

**Minutes of the Faculty Senate
Thursday March 19, 2009
South Campus 69/133**

Faculty Senate Attendance:

Senators: Renee Pleus, Jacqueline Henning, Damon Davis, Neil Linger, Robert Brasco, Jim Lansing, Xiao Wang, Darena Borgers, Steve Roig-Watnik, Teresa Hodge

Visitors: Hank Martel, Judith Scherer, Pam Katzir, Joyce Walsh-Portillo, Irmgard Bocchino, Denese Edsall, Trish Joyce, Michael Tenenbaum, Dianne Ruggiero, Sonia Nieves, Karen Williams, Lois Bolton, Barbara Bryan, Colleen Quinn, Neil Cohen, Elaine Cohen, Willie Alexander, Karen Peruzzi, Terri Hayes, Janice Stubbs, Angelia Millender, Scott Moyberry, Greg Ferenchak, Alfred Keller, Joyce Nemeth, Frank Kurz

- 01. Call to Order.** President Jim Lansing called the meeting to order at 2:40pm.
- 02. Approval of the Agenda.** With one item added under New Business: Broward Days, Xiao Wang moved to approve the amended agenda; Neil Linger seconded; the motion carried.
- 03. Approval of the Minutes.** A motion was made to approve the minutes of the February 2009 meeting by Damon Davis and seconded by Xiao Wang. Steve Roig-Watnik offered one correction to the minutes. The minutes as amended were approved.

.04 OLD BUSINESS

A. President's report Jim Lansing

Jim Lansing shared his experience when he represented the Faculty at the College Consortium for International Studies held recently in Seville, Spain. Also in Seville were Bill Greene and Eric Reno, both formerly with the College and still involved in international studies.

Jim also reported that work was beginning on the College Facilities Master Plan which started with a review of architects. Each campus will select an architect and create its own master plan.

B. Senate Elections- March Update

Neil Linger reported that Central Campus had just enough nominees to fill the open slots; thus by acclimation the following Faculty will represent Central on the Senate: Carole Angela Michaels, Damon Davis, Sharon Simpson, Angel Rodriguez, Dianne Ruggiero, Joy Stewart, and Michael Tenenbaum.

Renee Pleus reported that the ballots for Senators at South were due March 20, 2009. She will provide the results at the next Senate meeting.

Jim Lansing reported that North had elected Blaine Browne, Rosa Gaskins, Teresa Hodge, Karen Modrich, and himself to continue to represent the Faculty at North.

C. SACS Update Judith Scherer

Dr. Scherer reiterated that the SACS team was due to be at the College on Monday, March 23, starting their day at South Campus. She had a tentative schedule of meetings and activities, but said that the master schedule would be firmed up later on Friday, March 20 depending upon whom the visiting SACS team wanted to interview. The SACS team would be meeting with President Armstrong as well as students on Monday. Tuesday the team would continue its review of the Baccalaureate program with interviews with faculty, registrars, and Dr. St.Patrick-Bell. Wednesday morning there would be an outbreak session for specific invitees with the SACS team before they leave. In response to a question, Dr. Scherer said that Provost Oroza at South was picking the faculty for SACS to interview which would likely consist of Education faculty, Steve Obenauf, Curriculum and Gen Ed faculty.

D. Senate Policy and Procedure Committee Update Michael Tenenbaum

Michael Tenenbaum reported that the Committee had met twice to review a number of policies under revision. He acknowledged the committee members and praised their collaboration spirit. The following policies and actions were reported on:

4.14 *Faculty Appointment and Tenure*
tabled

4.15 *Faculty Grievances and Other Than Contractual Matters*
tabled; waiting for Human Resources possible inclusion of mediation

4.17 *Advisory Committees for Technical Programs*
up for second reading (minor changes)

4.18 *Class Attendance*
numerous changes; ultimately refers to syllabus per faculty academic freedom and overall allowable absences

4.20 *Religious Observances*
terminology change from ‘holy days’ to ‘observances’
Both 4:18 and 4:20 are coming up for a final draft

4.16 *International/Intercultural Education*

4.19 *Grades and Grade Appeal Process*
No action taken on 4.16 and 4.19 as yet

Michael will email the documents with proposed revisions to any Faculty who wishes to see the texts under review.

There was some discussion about penalized vs. non-penalized absences and these definitions; what the Florida State criteria are for absences and allowable make-ups; how departments might assure compliance with State criteria. It was noted that the language in the policies is vague, and could use further discussion among faculty. Discussion also included “make-up” conditions; enforcement; appeals to decisions; reasonable defenses and when alternative work might have to be considered.

