

Minutes of the Faculty Senate
Thursday, October 21, 2010
Central Campus, Building 17/425-426
2:30 PM

Senators in attendance (as signed in): Teresa Hodge, Jim Lansing, Maria Bernal-Dobek, Karen Roberts, Sandra Stone, Oluyinka Tella, Damon Davis, Angela Michaels, Angel Rodriguez, Dianne Ruggiero, Joy Stewart, Michael Tenenbaum, Christopher Johnston, Todd Bernhardt, Catherine Leisek, Neil Linger, Greg Reeder, Xiao Wang, Robert Brasco, Ione Turpin, Robert Wiltgen, Darenda Borgers, Anne Cardozo

Guests in attendance (as signed in): Sheila Jones, Lorne Cleaver, Denese Edsall, Neil Cohen, Greg Mason, Brandon Kamiknsky, Ken Libutti, Avis Proctor, Linda Fields, Eileen Garcia, Deborah Hopkins, Gregory Ferenchak, Aline Sarria, Michael Fenick, Joyce Walsh-Portillo, Donna Henderson, Kathy Jackson, Kevin Keating, Steve Obenauf, Hank Martel, B.G. Thompson, Terri Justice, Lisa Ciardulli, Joyce Nemeth, David Moore, Trish Joyce

- 01. CALL TO ORDER:** President Jim Lansing called the meeting to order at 2:37pm.
- 02. APPROVAL OF THE AGENDA:** Michael Tenenbaum requested the addition of item F to New Business, Greg Mason the Director of Sustainability. Item G, a new student assistance program, was also added under New Business. Then the agenda was approved.
- 03. APPROVAL OF THE MINUTES:** The minutes of the September meeting were approved.

04. OPEN ISSUES

A. *President's Report – Jim Lansing*

- On a sad note, President Lansing announced the passing of former Senator Donna Battle.
- He also announced Carla Arriola from North passed away.
- He introduced our new VPAA Dr. Linda Howdysshell. She will officially introduce herself at the college wide faculty meeting.
- At the Institutional Effectiveness Learning Council there was a presentation of the math course redesign project, there was a presentation from the human capital investment council, and there was a discussion about the on-line tutorials that have been there, including the sexual harassment and FERPA tutorials, and not everyone has done them.
- The Senate subcommittee to explore communication across campuses for issues such as the hybrid courses will meet tomorrow at 9:30am and Friday, November 5 at 9:30.
- Because the November 18 Senate meeting is scheduled for the same time as the FACC convention, and both President Jim Lansing and VP Xiao Wang will be at the convention, the options are to cancel the meeting since Nov. 4 is the College Wide Faculty Meeting or to have a senator conduct the meeting. By consensus, it was decided to cancel the November meeting and have the December meeting be the next Faculty Senate meeting.

B. Calendar Committee Update – Teresa Hodge

Teresa brought forth again the idea of changing the Fall Holiday so that it is not linked to any religious holiday and putting it in the middle of the term, such as Monday, October 10th. She asked us to get back to her by email and the committee will move forward and bring an actual draft to the Senate. This will be the first time there will be the same number of days in Session 2 and Session 4. Russ Adkins emphasized the importance of having action on the calendar in December. Hank Martel asked about the number of Monday, Tuesday, Wednesday, and Thursday class meetings. Teresa said that the proposed calendar balances out evenly for the days. When Avis Proctor asked if a draft of the calendar has been shared, Teresa said that it hadn't yet because they don't want to put a draft out there if there are any issues that the committee hasn't thought about. Russ asked for a draft to be put out there so people could look at it before December.

C. Policy and Procedure Committee Report – Michael Tenenbaum

Michael Tenenbaum, chair of the committee, brought forth one policy that is ready to move forward. The policy on grades, 4.19, is ready to move forward. This is a policy that has been worked on for over a year and has had a lot of input, feedback, and interest from administrators and faculty. Angelia Millender has followed up on questions that were brought up at a previous Senate meeting when this policy was discussed. There has been some additional feedback since that meeting. The committee met on October 6th. This policy has been thoroughly vetted. Michael announced that he feels comfortable recommending that this policy move forward. Avis Proctor said that the Deans saw the policy this morning and will be sending some recommendations. The Deans were concerned that they saw the number of grade appeals possibly quadrupling (page 7 of the policy). Also, refunds are on the business side of the policy. Angelia said that since we are taking the grade appeal out of this policy, we should take the refund section (page 6/7) out of the policy as well because it's not part of grades. Jim Lansing also suggested eliminating the WF grade because if we give an F with date of last attendance, that will satisfy what's needed.

