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

Members Absent: Nicole Sandoval

Others present: Leta Stagnaro, Shairon Zingsheim, Rob Smedfield, Ron Travenick, Mike Bowman

Four members of the accrediting team were present.

The meeting was called to order at 4:15 p.m.

Approval of minutes from March 5, 2014 (A)

The minutes were approved as read.

Faculty Classroom Safety (I) Zingsheim and Travenick

Ron Travenick and Shairon Zingsheim discussed faculty classroom safety. Ron said the goal was to get ahead of the issue and prepare for possibilities. He called for the formation of a study group on this subject. Both Travenick and Zingsheim said they wanted to codify some specific procedures, much like what was done with our procedures on student plagiarism. To do this, they called for faculty input and involvement. They would like to see representation from the Fremont and Newark campuses, deans, and faculty members.

Jeff O’Connell stated he would send information about this to the entire faculty. There will be a mid-semester flex day in April, and this will be one of the issues on the schedule. An attorney will also be in attendance at the meeting to address legal issues. The meeting in April would focus on faculty-student interactions anywhere on the Fremont and Newark campuses.

Diane Berkland mentioned the Crisis Intervention Handbook as a source that all faculty should be familiar with. Many do not know about it. Luc Desmedt thought it would be a good idea to have a document similar to the one used for reporting plagiarism.
Terry Taskey asked about the time commitment for anyone serving on the committee. Ron said he had already gathered many documents, so the term should not be long. Leta Stagnaro suggested it might take until the end of the semester.

**Institution Performance Standards (floors) (I/A) Bowman**

Mike Bowman passed out a chart titled “Establishing Performance Standards” and gave background to the issue. Originally, we set benchmarks and looked at them as goals we would try to reach. We then found out that the US Dept. of Education wanted floors below which an institution would not want to fall. The document was taken to College Council and the suggestion was made to take the prior five year low as the floor. The chart passed out by Bowman reflected these updated totals.

Faculty Senate will need to approve the floors, and the college will be judged by meeting the floors. Bowman said that as long as they are reasonable, we should be okay using the prior five year low. Some senators expressed concern that the figures were too low, especially in regards to the Certificates Awarded category. Desmedt argued that as each year passes, the floor will also increase. O’Connell added that it is more important that there be a rationale and evidence that we are having a conversation about the issue. Bowman agreed the important thing is not the figure so much as the fact that we have a rationale for it.

The discussion concluded with O’Connell and Terry Taskey reminding everyone that we will be able to look at the figures every year and make any reasonable adjustments.

**Committees (I) All**

This item will be moved to a future meeting.

**Other**

The next senate meeting will be April 2 in room 1405A.

The annual Adjunct Appreciation event will be held during the Faculty Senate meeting on April 16.
Retirement/Tenure Ceremonies
Stagnaro said there would be some faculty retirees this year. O’Connell stated that we would not be having a retirement party at Best House because of the expense and low attendance in recent years. The Senate will host some sort of event. There are no faculty to be tenured this year or next year.

With regard to the outstanding alumni award, O’Connell stated that he had an appointment with the Ohlone Foundation to discuss possible nominees. Terry Taskey had reviewed the past nominees and thought there were some good candidates. O’Connell said we could get an update and perhaps do email voting by our next meeting.

The next Faculty Senate meeting will be on Wednesday, April 2 in room 1405a.

The meeting adjourned at 5:00 pm.