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| Faculty Council Minutes | December 5, 20143:00-4:30 PM - Boardroom |

## Attendees: Joseph Colton, Brooke Taylor, Beth Landy, Jody Anderson, Brian Nichols, Tamberly Powell, Jim Salt, Lee Immonen, Wendy Simmons, Phil Moore, Hyla Rosenberg, Steve McQuiddy, Russell Shitabata

## Opening

**Co-Chair Business (15 min)**

- Approve Minutes from November 14th: approved

- Appointments/Approvals Art Peck for facilities-update: Art has removed his name for consideration to Facilities Council

- No Show Drop: work group will start work winter term, no agreement could be reached on revised statement so current statement will be in effect for winter term

- Name change of the Transfer Area from Maurice Hamington

* + Proposed: **School of Arts and Sciences,** to create a sense of identity and pride in all the transfer work done at the college.  Feedback at [*https://www.lanecc.edu/asa/school-arts-and-sciences*](https://www.lanecc.edu/asa/school-arts-and-sciences); Craig Taylor attended and spoke on the topic, not intended to make changes to articulation agreements or degree requirements, to help students more clearly understand opportunities, marketing and public relations are excited by opportunity, more standard through out academia, support in Learning Council

- Future Topics – see bottom of minutes for a current list, please email others to FC co-chairs

## Current Topics

* Part-time budget driving curriculum decisions (25 minutes):
	+ no faculty input in curricular changes, courses are cut to fit PT budget, more flexibility in past so lower enrollment courses could still be offered = maintain diversity of offerings, sections could be filled but can’t be offered because offering the course would go beyond PT budget, courses are being cut before knowing what classes will fill without faculty input
	+ classes are being overloaded because of budget needs, not student needs, fewer sections means students can’t fit classes into their schedules so they don’t come, this lowers enrollment, then more classes are cut, turning students away, class sizes are being set without faculty input and without considering technology and equipment demands (ex. 24 students in a class needing computers when there are only 20 computers); top down decisions
	+ some sections have been cut because classes with enhanced enrollments did not fill so future sections were cut
	+ in other divisions faculty are involved in what classes are cut but are told how many classes to cut
	+ departments need to have flexibility
	+ getting away from concept of being a community college, for some similar classes at UO the class size is smaller than here
	+ how was decision made? Who made it? Regarding PT budget and cutting classes
	+ PT budget needed to be set based on dropping enrollment, moved from ASA to departments so departments could have more control, there is a way to ask for additional money to offer additional classes
	+ Budgets were set by a process not described in detail here, deans were asked if PT budget were workable and provided feedback
	+ Adding a class after the fact is too late, the students move on when they can’t get a class at LCC because we are offering fewer classes
	+ Full classes are being cut, it’s one thing to cut a low enrolled class, it’s another to cut full classes just because they are taught by PT faculty in order to get to a budget amount
	+ What would work better? Have divisions start with an offering of classes appropriate for depth of offerings, variety of schedules, wiggle room for enrollment, etc.
	+ We need to know how many are not enrolling in classes. We don’t have this number.
	+ This would be a good topic for a Global Discussion, especially a faculty led one
	+ Several faculty will be going to Board meeting next week to speak about enrollment enhancements
	+ FC to consider class size and comparisons to other schools
* Program Review (20 minutes)- Jen Steele
	+ Create structures and systems
	+ Arose out of self-study report for accreditation, survey sent out last spring about planning processes, unit plan
	+ Work group met through summer, including A-Team past work
	+ Draft framework and guiding documents to be shared and feedback gathered online lanecc.edu/deptplanning
	+ Faculty take lead role in program review on academic side, flexible by design, building support team (A-team, IRRAP staff, other faculty who have gone through process)
	+ Have spoken with other schools who have gone through a similar process
	+ Formative process of inquiry and analysis, program directed, no rigid constructs
	+ Peer review is integral
	+ Unit planning components will continue as change to program review is made, such as curriculum development funds
	+ A few pilot programs now
	+ Join the work group or sub-committee, provide feedback, invite Jen to department meetings
	+ Existing channels for communication have not worked, most faculty are not aware of program review changes
	+ Considering an open forum or open house with A-Team
	+ Work group managers, administrators, faculty and staff
	+ What is a program for a unit of review? Input coming from deans
	+ 5 year schedule, about 20 programs a year
	+ Who is the audience? Faculty within program, trickles out to dean and other planning efforts across campus
	+ What role does Faculty Council want to take in program review of academic areas?
	+ No PT faculty involved in work group, and expected challenges of PT involvement in the process: “show me the money”, workload release, what else? College needs to invest in this work.
	+ Lead faculty release time being gone has decreased the contribution of faculty in the unit planning process
	+ Suggested visits to departments winter term

## Council, Committee, Team Reports (15 min)

Not discussed today, time was used to continue discussion of no show drops

- College Council, Facilities Council, Learning Council, Student Affairs Council, Technology Council

- LCCEA, LCCEF, ASLCC

- Curriculum Committee, Assessment Team, ARRC

## Division Reports

**-** Divisions report on academic issues and events. Reports should be less than 3 minutes each.

## Future Topics

- Wait-list

- Academic Freedom

- Student Evaluations of Instruction

- Snow Closures

- Class size increases, compared to other schools, gather input across campus

- FC develop a poll or survey about how changes have affected classrooms, etc. how many students did you turn away

How many students did you turn away from your class because it was full?