

# Academic Senate Council Minutes

Tuesday, April 17, 2012 – 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	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	X	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 Reet Sumal	X	Music/ Dance	James Song Nathan Bowen	JS	
Chemistry/ Earth Sciences	Deanna Franke	X	Physics/ Astronomy	Clint Harper	X	
Child Development	Kristi Almeida	X	Student Health Center	Sharon Manakas		
Counseling	Chuck Brinkman Alt. Corey Wendt	X	Theater Arts/ Communications	John Loprieno		
Computer Info Systems	Mary Mills	X	Visual & Applied Arts	Cynthia Minet	X	
Computer Sci/ CNSE	Vish Viswanath	X	World Languages	Raquel Olivera	X	
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>	JT Mendoza		

## Quick Recap:

Topic	Discussion/Comments	Action
Graduation	Motion: The MC President and other MC Administration be the individuals who hand each graduating student their degree and certificates during the graduation ceremony.	Motion carries unanimously.
General Education Outcomes (GEOs)	The GE workgroup has requested two refinements to the actual GEOs – -- Social and Behavioral Sciences – add “and/or” to the last bullet -- Art and Humanities – add “and/or” to the first bullet. Both these changes allow for the outcome to be more inclusive of the courses in these areas.  Motion to accept the document as amended.	Passed by Majority (2 Abstentions)

## 2:30 pm—Call to Order

### I. Public Comments:

Health Science building is having its dedication on Thursday, April 19 at 3:30pm. 30 minutes of intermittent amplified sound. Faculty in the area have been notified. Thus far there has been no objection. Senators made no objection.

### II. Approval of Minutes:

April 3, 2012: Approved.

### III. Officer Reports

#### a. Treasurer:

Luncheon: The lunch will be catered this year. A catering group (Urban Taco) has been identified. If ticket cost is kept at \$12.00, it is possible that we go over our budget by about \$60 to \$100 on food. Drinks, dessert and decorations are not counted into this cost. Are the paper goods included?

# Academic Senate Council Minutes

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

We are budgeting on 150 people (last year we were at 157); the company is flexible by allowing us to give a final head-count two days prior to the event.

b. Secretary: No Report

c. Vice President:

Sabbaticals: Handout of Draft Sabbatical Leave Policies, Procedures and Faculty Toolkit. This will be discussed and voted upon next meeting. There were two goals of this document: to provide a public statement of the MC process for Sabbaticals, and to ensure the quality of the sabbatical proposals and process.

End-of-Year Awards: There is a traditional full Council vote on these awards. The suggestion is that the VP will provide copies of the recommendations to all Senators (via email) prior to our next meeting so that we can read them ahead of time. Please remember that these are confidential letters!! We will then vote on the awards at our next meeting. A question was raised as to whether or not we can nominate a “group” for an award – the process is silent on this.

d. President:

Monday, 4/16: ACCJC was visiting the VCCCD District.

## IV. **Committee Reports**

a. Curriculum: No Report

b. EdCAP: No Report

c. Facilities CAP.

Phil Abramoff has decided to run as Senator rather than Faculty Co-Chair of Facilities CAP next year.

d. Faculty Development:

e. Fiscal Planning:

f. TechCAP: No Report

g. DTRW – One college brought forward an Occupational Preparation Program (AS Degree) that included several courses (Keyboarding) that had been discontinued at that college, but then re-established under a different discipline (but the content of the course stayed the same). The courses had also been discontinued at a different college because the courses were not appropriate college-level courses. Also, a similar program had been “pulled” when a different college recently brought it forward. A concern was raised in regards to one college being able to propose a program while another was told the same program was not an appropriate college-level program to be offered. It is important that all colleges be held to the same standards and decisions, but they are not.

## V. **Unfinished Business**

a. Curriculum Standards and Practices

Handout: Completion of Parallel Courses Section on the COR.

This is a list of “Top Ten” CSU/UC Transfer Institutions that faculty could refer to when finding parallel courses. A recommendation was made that we include the top private institutions; faculty can absolutely refer to other institutions when appropriate. Suggestions will be brought back to the Curriculum Committee. A suggestion was made that rather than use the top 10 transfer institutions, we use the top 3 only.

b. District Decision Making & Participatory Governance Manual and Functional Mapping

# Academic Senate Council Minutes

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

Changes have been recommended in regard to the governance structure – see previous ASC meeting minutes. Page 9 to 24 address participatory governance groups – this document states how we operate in decision making processes -- who sits on the committees and what process should be followed. This is to be reviewed and discussed further in our next meeting.

- c. Budget Update and Assumptions

## VI. New Business

- a. Graduation

Past practice has been for the VCCCD Board Members to hand the degrees to graduating students. We would like the College President to hand the degrees to the students. This would be a more meaningful ceremony.

**Motion: The MC President and other MC Administration be the individuals who hand each graduating student their degree and certificates during the graduation ceremony.**

Motion carries unanimously.

- b. Revision to GEOs

GEOs were created, discussed, vetted last year. Senate approved GEOs early this academic year.

Handout: Gen Ed Philosophy Statement with addition of the GEOs as one document.

There is a recommended change to language (one change to the last bullet) as noted in the margins. The GE workgroup has requested two refinements to the actual GEOs –

- Social and Behavioral Sciences – add “and/or” to the last bullet
- Art and Humanities – add “and/or” to the first bullet.

Both these changes allow for the outcome to be more inclusive of the courses in these areas.

**Motion to accept the document as amended.**

Passed by Majority (2 Abstentions)

- c. Strategic Planning

- d. Standing Committee Co-Chairs

Phil announced he will step down as Co-Chair of Facilities Cap to run again as a Senator for Mathematics. He will make an announcement at FCAP.

## VII. Announcements

- a. National Alliance of the Mentally Ill walk in Ventura on May 5<sup>th</sup>.