A motion was made by Anne Cardozo to approve the grade policy and seconded by Damon Davis. Neil Linger asked if it was still under revision. However, Avis answered that the part under question is to be removed, so we can continue with the vote. The motion to approve the grade policy passed.

D. UFF Report – Damon Davis

Damon welcomed Dr. Howdyshell and thanked Russ Adkins for all he's done. He announced the next Executive Council meeting will be November 16th at Central. They are getting ready to commence the bargaining process soon. The dates will be coming out soon. He also encouraged everyone to go vote and exercise our constitutional right.

E. FACC Report – Xiao Wang

Tomorrow there will be an FACC member meeting in the Provost Conference Room, Building 1 Central Campus from 1-2pm.

F. Curriculum Committee Report – Greg Lindeblom

Greg is out of town. A written report is on the table at the back.

G. Attendance Verification Tutorial – Russ Adkins, Angelia Millender, Lisa Ciardulli

Russ, Lisa, and Angelia want us to know where we can access the tutorial for Attendance Verification. We are approaching the 60% point of the term. Angelia mentioned that this tutorial came out of a senate committee that recommended a tutorial. The tutorial is at www.broward.edu/attendance. You register for the tutorial like any other professional development activity. There are lots of screen shots to help. It's a

short tutorial, less than an hour. It is on Blackboard. There is one module for each phase. Teresa Hodge mentioned that “unofficial withdrawal” may need to be defined or clarified.

The tutorials are running every other day rather than making one large one. Each tutorial is assigned to an elearning associate to make it more personal if you have a problem. Please let Lisa Ciardulli or Sharon Rifkin or Angelia Millender know if there is any problem or issue. So far only about 15 people have done the tutorial, and they are being asked for feedback. The last part of the tutorial is a 10-question assessment. They are scenario-based questions. Faculty are expected to score 100%, but they can take the quiz over and over. Russ asked everyone to please help them improve the tutorial. They need to know where it may confuse us. Lisa said that once you sign up for a tutorial, you will get an email from the elearning associate assigned to that tutorial, and you can provide him/her with feedback. You will get 1 hour of professional development for doing the tutorial.

Eileen Garcia asked if there is any way for Associate Deans to know who has or hasn't done the tutorial so that they can direct faculty to it. Lisa said that they can do that. They will wait a little bit and then get to the ADs.

.05 NEW BUSINESS

A. Employee Intranet Re-Design – Brandon Kaminsky, Ken Libutti, Anne Cardozo

Anne Cardozo said that when we got the email asking for volunteers for this project, she volunteered for two reasons: 1 – it's a project that can be rewarding if it's done well and 2 – we were asked early in the information gathering process. She said that those in charge of this are running it like a real project and now are at the information gathering stage. They are asking for our support. Right now there are only 2 faculty members going regularly to the meetings, Jim Lansing from North and Anne Cardozo from South. She's concerned that there is nobody from Central, which is the largest of the campuses.

Ken Libutti, Assistant Director of Systems, provided information on the scope and timeline of the project. He said that the red employee intranet site is 7 years old and in design and technology, 7 years is a long time. They have been tasked with redesigning the whole web presence of BC. They are doing it in 3 parts: 3 teams and 3 projects. 1) student portal, 2) employee intranet, 3) public facing site. They chose Sharepoint (a Microsoft product) because it will allow them to provide information quickly and easily and to do collaboration inside the project. They are working on getting all the information for the Intranet, which will be behind the login, not available to the public.

