

**Minutes of the Academic Senate
May 13, 2010**

1. The meeting was called to order by Chairperson Tom Poundstone at 3:00 p.m. on May 13, 2010. Roll was called and the following Senators were present: Chair Tom Poundstone, Vice Chair Steve Cortright, Tomas Gomez-Arias, Laura Heid, Sam Lind, Keith Ogawa, Phil Perry, Marty Rokeach, Ed Tywoniak, and Parliamentarian David Bird. Absent was Past Chair Brother Charles Hilken.

Also present were: Sam Agronow, Michael Barram, CTO Ed Biglin, Jerry Brunetti, Valerie Burke, Joel Burley, Kris Chase, Martin Cohen, Dick Courtney, Tory Courtney, Karen Cowman, Provost Beth Dobkin, Laurie Edwards, Rebecca Engle, Zach Flanagan, Peter Freund, Cynthia Ganote, Interim Dean Larisa Genin, Rosemary Graham, Charles Hamaker, Chris Jones, Christa Kell, Ann Kelly, Associate Dean Guido Krickx, Adam Lucas, Sue Marston, Barbara McGraw, Anna Novakov, Registrar Julia Odom, Kathy Perez, Bill Perkins, Kathy Porter, Associate Director Lorien Romito, Mari-Anne Rosario, Jeff Sigman, Associate Dean Chris Sindt, Vice Provost Frances Sweeney, Mindy Thomas, Ted Tsukahara, Hoang Vu, Interim Dean Roy Wensley, Dean Steve Woolpert, and Paul Zarnoth.

2. Minutes of the March 4, 2010, March 25, 2010, and April 22, 2010 were approved as submitted.

REPORTS

3. Chairperson's Report - Chair Poundstone reported on the following:

- Academic Administrators Evaluation Committee (AAEC) has completed its evaluation of Dean Sorenson of the School of Education. The AAEC has submitted its report to Dean Sorenson and Provost Dobkin.
- The Senate is in receipt of a petition from Past Chair Brother Charles dealing with the discontinuance of SIMS, containing 370 student signatures and 20+ faculty signatures.
- Senate previously agreed that the Campus of Difference Workshops will be mandatory. Further details on the process to carry out the Senate's action is expected in the coming months.

Chair Poundstone thanked David Bird for his service as Parliamentarian, as well as exiting Senators, Brother Charles Hilken, Phil Perry, Ed Tywoniak and Marty Rokeach. He thanked Senators Sam Lind and Tomas Gomez-Arias, and then welcomed them as they have been reelected. He thanked Tomas Gomez-Arias for accepting the Vice Chair position. Chair Poundstone announced the newly elected Senators Michael Barram, David Bird and Joan Peterson. Chair Poundstone expressed special thanks to the executive committee members Past Chair Brother Charles and Vice Chair Steve Cortright. Chair Poundstone also mentioned many thanks to the Senate committee chairs. He explained that the Senate chair serves on many committees; he was especially grateful to Provost Dobkin for her openness, accessibility and dedication to the Senate throughout the year.

4. Vice Chairperson's Report - Vice Chair Cortright said he had no report, but presented a thank you gift to the outgoing Senate Chair Tom Poundstone on behalf of the Senators.

5. Undergraduate Educational Policies Committee (UEPC) - Senator Lind reported as the UEPC Senate liaison. The UEPC met on May 3, 2010 and considered the following items:

- Two experimental course proposals were considered from Ethnic Studies but not approved; further information is needed.
- Considered a proposal from the International Programs Coordinating Committee for study abroad with Fudan University in China. UEPC approved 8-0-1, on the Senate's consent agenda.
- Reviewed the following Environmental Science and Studies Program proposals:
 - restructure the existing Environmental Science B.S. degree to reflect 16.25 credits and the minor to reflect 6 credits - approved 9-0-0, on the Senate's consent agenda.
 - restructure the existing Environmental Studies B.A. degree to reflect 13.25 credits and the minor to reflect 6 credits - approved 9-0-0, on the Senate's consent agenda.
 - New Earth Science B.S. degree (16.25 credits) - approved 9-0-0, on the Senate's consent agenda.
 - New Earth Science B.A. degree (13.25 credits) approved 8-0-1, on the Senate's consent agenda.
 - New Earth Science minor (6 credits) approved 9-0-0, on the Senate's consent agenda.

Senator Ogawa noted that there is a discrepancy on the website for the Environmental Studies Major BA degree course listings, 'Phil 130' should be 'Phil 113.' The Senate will follow-up with Interim Dean Roy Wensley to correct.

