



Academic Senate Business Meeting

Minutes for March 12, 2013

12:30-1:20, Room 860

Members Present: Amanda Badgett, Glen Bell, Maria Biddenback, Natalie Bradley, Stephanie Burns, Shawna Bynum, Dianna Chiabotti, Dan Clemens, John Dotta, Steven Fawl, Sheryl Fernandez, Bill Fried, Roberto Gonzalez, Stephanie Grohs, Ann Gross, Alejandro Guerrero, Julie Hall, Fain Hancock, Betty Hopperstad, Kristie Iwamoto, Gwen Kell, Barbara Kraig, Elizabeth Lara-Medrano, Karen Larsen, Sherry Lohse, Tia Madison, Kelly McCann, James McGowan, Rob Miller, Lynda Monger, Bonnie Moore, Forest Quinlan, Scott Rose, Denise Rosselli, Mary Salceda-Nunez, Marci Sanchez, Debbie Saunders, Gary Strommen, Eileene Tejada, Melinda Tran, Diane Van Deusen, Randy Villa, Maria Villagomez, Jeff Wachsmuth, Eric Wade, Nadine Wade-Gravett, Yolanda Woods, Lisa Yanover

Guests:

1.0 Welcome

2.0 Adoption of Agenda

- Adopted agenda, msp - (S. Grohs)
- Add future agenda item, msp (D. Chiabotti)

3.0 Approval of Minutes

- Minutes from 2/26/13 approved, msp - (S. Bynum)

4.0 Public Comment – None

5.0 General Announcements

- Officer Elections – all positions open for election. Open positions: President, VP1, VP2, Secretary; treasurer will be running for re-election.
- FA meeting Thursday, March 14th at 12:30pm
- Sound of Music opens- Come watch

6.0 Action Items

6.1 Committee Assignments

6.1.1 Evaluation Team for Gary Strommen: Forest Quinlan, Angela Moore, and Dean Ehlen

- Approved, msp (S. Grohs)

6.1.2 Facilities Committee Representative – Roberto Gonzalez

- Approved, msp (S. Grohs)

6.2 AB 620 Resolution on Equality, D. Chiabotti

- Approved, msp (B. Moore)

6.3 Institution- set Standards, S. Grohs

- Planning Department and Robyn Wornal had to respond
- Institution-set Standards- normative, separate from goals for improvement
- ASP discussed data from past 5 years
- How we evaluate how we are doing; can discuss more and revise as needed



- Successful course completion 70%, Retention/Persistence 45%, #Students Receiving Degrees 425, #Student Transfers 275
- Number of students receiving degrees, number of students transferring to 4 year, and number of students who received certificates
- How did we get data? We get from transfer schools after the fact- Can take up to 2 years
- Bench marks already set by state- Committee wanted to look across all courses
- Approved, msp (S. Burns)

6.4 Academic Senate Committee Restructuring (first reading), A. Gross

- Changes to Bylaws 2 readings if 2/3 of Senate vote to approve it moves onto 2nd reading
- Then 2/3 vote at 2nd reading
- Rush to implement for next Senate appointments
- LOAC will be subcommittee of Planning
- Basic Skills keep as District Committee
- Adding Faculty Coach Committee as 4th committee
- Reassign time needs to not be included (still being discussed) in this decision
- Some of the reassign time has been from Office of Instruction

Approved, msp (A. Badgett)

- Change – like overall of 3 committees, but divisions have unequal numbers of faculty. would be difficult to have equal division representation on each committee.
- Could change to previous bylaws wording of attempting to represent across divisions but not mandate
- Reassign time is separate for vote
- Concern that Basis Skills may not be continued or kept the same as District Committee, but have faculty support and Sue feels this will work. Can draft written description of District committees (outside of senate bylaws)
- Concern LOAC as subcommittee- assessment should be faculty driven. Faculty should be included
- Faculty Chair of LOAC still on Executive Committee
- Technical comments- Clean up language of committees, work groups should not be listed in Bylaws; just list responsibilities.
- Will need a committee for enrollment
- In Bylaws we shall participate in District Committees and not list them out as they change in the future
- Do we have any assessment tool to see if this change does alleviate work load?
- Bylaws can't do trial years; workload will be the same in the Bylaws. Part of the intent was to make work easier and equalize committee work load. Will have same amount of work but have the work balanced. Intent of FA to forward survey to Senate was to reduce workload.
- Why is the Planning Committee reporting directly to Executive Committee? It has always been this way.
- How does this work with committees?
- How many times to meet? Meet once then divide out work to work groups then meet back as committee again
- Does seem to add extra meetings to have bigger committees
- Smaller work groups could do work on computers (not have to meet)
- Look at the relationship between Budget & Planning Committee- to report to Executive Committee
- Articulate between Planning & Budget (are currently looking at)
- Reducing work load or compensating those who have large work loads
- Language to spread out work



- Could this stall the progression of work by adding extra level of approval process?
 - Opposite view smaller groups work done versus large group
- Hand Vote: Yes/39, No/8- passed and will come to 2nd reading

7.0 Information Items

7.1 Equivalency Review Teams

- New process 4 person team meets worked well from process
- Faculty driven hardship on committee
- 2 issues- No more reviews that are not necessary (do homework and know minimum qualifications) I have the equivalent to (and list what that is). Scheduling- Has a set day/time, 1st Fridays 10-12
- Deadline for new hires, if in summer, District to pay (compensated) Equivalency Review Team

7.2 Officer Reports

7.2.1 President

- Committee attendance and completion of evaluation responsibilities sent to Office of Instruction/Student Services
 - Evaluation decision to not use for this round – Data was incomplete
 - All committee chairs need to send minutes with attendance to Senate secretary
- Educational Master Plan- roles: Sue to meet with Senate to have role in decision making
- Passwords – DITC decided to leave at 6 months but not to change over summer (still longer than industry standard)

7.2.2 1st Vice Pres. – None

7.2.3 2nd Vice Pres. – Final evaluation forms out

7.2.4 Secretary – None

7.2.5 Treasurer – None

7.3. Standing Committee Chair Reports

7.3.1 Academic Standards & Practices- None

7.3.2 Basic Skills Initiative- None

7.3.3 Curriculum

- By Friday changes/edits to be made

7.3.4 Faculty Standards & Practices - None

7.3.5 Learning Outcomes Assessment

- ILO's revisions
- Changed meeting dates



7.3.6 Professional Development Committee- None

7.3.7 Social Committee

7.4 Shared Governance Reports

7.4.1 Budget Committee- None

7.4.2 Planning Committee

- Budget manger meeting, PEP review 1:00pm

8.0 Next meeting items

- (No time to review) Send to A. Gross

9. Adjournment (1:20 p.m.)