

**DRAFT Minutes** of the Academic Senate Meeting  
Tuesday, November 23, 2010

**Members present:** Nancy Schur, Kelly Locke, Jennifer Fellguth, Steven Triano, Tony Anderson, Janet Pessagno, Larry Adams, Sunita Lanka, Millicent Madrigal

**Guests present:** Dr Suzanne Flannigan, Dr. Carole Bogue Feinour, Mark Weber, Aron Szamos , and, Teresa Cabrajal

The meeting was called to order by the President Nancy Schur and the Agenda was unanimously adopted. The minutes of 9/28/2010 and 10/26/2010 were also adopted unanimously.

**Public Comments:** Counselors Aron Szamos and Teresa Cabrajal made a strong plea for solid support from the senate to help pass the counseling resolution regarding the hiring of paraprofessionals. Aron accentuated the importance of upholding the integrity of counseling and this was in jeopardy when it was taken over by paraprofessionals. Teresa reiterated that her research on this issue showed that using paraprofessional was a direct violation of community college ethics. She said, "Our students are the neediest of the neediest", so why should they settle for someone who has anything less than a Master's degree? The paraprofessionals did not meet the qualifications criteria. There was need to hire more counselors. Mark Weber elaborated on the personal relationship that students shared with counselors who helped them stay in college and pursue their academic goals. The duty of the paraprofessionals was only dissemination of information and not counseling the students. His experience corroborates this and paraprofessionals may easily over step their professional boundaries in counseling students.

**President's Report:**

Nancy gave details of the Resource Allocation Committee recommendation to the president that Hartnell College adopt a 3 year hiring plan, and begin by hiring seven new faculty members in the disciplines of nursing, biology, chemistry speech, economics, math and English for Fall 2011. In order to get the best applicants and secure the best people for the job, the process of announcing the positions and appointing hiring committee members for each of these positions early would begin very soon. Often times when the Senate asks for volunteers for hiring committees, there are questions asked about the obligation and the time-line of the obligation. There is a great volume of work ahead and several faculty members have had questions about the process so in response, Suzanne Flannigan (who will Chair the hiring committees) and Nancy Schur have arranged to do an information session about the steps we will need to take to accomplish the task of seven hires in Spring for fall 2011. Please attend the information session if you have questions

Nancy suggested the possibility of having a Senate quorum meet Tuesday during the final's week to appoint people to hiring committees and not delay until the first Senate meeting of Spring which is February 8<sup>th</sup> there was not support for meeting during finals week.

### **Action Items:**

1. Counseling resolution put forward by Tony Anderson was unanimously approved.
2. Nominations from the floor for Senate first VP: The senate unanimously approved the appointment of Larry Adams as the first VP and Millicent Madrigal as a senate member.
3. Faculty appointments to hiring committee for Dean of Advanced Technologies: The senate resolution to appoint Steven Triano, Nancy Schur and Teresa Cabrajal to the hiring committee was approved and adopted.

### **Discussion Items**

*A. Plan for Developing the Accreditation Report:* Suzanne stated that the report showing the progress of the college was due in spring 2013. The senate approves the report and this is a start to the process. The first draft of the report would be ready by October 2012 and the final draft in spring 2013. Cheryl and Gary were already involved in collecting and analyzing information and the need to have a communal voice and more member involvement was apparent. There would be 4 writing groups. Nancy suggested that this could be further discussed as an action item at the senate meeting in February.

*Adjunct Faculty Hiring:* Carole Bogue-Feinour stated that faculty hiring should be process driven. A suggestion on content and procedure from the senate was welcome. Carol Bogue-Feinour worked in conjunction with the Fall 2010 pod leaders from the various disciplines and drafted a process to follow, based off of a recommendation on how it is done in the English department. The Senators reviewed the process, weighted in on the process, especially related to meeting minimum qualifications before proceeding and if requesting equivalency to be granted the applicant must be screened by that committee before consideration for hire, not after.

*Equivalency to Minimum Qualifications-* Kelly said the subcommittee was getting very close to finalizing the details of the policy. She made several clarifications on the need to establish equivalency only when the candidates did not meet the Minimum qualifications based on the Board of Governors' Minimum Qualifications by Discipline document. The burden of proof was with the candidate to provide this. Clarification that equivalency is granted for a discipline and not a specific course. Once this was cleared it would hold good for the individual's entire career at Hartnell. Any further suggestions could be e-mailed to Kelly.

*Post Tenure Evaluation:* It was agreed that the post tenure faculty evaluation process should be done according to the contract. The goal of the process was to achieve more meaningful results. Some suggestions regarding the criteria for evaluation were discussed and senators were asked to provide a feedback to Anne.

Recruitment of members for Senate and committees :It was agreed that there must be a more effective organizational structure to deal with the membership issue.

**The meeting was adjourned at 5:05 pm**