

**Minutes of the Faculty Senate
Thursday February 19, 2009
Central Campus 17/425-6**

Faculty Senate Attendance:

Senators: Alan Applebaum, Bernhardt, Todd. Brown, Blaine, Chris Casper, Damon Davis, Rosa Gaskins, Teresa Hodge, Jim Lansing, Kate LeGrand, Neil Linger, Carole “Angela” Michaels, Karen Modrich, Barry Mowell, Renee Pleus, Karen Roberts, Stephen Roig-Watnik, Joy Stewart, Ione Turpin.

Visitors: Russ Adkins, Patti Barney, Sunem Beaton-Garcia, Sandra Block, Irmgaard Bocchino, Lois Bolton, Dawn Broschard, Lorne Cleaver, Bonnie Dones, Marcial Echenique, Denise Edsall, Ed Erazo, Greg Ferenchak, Eileen Garcia, Casey Gilson, Jorge Gonzalez, Terri Hayes, Donna Henderson, Deborah Hopkins, Terri Justice, Pam Katzir, Kevin Keating, Catherine Leisek, Jose Macia, Hank Martell, Kayla Mathis-Gamble, Miguel Menendez, Scott Moyberry, Sonia Nieves, Karen Parker, Bill Pennell, Colleen Quinn, Dora Romero, Dianne Ruggiero, Denise St. Patrick-Bell, Frank Sandmaier, Judith Scherer, Michael Tenenbaum, Judy Tidwell, Joyce Walsh-Portillo, Karen Williams,

- 01. Call to Order.** President Jim Lansing called the meeting to order at 2:42 pm.
- 02. Approval of the Agenda.** Blaine Brown moved to approve the agenda and Angela Michaels seconded; the motion carried. Jim Lansing announced that Neil Linger was substituting for Jackie Henning as Secretary.
- 03. Approval of the Minutes.** Angela Michaels moved to approve the minutes of the January 2009 and Blaine Brown seconded. The motion carried unanimously.
- .04 Old Business**
 - A. President’s Update: Mission Statement and Senate Elections -- Jim Lansing**

Jim Lansing noted that the Mission and Core Values statement, approved by the Senate at the January meeting was passed by the Board with insignificant changes. Requests for Nominations for 2009-2010 Senators have been sent out and the election will take place after Spring Break. It was noted that the Outcomes and Assessment Committee and the Policy Committee formed at the January meeting had already met.
 - B. BC Mission, Vision and Core Values -- Jose Macia**

Jose Macia thanked the Senate for approving the work done in conjunction with Ted Wright, the President’s Special Assistant For Strategic Initiatives.
 - C. Diversity Focus Groups – Senator Maria Bernal-Dobek**

Important discussions with faculty have taken place at South and North regarding internationalizing the curriculum. Central Campus’ opportunity for input will be next.
 - D. SACS Update—Donna Henderson**

Binders of Bachelor’s Program documentation have been sent to the visiting SACS Accreditation committee members. She offered an overview of how the program evolved and the projected timeline. The College’s mission and core values were changed to reflect the new programs. Before the SACS accreditation team visits each campus March 23rd to March 25th, each college employee need to consider how his/her job supports these new values and mission as well as the new Baccalaureate program and resultant mission changes before they arrive. Additional details are provided in the Powerpoint.

Senator Roig-Watnik shared his concerns regarding a pre-SACS meeting that was held at South Campus where faculty in attendance were asked not to air the college’s “dirty laundry” in front of the SACS team. Donna Henderson responded that she was here to offer information on the Baccalaureate programs and that she would like our institution and faculty to shine. Ms.

Bocchino stated that she will be making a toolkit available online and that a Powerpoint will be mailed to everyone.

Michael Tenenbaum asked about Connie Beale's move to South Campus. Dr. Henderson responded that her position will be advising baccalaureate students, helping with recruitment, teacher education. Dr. Oroza stated her title will be Teacher Education Specialist.