Michael reiterated that once the revision has been reviewed and agreed to, the College’s attorney reviews the revised policy, and then the revision is shared with the faculty.

E. Outcomes Assessment Update Joyce Walsh-Portillo

Joyce indicated that, like everyone else, she had been busy preparing for the SACS visit on Monday. She gathered information from pockets of excellence throughout the College which identify outcomes and how these outcomes are assessed: e.g. courses from five eLearning

instructors, North Campus initiative on assessment, and several Gen Ed courses. She mentioned she had noticed that courses coming up for review in the next several years, the course sheets the assessment area is often blank. This may be a weakness that SACS will note, and an area that we need to correct. She said that the Senate Subcommittee on Outcomes Assessment knows that assessment is going on at the College, but that it is not systematic, it is not talked about, not linked to outcomes. Institutional Effectiveness could possibly assist with data-gathering which could then be used by Faculty to improve instruction in a more systematic way. She invited attendance at a couple assessment workshops which would be held Friday, Professional Development Day. Lastly, she said that she would forward the minutes of the subcommittee meeting to Jim Lansing for distribution.

.05 NEW BUSINESS

A. Academic Honesty Damon Davis

Damon Davis brought up the concern over the ways technology has made cheating easier for students. He ventured that all faculty deal with this issue and apparently with increasing frequency. Damon had spoken with some of the Deans of Students and considered what we should do to ‘rehabilitate’ the offender when we catch someone cheating. Janice Stubbs shared that at South Campus, they have created an “Ethics in the Classroom” workshop which is required for anyone caught cheating. They had received good feedback on its effectiveness. Though it is still an on-going issue, word seems to be getting around that there are consequences to this behavior.

Barbara Bryan shared that at North they had formed a committee to determine how widespread the cheating issue is as a long-term solution, but that as an immediate remedy for one instructor’s need, she had provided proctors to assist the instructor during the exam.

Other concerns surfaced during the discussion: online courses and knowing who was actually doing the work, taking the quiz; graphing calculators and the information which can be stored in those devices; and the use or presence of cell phones during exams.

Audrey Hunter shared that the Accounting faculty had agreed to a zero-tolerance policy on cheating so that all faculty report all occurrences.

When Damon asked about a way to bring these concerns and solutions together to share with all faculty at all campuses, it was suggested that the conversation and information gathering might take place on a Groupwise “Forum”. Damon said that he would see to setting up a forum discussion.

Angelia Millender noted that ‘cheating’ is defined in Policy and that she and Neil Cohen were reviewing the procedures that address the policy. Input was welcomed.

B. Block Scheduling Damon Davis and Irmgard Bocchino

Damon wanted to be sure that the issue of block scheduling be re-examined since we had agreed to extend the initiative with pending review and the time to review was now. Jim Lansing mentioned that the possibility of 4-day work week during the summer might also impact the discussion.

Irmgard Bocchino then said that Dr. Scherer had asked her to revitalize the investigation that the Scheduling Task Force had done in the Fall of 2007 after one year of block scheduling. Irmgard reviewed the results from those surveys of students and faculty: 75% of the 2000 students who responded favored the longer classes on Monday/Wednesday; Tuesday/Thursday; of the 172

faculty who responded to the survey, 139 favored the block Monday/Wednesday and Tuesday/Thursday class schedule; 38 of 48 College Prep faculty preferred the block schedule as well.

Irmgard felt that with a little re-wording the survey could be re-distributed to students to see what the updated results might be. She will also work with Hank Martell to re-do the faculty survey as well to gather another snapshot of reaction to the current course scheduling.

Secondly, Irmgard will check-in with faculty who shared their 'reflections', qualitative data, with the Task Force in 2007 to get an update on their perspective after another year of the block schedule.

Both updated surveys would run for a week as each did in 2007 and should be ready to report on at the next Senate meeting.

The discussion that followed included impressions of long Friday classes; room utilization as an administrative consideration; increased selection of late afternoon timeslot which dovetailed with an evening class; and previous difficulties of differing start/stop times at various campuses. Hank Martell commented that South campus had tried scheduling a Mon/Wed/Fri as well as the Mon/Wed choice; but ended up having to cancel the Mon/Wed/Fri for low enrollment. Though he added that he thought it was important to keep that Mon/Wed/Fri option open for scheduling in certain disciplines.

C. "Finish what you start" Angelia Millender

VP Millender distributed information about a student success initiative designed to help students know what they need to do to succeed – finish the program they start. These six suggested steps will be embedded in the new student web design: Define yourself – Create an education plan – Get financial aid – Register early – Attend and finish all classes – Maintain your GPA. Using the example of financial aid and the information or mis-information that surrounds that issue, Millender outlined some of the conflicting impressions such as "I have to be full-time" to get aid whereas Pell grants will fund one course and student loans require only a 6 credit hour load. Millender hopes to provide faculty, who have more contact with students than others, the tools to help their students get the correct information they need to be successful in college. She will continue this effort at upcoming Senate meetings.

