

# Academic Senate Council Minutes

Tuesday, April 05, 2011 -- 2:30-4:00 p.m. in **Admin 138**

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Welcome! Please sign in.
ASC Pres	Riley Dwyer	X	Visual & Applied Arts	Cynthia Minet	X	Corey Wendt Ray Zhang
ASC V.P.	Rex Edwards	X	Health Sciences	Dalila Sankaran	X	
ASC Secretary	Lisa Putnam	X	History/Institutions	Patty Colman		
ASC Treasurer	Nenagh Brown	X	Library	Mary LaBarge	X	<b>Handouts:</b> • Ethics AP
ACCESS	Melanie Masters	X	Life Sciences	Andrew Kinkella		
Athletics	Howard Davis	X	Mathematics	Phil Abramoff	X	
Behavioral Sciences	Linda McDill		Modern Languages	Raquel Olivera	X	
Business	Stephanie Branca Alt: Reet Sumal	X	Digital Media Arts	Joanna Miller	X	
Chemistry/ Earth Sciences	Deanna Franke	X	Music/ Dance	James Song	X	
Counseling	Chuck Brinkman	X	Health Education/Kinesiology	Jeff Kreil		
Computer Info Systems	Mary Mills	X	Physics/ Astronomy	Clint Harper	X	
Computer Sci/ CNSE	Vish Viswanath		Student Health Center	Sharon Manakas	X	
English/ ESL	Kathryn Adams	X	Theater Arts/ Communications	John Loprieno	X	
EATM	Cindy Wilson	X	<i>Student Liaison</i>	Ebony Taylor Jeremy		

## Quick Recap:

Topic	Discussion/Comments	Action
Faculty Travel Funds Process	Motion: The Faculty Development's process for the travel funds to move forward	Motion passed.
AP: Code of Ethics Review	Administrative Procedure for Code of Ethics to be reviewed. (BP was reviewed last year.)	

## 2:30 pm—Call to Order

### I. Public Comments

Hiring committee concern in regards to the college needing to take a position on whether or not to inform the candidates of the current possibility that positions will not be hired as planned. Many positions were not advertised as “contingent upon funding.” However, there IS a possibility that all 8 advertised positions could be hired. The concern will be brought forward to the Hiring Facilitators. These conversations are taking place.

Another concern was raised in regards to informing out-of-area candidates as to the number of candidates being invited to oral interviews, therefore assisting the out-of-area candidate in making the decision to spend the money to continue in our hiring process.

NOTE: AP 7120-B will be going to DCHR next meeting. The Vice Chancellor has requested that we review it and make recommendations. This will be on the agenda for our next meeting.

### II. Approval of Minutes:

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3/29    Approved as amended.

## III. Officers' Reports

- a. Treasurer (Current Balance: \$6,004.84 ).
  - Brick cost = 4,208.09; Foundation contribution = 1,836.12.
  - College will draw up preliminary plans for the entrance to the college over the summer, deciding if they will go through with the project or not. If they decide to cancel the project, our bricks will be placed next to the existing bricks by flex week. If the new entrance IS created, our bricks will be place temporarily mounted on the wall near the existing bricks by flex week, allowing them to be moved more easily once the new entrance is completed.
- b. Secretary: No report.
- c. Vice President: DFC is meeting. Hopefully a candidate will be selected within two-weeks.
- d. President  
General Report:  
*DCHR*: AP7120-B will be reviewed in DCHR. Minimum Qualifications will be connected to Banner and therefore allow for the cross-referencing between curriculum and human resource data. There will be a one-semester test-run to capture any complications ahead of time. The accreditation report that over 100 faculty were found during the audit as to not meeting MQs; this was inaccurate. When the process came closer to completion, only a handful remained. Many were due to titles of degrees not exactly matching what the MQ audit was searching for, yet the degree was truly appropriate.  
*DCAS*:  
*DCSL*: Enrollment priorities were discussed in DCSL. It appears that the priorities for Athletes will go forward. Our current process will most likely remain in place. Riley will take forward a request to use Transfer Applicable units in the determination of priority, and will ask for the EdPlan request to move forward.  
*DTRW*:  
*Consultation Council*: Budget and accreditation were the two topics covered. Program discontinuance was stated as a possibility. Should the budget of California continue along the same lines, full time faculty will be affected.

## IV. Committee Reports

- a. EdCAP:  
Has been reviewing the Alternative Delivery sub-committee's work on the Alternative Delivery Guideline for Procedures document. This document will be brought to Acad Senate for our review – an electronic copy will be sent to Lisa and Riley for distribution to the Senate. (There were no major concerns reported by EdCAP members.)  
  
Program Peer Review ad hoc committee has put together a suggested rubric for guidelines on peer review. They have provided a sample schedule of how the programs would be reviewed. The proposal is a 3-year cycle. The program plan template will most likely need to be redesigned or altered to reflect this new process. This is not ready for Acad Senate review; it still has some work to be done within the EdCAP groups; it will not be ready by the end of this year. The big concern that has been raised by Dept Chairs is the increase in time spent on the program plan process; also, how does an outside discipline person understand enough to review someone else's program plan.
- b. Facilities CAP:

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- c. Faculty Development: See below.
- d. Senate Subcommittees & Liaisons (Associated Students):
- e. Fiscal: No Report
- f. Curriculum: Tomorrow there is a Y'all come meeting (2:30 pm) in regards to the General Education outcomes and the proposal to change the Gen Ed requirements.
- g. TechCAP:

## **V. Unfinished Business**

- a. Elections Committee  
Treasurer, Kathryn, Secretary, Lisa, President, Riley, Vice President Nenagh. Process worked well. Just under 100 votes were collected. Results were as follows:  
President\*: Riley Dwyer – 83 votes  
Vice President: Nenagh Brown – 68 votes; Rolland Petrello – 15 votes  
Secretary\*: Lisa Putnam – 83 votes  
Treasurer\*: Kathryn Adams – 83 votes  
\* denotes candidates ran unopposed
- b. Faculty Travel Funds Process  
Handouts were given at the last meeting. Feedback was collected from departments. Some questions were clarified. A request was made for the faculty development forms be modified to clarify the criteria for how requests for funds are approved or not. Suggestions will be taken back to the Faculty Development Committee.  
  
Motion: The Faculty Development's process for the travel funds to move forward. (One abstention: M.Mills as she is serving on Faculty Development committee)
- c. Year End Awards (Senate Awards)  
Call for nominations will be sent out with a deadline of May 3<sup>rd</sup>
- d. Accreditation Report (Placeholder)
- e. Decision-making/Governance Structure doc (Placeholder)

## **VI. New Business**

- a. Ethics AP  
Code of Ethics points of contention:
  - 1c (channels of communication)
  - 2b (maintaining appropriate relationships)
  - 2e (accepting gifts, including honoraria)
  - 2f (outside employment cannot conflict with duties within the district)
- b. Enrollment Management Draft (Placeholder)
- c. Spring Plenary Resolutions/Voting (Placeholder)

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- d. Gen Ed Outcomes (Placeholder)

## **VII. New Concerns**

## **VIII. Announcements:**

- a. Hands Across California, April 17, 2011
- b. GEO: Y'All Come: 2:30 pm, April 6<sup>th</sup>. CCCR A&B