E. Microsoft conversion, software downloading--Patti Barney.

For the third time in as many months, Patti Barney wished to address any faculty concerns over the new computer image's problems and to ask for volunteers to serve on a committee to look into problems installing software. President Lansing noted he received a number of e-mails regarding problems that occurred during classes. She responded faculty may phone extension 7521 to reach the helpdesk. The menu has been streamlined and may be bypassed altogether by hitting the star key to leave a message. To expedite a request, faculty may assign it a "priority one" if it involves a teaching/learning issue. On call technicians immediate notification. Less urgent issues (installing textbook software, etc.) will take longer due to the technicians' current workload. Provost Lois Bolton expressed an interest in having Central Campus faculty volunteers to convene a technical issues committee and Ms. Barney suggested other campuses may follow suit. Senator Damon Davis noted concern that some of the issues that have surfaced are union issues since they involve work conditions and he felt that asking faculty to wait a week or longer for a response was too long. Ms. Barney responded that her log showed no priority calls with a "nine-day response." It is expected that "priority one" calls will be answered within fifteen minutes.

Computer Science Senator Terri Hayes commented that between terms one and two, Microsoft Word style defaults were reset which forced students to manually change them back before each class. The new Windows XP image in her office prevents her from working in the Vista operating that system she teaches in her classroom. Now her classroom computers settings are different from those in the rest of the college such as labs in Learning Resources. Ms. Barney explained that campus-based technology staff configure the images used at each campus. Senator Hayes pointed out that her departmental textbooks will need to be changed back from Vista to XP due to the configurations imposed by IT. With the new Windows 7 operating system on the horizon, IT felt making a move to Vista would have been short-sighted. Terri Justice, Dean of Academic Resources and Instructional Technology, pointed out Vista's compatibility problems with some software and hardware used by the college. Senator Catherine Leisek mentioned the problems in the art department after the removal of Photoshop software and felt that instructional needs should be the top priority. Patti Barney responded that it was the college's responsibility to make sure no illegal software is installed on the college's network, however if a valid license is presented the software can be installed if the procedure is followed to place it on the "valid software list."

Senator Roig-Watnik suggested that installing the software on the "H-drive" would enable an instructor to use the licensed software both in his office and in front of a class. Sandra Block, Associate Dean of the University/College Library emphasized the need to read the software license carefully to determine whether it can be installed on more than one pc. University/College Library Dean Miguel Menendez concurred, adding that each vendor's license may vary. Several other faculty members shared additional problems they encountered.

Senator Davis moved that a small task force be created consisting of senators and other interested faculty and administrators to examine problems and recommend solutions. Senator Hodge seconded. Ms. Barney recommended that the Associate Deans of Technology be included. Neil

Linger inquired whether updates to college-approved software could be pushed to each pc so individual helpdesk tickets and technicians wouldn't be necessary. Ms. Barney replied that automated updates would be possible in approximately six months. Senator Applebaum wondered if a college-wide committee would be the most appropriate. Communication and awareness needs to be increased since the budget would not allow additional technicians to be hired. Senator Roig-Watnik asked for an explanation as to why the college reimaged the pcs in the first place. Ms. Barney indicated that an audit showed the college couldn't document that the software on each network pc had a valid license. Additionally it showed the college had not been restricting the installation of software at the desktop level. A legal review of policies indicated that such precautions needed to be in place before the next operational audit by the State Auditor General. In lieu of withdrawing his motion, Senator Davis asked Ms. Barney to provide an update at the next Senate meeting as to how the helpdesk process has been simplified; Senator Hodge agreed.

Senator Roig-Watnik moved that the Senate formally register its consternation about how the software policy is impeding the teaching-learning process. Senator Catherine Leisek seconded the motion. Associate Vice President Russ Adkins remarked that he felt the problem was not only communication but the complexity of software compatibility; he urged faculty to escalate a helpdesk ticket if they were not satisfied with the response. Ms. Barney said they need feedback if any of the college's three or four hundred software products are incompatible but noted that campus technicians are involved in three major migrations including document management. She noted that the helpdesk process is under continuous review by IT and the conversion from Groupwise to Microsoft Outlook is scheduled in May. With no further discussion, the motion passed.

