



Academic Senate Highlights September 8, 2009

Action Items: The Senate adopted goals for 2009-2010. They are:

- *The Tenure Review Process*
- *Minimum Qualifications*
- *The Equivalency Process*
- *Adjunct Hiring and Evaluation*
- *Information Competency Requirement Implementation*

The Senate will be forming subcommittees to work on each of the goals (Tenure already has a subcommittee). The subcommittees will be lead by a senator. Any interested faculty (not just senators) may volunteer to serve on the subcommittees.

Discussion Items:

Tenure Review Process—The Senate received the draft of the Tenure Review Process for first reading. The Tenure Work Group was commended for the work that they did to bring this document to its current state. Both library and counseling faculty offered to help refine the sections on librarian and counselor performance and to develop appropriate site observation and student evaluation forms for those non-instructional areas. The draft will come back to the Senate for action at its next meeting.

Class Sizes/Over-enrollment—Faculty reported feeling pressure from the administration to add students to their classes above the contract limit. There is also pressure from students due to the reduced number of sections available. The Senate President reported that the VP of Student Services is actually very concerned about the over-enrolled classes this semester. Classes that are in excess of the room capacity are unsafe and the administration is responsible for a safe environment. In addition to safety issues, faculty expressed concern that students standing and sitting on the floor doesn't create an effective or welcoming learning environment.

In future semesters the administration will be more proactive in preventing classes that are so over-filled that they are unsafe. Since we are not trying to grow, there will not be an advantage to adding extra students as there was last year. However, there will still be pressure from the students for faculty to accept as many students as possible. There will be more students and fewer sections due to the economy and that will lead to many unhappy students trying to add our classes. One suggestion with much support was that the maximum number of students to add (if any) be left to departmental policy. Each department/discipline is in a better position to know if adding students is appropriate for their curriculum, and if so, what an appropriate number of adds should be. However, the number of students should not exceed the safe capacity of the room. The Senate, administration and departmental faculty should help to prepare new faculty with strategies for coping with excess student demand.

We will also be hearing more about a way to add students using add codes provided to the instructor. The students who were given the codes by the instructor would then be able to add through PAWS using the codes. They would not have to stand in line with a signed add slip. The number of codes would be limited based on room size and potentially be departmental policy.