The above UEPC proposals were approved on the consent agenda.

6. Graduate and Professional Studies Educational Policies Committee (GPSEPC) - Senator Heid reported as the Senate liaison to the GPSEPC. The committee unanimously approved the Master of Arts in Teaching Leadership (MATL), which had previously been approved on the fast-track. The GPSEPC worked closely with the Director Kathy Perez since January. The Senate approved the MATL on the consent agenda.

7. Program Review Committee (PRC) - Senator Rokeach reported as the Senate liaison to the PRC. The following reviews were completed this year: Integral, SIMS, Accounting, Art and Art History, Business Administration, Multiple Subject Credential, and Single Subject Credential. Senator Rokeach said the PRC is a good committee. In general, many good cases have been made for tenure-track faculty for many departments. Without quality faculty, certain programs risk eroding and not adequately serving the students. Often departments need recruiting assistance from Admissions in order to make their programs more widely known. Some departments have high tech needs, which are not always supplied by administration, faculty bring their own equipment in many cases.

Senator Rokeach said seven reviews were conducted this year. Preparing a program review is a daunting task. He acknowledged that many faculty have the perception that the PRC is a useless committee. The PRC will meet in the summer to discuss streamlining the process.

Jerry Brunetti said program reviews are essential and the PRC is a very important committee. He recognized the PRC for its hard work. Vice Provost Sweeney said the review is also an enlightening

process and she encouraged the PRC to consult with Frank Murray in his role in assisting programs with their assessment of learning.

Chair Poundstone suggested that the PRC also discuss the number of programs that are two or more years overdue for their reviews. Many departments do not feel any urgency to complete their review as scheduled. Senator Rokeach said that the PRC members anticipate that streamlining the process may aid to ease the congestion.

8. Admissions and Academic Regulations Committee (AARC) - Senator Tywoniak reported as Senate liaison to the AARC. He announced that Anna Novakov will serve as AARC chair in 2010-11. A subcommittee will meet to conduct the final review of the First Year Advising Cohort and the Summer Session review. AARC's .25 credit proposal will be considered under "old business".

9. Provost's Updates - Provost Dobkin thanked Chair Poundstone and the Senate for a wonderful year. She said she has worked with Steve Cortright on Rank & Tenure, the Budget Committee and the Compensation Task Force and she looks forward to his leadership next year.

All faculty day will be held August 23, 2010. She will discuss the work of the Compensation Task Force and the Academic Blueprint.

She announced that she is chairing the search for the Director of Human Resources. In response to the Senate's confirmation that all faculty be required to attend the Campus of Difference Workshop, she met with the CCIE and they recommend a requirement that faculty attend once every three years.

Undergraduate enrollment numbers indicate a larger than expected incoming freshman class as well as a higher academic quality, more diverse, and a slightly higher male population. The news will not solve all of the financial concerns, but the number one priority as emphasized by faculty and staff is restoration of pension benefits, and hopefully this can be addressed.

The Faculty Salary Task Force is the revival of BOS 3.5, which is charged with reviewing the faculty salary policy as well as addressing the need to retain and attract excellent faculty. The committee has grown, adding Jeane DeMatteo, Robert Henderson, Ann Kelly, Steve Cortright, Larisa Genin, Carole Swain, all Faculty Welfare Committee members, and two Trustees. She welcomes the addition of the Trustees and looks forward to their input regarding faculty salaries. The committee will discuss a compensation philosophy, merit pay, differential salaries between schools, and peer institutions. Several faculty expressed concern with the number of incoming freshmen and the capacity to accommodate the incoming numbers. The discount rate for fall is 37% as of her report.

10. Technology Advisory Committee (TAC) - Senator Tywoniak reported that the TAC is developing a one stop portal gateway into the College online sites, which is in the implementation phase. A parallel process is a redesign of the College website, expected in February 2011. The TAC will call for campus input in the fall of 2010. Sam Agronow, Director of Institutional Research, reported to the TAC regarding assessment instruments. The third annual Tech Camp is scheduled to begin in two weeks with 15 participants. The Learning Management System Disaster Recovery Proposal will be considered under "old business."

11. Core Curriculum Implementation Committee (CCIC) - Zach Flanagan thanked the many faculty that volunteered to serve on a subcommittee regarding the learning outcomes. The first unofficial vetting is scheduled with members of the Senate and UEPC. The CCIC will continue to meet during the summer.

