



Calbright College Academic Senate Monthly Meeting Agenda

Meeting Locations: [Zoom Link](#);

Senators: Elizabeth Biddlecome, Andrea Brewster, Cindy Carney, Gus Demoner, Mike Dudas, Kellie Corbiserol, Michael Franklin, Felicia Harris Foster, Cornelius Mason II, Alex Mata, Ashley Odell, Tim Perez, Ben Ringgenberg, Jessica Schaid, Michael Stewart, Errin Sullivan, Denise Temal, Lauren VanTalia,

Guests:

April 10, 2025, 3-4 pm PST

1. Call to Order: 3:05
2. Approval of Agenda- Dudas/Brewster
3. Meeting minutes from March- Brewster/Dudas
4. Public Comments- No comment
5. Discussion Items (this includes first calls and first reads)
 - 5.1. Guest- Dr. McCarty
 - 5.1.1. Discussion about Department Chair job descriptions at Calbright-
 - 5.1.1.1. When the committee looked at the position that was posted over a year ago, they decided to make minimal updates. Reviewed by HR and it was determined that it did not need to go back for review. Online teaching experience was accidentally left off of that revision and was added back in. Purpose and vision as well as overall role was not changed.
 - 5.1.1.2. Questions from the committee- VP Biddlecome reads comments from faculty surveys (sent to Senators last week).
 - 5.1.1.2.1. How do you hold Chair accountable- All faculty are held accountable through the evaluation process, Chairs are not exempt from that.
 - 5.1.1.2.2. Concern that teaching was removed from the duties for the chair. What is the rationale behind removing that?- The duties were never completely reviewed. The update was that teaching would be based on need and in specific discipline they are approved to teach. The position was created to be administrative in nature.



- 5.1.1.2.3. If people are not meeting expectations, are they usually put on a performance plan?- That is common practice within Human Resources and at California Community Colleges.
- 5.1.1.2.4. If a Chair is the lead, shouldn't they have teaching experience?- Yes, that is why experience in online teaching is in the job description.
- 5.1.1.2.5. What safeguards do you have in place to ensure there is not stagnation with a position that is a permanent hire?- That question could apply to all tenured faculty or administrators and is not in alignment with our standards in L&I.
- 5.1.1.2.6. How do you ensure that.... Hold accountable- Currently, there are no faculty that report to a department Chair. How would we hold people accountable without a job description?
- 5.1.1.2.7. Faculty are not able to manage one another under our current union contract.
- 5.1.1.2.8. Hiring a permanent Department Chair, what happens if this person in leadership becomes stagnant, disengaged, no longer effective within their - We would treat this any other role
- 5.1.1.2.9. Best practices in CCCs and nationally is to elect Chairs, why did we choose to hire a permanent position?- Though common in CCCs, it is not always common in online institutions. Our decision
- 5.1.1.2.10. Why should Calbright be the exception to - We do not want to just replicate what other colleges are doing?
- 5.1.1.2.11. Who determines what are antiquate practices?- Timeline. In place for over 75 years.
- 5.1.1.2.12. Is it your vision to have as many adjuncts as few full time faculty as possible- The vision is to ensure the best student success and the highest quality programs.
- 5.1.1.2.13. How do you plan to support morale when faculty feel they have no say in their leadership- Faculty engage in the hiring process, so that there are faculty voices in the decision. Faculty do help shape culture.
- 5.1.1.2.14. Who has final say when it comes to hiring for the Chair position- Dr. McCarty will have the final say.



