



## **Academic Senate (AS) Business Meeting**

April 23, 2019

12:30 – 1:20 pm, Room 838

### **Minutes**

**Present:** S. Anderson, A. Badgett, S. Balassi, S. Ball, S. Burns, S. Bynum, N. Carrier, D. Clemens, A. DiFranco, T. Downie, I. Dunkle, S. Fawl, M. Gianvecchio, C. Gillis, S. Grohs, A. Gross, A. Guerrero, J. Hanson, S. Hitchcock, S. Howard, M. Ignacio, K. Iwamoto, M. Jong, G. Kell, J. Kincheloe, M. Kronzer, K. Larsen, S. Lohse, T. Madison, J. McClendon, N. McEnery, J. McGowan, L. Monger, A. Moore, C. Nelson, L. Nussdorfer, C. Pruitt, P. Posada, E. Quealy, F. Quinlan, G.S. Rose, F. Smyle, E. Stafford, J. Stickmon, E. Tejada, C. Trujillo, J. Wachsmuth, E. Wade, L. Winczewski, L. Yanover

**Guests:** Dr. R. Kraft

#### **1. Welcome**

#### **2. Adoption of Agenda**

- Motion to approve the agenda with the following amendments:
  - Dr. R. Kraft to present 6.1. Update regarding VPAA position.
  - Adding an information item 6.2. Update regarding sub-committee of Distract Technology Committee.
- M/S/P

#### **3. Approval of Minutes**

- **04/09/19**
  - M/S/P (1 abstention)
- **04/11/19**
  - Motion to approve with the amendments of adding names of those who were present.
  - M/S/P (1 abstention)

#### **4. Public Comment**

- Dr. R. Kraft: Update on Housing: Housing Feasibility Study is on-going now. First part of study shows there is a demand. Second portion is financial analysis, and this is currently going on and will be happening over next few months. In August there will be a Special Board of Trustees meeting, and Dr. Kraft will be emailing updates over summer.

#### **5. Announcements**

- The polls are open for voting for the incoming Academic Senate Executive Board. Please vote in either the 1000 building or in the library. Voting closes at 12pm Friday in the library and at 2pm in the 1000 building.
- Poetry reading in the library in the Community Room on 4/30/19 at 12:30 pm.

#### **6. Information Items**

##### **6.1. Update regarding VPAA position**

- Due to timing issues, the position is for interim instead of permanent.
- 4/22 job announcement went out and it closes on May13.
- Minimum qualifications, desirable qualities, and hiring committee composition reported.

- Current VPAA is working through July to maintain continuity.

## **6.2. Update regarding sub-committee of Distract Technology Committee (DTC)**

- DTC reviewed IT governance, faculty stated they want more of a voice so an Ad Hoc committee was created. Ad Hoc committee came up with proposal.
- Ad Hoc committee proposal Academic Senate standing committee.
- DTC reviewed and forwarded to the Executive Committee for endorsement to the Academic Senate.

## **7. Discussion Items**

### **7.1. AP 712X Faculty Hiring Process-Full-Time Contract and Full-Time Temporary Positions**

- Same document presented from the prior AS meeting.
- Continued discussion from prior AS meeting regarding revisions to the document presented.
- Feedback from last meeting: EEO rep. should screen applications and the role of faculty in forming the job description.
- Last meeting's discussion left off on the role of the student in the process.
- Suggestion made for student not to be a member of the actual hiring committee, but instead only be present for the teaching demo portion.
- Comment that students add value to the hiring committee's entire process.
- Comment made that it is important to have students on hiring committees because their perspectives are helpful and that in the past the slot was open if the student came or not, that way their attendance wouldn't affect the process. Their voice shouldn't be excluded.
- Clarification of the hindrance of student role: schedule made around student's availability, then student no shows, they are not clear about their position, they have brought back information from committee to other students, they don't have enough experience to evaluate degrees/teaching experience so shouldn't vote, and their role can complicate things in an unproductive way.
- Comment made that the student's hiring committee training should be looked at as this may be part of the problem.
- Comments made that: out of 15 hiring committees senator sat on, the student only showed up for 1, most community colleges don't have students on hiring committees, one less student means one less faculty member required to attend.
- Suggestion that putting the hiring committees together is time consuming and should be made more manageable.
- Concluded that this AP will need more time and can continue into fall 2019 since process wouldn't go into practice until spring of 2020.

### **7.2. AP 4230 Grading & Academic Record Symbols**

- Document presented and reviewed.
- Comment made that document reflects recent changes to Title 5 language.
- Discussion regarding whether the "EW" should be included based on most recent Title 5 language.
- Discussion regarding "incomplete" and when incompletes can be given:
  - Comment made that all information in this AP was approved by A&R representatives.
  - Concern expressed that including deadlines and dates in AP could be problematic since some courses do majority of work in beginning of semester and others in latter part of semester.
  - Suggestion to add language that could reference the syllabus.

- Comment that it is an agreement between the student and instructor to give an incomplete.
- Comment that when incompletes can be given is unclear and it isn't written anywhere. This needs to be determined and stated clearly.
- A&R website says, "Students who cannot complete academic work by the end of the semester can be given incompletes." But this is too broad. Information conflicts on NVC webpages.

### **7.3. Discipline Placement Process**

- Document presented.
- Question raised as to where the bar is being set to initiate this process. Timing of 72 hours to respond to what agenda states is not enough time.
- Response that ideally concerns would be addressed before it gets on the agenda.
- Responsibility of the person who creates the course to let other faculty know if there is overlap/if other disciplines will be affected.
- Suggestion to inform the whole campus when new courses are created.
- Comment that there is a need to find better ways to communicate with one another on new courses.

## **8. Action Items**

### **8.1. Flex Day Agenda**

- Document presented and reviewed.
- Two versions posted on the AS Business webpage as there were updates made before and after spring break due to presenters being unavailable and the VPAA update.
- AB 705 Roundtable discussion added in response to feedback.
- M/S/P

### **8.2. Second Reading: Bylaws Amendment, Curriculum Committee**

- Document presented.
- M/S/P

### **8.3. Discipline Placement Process**

- Comments made that there is more desire for discuss and that this should be postponed.
- Motion to POSTPONE.
- M/S/P (1 abstention)

## **9. Reports**

- Insufficient time, reports will be posted on AS Business webpage.

### **~~9.1. District Committee Reports~~**

- ~~9.1.1. Technology—Hanson~~
- ~~9.1.2. Facilities—Moore, Burns~~
- ~~9.1.3. Equity & Inclusivity—Stickmon, Guerrero~~

### **~~9.2. AS Officer Reports~~**

- ~~9.2.1. President—Badgett~~
- ~~9.2.2. Vice President—Smyle~~
- ~~9.2.3. 2<sup>nd</sup> Vice President—Lohse~~
- ~~9.2.4. Secretary—Kell~~
- ~~9.2.5. Treasurer—Fortier~~

## **10. Adjourn: M/S/P- 1:23 pm**