



## Academic Senate Business Meeting

Minutes for September 11, 2012

12:30-1:20, Room 834

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Members Present: Jessica Amato, Dave Angelovich, Amanda Badgett, Steve Balassi, Glen Bell, Stephanie Burns, Shawna Bynum, Peggy Carroll, Antonio Castro, Dan Clemens, Michael Conroy, Aaron DiFranco, John Dotta, Michael Dow, David Ellingson, Sheryl Fernandez, Wayne Fortier, Catherine Gillis, Ann Gross, Alejandro Guerrero, Julie Hall, Fain Hancock, Kristie Iwamoto, Natalie Bradley, Eric Wade, Gwen Kell, Jennifer King, Barbara Kraig, Karen Larsen, John Liscano, Sherry Lohse, Tia Madison, Kelly McCann, Robert Millay, Rob Miller, Lynda Monger, Bonnie Moore, Scott Rose, Denise Rosselli, Mary Salceda-Nunez, Debbie Saunders, Mary Shea, Erik Shearer, Eileene Tejada, Randy Villa, Maria Villagomez, Jeff Wachsmuth, Nadine Wade-Gravett, Eve-Anne Wilkes, Lisa Yanover, Cliff Zyskowski, Yolanda Woods, James McGowan, Elizabeth Lara-Medrano, Melinda Tran

Guests: Sue Nelson, Faye Smyle.

### **1.0 Welcome**

- Welcome and Call to Order at 12:30 p.m.
- Welcome to Michelle Mitchell on campus 5 days a week 8:30-5pm

### **2.0 Adoption of Agenda**

- Approval of agenda (B. Moore), msp

### **3.0 Approval of Minutes**

- 5/8 approved (B. Moore), msp
- 5/15 approved (B. Moore), msp
- 5/25 approved (S. Grohs), msp, 3 abstentions
- 8/24 approve (S. Burns), msp, 1 abstention

- The special meeting is on video

### **4.0 Public Comment**

- None

### **5.0 General Announcements**

- Thursday, 12:30pm in room 831 is the Faculty Association Meeting, John Nahlen to present budget scenario. Bring questions and ideas to this meeting.
- Information Session for the election: October, 16 at 6pm in the Little Theater. Please come.
- Concert October 7<sup>th</sup> in the PAC, songs sung by Roberto Gonzalez.
- Welcome new faculty to A.S. meeting and congratulations to faculty who received tenure.
- September 11 remembrance



- Transfer Day, September 12th

## **6.0 Action Items**

### **6.1 Consent Items, Amanda Badgett**

- Course approvals: SPAN-240, SPAN-241, PTEC-155, PTEC-156.
- Courses to be brought to A.S.
- Have been reviewed but didn't make it in the original packet. Approve (D. Rosselli), msp

### **6.2 Equivalency Review Process- ERT Revision, Dan Clemens**

- Change composition of Review Team 5 members, change to 1<sup>st</sup> VP of AS or Chair. Approved (S. Burns), msp

### **6.3 Committee Reassignments, Ann Gross**

- Changes displayed on Power Point
- Amend changes to assign Tia Madison to Inclusivity Committee (msp, S. Bynum, E. Shearer) Changes approved

## **7.0 Information Items**

### **7.1 Standing Committee Chair Reports (10min)**

#### **7.1.1 Academic Standards & Practices, Stephanie Grohs**

- Discuss probation dismissal- passed policy on to matriculation
- Writing a policy on corequisites/pre-requisites

#### **7.1.2 Basic Skills Initiative, Sheryl Fernandez**

- End of year report due October, 10th allocations and goals
- Support tutor/training in math centers
- Reading apprenticeship workshop
- Kurzweil -will be implemented for faculty and students

#### **7.1.3 Curriculum, Amanda Badgett**

- Friday, September 14th deadline for curriculum for this year
- If having difficulties let Amanda Badgett know

#### **7.1.4 Faculty Standards & Practices, Dan Clemens**



- 2 new members to be trained
- Update website (Emeritus form onto website)
- Continuing work on Part-time faculty hiring process

#### **7.1.5 Learning Outcomes Assessment, Stephanie Burns**

- ACCJC- accreditation report
- Student learning outcome report due
- Revising institutional outcomes

#### **7.1.6 Professional Development Committee, Cliff Zyskowski**

- Change Flex Day- Spring Flex to be workshops
- Evaluation Teams what do we need for trainings for professional development
- Salary advancement projects
- Should have form and tie in PDC with evaluation process follow up

#### **7.1.7 Social Committee, Peggy Carroll**

- Halloween costumes, plus Quad- Thriller Dance working with classified
- Brown bag lunch with music
- Chili Cook off
- Holiday Party (December 14th)

#### **7.1.8 Distance Ed (ad hoc), Cathy Gillis**

- September 20th – 3:30-5:00pm in room 1430 talk structure and retaining students (may need to have room change)

### **7.2 Shared Governance Reports (8 min)**

#### **7.2.1 Budget, Dave Angelovich**

- Budget forum- discussed budget
- Budget committee forwarded onto President scenario A (prop 30 passes) There is a scenario B if prop 30 does not pass.
- Board of Trustees will meet 9/13 to look at both scenarios.
- Thursday, John Nahlen will discuss budget at Faculty Association meeting.



### **7.2.2 Planning, Maria Biddenback**

- Working on revised mission statement draft has been out to different groups
- The revised mission statement will be out for more input, send any input to Maria & Oscar
- Development of mission statement should reflect changes of Community College coming down from the state, all should review it
- Needs to inspire people
- Deadline may be extended to the end of semester

Maybe use part of A.S. business meeting to look at mission statement

- Process- not much time to look at the draft. Maybe see drafts as they come out not just the last draft.

## **7.3 Officers Reports**

### **7.3.1 President – Ann Gross**

- Working on Mid-Term accreditation report (Sue & Ann)
- Presidents Council moving ahead on educational master plan; will combine with facilities plan. Process for master plan was brought to Planning/ Council of Presidents/ Instruction Council and approved, then brought to interim President and will be sent to all the groups
- BOT Thursday to look at budget are going for extreme financial hardship so they can shorten program discontinuance language. (Discussed if we only will use this if Prop 30 doesn't pass will use the new language even if prop 30 does pass want to have the option).
- October Board meeting to start discussing for March 15 notices, potential institutional reorganization.

**7.3.2 1<sup>st</sup> Vice Pres.** – Nadine Wade- Gravett - None

**7.3.3 2<sup>nd</sup> Vice Pres.** – Dianna Chiabotti- None

**7.3.4 Secretary** – Barbara Kraig - None

**7.3.5 Treasurer** – Julie Hall

- \$878.27 current balance, down some from retirees, Julie has donation forms

## **7.4 Presidential Search and Hiring Update Committee, Eric Shearer**

- Committee met last week with consulting firm, want feedback on: Job description and desirable qualifications & characteristics



### **7.5 Faculty Workload Retreat, Ann Gross**

- Thanks for those who came
- Summarized in report A.S. responsibilities/ roles
- Where we can make changes
- We will start to move forward by looking at committee structure 1<sup>st</sup> meeting 9/25
- Read report before meeting
- Then will look at how we can work more efficiently (e.g., institutional support)

### **8.0 Future Meetings**

**8.1.** Next meeting: Tuesday September 25, 12:30-1:20, in the Library Community Room

**8.2.** Future Agenda Items - Ideas for future agenda send to Ann

### **9. Adjournment (1:20 p.m.) msp, (D. Rosselli)**