

**SCOTTSDALE COMMUNITY COLLEGE FACULTY  
ASSOCIATION**

**SENATE MEETING MINUTES**

December 16, 2003

3:00 p.m.

**Present:**

Patty Ashby  
Marsha Ballard  
Larry Bunting  
Karen Chalmers  
Darrell Copp  
Ramona Goth  
Tom Greenwalt  
Betsy Ivester  
Sally Jacobs  
Mark Klobas  
Miguel Lucas

Peter Martin  
Bill Meacham  
Pat Medeiros  
Jamie Moore  
Mike Nagano  
Christina Novak  
Jeff Ricker  
Carlyn Sikes  
Gary Ward

**Absent:**

Barbara Fahey  
Niall McCarthy  
Tammy Roman  
Jim Simpson  
Kimb Williamson

**Guests:**

Dr. Yira Brimage  
Ms. Fran Watkins

**I. CALL TO ORDER**

Meeting called to order at 3:00 p.m.

**II. CREDENTIALING**

No substitutions

**III. APPROVAL OF AGENDA**

Agenda approved.

**IV. APPROVAL OF MINUTES**

Minutes of the October 21 meeting were approved.

**V. OLD BUSINESS**

A. Associate Dean of Student Services Yira Brimage and Fran Watkins, Director of Records and Registration, presented information on late registration (registration during the first week of classes) showing the number of late registrants in each division this semester and a list of the variations in number of days allowed for late registration since 1985. They explained that some departments and divisions have their own rules and signature requirements, but the process would be smoother for students as well as staff if some common agreements could be reached. **Motion: That Jamie request that Division Chairs form a committee to study the problem of late registration and to recommend a college-wide standard. Motion approved.**

B. Pat Serrano presented information regarding the Center for Teaching, Learning, and Technology. The facility will be expanded, technology will be increased, and staffing will be expanded to better serve faculty needs. Senators agreed to inform their divisions about the new opportunities at their January meetings; Senators will also ask for ideas about how to make effective use of the CTLT. Two suggestions were to offer support for grant writing and to help faculty develop cross-disciplinary approaches to teaching and learning. Pat also mentioned that a generous amount of travel funding is available this year.

C. Senate budget development: No report.

D. Drop Codes: The discussion continued of Drop Codes #18 (Complaint on Instructor) and #23 (Dissatisfied with Course). Those Senators who had polled their divisions reported that the majority of faculty do not have a strong opinion on this matter, but most are in favor of retaining these two codes. **Motion: The Senate recommends retaining drop codes #18 and 23, but requiring additional information from the student.** Motion approved.

E. Legislative Committee: Mark Klobas reported on progress in organizing a communication system that would help faculty learn about significant legislative action that is being considered, and to generate messages to appropriate legislators. While it is not legal for faculty to use any college facilities in campaigning for any candidate or issue, it is permissible to disseminate information. Interested faculty were urged to send their private email addresses to Doyle Burke for inclusion in a distribution list.

F. Spring and Fall faculty events: There is not much enthusiasm for formal gatherings, but faculty might attend Friday coffee hours. Jamie announced that SCC will host the first FEC-sponsored Legislative Coffee Hour on Friday, January 30, from 7:00 to 8:30 a.m. Legislators will be invited, and she urged all Senators to attend.

## **VI. NEW BUSINESS**

No new business.

## **VII. INFORMATION**

A. Senators were given a statement from Joe Ortiz, Division Chair of Fine Arts, outlining the intention of the Motion Picture Television Program to form a separate department. Dr. Ortiz will attend the January Senate meeting to answer any questions.

## **VIII. OFFICERS' REPORTS**

**A. President:** The Meet and Confer teams have met, but no progress has been made. The faculty are insisting on following established process, and the administrative team is balking. There were many problems with the EBAC survey, so the FEC requested that the Administration develop a benefits package for the next budget cycle. The survey will be improved and data will be gathered. The District is working on a 12-month pay schedule for faculty.

The Airpark facility is being downsized, since daytime enrollment has been disappointing. The evening program will be largely unchanged, but the day program's emphasis will shift toward workforce development. Full-time faculty at the Airpark will probably be shifted to the main campus.

**B. President-Elect:** This semester, with the increase in enrollment, the computer network has been overloaded and numerous problems have been experienced, having a severe impact on some technology-dependent classes. Solutions are being sought, and the IT department hopes the problems will be mitigated by spring semester. Jeff Ricker is serving on a district committee to solve some ongoing email problems. He reported that the committee is considering the development of two separate "channels" for email communication, one for business and one for announcements. The committee is also considering whether and how faculty's websites should be regulated. In general, the committee favors educating users rather than developing more regulations. The ad hoc committee reviewing the staffing process has met and is gathering input from division chairs.

**C. Secretary:** No report.

**B. Treasurer:**

**Balances as of December 15, 2003**

Savings:

|                        |          |
|------------------------|----------|
| Current Balance        | 9,425.73 |
| Year to date Dividends | 99.45    |

Checking:

|                        |          |
|------------------------|----------|
| Current Balance        | 1,301.20 |
| Year to date Dividends | 0.00     |

Check #520 \$64.62 for refreshments for faculty senate meeting and FEC meeting

Received: \$3,075 rebate from FEC

**IX. OTHER**

No other business

**X. ADJOURNMENT**

Meeting was adjourned at 4:20 p.m.