

# Academic Senate Part-Time Faculty Committee

## Minutes of the Meeting – April 26, 2010

### MEETING ATTENDANCE:

Chair	George Gastil, History	X
Arts, Humanistic Languages and Global Communications	David Milroy, French	X
Career Technical Ed/Workforce Dev	Eric Lund, Business	
English, Social and Behavioral Sci Learning Resources	Kirin Farquar, English	X
Math, Natural Sciences, Exercise Science and Wellness	Carla Sotelo, Library	
Student Services	Lee Johnson, Math	
VP Academic Affairs	Position currently vacant	
Instructional Dean	Janet Castanos Acting VP	X
Faculty Professional Development Committee Representative	Jerry Buckley, Dean MSES	
	TBA	

### GUESTS:

**RECORDER:** Rochelle Weiser

#### I. Welcome and Introductions

George began by introducing Sasha Verastegui, Part-Time counselor for Student Services. George noted that Sasha would be interested in filling the current vacancy for Student Services and would run in the Fall elections. Sasha introduced herself and explained her position in the Student Services Department. George then explained that elections would be held during the Fall Flexweek for positions on the committee. George then asked committee members introduce themselves and to be sure to sign in.

##### A. Approval of minutes from March 22, 2010

It was noted in reference to the closing moments, it was the agreed by all to add a discussion regarding Academic Rank to the next agenda; the minutes will be revised to reflect that.

##### B. Approval of Day's Agenda

David requested to add to the day's agenda the following item; discussion regarding the upcoming Part-Time Faculty Issues Meeting at the State Chancellor's office on April 30. All agreed to add it to the agenda as item VI and move item VI, Agenda Items for Fall, to item VII.

#### II. Appointment of New Committee Member for PTFC

George began by clarifying that committee members are elected to the committee, not appointed; elections can be held during each flexweek to fill vacancies. George noted that vacancies can only be filled during flexweek. Some discussion occurred regarding the only way to change this process would be a change to the AS bylaws. It was discussed that since this is the first year for the

committee, perhaps it would be best to let the process work as is to see if a change is really necessary. Some discussion occurred regarding the delay in the election in the fall of last year; Chris Hill noted this was due to a request by the committee to have the elections held through the electronic system, to try to increase participation, rather than by paper vote during the Department meetings. It was decided for the upcoming elections during this Fall flexweek that the elections would be held during Department meetings and by paper vote. Chris suggested that the committee send her a notice regarding the upcoming elections, vacancies on the committee, the time commitments for the committee, as well as the work the committee is doing and she could forward that to the Academic Senate and the Department Chairs for distribution to their Part-Time Faculty. George would send Chris a notice for distribution. George also encouraged the current members to run again in the fall and if not perhaps could encourage another faculty member from their Department to do so.

### **III. Report on Academic Senate of California Community Colleges Plenary Session**

George began by reporting the Resolution the ASPTFC had worked on was presented at the Plenary Session and was referred to the Executive Committee for review and would return at the Fall Plenary. George noted there was quite a bit of support for the committee's ideas for Part-Time faculty participation at the ASCCC. George reported that the portions of the Resolution calling for the formation of the Part-Time caucus and the utilization of funds for scholarships were two "stumbling blocks" for the Resolution. George explained that in regards to the scholarships there was some concern as to whether or not the Resolution was dictating how the ASCCC should spend their money and that perhaps using "suggest" in the sentence would have made the Resolution acceptable. Chris then explained that the first Resolution that was presented at Plenary was a Resolution that changed the ASCCC bylaws to include the process for the formation of the caucus's and that some interrupted the ASPTFC Resolution to mean to form a caucus by resolution, which was in conflict with the resolution that had already passed. Chris noted that the ASPTFC Resolution was intended to say we will form a caucus by whatever process there is, not formation by a resolution. Chris then reported that the ASPTFC could begin the process to form a caucus, as the process was already in place and now a part of the ASCCC bylaws. George then explained that 10 participants were required to form a caucus and that there would need to be some work in getting 10 participants. It was then discussed how it would be possible to contact Senate's throughout California to find Part-Time Faculty interested in joining the caucus. Chris noted the committee could forward an e-mail to her; she could then use the Academic Senate President's list to send out the information to other Senates. Chris also suggested finding out how the other caucus members are communicating and see if that could be used as well. David made a motion that Chris send out a notice to the Senate President's asking interested faculty members please contact George. It was then discussed how to start forming the caucus; it was suggested to review the bylaws with Beth Smith, ASCCC Treasurer, and start compiling a contact list. George noted he would review the information on the ASCCC website, meet with Beth Smith, and compose a letter to go out in the fall. It was also requested Chris send an e-mail to Academic Senate Presidents asking them to have interested Faculty contact George.

