

**Minutes of the Faculty Senate**  
**Thursday, August 19, 2010**  
**North Campus, Omni Auditorium**  
**11 AM**

**Senators in attendance (as signed in):** Blaine Browne, Rosa Gaskins, Teresa Hodge, Jim Lansing, Maria Bernal-Dobek, Victor Lawrence, Karen Roberts, Sandra Stone, Oluyinka Tella, Damon Davis, Angela Michaels, Dianne Ruggiero, Joy Stewart, Christopher Johnston, Alan Applebaum, Catherine Leisek, Neil Linger, Behnoush Memari, Gregory Reeder, Xiao Wang, Robert Wiltgen, Darenda Borgers, Anne Cardozo, Greg Lindeblom

**Guests in attendance (as signed in):** Colleen Quinn, Peggy Green, Neil Linger, Teresa Diehl, Lisa Ciardulli, Eileen Garcia, Kevin Keating, Monica Ramirez, Jeffrey Nasse, Winston Thompson, Scott Miller, John Kaufman, Joyce Walsh-Portillo, Yinke Tella, Karen Roberts, Avis Proctor

**01. CALL TO ORDER:** President Jim Lansing called the meeting to order.

**02. APPROVAL OF THE AGENDA:** The agenda was approved.

**03. APPROVAL OF THE MINUTES:** The minutes from the April meeting were approved. They had not been approved at the May meeting because there was not a quorum. The minutes from the May meeting were approved.

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**04. OPEN ISSUES**

**A. *President's Report – Jim Lansing***

- President Lansing reported on activity over the summer. He said that updates for the website were finished. The Constitution was updated. The website has the current list of senators. The minutes through the March meeting are on the website.
- The VPAA search is moving forward. Trips to campuses of the three finalists are in the works.
- He participated in meetings over the summer for Institutional Effectiveness.
- The Board of Trustees meeting was just this week. A new Trustee was appointed to the Board.
- President Lansing participated in BC Foundation events.
- President Lansing has been appointed to the 50<sup>th</sup> anniversary committee. September 30<sup>th</sup> there are big kickoff activities.
- There were new faculty positions, so we added new senators last year. We may need to do the same this year. Last time we did it at elections time, and it seemed to work. President Lansing welcomes any comments or suggestions.

**B. *Outcomes Assessment update – Joyce Walsh-Portillo***

Joyce said that Russ mentioned everything in the Faculty meeting, so this would be a brief announcement, not a full report. We are in a delicate situation with SACS. We need to show that our students are achieving the learning outcomes that we claim they are. We have 1 year of data. We are competent in 7 or 8 of the 15 competencies. Joyce requested that if we are asked to participate, please do. This is our territory, and all of us as faculty need to own this process, to embrace it.

### **C. Senate Policy Committee report**

There are 4 policies. Michael Tenenbaum couldn't be here, so Jim asked Avis to come forward to help.

1. Sustainability Policy. Peggy Green was asked to describe it. She said that it has been a very extensive process. She explained that the intention is to help faculty see that sustainability can be woven into courses and to provide support. The process went from brainstorming to the next step, which was the academic affairs group and then a group of faculty from different disciplines. The first draft of the policy was formulated, and it went to the deans of academic affairs, where it underwent some changes, and then it moved to the Senate. Catherine Leisek made a motion to approve the Sustainability Policy. Rosa Gaskins seconded. Trish Joyce asked whether there would be an opportunity for those who were not part of this process to make comments. Neil Linger responded that these policies have been circulated to faculty. Russ Adkins added that he wished all our policies went through the rigorous review that these did. They were on the agenda at the May meeting but couldn't be acted on because there was no quorum. They were discussed at the May meeting. There was a vote, and the motion passed to approve the Sustainability Policy.

2. Academic Load 4.02. The differences were not substantive. One change was adding the Health Science as 10 credits as full load. Colleen Quinn said that some students take 8 credits, so maybe the wording could be changed to say 8-10 credits. Avis asked Colleen to send the information. We need to wait until the next meeting for this policy. Avis asked that those with concerns for this policy send her the concerns and she will take them to the Chair, Michael Tenenbaum. The motion to table this policy to the next meeting was made by Neil Linger, seconded by Teresa Hodge, and passed.

3. CLAS 4.04. A motion was made by Victor Lawrence to approve this policy. Karen Roberts seconded. There were no substantial changes here, mostly editorial changes. Sufficient effort criteria have been determined. We have a process. There was no discussion. The motion to approve this policy passed.

4. Grades 4.19A. A motion to approve this policy was made by Karen Roberts and seconded by Greg Lindeblom. Peter Bataglia asked how long we need to keep grades. Attendance Verification has changed things. He knows that not all adjuncts keep records for so long; some shred things before the term ends. Avis Proctor responded that from what she has read from the state, the requirement is "until it has lost its administrative purpose." This can be the next academic term, the end of when grade appeals can be done. Eileen Garcia said that there is no policy at BC to say how long to keep records for grades. Auditors are recommending the minimum of a year. There were several comments on this issue, including one about needing a storage place to keep grade and the question of what we are talking about – final grades, gradebooks, projects. Catherine Leisek said this is a touchy issue because it gets into privacy. Who has the right to see the whole list of grades a student gets for the term? Anne Cardozo said that if the policy doesn't address all these issues, then it can't pass today. Avis said that she needs to bring these issues up to the committee. Hank Martel added that on the Internet website there is a manual for attendance verification, but it is not clear either. Peter Bataglia also brought up the issue of changing to Audit. Jim said that we should forward our concerns to Michael Tenenbaum and copy Avis. This policy was tabled for the next meeting.