Brandon Kaminsky talked about the content and pages and what he needs from faculty. There are 2 major components: 1) the homepage and 2) a virtual office page, which will show your information and be a personal page for you. They sent out a survey a few weeks ago and got over 300 responses. From that, they came up with wireframe templates. They are trying to get a sense of what type of content faculty want on the homepage (i.e. college news, calendar of events). He asked everyone to please markup the handout with anything that you would like to see on the homepage. He also asked about the virtual office page/personal page. He asked what tools we as faculty members use a lot, such as Blackboard, Professional Development.

There is an informal timeline. In December they plan to roll out the data of the new site and new branding. The full rollout is planned for March, around Spring Break, with moving over all existing

content and the final conversion in June. There is no name for it yet. There will be a naming contest with prizes.

Russ Adkins asked if it is fair to assume that anything on the red page now will be behind a login. Brandon replied that 99.9% yes. Anything employee focused will be behind the login.

B. *PERT to replace CPT – Angelia Millender*

Angelia said that the State CPT RFT ended. We were on an extension this last year. Preferred pricing has ended. McCann won, and their test is PERT. PERT will be given across the state and will be customized for the state of Florida. They did some pilot testing in April/May 2010. They plan to cut over incrementally. In November they will cut over and do some retests with PERT and maybe test FTIC students with PERT. They plan for a full cutover in February 2011. As of today, the state has not yet released the test to us. Dianne Ruggiero said that there was a problem with some of the questions so it was sent back to the publisher. Angelia said they will be delaying the November deadline until the test is released by the state.

What isn't ready yet: 1) the test, 2) there are no study guides or review sheets for it, 3) we can't use it for ABT (ability to benefit). The CPT was approved for ABT test. TABE is approved. PERT is not approved for ABT yet. The federal requirement is they usually request the test to be in place for 3 years before approval as ABT. If that's the case, we will have to continue to buy CPT at the highest level for ABT. 4) ESL portion is not ready yet.

Russ said that the cutoff scores are preliminary, the result of some research being done. Dianne Ruggiero said that the EAP implication is right now they will continue using old instruments. She has contacted the state consortium to look at it and see what will be done for ESL. 5) Also not done is a diagnostic test for each of the sections. Russ did say that it is a better test than CPT. It is designed for us in Florida and for our course and will be better for our placement.

David Asencio asked about the norming that took place over the summer and if they are trying to place in roughly the same distribution as in the past. Yes, they are norming it to the CPT results so we will have apples to apples. Joyce Nemeth asked about whether or not the other sections, not just reading, will be adaptive. Yes, the problem is that right now there are not enough questions in the bank for Math and English. As soon as there are enough questions, those sections will become adaptive. B.G. Thompson asked if it has been normed to the ACT/SAT. No, not so far that they know of. Steve Obenauf asked what will happen come April/May and the federal government says "no" to the PERT as ABT. Then what? Angelia said that will be costly to us because we would have to have 2 tests (CPT and PERT) for 3 years.

C. *General Education Task Force – Joyce Walsh-Portillo for Pat Ellingham*

Joyce introduced the major recommendations:

- Define what constitutes a gen ed course
- Determine which of the 200 gen ed courses on books should remain as gen ed
- Examine the 15 competencies and recommend what needs to go, stay, be rewritten for measurability
- Assure course outlines are accurate, current, progressively challenging, and meet the definition of a gen ed course

She also presented the committee's goals:

- Meet every Friday from 12-3 on South campus to:

- Clearly define what a “general education” is by clearly defining what a general education course is
- To systematically and formally set up a process by which courses become part of General Education
- To promote literacy in all its forms, across the curriculum
- To promote writing across the curriculum
- To clarify and consider the practical aspects of a service learning component
- To emphasize the relevance of General Education courses in students’ current and future endeavors

Sheila Jones, one committee member, went over some of the committee’s progress so far and shared that they’ve found we’re pretty much on course with other institutions. They’re looking at competencies that need to be eliminated or rewritten. When Angel Rodriguez asked whether course outlines are dictated by the state, they said that “no.” The topic headings come from the state, but we as a college do the content. The disciplines are in charge of reviewing the course outlines.