12. Faculty Welfare Committee (FWC) - Joel Burley, chair of the FWC, reported on the May 2010 Faculty Welfare Report on Salaries and Benefits, which was distributed to faculty and available on the website. He referred to the report and the charts contained therein:

Under the current policy are three goals:

Goal 1 compares SMC average salaries to Pac IIA schools. SMC full professor and associate professor salaries remain level due to the fact that the scale was frozen. There was a substantial increase in the average salaries for assistant professors, due to the addition of new hires at salaries far above the scale values. Data indicates we are continuing to meet Goal 1.

Goal 2 compares the median of SMC assistant professor scale salaries to median average paid salary in the WCC plus Manhattan College. Since our scale was frozen we have fallen behind.

Goal 3 compares the spread in the salary ranges to those of the Pac IIA. Over the years we have remained close to the Pac IIA, but in recent years Pac IIA has declined gradually. SMC plunged this year due to the increased amount paid to assistant professors.

The impact of off-scale hiring on Goal 1 has become so pronounced that our average reported salary for assistant professors is \$2600 above the top of the scale.

The reduction in the contribution to retirement had a significant impact on the benefits provided to SMC faculty. The FWC is extremely concerned that the reduction of the retirement program will become the "new normal," which compounded, could be devastating in the long-term.

College contributions to healthcare will increase by 1% for next year. If insurance rates are increased at a higher rate, the additional burden will be on the employee.

Joel Burley reported on the off-scale salaries. The current salary policy is built upon a uniform salary scale, nothing in the current policy allows for off-scale salaries. Differential salaries can distort the Goal 1-3 comparisons. The policy to pay off-scale salaries is inherently unfair. The decision to pay differential salaries represents a breakdown in shared governance. The faculty, through the Academic Senate and Faculty Welfare Committee, were not consulted.

Joel Burley said a faculty survey on salary policy issues was conducted. He summarized the results, but encouraged faculty to review the detailed survey results on the website. The faculty support retaining a uniform pay scale by a margin of 59% to 37%. Faculty also support the current salary policy, which does not agree with the direction of administration. Faculty support automatic step increases by a margin of 73% to 25%. Faculty also want salaries linked with Rank and Tenure placements.

Joel Burley said the opportunity for improved communication with the Board of Trustees regarding the salary policy should be a top priority. If faculty support uniform scales and Goal 2, faculty must be aware that it creates problems for SEBA, especially at the graduate level. An overall vision of the faculty salary policy is needed. Noting the preference of faculty as noted in the survey to keep the current salary policy, Joel Burley said faculty must discuss how important this is to them. Since President Brother Ronald has eliminated Goal 2, are faculty willing to fight to keep it? Another issue to be determined by faculty is who we should be comparing ourselves to, USF and Santa Clara? This will be a difficult process, which is just getting started with the Provost's Faculty Salary Task Force.

A very impassioned conversation took place regarding the retirement contribution. Some expressed concern that the College does not seem to place much priority on the restoration of retirement benefits. The Provost was asked what faculty can do to help to restore their pensions. Chair Poundstone said the decision to decrease the college contribution to retirement was a short-term solution that has tremendously long-term consequences.

Faculty with concerns, questions, or comments were encouraged to contact faculty on the Faculty Salary Task Force. Chair Poundstone thanked Joel Burley and the Faculty Welfare Committee for the time and energy required to write the detailed salary report.

[The meeting was extended for 30 minutes by a vote of 6-2-0.]

13. Committee on Strategic Planning Review & Assessment (CSPRA) - Associate Dean Chris Sindt announced that due to the time constraint, he would forego his oral report and will send a written report by email.

NEW BUSINESS

14. Senate Charge to the Collegiate Seminar Governing Board re: Implementation of Revised Core Curriculum - Vice Chair Cortright introduced the following motion:

Whereas the Academic Senate approved the Core Curriculum Task Force’s “Model 1 Proposal for the Undergraduate Core Curriculum” (Senate Action #S-08/09-17, accepted by the Provost 5/09); and

Whereas Senate Action #S-08/09-17 reads (in relevant part):

“Collegiate Seminar

“Model 1 continues to require four Collegiate Seminar courses, but requires that students who enter as first year students take one seminar each academic year. As described in the cover letter introducing the two models proposed by the CCTF, the final structure of the Collegiate Seminar will be determined after sufficient study and deliberation is undertaken during the first two years of the implementation process for the new core curriculum”; and

Whereas Senate Action #09/10-7 (accepted by the Provost 3/3/10) brings the Collegiate Seminar Governing Board under the Senate Committee structure,

Resolved: that the Collegiate Seminar Governing Board, in due consultation with the Core Curriculum Implementation Committee, (a) determine how the Collegiate Seminar may best advance, as the “core of the core,” the learning goals established under Senate Action #S-08/09-17, (b) deliberate the Seminar curricula and organization best suited thereunto, and (c) submit a plan of the four-year curriculum, with syllabi, to the Undergraduate Educational Policies Committee, for inclusion with revised catalog language, according to Senate Action #S-09/10-1 [Implementation Process: §§ 4) – 5)].