D. Possible Modifications to AA Program Sheets Hank Martel, Donna Henderson, Janice Stubbs, Frank Kurz

Donna Henderson, Hank Martel, Janice Stubbs and Frank Kurz spoke about the reasons that modifications are necessary to the list of AA Program offered at the College. Donna displayed a list of pre-major comparisons from schools in the Council of Instructional Affairs. According to that data, Broward College offers 149 AA degrees compared to Palm Beach's 20 pre-majors; Miami Dade's 81 programs of study; Gulf Coast's 8; and Hillsborough's 18 AA degree programs. Dr. Scherer explained that unless a program requires 3 or 4 courses in the "major" area then it is not really a separate program. AA programs at Broward that have such required courses are Chemistry and Music, for example. Upon investigation, it was discovered that many of the AA programs at the College do not list discipline-required courses, but only the common pre-requisites shared by all AA programs. (The Florida higher education system worked this all out some years ago which makes transferring among Florida colleges and articulation agreements easier.) Dr. Scherer suggested that after a thorough review the list of AA Programs might be narrowed to 40.

Hank Martell described a particular problem with an AA Program in Legal Assisting which should actually be an AS. The matter is not necessarily an easy one to correct especially with students currently enrolled in that program.

Frank Kurz emphasized the need to be sure that these program sheets, which are posted on the website, provide accurate and reliable information to guide the students as they track their own program needs. These program sheets need to be correct, or they need to be removed.

As work on our five-year review with SACS begins, we will need to have program goals, objectives, and outcomes for each AA program that the College offers. Thus we need to review our AA programs and see if we really do offer 149 or perhaps, the number is actually less than 40.

Peter Battaglia commented that his administrative team at Central had discovered these problems with some of the AA programs, and he was glad to hear that others were aware of it and working on the issue.

Elaine Cohen voiced the concern that if those that do not have the 3 to 4 courses required in a major area are collapsed into one AA Degree in Liberal Arts, we still need some way to guide students to say, political science or criminal justice. Dr. Scherer explained that we could narrow the AA degree programs down to approximately 23, but still have 149 AA advisement sheets that counselors, faculty, and students can use to track their degree goal.

E. Curriculum Committee Update Chris Casper

Neil Linger read the Curriculum Committee report in Chris Casper's absence stating that the Committee had approved one new three-credit course: TPP2260C – Acting for Film and Television; and program revisions to Criminal Justice Technology Program (A.S.) and Criminal Justice Technology: Crime Scene Emphasis Program (A.S.) adding a co-op elective to the former and an additional course requirement: CJT 2115 Advanced Forensic Investigation to the latter.

F. College Web Page Karen Peruzzi

Karen Peruzzi from IT reported that the College Web Page for students was being revamped. She showed the new version of the page which is to go 'live' on March 29, 2009. The employee intranet page and the myBC page will remain the same for now. The new version of the student page was developed student-centric, based on search result hits, "Ask-Us" questions, and feedback from student focus groups. New areas on the page include more emphasis on tutoring options and student benefits listed together on a "campus life" page. The "current student" links are now nested under the "success center" icon.

Discussion included the observation that replacing "current student" with "success center" was not intuitive and might be confusing since there is already a "Success Center" at each campus; other comments included the difficulty of finding what went where from the older version to the new. Terri Justice questioned the location of the links to the Library and LRC for current students; Irmgard Bocchino had a similar reaction to the Honors Institute links.

G. Graduation Plans Willie Alexander

Willie Alexander informed the group that May Graduation would be held at the Omni at North Campus with two sessions: a morning one starting at 10:00 and the afternoon session at 1:30. Two Faculty members are needed to serve as Marshal at each session as well as two Faculty members to read the names of the graduates as they cross the stage. Graduation will be Wednesday, May 6, 2009.

H. Broward Days Damon Davis and Teresa Hodge

Teresa and Damon described their experiences during Broward Days in Tallahassee. They attended legislative sessions with Barbara Pippin and did their own “lobbying”. Both remarked that other schools sent bigger teams, some including students; Broward College should consider doing the same.

.06 Announcements

There were no announcements.

.07 Adjournment

The meeting adjourned at 5:00pm.

Respectfully submitted.
Jacqueline Henning
Secretary, Faculty Senate

**The Next Faculty Senate Meeting is scheduled for April 16, 2009
North Campus 46/152
2:30pm**