



Academic Senate (AS)
Faculty Business Committee (FBC)

August 20, 2019 12:30 – 1:20 pm Room 1770

Minutes Proposed

Members present: J. Amato, R. Cresci, M. Hodgins, R. Guzman, J. Aguayo, A. Thomas, J. Liscano,
J. McGowan

Guests present: C. Pruitt, J. Hanson

1. Welcome

- Meeting called to order at 12:35 pm.

2. Announcements and Public Comment

- None.

3. Adoption of Agenda

- Motion to adopt the agenda with the change of J. McGowan presenting item 6.1. instead of A. Thomas.
- M/S/P

4. Approval of the Minutes

4.1. 4/30/19 minutes

- M/S/P

4.2. 8/12/19 minutes (Flex Day)

- M/S/P

5. Information Items

5.1. Distance Education (DE) Plan

- C. Pruitt presented plan and explained history of plan being developed in Distance Education workgroup last semester under FBC.
- Plan intended to meet accreditation standards.
- FBC will discuss plan and then act to endorse to Senate this fall.
- Contact C. Pruitt with any questions.
- J. McGowan informed committee he is discussing with AS President to bring C. Pruitt and C. Gillis in to FBC workgroup on this D.E. Plan.

5.2. Faculty Hiring Procedures under Academic Senate Leadership Review

- History of document explained, that this document was endorsed by FBC last semester and went to Senate for discussion. Discussion proved that there was work to be done at committee level before endorsement by Senate. Document is back to FBC.

- Document will be discussed at the next FBC meeting with edits.
- Please share your input with J. McGowan on this document.
- Hope is to have this procedure in place by spring.

6. Discussion Items

6.1. AP 7341 Sabbatical Leave

- During pilot, no Professional Development Committee (PDC) so this AP was under FBC.
- Now PDC exists and will take on the policy revisions that belong to it.
- A. Thomas worked on this AP last year making revisions to AP and the forms that belong to it. Will meet with PDC to update them on the status of this AP.

6.2. AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies

- M. Hodgins gave update on her work on this AP from last semester.
- Last semester FBC had concerns regarding the Equivalency Review Teams and the number of faculty and administrators on the team.
- Faculty wanted more faculty on the team but more faculty schedules to accommodate can slow process. Discussion regarding who are “faculty” on review team and their roles: program coordinators, faculty chairs/division chairs, discipline experts.

6.3. Workgroup assignments

- D.E. Plan may be assigned to C. Pruitt/C. Gillis if they are added to committee- J. Amato and R. Cresci expressed interest in D.E.
- M. Hodgins will continue work assignment on AP 7211.
- R. Guzman assigned to AP 4102.
- J. McGowan assigned to AP 712X Faculty Hiring Procedures and AP 7115.
- J. Aguayo assigned to BP/AP 3715.
- A. Thomas assigned to BP/AP 4020.
- AP 7216 needs research before assignment as it addresses contract, J. McGowan will meet with appropriate group for direction.
- E. Rivera will send out policy templates to each workgroup to begin work.

7. Future Items

7.1. Board Policy

7.2. Distance Education Plan

8. Adjourn

- Meeting adjourned at 1:15 pm.