Chris then reported on the other resolutions that were passed at Plenary. She noted the committee members could go on the ASCCC website; [www.asccc.org](http://www.asccc.org), to review all the resolutions. She noted some of the "hot topics" were related to Equivalencies as well as Transfer degrees. The upcoming changes to Title 5 in regard to pre-requisites were also discussed. Some items mentioned where these changes will affect the courses Part-Time faculty teach and will need to be discussed at both the campus and district levels.

### **IV. Flex Week Activity for Fall**

George began by noting that the committee elections would be held during flexweek; but due to the timing the Part-Time Faculty Activity would not be until after the elections were held. George explained he would like to use the Activity to gain interest for the committee and the work that is

being done. He noted he would like to make the Academic issues of more interest to Part-Time faculty. David noted that they needed to bring items to the forefront that directly impact Part-Time faculty. Some items mentioned were; Transfer degrees, Basic Skills Initiative, Professional Development. David then noted some of the ideas that were discussed at the last meeting. Some of the items mentioned were; what the ASPTFC is, the work it does, Part-Time representation to the AS and the work the AS does, review previous AS resolutions that affect Part-Time Faculty. David noted there were many items that could be presented and that the committee needed to select a few key items for presentation. George then asked that if anyone had anyone ideas or input to please contact him or David.

## **V. Concerns related to Basic Skills Initiative**

David noted that this conversation came from the presentation that was given at the Academic Senate meeting by the Student Success Steering Committee regarding the Basic Skills Initiative. David noted that one area that has a huge impact on Basic Skills Students and their success is faculty availability/contact with students via office hours. David noted that office hours are lacking at GC for Part-Time faculty and perhaps should be at the top of the list. Chris explained that the Basic Skills Initiative clearly outlines how the funding can be spent; it's very specific and the college has to report back how it will be spent and what the results were. Chris noted that the concerns David mentioned were definitely viable concerns, but unfortunately could not be addressed with Basic Skills funding. A discussion followed regarding office hours and professional development; the importance of both for student success. George noted that perhaps the committee would like to work on this area in the fall; alternate ways to connect with students for their success. George suggested perhaps doing a survey of Part-Time faculty asking how they connect with students, what is being done at GC, and what support they would like to see. Janet Castanos joined the meeting and asked for input regarding the utilization of the 590 block of buildings for Part-Time faculty office hours. It was noted it is being used by faculty, students are able to meet with instructors there, and overall it was felt it is a great work space for Part-Time faculty.

## **VI. State of California Chancellors Office Part-Time Issues Meeting**

David began reviewing the letter he received regarding the State Chancellors Office Part-Time issues meeting. David explained that 2-3 people from each of the state unions, organizations and the State Academic Senate had been invited to attend; he noted the list of individuals included in the letter. The explained the reason for the meeting was to discuss the creation, need, and structure of a possible Part-Time Issues Advisory Committee. David noted that Beth Smith had been selected from the ASCCC to attend this meeting and that he would like to know what input Beth would be presenting. A discussion followed regarding that this meeting was to discuss the possible formation of the Advisory Committee; and this group would be bringing forward for discussion items that are of concern for Part-Time faculty. David explained that what the organizations would like to happen is to have a Committee in place that deals with Part-Time Faculty issues on a regular basis, and is able to share ideas to find solutions. Chris suggested that the committee bring their Academic Senate issues that concern Part-Time faculty to Beth to carry forward. George noted that he thought this meeting would be regarding the structure and need for the committee rather than about issues at this point. David noted that this meeting would have been the first meeting of the Advisory Committee, but due to objections and concerns over the need for the committee, this meeting will be to discuss the need for the committee. Discussion occurred regarding the fact that since there are no Part-Time faculty members on the ASCCC EC; they would send a member of the EC to the meeting. George noted that the ASPTF needed to continue to work for representation in the ASCCC. It was agreed that George would send a letter to Beth that included the following; Part-Time Faculty would like to see discussions by the Advisory Committee that include Academic matters; including the Basic Skills Initiative and professional development; as well as have the ASCCC elect or appoint Part-Time senators to the advisory committee; and that Part-Time Senators would like a voice at the table.

## **VII. Agenda Items for Fall**

George noted that many ideas had been discussed throughout the meeting and if anyone had any additional items to please let him know. It was decided the Committee would like to meet May 10, for a last meeting of the year. It was then discussed the need to get the word out that new committee members were needed. Chris noted the group may want to put on the fall agenda a discussion regarding the "Distinguished Faculty Award" or perhaps another Excellence in Service award for Part-Time Faculty.

**Meeting adjourned 12:25pm**

**Next Meeting: Monday, May 10, 2010, 11:00-12:30, Griffin Gate**