A MOTION was made by Vice Chair Cortright and SECONDED by Senator Tywoniak to approve the resolution. The motion was approved by a hand vote of 7-0-2.

15. Resolution to review the Senate approved Speaker Policy - Chair Poundstone introduced the following resolution: "Be it resolved, the speaker policy as passed by the Academic Senate should be interpreted in light of the following preamble." Chair Poundstone summarized that the proposed preamble quotes three Catholic leaders, and concludes with a notation that the President will occasionally be challenged and pressured to rescind an invitation. In almost all situations the President is called to defend academic freedom and explain the basic educational mission of the College. He explained that the resolution is a Sense of the Senate; it is not asking the Senate to amend the Speaker Policy itself.

A MOTION was made by Chair Poundstone and SECONDED by Senator Rokeach to approve the resolution. Chair Poundstone explained that issues with the policy arose when Gloria Steinem appeared on campus. He suggested that the Senate take a bolder stance on the subject so that the policy is clear to all who invite speakers on campus. Senator Tywoniak supported the resolution, it speaks to the letter and spirit of the initial attempt of the Senate as well as the letter and spirit of academic freedom.

Provost Dobkin and Dean Woolpert questioned where Chair Poundstone suggests the resolution appear in the Faculty Handbook, a Preamble to the speaker policy? A MOTION was made by Senator Lind and SECONDED by Senator Tywoniak that the suggested language replace the Preamble in the Handbook policy.

Senator Lind supported the language as a preamble to clarify the policy. Senator Ogawa said he was in strong support of the preamble, explaining that if we deny opposing viewpoints, that runs counter to the traditions of the College. Vice Chair Cortright stated that he could not have imagined that the Gloria Stienem case would have been dealt with in the manner it was handled based on the Senate discussion and the actual language of the policy when the Senate approved it last October. He questioned whether the Senate could design a policy, after the fate of the previous policy, that would withstand the type of "toying" that took place with Gloria Steinem, as he didn't think there could be any ambiguity whatsoever about the intent of the Senate's speaker policy as written.

Senator Rokeach said in the absence of a more proactive statement, the Senate can only articulate its thoughts more eloquently. Senator Ogawa respectfully disagreed with Vice Chair Cortright. The Senate has a responsibility to carry out the welfare of the faculty, with an added responsibility to the College and the students. He strongly supported the proposed Preamble.

The motion to replace the Preamble was approved by a hand vote of 7-1-1.

OLD BUSINESS

16. Revised .25 Credit Proposal - Senator Tywoniak introduced the AARC .25 Credit Proposal. The issue was discussed at the April 22, 2010 Senate meeting. The Senate tabled the issue, stipulating that the AARC address the financial impact, the distinction between academic and activity courses, and when the students must designate the course for graduation purposes. Based on the prior concerns raised, Senator Tywoniak offered the following amendment to the proposal: (New language in bold, deleted language in ~~strikeout~~.)

Be it resolved, that ~~commencing in the Fall 2010 semester, there be a distinction~~ **the Senate recommend to the administration that a policy be implemented that distinguishes** between .25 courses ~~from~~ **and** .50 courses; that each semester's full tuition qualifies a student for an unlimited number of .25 courses upon approval of the student's advisor; and that a maximum enrollment of

twelve .25 credit courses which are awarded a letter grade A through D may count towards a student's graduation requirements (which is the current policy cap).

A MOTION was made by Senator Tywoniak and SECONDED by Senator Rokeach to approved the resolution as amended. Senator Rokeach strongly supported the motion. The students in the Performing Arts Department cannot afford to take additional required .25 courses, so they audit the course rather than register for the course. This causes many difficulties for the professors and the Registrar's office. Senator Ogawa said the .25 credit courses are also problematic for the Science students.

Chair Poundstone explained that there is not a clear distinction between activity and academic .25 credit courses. The language suggests that the credits will be academic rather than pass/fail. The question was called and approved. The motion was approved by a hand vote of 8-0-1.

