Academic Senate Executive Committee Minutes
February 3, 2015
12:30 – 1:20 pm, Room 875

Present: A. Badgett, M. Biddenback, J. Dotta, A. Gross, A. Guerrero, J. Hall, F. Hancock, K. McCann, C. Luikart,
Absent: A. Bewick, S. Bynum (schedule conflict.), T. Madison, A. Moore, N. Wade-Gravett
Guests: F. Quinlan, C. Rivera, F. Smyle

1. Welcome

2. Adoption of Agenda MSP.

3. Approval of Minutes: 12/2/14 MSP.

4. General Announcements – The Inclusivity Committee will be working with Student Services on the Student Equity Plan. This is a district committee and therefore does not require Academic Senate representation, but this committee should have faculty representation. The makeup of the committee will be reviewed.

5. Public Comment (1 min.)

6. Action Items

7. Information Items

7.1 AR 2410 Mutual Agreement – Two scenarios (A & B) for the process of policy review leading to Mutual Agreement were evaluated by the workgroup, and reviewed by Council. The students will review at their next meeting. The workgroup needs to meet again. There is a general preference for scenario B at this time. Scenario A has feedback going from Council of Presidents back to the full senate, while scenario B has feedback going back to committee and then to the full senate. Scenario A has the senate getting feedback from staff and students. This is not the role of the senate.

8. Discussion Items

8.1 Accreditation – Teams are turning in second drafts on February 12. One team is late with their first draft, otherwise, the process is going as planned. R. Wornall and E. Shearer met with the Commission and received good information and a good response. The Accreditation steering committee will meet with each team in two weeks. The process for bringing the Self-Study to the Academic Senate is being worked out. Any questions on the process should be addressed to E. Shearer.

8.2 Decision-Making Guide – M. Shea distributed information gathered from all groups combined into a single document for committees to review. It is important to understand where the senate gets its power from. J. Hall, M. Biddenback, and M. Shea will meet to review the Decision Making Guide. The AS Bylaws may need to be reviewed. Any
discussion of the document in committees should be detailed in their meeting minutes, and feedback should be brought back to the Executive meeting.

**8.3 Flex Days for SLO Assessment** – F. Hancock provided a summary of the meeting between Dr. Giugni and the PDC in December. Proposed Flex Days to work on assessment might take place in October and April. There was concern that using Fridays for these additional Flex Days would conflict with science classes. It was noted that inputting results of SLO assessment is work, not training or professional development. However, if the results of SLO assessment are discussed and used to enhance teaching, it becomes a professional development opportunity. There was a question of whether additional Flex Days would be included in the 175 day academic calendar, above the current 175 days, making it a total of 177 days with five days being Flex Days. There was a suggestion that the Flex Days be scheduled for the three days before Thanksgiving.

**8.4 Board Policies Review Process** – All committee chairs should review the chart of policies distributed to see whether the committees that were designated to review policies are appropriate. Any discussion or action on policies in committee needs to be reflected in committee agendas and minutes. Guests provided information regarding Accreditation Standard 4C – NVC is deficient/lacking in the area of policy review. All policies should be reviewed against the college mission statement to make sure they are meeting the goals of the college mission.

**8.5 Curriculum Updates** – not discussed due to lack of time.

**9. Reports**

**9.1 Standing Committee Chair Reports**

9.1.1 Academic Standards & Practices
9.1.2 Basic Skills Initiative
9.1.3 Curriculum
9.1.4 Faculty Standards & Practices
9.1.5 Learning Outcomes Assessment
9.1.6 Professional Development Committee
9.1.7 Social Committee

**9.2 Shared Governance Reports**

9.2.1 Budget Committee
9.2.2 Planning Committee

**9.3 Officer Reports**

9.3.1 President
9.3.2 Vice President
9.3.3 2nd Vice President
9.3.4 Secretary
9.3.5 Treasurer

10. Adjournment (1:30 p.m.)