### **D. UFF Report – Damon Davis**

Damon said that he basically gave his report at the Faculty Meeting but would answer any specific questions anyone had.

**E. FACC Report – Xiao Wang**

- On September 21<sup>st</sup>, from 10-11am, there will be a webinar workshop sponsored by FACC. The topic will be the strategies of developing fully on-line classes.
- Each campus is forming membership drive committees.
- The next meeting will be September 16 at North Campus, Building 46 Room 233 from 12-3 and lunch will be provided.

**F. Meeting Schedule**

Angela Michael asked a question about the May 12<sup>th</sup> meeting. Since it's after the semester's over, she wondered if we would have to change the constitution to be able to change the day and make it earlier in May. Jim responded that this brings up the other question of whether we should have a meeting in May. He asked about an earlier meeting during exam week. Catherine Leisek replied that it can't be during exams. The schedule is different at finals time, and we can't make other arrangements for exams. The April meeting is put at Tigertail because it is neutral ground for the elections. Catherine Leisek made a motion to approve the meeting schedule. Xiao Wang seconded, and the motion passed.

**.05 NEW BUSINESS**

**A. Senate Vice President appointment**

Jim Lansing congratulated Dianne Ruggiero on her new/resumed position as AVP for Developmental Education. Since it is an administrative position, we need to appoint a Vice President for the Senate. Jim proposed Xiao Wang. Catherine Leisek made a motion for Xiao Wang to be appointed Vice President of the Senate. Teresa Hodge seconded. The motion passed.

**B. "Hybrid" classes, Digital Photography – Teresa Diehl**

Teresa Diehl brought up the issue of a studio course, which is a hands-on course, that appeared on the schedule as a hybrid class with no consultation from faculty. After the hybrid course was discovered, there was a discussion, and it was decided not to do it in the fall and work on it for a future course. Teresa emphasized that there are some courses that must meet with students face to face. These fine arts courses need to meet. She asked for everyone to please consider that studio courses at this time should not be on-line or hybrid. She is asking to stop this hybrid course from going, especially with no consultation from faculty. Jeff Nasse, AD of Fine Arts at North, did say that currently they are not offering this course as hybrid. It is now a traditional course, and if it shows as hybrid, it is wrong in the book. He said that there are classes of digital photography at other schools that are offered as hybrid. Teresa replied that she contacted many universities in the area that are not offering digital photography as a hybrid course. The big issue is the lack of communication. Catherine Leisek commented that the full-time faculty in the discipline are the ones that make the decisions. She completely agrees with Teresa. Monica Ramirez added that she understands the passion for the subject area, but research has shown that we do need to move into the technology area, and with blended classes part is face to face and part is on-line.

There was considerable discussion on this topic, and the big point brought up is the need for communication. Peter Bataglia emphasized this point that none of us is against technology, but the issue is communication. He commented on the fact that this issue that came up with EAP, and now he is seeing it all over. We want buy-in from faculty across all campuses. We need this process and communication. Maria Bernal-Dobek explained that the ESL faculty developed a discipline policy statement regarding on-line and blended courses that all faculty agreed on, and it was shared with the associate deans. Catherine Leisek would like to propose that we start with faculty and work up in terms of courses. Monica Ramirez

has concerns that North and South Campuses won't get a say because they are smaller than Central. Karen Roberts added that what she's understood is that there are some areas where there are specific nuances or things that only the full-time faculty in that area will know how the on-line/hybrid element will be affecting the students.

Catherine Leisek made a motion to form a committee of Faculty Senators and other individuals to develop a system of communication to discuss cross-curriculum/cross-campus issues. It was seconded by Damon Davis. Peter Bataglia added that he would like to see the motion include wording for the issues as it pertains to distance learning or commissioned/non-commissioned courses. Russ Adkins said that this is the type of discussion that has to take place and he would be happy to be ex-officio, part of this committee.

The committee will include Teresa Diehl, Catherine Leisek, Karen Roberts, Michele Levine, Monica Ramirez, Joy Stewart, Maria Bernal-Dobek, and Alan Applebaum. The chair will be decided at the first meeting. The committee will try to meet before the next Senate meeting.

**C. *Open Forum***

There were no issues brought up.

**.06 ANNOUNCEMENTS**

There were no announcements.

**.07 ADJOURNMENT**

Teresa Hodge made a motion to adjourn the meeting. Multiple people seconded at the same moment. The meeting adjourned at 1:22pm.

Respectfully submitted by Darenda Borgers, Faculty Senate Secretary.

**The next Faculty Senate Meeting is scheduled for  
September 16, 2010 at 2:30pm  
on  
South Campus, Bldg. 69, Rm 133**