



**Joint Task Force Newsletter
Petaluma Campus Issues**

The All Faculty Association, Academic Senate, and administration have formed a joint task force to examine the college's organizational structure, governance procedures, and issues affecting faculty with reference to the transition to a two-campus college. Members include (AFA) Cheryl Dunn, Deborah Sweitzer; (Academic Senate) Greg Granderson, Kimberlee Messina, Norberto Quiroz; and (administration) Doug Garrison. The task force has been meeting to identify areas of inquiry and has decided to develop a survey for distribution to all faculty. The purpose of the survey is to provide information that might form the basis for activities to educate the college community and address issues identified as requiring further attention. The task force is making significant progress in completing the survey and intends to distribute it in March and develop a report discussing its results in May. Suggested survey questions can be forwarded to task force members.

The task force members have identified two areas of shared interest. The first is an agreement that the college community is well served by greater understanding of the Petaluma Campus and its operational procedures. It is evident that faculty members have varying levels of knowledge about the Petaluma Campus and that some misperceptions exist. A brief Q & A is provided below to review basic issues concerning operations at the Petaluma Campus.

The second area of shared interest stems from an agreement that an organizational gap exists at the Petaluma Campus between the administration and faculty fulfilling the majority of their workload in Petaluma. The academic department system addresses the college-wide functions of curriculum, faculty hiring, and tenure review/evaluation. However, many daily operational issues that are dealt with at the Santa Rosa Campus by the department chairs become unnecessarily challenging at the Petaluma Campus due to the lack of recognized faculty representatives who can collaborate with administration on these matters. This situation has led to role confusion and perceptions of workload inequities. The task force agrees that discussions to address this situation should proceed while the survey is being developed and reviewed, with the desired goal of considering organizational responses as soon as possible.

PETALUMA CAMPUS Q & A

Q #1. Is Petaluma a center or a campus?

A. After twenty-five years, the Board of Trustees changed the designation of the Petaluma Center to the Petaluma Campus in 1999 with support of the Chancellor's Office, formally changing SRJC to a two-campus college. The Petaluma Center offered instruction since the 1960's in rented facilities, was designated an educational center in 1974, and moved to the permanent site on Sonoma Mountain Parkway in 1995.

Q #2. What is the relationship between the Petaluma Campus and the Santa Rosa Campus?

A. Santa Rosa Junior College is a single college, which includes two campuses and multiple other sites. The college has one accreditation, and the two campuses are equal. All faculty and staff are employees of the district.

(continued on page 2)

contQ #3. How comprehensive is the Petaluma Campus program?

A. The Petaluma Campus offers approximately 450 class sections each term, involving offerings from nearly every academic department, enrolling nearly 6,000 students per term, generating approximately 2,500 FTES annually. Student Services provides core services including Admissions and Records, Counseling, Disability Resources, Financial Aid/Scholarship, Health Services and Matriculation. The Mahoney Library offers comprehensive library services through a combination of print and electronic resources.

Q #4. How many faculty members teach at the Petaluma Campus?

A. Currently, there are twenty-eight permanent regular allied and instructional faculty positions designated for the Petaluma Campus, plus fifteen to twenty regular faculty teaching a part of their load in Petaluma, as well as over 200 adjunct instructors. 38% of the credit instructional load hours in Fall 2003 were taught by regular faculty in Petaluma.

Q #5. How are department interests represented at the Petaluma Campus?

A. In some departments, anchor (regular) faculty positions have been hired who represent the interests of their departments to the Petaluma administration along with the elected department chair. Until this year, a few programs were represented by program coordinators, whose reassigned time was eliminated as part of the college's budget reduction. In departments without anchor faculty members, all departmental representation is handled by the department chair. Discussion of academic coordination is a primary topic of the joint task force and administration.

Q #6. How is the Petaluma Campus class schedule developed?

A. The Petaluma class schedule is developed collaboratively by the Petaluma administration and department chairs, with input from anchor (regular) faculty in the discipline in Petaluma. The Petaluma Campus operates with separate instructional budgets and enrollment targets from those at the Santa Rosa Campus. Teaching assignments are made by the academic departments based on the AFA contract.

Q #7. How is the Petaluma Campus administered?

A. The original operational procedures for the Petaluma Campus were based on the *Report to the President of the Multi-Site Task Force Spring 1994*. This report was developed after extensive review by a faculty/administration task force and outlines basic principles for operation, including the primary tenet that SRJC will remain a single college with multiple campuses. As the Petaluma Campus has grown and its operations have become more complex, administrative procedures have been based on the *MSTF Report* and specific departmental procedures. Petaluma Campus operations are somewhat analogous to the operations of a cluster at the Santa Rosa Campus, though more comprehensive since aspects of all college components are involved at the Petaluma Campus.

Q #8. How is the Petaluma Campus support budget allocated?

A. The Petaluma Campus operates with a separate support budget from the academic departments at the Santa Rosa Campus. The Petaluma administration currently works informally with anchor (regular) faculty in the discipline in Petaluma to develop and monitor the discipline-based budgets. Equipment requests are submitted by Petaluma Campus faculty directly to Petaluma administration for review and prioritization. Petaluma faculty typically do not receive funding from the Santa Rosa Campus department budgets.

Q #9. What reporting relationships exist for Petaluma Campus faculty?

A. Petaluma faculty are members of their academic departments and report through the department structure on issues of curriculum, teaching assignments, and evaluation. While departments at the Santa Rosa Campus report to a Dean responsible for several disciplines in the cluster system, all faculty at the Petaluma Campus report to the Petaluma Campus administration for daily operational matters. Petaluma Campus administration also participates in faculty hiring, tenure review, and evaluation according to the AFA contract and college policy even though these tasks are conceived as primarily departmental functions at the Santa Rosa Campus.