F. Document management update--Patti Barney

Removal of the Ikon copiers will begin February 27th and networked Sharp printers/copiers will take their place. College owned laptops used by faculty off-campus will be re-imaged. Senator Mowell asked that since we are no longer able to print envelopes, labels, or college stationary in color, would faculty be able to purchase an ink-jet printer and have it installed on the network. Installing personal printers has been disallowed due to the support problems entailed but pointed out that faculty can print envelopes. A faculty member's profile will determine whether he or she could print labels, envelopes, or color. It was suggested that an e-mail be sent from each campus to Adjuncts regarding printing procedures.

G. Senate Policy and Procedure Committee update--Michael Tenenbaum

The second meeting of the Senate Policy and Procedure Committee has taken place. This committee was established to review changes to the Policies and Procedures before they go to before the Board of Trustees. Minutes will be distributed and all faculty are encouraged to attend and participate in future meetings. Senator Leisek expressed concern that some of the policies concern contractual areas and wondered if they would be better negotiated by the United Faculty of Florida. President Lansing felt it was the committee's duty to ensure that such policies were sent to the negotiating table when applicable. Vice President Scherer explained that the policies being examined were Academic Affairs policies and she wished for the committee to come to that determination. President Lansing will place this matter on the agenda of future Senate meetings.

H. Outcomes Assessment--Joyce Walsh-Portillo (*See Internal Communication Powerpoint attached*).

Senator Lansing introduced Professor Joyce Walsh-Portillo noting that she has been granted release time to assist and advise the Outcomes and Assessment project. He encouraged additional Senators and other faculty members to volunteer to serve on this important committee. Ms. Walsh-Portillo explained that evidence-based assessment asks if we deliver what we promise

students. We need to meet the College mission and the fifteen competencies through General Education. Lots of faculty members are already doing the right thing and we'll need to call on those pockets of excellence throughout the college in helping to develop assessment college-wide. It's already built into the A.S. programs since many of the programs go through State licensing. Faculty will be looking at their own courses. Patti Barney is assisting the three Deans of Nursing in running the assessment of ten pilot programs; this can be a model for the college. The immediate focus is preparing for the SACS visit March 23rd to 25th. Professor Steve Obenauf's General Education Committee 2006 recommendations weren't carried out due to Administration turnover. Faculty members need to be identified to participate in the Gen Ed outcomes and Ms. Walsh-Portillo recommends that they should be paid for their participation. The Gen Ed Committee did address learning outcomes but not how to measure them. Faculty members need to own the process, to say what we are teaching and how it is being measured. If faculty do not, it will have to be done anyway and she encourages faculty to become part of the process. She introduced Dawn Broschard who worked with the Assessment/Outcomes process at Barry University for eight years and has returned to BC. She will be assisting Joyce with presentations on Colleague Recognition Day hopes faculty will register to attend. President Lansing asked for additional faculty representation on the committee already established by the Senate. Please contact him at x2296 or jlansing@broward.edu if you are interested.