- 5.1.1.2.15. Leadership roles often require flexibility- Do you see a permanent position lacking the ability to move quickly to adapt to this fast-paced environment.
- 5.1.1.2.16. Without rotation of this position, how do we ensure that these - Formally incorporated into the evaluation process.
- 5.1.1.2.17. Does this permanent position stifle leadership development for faculty- There are many opportunities to grow and step into (academies, administrators).
- 5.1.1.2.18. How does this permanent position ensure quality in the department- Job description offers a lens for that.
- 5.1.1.2.19. How do you ensure we do not DEI (ask Elizabeth for wording)- The hiring process ensures that we hire a faculty that reflects those we serve.
- 5.1.1.2.20. Permanent positions can harm transparency and governance- Dr. McCarty would like examples of where this is/could be happening.
- 5.1.1.2.21. Will each Chair be evaluated based on their job description at hiring, or at the new job description- It is not a line-by-line process, but a more broad evaluation
- 5.1.1.2.22. How do you collaborate. (administration role)- The way we collaborate with anyone, faculty or not.
- 5.1.1.2.23. What leadership, training, development is available for faculty wanting to move into a Chair position- Talk to Dr. McCarty, join committees, ASCCC Leadership Institute/Chair Academy
- 5.1.1.2.24. Will the Chair position be allowed to select individuals for their committee- The process would be the same as it is for all faculty, which is in the contract
- 5.1.1.2.25. If there is not a path to advancement for faculty to become chairs, what would be the advantage to attending a leadership academy- There are often opportunities to fill a position when we have vacancies, or other leadership opportunities here and elsewhere.
- 5.1.1.2.26. Is this a Department Chair role, or an administrative role with instructional influence- Dr. McCarty invites all to read
- 5.1.1.2.27. Concern about changing of job descriptions with the faculty input- There was one faculty member who participated in



changing that description and the committee was advised that the changes were not significant.

- 5.2. Collegiality in Action Request made as we continue to grow and expand
 - 5.2.1. Ensure we understand 10+1
 - 5.2.2. Guide us in By-Laws Rewrite
 - 5.2.3. Partner with Administration more effectively
- 5.3. First Read: Library Policies for constituency groups review.
 - 5.3.1. [Bill of Rights](#)
 - 5.3.2. [Privacy](#)
 - 5.3.3. [First Amendment Rights/Academic Freedom](#)
 - 5.3.4. [Calbright College Library Collection Development Policy](#)
- 5.4. Evaluation Criteria- When do we get to see the new criteria/process for the 25/26 evaluation cycle?
 - 5.4.1. Senate Leadership reached out to the Union. Meeting in 2 weeks to discuss updates from partnership with contract language.
- 5.5. Grading, assessment, and instructional tools- How do we formalize documenting the democratic process of adopting policies, tools, or any other matters under the 10+1. We would like to create a clear process to allow for Calbright faculty to be involved in these decisions.
 - 5.5.1.1. Call for a small workgroup to write the process for Senate approval, then student approval.
- 5.6. Union Negotiation Updates- We will maintain the Union meeting time and link for brainstorming (every other Thursday at 4pm). Look for an email from Carney.
6. Constitution and By-Laws Rewrite
 - 6.1. Senate Leadership sent meeting request to participants
 - 6.2. Brainstorm Sub-Committees- Call out for requests from the body for committees- Please send to
7. Action Items (this includes second reads)
8. Reports-
 - 8.1. Executive Committee Reports
 - 8.1.1. President's Report- Department Chair of Business, job description
 - 8.1.1.1. Update on emergency vote: to task our AS President with bringing forth a formal request that the job posting for the Department Chair of Business be taken down and that any changes to the original, board-approved position be vetted through the Senate, per process: The body votes unanimously to approve the motion.
 - 8.1.2. Concerns brought forward that adjuncts are not allowed to attend CIPs or other campus-affiliated meetings.



- 8.1.2.1. Update- Deferred to next meeting
- 8.2. Vice President's Report-
- 8.3. Senator Report Out
 - 8.3.1. Contract Member-at-Large (Felicia Harris Foster)- None
 - 8.3.2. Part-Time Member-at-Large (Mike Dudas)- None
 - 8.3.3. Curriculum Chair (Jessica Schaid)- Two curriculum committee meetings in March. Approved generative AI and nonprofit management programs. Those should go to the Board next week.
 - 8.3.4. Committee Reports
- 9. Announcements- References to Strut were made in the
- 10. Adjournment- 4:05

The next meeting will be on May 15, 3:00 pm on Zoom. Please submit agenda items to Michael Stewart and Alex Mata.