17. GPSEPC Recommendation to create a Vice Provost for Graduate and Professional Studies position - Senator Heid introduced the recommendation. The recommendation was discussed at the April 22, 2010 Senate meeting; it was tabled for further discussion. The GPSEPC proposed, in concept, a position for a Vice Provost for Graduate and Professional programs, but did not originally discuss budget issues or draft a job description.

Since the April Senate meeting, Provost Dobkin sent a memo to the Senate answering many of the questions that surfaced, including budgetary information, a draft job description and an organizational chart. Senator Heid reported that the GPSEPC recently met with two Senators to discuss the concerns. She explained that the proposed position is not designed to be a mirror image of the Vice Provost for Undergraduate Academics; the deans would not report to the Vice Provost for Undergraduate Academics. The GPSEPC proposes that it be comparable in standing and voice for the graduate and professional programs, however, the function of the job would be quite different. The job responsibilities would focus on student services, advocacy, commencement, coordination of the Honor Council and use of Proquest. The position would be a staff position, and would not be involved in curriculum or academic policies. Provost Dobkin clarified that Associate Dean Chris Sindt currently serves as chair of the Graduate Council, which would also be part of the responsibility of the Vice Provost for Graduate and Professional Studies.

GPSEPC Chair Kris Chase added that 40% of the headcount students are graduate students. We need to provide the support and advocacy within the organization for those students. WASC has challenged SMC to create an administrative structure that validates the reality that we have major graduate and professional programs serving our region. The Vice Provost position is needed to represent the needs and potential within the graduate and professional programs.

Senator Tywoniak said he supports the proposal, while acknowledging the Senate and faculty concern regarding increased administration. Senator Rokeach referred to Senator Heid's statement that the position would be "staff" and he questioned the appropriateness of the title "vice provost" if the deans would not report to the position. Is there a reasonable contrary argument from other administrators? He said he is unable to vote for the proposal, as it is too ambiguous. Kris Chase responded that the GPSEPC feels that it is essential that the VP position be at a level to participate in all major decision-making bodies of the college and to be involved in decisions about policy and strategy. Senator Gomez-Arias asked if the position would have input at the Cabinet level? Provost Dobkin answered that she is working with Brother Ronald to restructure the Cabinet and added that the title is consistent with our practice and the responsibilities of the position. Senator Ogawa agreed with Senator Rokeach explaining that the situation reminds him of when the provost model was created, which started as temporary and became permanent without faculty input. He is concerned, not that the concept is poor, but where the ambiguity will lead us.

Chair Poundstone said that after meeting with the GPSEPC faculty to discuss the proposal, he can't walk away without thinking it is crucial to move toward the vice provost model for graduate and professional programs. However, without understanding the reporting structure, it (vice provost) seems like an inflated title compared to the Vice Provost for Undergraduate Academics. He is in favor of working in the direction to pursue a position for graduate and professional programs.

Laurie Edwards said the current Faculty Handbook organizational chart does contain inconsistencies and she understands the hesitancy of the Senators with the current organizational chart, as it will shape the foundation in which decisions are made. If there will continue to be a Vice Provost for Undergraduate decisions and policies, then there should be a Vice Provost for Graduate and Professional Programs. Since serving on the GPSEPC there are many needs that were invisible to her that are now clear. This is a plea for solidarity from those that do not currently have an advocate.

Rosemary Graham questioned whether a current position is to be converted, or if this would be a newly created position. Provost Dobkin said the position would not add a person to the organization, but would be someone who has current graduate responsibilities at the college.

Chair Poundstone said the Senate has an urgent call from the graduate programs, but he understands that many Senators would like greater clarity before voting. Is it possible the Senate can agree with the spirit of the proposal, and move forward to work together for the creation of the job description to obtain campus-wide buy-in? Senator Rokeach suggested that the Senate request clarification for the fall. Provost Dobkin summarized that the organizational charts will be updated, and she understands from the discussion that there are concerns with the title and larger organizational issues about the Cabinet structure. Further, she understands that there is support for a graduate programs position and an understanding that this would not be a huge fiscal responsibility, and a concern about administrative bloat that is tied to an enlarged Cabinet structure. She is concerned with the use of vice provost titles and she will work over the summer to clarify the description in the Handbook and she will work with Brother Ronald about the Cabinet structure and what "vice provost" really means. At the same time, she wants to validate work that has already been done and move forward to establish a consistent centralized structure for the support services for graduate and professional programs.

18. The meeting was adjourned at 5:50 p.m.

Respectfully submitted

Cathe Michalosky
Faculty Governance Coordinator