D. Sustainability and Community Colleges – Michael Tenenbaum

Michael said that last year with Peggy Green there was the development of the sustainability in academic practices policy. It went before the Board in September and he thinks it passed (Russ Adkins confirmed that yes it did pass). Michael reminded us that there are 4 major goals to this policy encouraging us to develop sustainable practices without infringing on academic freedom. He mentioned theseedcenter.org and encouraged everyone to take a look at it. He would like to encourage the President of the College to sign up. He put a motion on the floor for the President of Broward College to join TheSeedCenter.org on behalf of Broward College. It was seconded by Catherine Leisek, and the motion passed.

Michael also wanted to propose a motion as a tribute to Peggy Green. He recommended the Peggy Green Sustainable Repository. It was seconded by Yinka Tella and Catherine Leisek. Neil Linger said that we already have a repository, an environmental repository, and he’d hate for the college to duplicate it. Neil suggested the possibility of considering renaming the existing repository. It is a motion that will be left on the table and will be referred to a committee to meet with Dean Menendez and come to an agreement that will save the college money. The motion to table this motion passes. It will be heard at another meeting.

E. Learning Management System review and selection process – Russ Adkins

Russ encouraged everyone to come to the November 4th faculty meeting. Lisa Ciardulli will do a presentation. Blackboard is changing. After 2013 we can’t use what we use, so we are going to look at what’s out there with the same criteria. There are a number of people involved in this process. They want faculty involvement. They need people using Blackboard involved in this process. When asked what criteria we are going to use to evaluate what’s out there, Russ said that everything is on the table.

F. Director of Sustainability – Greg Mason

Greg said that we are a member of ASHEE, Association for the Advancement of Sustainability in Higher Education. He defined sustainability as “living in a way that does not jeopardize the prospects of future generations. Sustainable actions balance concerns for individuals, the environment, and the economy (people, planet, and prosperity).” Currently they are working on 1) updating the website so it’s more communicable, 2) drinking water dispensers, 3) classroom lighting, and 4) sustainability tracking and reporting system. BC is one of the largest colleges in the US. We’re at 65,000 students. We’re big. He has 3-4 subcommittees at each campus and 1 college committee.

G. New Student Assistance Program – Michael Tenenbaum

To help decrease the college's liability, an arrangement has been made with Henderson Clinic so students can get up to 6 free sessions (additional sessions available on a sliding scale) at the Nova facility. Information will be going out soon in the form of email and a brochure. We want to have available an avenue for students to get mental health help. Catherine Leisek asked if this would have an effect on our faculty counselor positions or numbers. Angelia Millender replied that mental health counseling was not something that was the focus of our counseling department. We are more of a triage type department. We should not be on the clinical side without a license to do so. This is a tool for our counselors rather than an elimination of them. Our counselors deal with non-clinical issues such as test anxiety, dealing with peers, etc. We are now outsourcing the clinical side.

H. Two Issues - Catherine Leisek

1) Catherine brought up an issue of concern for faculty in the Visual and Performing Arts Department on Central. She said they came to be aware that an ad was placed on North without consulting Faculty. They are distressed in terms of co-governance that faculty were not consulted before an ad was placed to see what would be required.

2) She also brought up the issue of student fees that are coming. They are looking at increasing student fees from \$25-\$150 in the arts. Students will be paying for all their equipment and the replacement. Plus they have to buy books and art supplies. She will bring this up at the next meeting.

.06 ANNOUNCEMENTS

-The 3 announcements were written on the agenda:

- A. College Success Summit, November 19th, 2010, 8:00am to 2:15, Central Campus, 17/425**
- B. College Wide Faculty Meeting, November 4th 2:30pm – 4:30pm, 81/138 in the new Library.**
- C. Faculty Senate Policy and Procedure Committee meeting Friday Oct. 29, Central Campus 7/177, 9am – 2:00pm**

.07 ADJOURNMENT

The meeting adjourned at 4:44pm.

Respectfully submitted by Darenda Borgers, Faculty Senate Secretary.

**The next Faculty Senate Meeting is scheduled for
December 2, 2010 at 2:30pm
on
Central Campus, 17/425-426**