.05 NEW BUSINESS

C. State financial status – BC budget reductions **Bill Pennell**

Chief Financial Officer Bill Pennell stated that the budget situation has worsened since his report at the January Senate meeting. From the start of Fiscal 2008 to the start of fiscal 2009 the college has suffered appropriation reductions of \$6.4 million. So far the college has had a four per cent (just over \$3 million) reduction from the Legislature's special session in January. Chancellor Will Holcombe's recent e-mail indicated the potential of another two per cent cut this year. It's possible that for the 2010 fiscal year there might be a cut of ten per cent (\$7.2 million) to twelve per cent (\$8.6 million). Increasing enrollment may help shelter the college from a deeper budget cut. The budget process will be compiled within the next two months. There is a possibility of a six to eight per cent tuition increase and a new technology fee. The college is trying if possible to hold harmless both instruction and student services. Hopefully the budget will be reconciled by the middle of May. All job vacancies are being reviewed by President Armstrong. \$2 million has already been cut from operational areas. Senator Leisek asked about the availability of the government stimulus package money. Mr. Pennell replied that the Legislature will have to determine out how much is capital, how much operational and reminded the Senate that it will be one-time funding only. He feels it is more likely that the college will receive capital funds than operational funds. The college has submitted some "shovel-ready" requests for prototype classrooms, roofing repairs, and renovations to Building 72.

B. Emergency Management for Higher Education Grant **Richard Nicorvo**

Mr. Nicorvo, formerly of the Coral Springs Police Department is the new BC Emergency Management Project Manager and will be spearheading the \$485,000 one-year grant the college received for both emergency management and campus safety. Consultants will evaluate the college through hazard and vulnerability assessments. Relevant local public health and public safety officials will participate in planning that will be NIMS (National Incident Management System)-compliant. Training will be provided for appropriate college employees that will include violence prevention strategies and planning. Emergency notification is also part of the grant. Faculty volunteers who wish to serve on an emergency management committee are asked to contact Mr. Nicorvo at extension 6807 or rnivorvo@broward.edu

A. SACS task forces – Faculty representation Judith Scherer

In February the College sent SACS a document containing the Teacher Education Bachelor's Program vision. Each area of the document needs task forces and workgroups to review the readiness of the area; faculty are encouraged to volunteer to serve on them. The April 2008 documents will be compared with the February 2009 documents in preparation for the SACS visit so we will be prepared to answer questions in the relevant areas.

Associate Vice President, Honors Institute Irmgaard Bocchino reviewed the Internal Communications Toolkit (*see Internal Communication Toolkit file attached*). This document provides detailed information on the basics of accreditation and an overview of each of the Teacher Education Bachelor's Degree programs. A quiz follows at the end. Additional material is available on the website: <http://www.broward.edu/student/AnnouncementsStudent/page21658.html> Referring to item 13 in the Task Force Powerpoint regarding the last five years of the College's Institutional Effectiveness Reports, Michael Tenenbaum asked when and where those would be available. Vice President Scherer said that Patti Barney would make them available electronically.

D. Academic Honesty

Damon Davis

Senator Davis asked that this item be tabled until the March meeting.

E. Block Scheduling

Tabled until the March meeting

F. UFF Report. Damon Davis

Senator Davis reminded the Senate that bargaining began in November and is ongoing. A bargaining update has been sent with a more specific update to follow. Florida Education Association and the United Faculty of Florida have a campaign called "Make our Schools a Priority." <http://www.makeourschoolsapriority.org/> A rally will be held at the University of Central Florida Arena in Orlando on February 28th and it is expected that eight thousand educators will attend. FEA has proposed an additional penny sales tax to get the school/college funding issue since every dollar spent on education brings back six dollars to the state. Another rally will take place March 18th. Senator Davis noted that UFF will pay registration for the American Federation of Teachers conference March 6th to the 8th in Miami Beach. UFF chapter elections will be held March 17th to 19th.

.06 Announcements

Senator Leisek is displaying the triptych she created in honor of former Senate President Debbie Nycz. She is raffling the work with proceeds going to the Broward College Foundation Debbie Nycz UFF Scholarship Fund and anyone interested in raffle tickets may contact her directly at cleisek@broward.edu or at X6506.

.07 Adjournment

Teresa Hodge moved to adjourn the meeting; Alan Applebaum and Karen Modrich simultaneously seconded. The motion carried. Meeting adjourned at 4:58 pm.

Respectfully submitted by Neil Linger, March 17, 2009.

**The Next Faculty Senate Meeting is scheduled for March 19, 2009
South Campus 69/133 2:30pm**

