



Calbright College Academic Senate Monthly Meeting Agenda

Meeting Locations: [Zoom Link](#);

Senators: Elizabeth Biddlecome, Arjen Booy, Cindy Carney, Kellie Corbisol, Mike Dudas, Felicia Foster, Mila Johnson, Antoinette Magee, Cornelius Mason II, Alex Mata, Ashley Odell, Ben Ringgenberg, Jessica Schaid, Michael Stewart, Errin Sullivan Acros, Lauren VanTalia

Guests: Brandy Weaver

November 21, 2024, 3-4 pm PST

1. Call to Order: 3:03
2. Approval of Agenda- Approved unanimously
 - 2.1. Meeting minutes from October- Approved unanimously
3. Public Comments- None
4. Discussion Items (this includes first calls and first reads)
 - 4.1. Evaluations Update
 - 4.1.1. Review of Documentation/Support of Work
 - 4.1.1.1. Michael Stuart suggests creating templates and examples from Tenured faculty for use by faculty who request through Senate
 - 4.1.1.2. Elizabeth Biddlecome shares the need to bring evaluations back to Calbright faculty so that we are focusing on our Mission, Vision, and Goals.
 - 4.1.1.3. Elizabeth Biddlecome also mentions that there are large discrepancies between Counseling, instructional, and non-instructional faculty evaluation criteria.
 - 4.1.1.4. After a suggestion from the body, Michael Stewart recommends the Senate offer some workshops or training for new faculty.
 - 4.1.1.5. Some items that need to be addressed before the next evaluation cycle: Unilaterally changing the process to require uploading documents in the Drive, instead of linking it which makes it harder for evaluator and evaluatee and potential issues with intellectual property, issues with providing editing access to faculty for folders in a timely manner, difficult for faculty to get access to previous evaluation submissions, communication and explanation of rubrics, errors with the survey monkey forms and requiring



resubmission, SurveyMonkey data from completed evaluation forms was NOT given to the Dean/anyone prior to the evaluation committee meeting, ambiguity surrounding the role of the dean-should be collaboration/agreement between all committee members and all aspects (comments, decisions, etc.) should be from all members, ensuring Zoom and more. The evaluation process should be communicated at the time of hire (perhaps during orientation) to provide incoming faculty with evaluation criteria in order to provide an equitable opportunity to build their evidentiary folders during the course of their first year.

Inequitable offering of opportunities to earn stipend via participation on evaluation committees. Faculty was unable to obtain or had difficulty obtaining copies of previously submitted portfolios from prior evaluation cycles. Need to include language in the contract around the Dean's role, guidelines around portfolio submission approaches, equity around being on committees, making sure people don't evaluate each other, reviewing the survey questions, not artificially deflating scores or devaluing exceptional work through pressure to avoid "exceeds expectations", and more which will be collected via a Google Doc.

4.1.1.6. How are evaluators chosen? Some faculty are not being given the right to choose their evaluation committee.

4.1.1.7. Adjunct faculty are completing their own evaluations. Additionally, adjunct evaluations were long and arduous and did not contribute to faculty growth.

4.2. Senate Appointments- Nominations this month and Vote at next meeting.

Contract Member-at-Large

4.2.1. Part-Time Member-at-Large

4.2.2. Curriculum Chair- Jessica Schaid and Felicia Harris Foster nominated to serve as Interim Chair and as candidates for the one year term. One Year term up for a vote at the December meeting. The Interim Chair needs an emergency vote to conduct business in the interim.

4.2.2.1. The Senate voted to approve emergency elevation.

4.2.2.1.1. Senate votes for Felicia Harris Foster to serve as the Interim Curriculum Chair.

4.2.3. Senate Secretary- Alex Mata nominated

4.3. Tenure Evaluations- Some faculty are completing a 5 year tenure process, when they should be completing a four year. We have at least six faculty impacted.



- 4.3.1. Cindy has added these requests to negotiations and is asking these updates be retroactive.
 - 4.3.2. Essentially, faculty should be measured on their 75% of work by the date of the portfolio submission (November 1), as opposed to July 1st, as data and observations all occur well after June.
- 5. Action Items (this includes second reads)
- 6. Reports
 - 6.1. Executive Committee Reports
 - 6.1.1. President's Report
 - 6.1.1.1. AI and CBE- First resolution to come from Calbright
 - 6.1.1.2. Please consider volunteering to serve on the ASCCC
 - 6.1.2. Vice President's Report
 - 6.1.2.1. Quality AI/Platforms in curriculum- Safety of students and faculty agency- Elizabeth Biddlecome reports that faculty should be able to get access to these resources and training. Encourages faculty to get involved.
 - 6.1.2.2. Sandboxes for PlayLab. Very exciting and lots of resources for faculty.
 - 6.1.2.3. Elizabeth Biddlecome advocated for responsible and critical use of AI tools.
 - 6.2. Senators
 - 6.2.1. Contract Member-at-Large
 - 6.2.2. Part-Time Member-at-Large
 - 6.2.3. Curriculum Chair
 - 6.2.4. Committee Reports
 - 6.2.4.1. Teaching Excellence Academy (Formerly Center for Teaching Excellence)
 - 6.2.4.2. Professional Development
- 7. Announcements
- 8. Adjournment- 4:11

The next meeting will be on December 19th 3-4pm on Zoom. Please submit agenda items to Michael Stewart and Alex Mata.