

Academic Senate Council Minutes

Tuesday, 17 February 2009, 2:30 p.m.

Campus Center Conference Room

STANDING MEMBERS						Guests
POSITION	NAME	PRES ENT	POSITION	NAME	PRES ENT	Welcome! Please sign in. Lisa Bono (CLU student)
ASEC Pres	Margaret Tennant	X	Health Sciences	Delila Sankaran	X	
ASEC V.P.	Rolland Petrello	X	History/Institutions	Nenagh Brown	X	
ASEC Secretary	Roberta Harma	X	Library	Mary LaBarge		
ASEC Treasurer	Rex Edwards	X	Life Sciences	Andrew Kinkella	X	
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Kristi Almeida-Bowin	X	Modern Languages	Raquel Olivera	X	
Business/ CIS	Tim Weaver	X	Music/ Dance	James Song		
Chemistry/ Earth Sciences	Deanna Franke	X	Physical/ Health Education	Nancy Stewart	X	
Counseling	Chuck Brinkman		Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath	X	Student Health Center	Dena Stevens	X	
English/ ESL	Vacant		Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson	X	Media/ Visual Arts	Riley Dwyer	X	
ACCESS	Melanie Masters	X	Associated Students	Lauren Lewow		

TODAY'S HANDOUTS and/or PROJECTIONS	Meeting Calendar 08-09 Tuesday 2:30-4 pm PCR		
Agenda	September 2, 2008	September 16, 2008	September 30, 2008
Minutes from 2/3/08 meeting	October 7, 2008	October 21, 2008	
District Admin Policies 4021, 4025, 4026	November 4, 2008	November 18, 2008	December 2, 2008
Recommendation for online materials	January 20, 2009	February 3, 2009	February 17, 2009
ASC Response and Action Guide	March 3, 2009	March 17, 2009	March 31, 2009
	April 21, 2009	May 5, 2009	Fac/Staff Brunch 5/ /09

Meeting Called to Order: 2:30 pm

Meeting at a Glance:

Issue	Main Participants	Action Taken (if applicable)
ASC officer election follow up	ASC	Election for Office of Vice President will be rerun. Candidates will prepare new statements [Note: re-agendized for Mar 3 meeting]
VCCCD District Administrative Policies 4021,4025,4026	ASC	AP 4021, 4026 were approved. AP 4025 was tabled for March 3 meeting.
Recommendation for informing students about required online course materials	ASC	MS,Vote was unanimous to approve
ASC Response and Action Guide	ASC	Reviewed and revised

Detailed Dialogue:

I. Public Comments

- none

II. Approval of Minutes

- Minutes of Feb. 3, 2009 – approved as amended.

III. Treasurer's Report

- Rex Edwards reported:
 - Checking: \$ 3324.54
 - Savings: \$ 1196.07

IV. Committee Reports

There were no committee reports.

V. Unfinished Business

- **Election Follow up**
After the ASC officer election in January, Margaret Tennant convened an election ad hoc committee whose purpose was to assess whether the outcome of the election might have been influenced by campaign literature that may have misled faculty. Margaret Tennant read the findings and recommendations of the Election ad hoc committee to the ASC. The ad hoc committee recommended that another election be held for the office of ASC Vice President. Tennant agreed with the findings of the ad hoc and asked the two candidates for Vice President, Riley Dwyer and Rex Edwards, to prepare new statements for the ballot. M. Tennant will prepare a statement of explanation to send to College faculty via email.

[Secretary's note: This issue was placed on the agenda for further discussion and an ASC vote at the March 3 meeting]

- **Administrative Policies Procedures - third reading**

AP 4021 Program Discontinuance

It was moved, seconded, and the vote was unanimous to approve with revisions.

AP 4025 Philosophy and criteria for Associate Degree and General Education

It was moved, seconded, and the vote was unanimous to table this until March 3 meeting.

AP 4026 Philosophy and Criteria for International Education

It was moved, seconded, and the vote was unanimous to approve as written.

- **2nd reading (request for approval) : Informing students if online course materials are required**
It was moved, seconded, and the vote was unanimous to approve as revised.
- **Discussion: Guide to ASC Response and Action Chart**
The committee reviewed and made revisions to the chart and explanation. This chart will be included in the Academic Senate Council Handbook.

- **Update: Minimum Distance Education class size requirement**
Department Chair, faculty, and Dean are supposed to confer to decide on enrollment requirements. ASC prepared a proposal for the Distance Ed Committee last year (April, 2008) that addressed this.

VI. *New Business*

- **Faculty Equivalency**
Ad hoc Committee is developing a uniform district-wide policy for determining equivalency. Equivalency will not apply for a single course only, it must apply to the entire discipline.

VII. *New Concerns*

VIII. *Announcements*

- Next meeting: Topics to include Ad hoc committee recommended revision of Statement of Professional Ethics for Faculty Handbook, enrollment management discussion with EVP Brenda Shubert and official length of time for classes that last more than one hour, and length of time for class break.

Meeting Adjourned: 4:00 pm. **Next ASC meeting:** March 3, 2009 at 2:30 pm.