Connell, Nicole Sandoval, Jeff Roberts, Carrie Dameron, Diane Berkland, Wayne Yuen, William Wong

Members Absent: Luc Desmedt

Others present: Leta Stagnaro, Shairon Zingsheim, Vy Anderson, Mike Bowman, Chris Bolt, Kimberly Robbie

The meeting was called to order at 3:37 p.m.

Announcements
Jeff O’Connell introduced the attending guests.

First Item: Recruitment Guidelines (I) S. Zingsheim

Shairon Zingsheim presented the document “Recruitment and Hiring Guidelines” and asked that the Faculty Senate review it. This is the first time that hiring these guidelines have been codified as a procedure, and it will continue to be revised and edited. HR has reviewed guidelines from other campuses to compile the document.

Jeff O’Connell noted that the Senate has a voice only in the hiring of faculty and deans and questioned whether the Senate should be approving a document that relates to campus-wide hiring. Zingsheim agreed, but said it was important that there be faculty involvement in the hiring process. Jeff Dean said that the Senate could endorse the document.

It was noted that Jeff Dean had earlier reviewed a version of the document and Rob Smedfjeld had reviewed the document Zingsheim presented, making a few technical revisions.

Zingsheim asked that the Senate take action on the document at its next meeting, before the visitation by the Accreditation team.

Second Item: Funding from Professional Development (I) C. Bolt

Chris Bolt brought to the Senate a motion that had originated in the Professional Development Committee. The motion was that the funding of each professional development event be limited to 10% of the total professional development budget. Bolt said this had come up in response to the fact that in the past year, one event for the English Department had used 22% of the funds and one event for the Speech Department had used 16% (the two events accounting for 38% of the total funding).
Bolt reviewed some of the challenges that the current system of fund allocation has. For example, the current system is on a first come-first served basis. That means that the funds are soon all gone. Funds are sometimes allocated for lodging and food for activities that are within the bay area. Should they not be allowed if attendees are within a certain mileage radius?

There was a lengthy discussion from Senate members. Jeff Roberts questioned if the higher amounts for the two English and Speech events was normal or a one-time allocation. Jeff Dean raised the issue of the basis of allocating funds. What about departments that generated a lot of FTES? Should they be given more funding?

Roberts said that at some campuses each faculty member is given an amount to spend. Could we do that at Ohlone? Wayne Yuen and Carrie Dameron suggested the possibility of splitting the funds in half, one half for each semester. Terry Taskey suggested that a survey of faculty be made.

The consensus among senate members was that there were a lot of issues that had to be addressed, many of which arose from the limited funding we now have available. Leta Stagnaro agreed that she and Shairon Zingsheim need to also look closer at this issue.

Third Item: Eight week summer session (A) Stagnaro
Establishing an eight week summer session separate from the six week summer session was discussed at the last senate meeting. Since then, O’Connell had checked with the Information Technology group to see if they would be able to complete their tasks with an eight week session. They agreed that would be able to.

Jeff Roberts made a motion to approve having an eight week semester in the summer and revising the 2013-14 and 2014-15 academic calendars to reflect that. Wayne Yuen seconded the motion. The motion was passed unanimously.

Fourth Item: Institution Performance Standards (floors) (I) Bowman
Mike Bowman discussed the measurable performance standards which had been approved by the senate for a variety of categories such as retention, basic skill improvement, Under-represented student enrollment, etc. These standards had been interpreted as goals that we were striving toward.

Bowman stated that the benchmarks actually need to be levels that the college will not go below. The senate will therefore need to review the benchmarks and revise the Performance Standards. Bowman will send out an Updated Institutional Standards Spreadsheet for senators to review.

O’Connell indicated we want to get consensus on the benchmarks, and the revisions might not be made by the time the accreditation committee arrives.

Approval of minutes from February 5, 2014
The minutes were approved as read with minor revisions.

Fifth Item: Committees (I) All
O’Connell has gathered the notes from the Breakout Session in Fall 2013 which focused on committee assignments and membership. This is going to be an ongoing conversation through this year. O’Connell has asked that senators develop a vision regarding the work of the committees. Because this is such a major issue, it will be put to a faculty vote at some point.
O’Connell stated that he wants all faculty to consider the work they do on committees and to be on committees they really want to be one. For the sake of efficiency, Yuen suggested that some committees might need to be merged or membership enlarged.

O’Connell will be contacting all committee chairs to determine if their committee descriptions are accurate or not.

Other
William Wong had a question about hiring for the position of Dean of Deaf Studies and was going to meet with O’Connell after the meeting adjourned.

The meeting was adjourned at 5:00 p.m.

The next Faculty Senate meeting will be on Wednesday, March 5, from 3:30 to 5:00 p.m. in Room 7101.