

Academic Senate Council Minutes

Tuesday, January 17, 2012 – 2:30-4:00 p.m. in **Admin-138**

| STANDING MEMBERS | | | | | | Guests |
|---------------------------|--|---------|-------------------------------|----------------------------|---------|--|
| POSITION | NAME | PRESENT | POSITION | NAME | PRESENT | Welcome! Please sign in. Handouts: - AP 4240 - AP 5055 - Guidelines for Interview Panel Members - AP 7120A |
| ASC Pres | Riley Dwyer | X | EATM | Cindy Wilson | X | |
| ASC V.P. | Nenagh Brown | X | Health Education/Kinesiology | Jeff Kreil | | |
| ASC Secretary | Lisa Putnam | X | Health Sciences | Dalila Sankaran | X | |
| ASC Treasurer | Kathryn Adams | | History/Institutions | Rex Edwards | X | |
| ACCESS | Melanie Masters | X | Library | Mary LaBarge | X | |
| Athletics | Howard Davis | X | Life Sciences | Jazmir Hernandez | X | |
| Behavioral Sciences | Dan Vieira | X | Mathematics | Phil Abramoff | X | |
| Business | Stephanie Branca | X | Music/ Dance | James Song Nathan Bowen | JS | |
| Chemistry/ Earth Sciences | Deanna Franke | X | Physics/ Astronomy | Clint Harper | X | |
| Child Development | Kristi Almeida | | Student Health Center | Sharon Manakas | X | |
| Counseling | Chuck Brinkman Alt. Corey Wendt | CB | Theater Arts/ Communications | John Loprieno | X | |
| Computer Info Systems | Mary Mills | X | Visual & Applied Arts | Cynthia Minet | X | |
| Computer Sci/ CNSE | Vish Viswanath | X | World Languages | Raquel Olivera | | |
| Digital Media Arts | Svetlana Kasalovic Alt. Joanna Miller | SK | Curriculum Chair (non-voting) | Mary Rees | X | |
| English/ ESL | Sydney Sims | X | <i>Student Liaison</i> | | X | |

Quick Recap:

| Topic | Discussion/Comments | Action |
|-------------------|---------------------|--------|
| Reports / Updates | | |
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| | | |

2:30 pm—Call to Order

I. Public Comments:

There is still an issue with the lack of clear guidelines regarding dropping students and having students registering without being on the waitlist.

II. Approval of Minutes:

December 6, 2011: Approved (1 abs)

III. Officer Reports

- a. Treasurer
- b. Secretary: No report
- c. Vice President: Sabbaticals will be on the Board agenda this evening. Will be asking for volunteers for an Ad Hoc group to review the sabbatical process. DFC and Annual Awards nominations will be coming soon.
- d. President: VCCCD Board Meeting is scheduled for this evening.

DCSL:

(a) AP 4240 (Academic Renewal) was brought forward for DCSL's review. There is opinion that this AP is too restrictive; the request is to allow students to be able to renew more units over more time.

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- MC Senate asked: Can we change this AP to allow for students to request their first two semesters' work be "expunged" with no record on their transcript if they had been away from college for an extended period of time (like 10 years)? Does this go beyond Title 5?
- This item will be agendaized.

(b) AP5055 (Enrollment Priorities) was taken to Cabinet. They removed Student Athletes from the priority and then sent it back to DCSL. Cabinet explained that there was no evidence that athletes were being negatively impacted by their current registration status. A small task force is investigating the current impact. The next DCSL meeting the task force will present their findings regarding the impact.

DCHR:

(a) Guidelines for Interview Panel Members (Handout) have been drafted by HR in an attempt to create some uniformity throughout the district. This will be something that the staff diversity facilitator will present to the hiring committee.

Letters of recommendation are currently no longer considered as part of the hiring process. HR holds the opinion that these letters are too subjective and not necessarily current or relevant to the position, and therefore not relevant to the hiring process.

- MC Senate requests that HR do allow the inclusion of Letters of Recommendation with specifications as to the number submitted and the currency

(b) The request to change AP 7120-A to allow for an open forum was denied by DCHR. DCHR requested that we include a Classified Staff member, increase the number of faculty from 2 to 3, and that we increase the number of managers, to the composition of the committee.

- MC Senate requests that this AP be modified to clarify that faculty representation be from the campus that is hiring the position.

DTRW:

A point of discussion: Riley would like MC Senate to think about the possibility of a district-wide Curriculum committee.

Consultation Council:

This committee will meet twice a month so that discussion can take place regarding the VCCCD Governance manual. This will impact the MC Governance Manual. We must review this at our next Senate meeting in order to get the program review process going for this year. The updated AP regarding program discontinuance needs to be considered in our annual program planning template and conversations.

IV. Committee Reports

- a. Curriculum
 - GE Outcomes were approved last year. Assessment will begin in the area of Communication (Written and Oral/ Critical Thinking). Structure of the assessment/rubric will take place in Spring, and assessment will take place in Fall.
 - Many programs and CORs are going through Curriculum right now. The February 7th Curriculum meeting is the last meeting that will allow for changes to published in the 2012-13 Catalog. Timeline is getting down to the wire.
- b. EdCAP – No Report
- c. Facilities CAP

Wednesday is the first meeting for the Spring. The Facilities Master Plan will be updated. We are entering our Post-Measure "S" world (meaning no money). Any funding will come from general funds. Any needs must be explicitly listed in program plans.
- d. Faculty Development

A new, improved form has been created for the request for Faculty Development funds. There has been question regarding the Dean's signature. The Dean's signature means that they acknowledge the request in

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regards to the time that the faculty will be gone, and that the activity is in line with the faculty's assignment.
It is NOT an approval of funds.

- e. Fiscal – No Report
- f. TechCAP – No Report

V. Unfinished Business

- a. MC Decision Making & Participatory Governance Manual - *Tabled*
- b. Goal Setting for 2011-12 with review of 10+1 - *Tabled*
- c. VCCCD Board Objectives and Task Force - *Tabled*
- d. District Decision Making & Participatory Governance Manual - *Tabled*
- e. “Structure Deficit Model” for Total Cost of Ownership - *Tabled*

VI. New Business

- a. Study Session on budget and budget processes - *Tabled*
- b. AP/BP 4240: Academic Renewal - *Tabled*

VII. Announcements

- a. Nursing Accreditation passed!