

Academic Senate Council Minutes

Tuesday, April 2, 2013 – 2:30-4:00 p.m. in Admin-138

STANDING MEMBERS						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Riley Dwyer	X	English/ ESL	Sydney Sims	X	
ASC V.P.	Nenagh Brown	X	EATM	Gary Wilson	X	
ASC Secretary	Lisa Putnam	X	Health Education/Kinesiology	Jeff Kreil	X	
ASC Treasurer	Rex Edwards	X	Health Sciences	Carol Velas Alt: D.Sankaran		
ACCESS	Melanie Masters	X	History/Institutions	Hugo Hernandez	X	
Athletics	Howard Davis	X	Library	Mary LaBarge		
Behavioral Sciences	Dan Vieira	X	Life Sciences	Jazmir Hernandez	X	
Business	Stephanie Branca	X	Mathematics	Christine Aguilera	X	
Chemistry/ Earth Sciences	Rob Keil	X	Music/ Dance	Nathan Bowen Alt: James Song		
Child Development	Kristi Almeida	X	Physics/ Astronomy	Ron Wallingford	X	
Counseling	Chuck Brinkman	X	Student Health Center	Sharon Manakas	X	
Computer Info Systems	Mary Mills	X	Theater Arts/ Communications	John Loprieno	X	
Computer Sci/ CNSE	Vish Viswanath	X	Visual & Applied Arts	Lydia Etman	X	
Digital and Media Arts	Joanna Miller Alt. Svetlana Kasalovic	JM	Modern Languages	Raquel Olivera		
Student Liaison			Curriculum Chair (non-voting)	Mary Rees	X	

Quick Recap:

Topic	Discussion/Comments	Action
AP 4025: Philosophy and Criteria for Associate Degrees		Motion carries unanimously
MC Accreditation Mid-Term Report	To be reviewed by campus	
BP 2510: Participation in Local Decision Making (discussion)	Discussion	

2:30 pm—Call to Order

I. Public Comments

None.

II. Approval of Minutes

- a. March 5, 2013 - Approved as modified
- b. March 19, 2013 - Approved

III. Reports

- a. Committees
 - i. Curriculum: Approved AP allowing for content review for pre-requisites; the AP will be forwarded for Senate approval.

Technology: Upgrade to Course Studio was going to be significant, and so IT suggested that we eliminate the use of Course Studio and use D2L only. This was delayed, and so Course Studio will continue to be used. Linda.com license has been renewed. Dave Furhman will be brought to MC to discuss the new phone system (with camera)

Faculty Development - See agenda item below
Facilities - No report

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Fiscal Planning - No report
EdCAP - See agenda item below

- ii. Ad hoc on Great Teacher's Seminar: The recommendation of the ad hoc group was passed around. It will be agendized for next meeting. The members of the ad hoc are Mary Mills, Melanie Masters, Hugo Hernandez.
 - iii. Ad hoc on Senate Elections.
The election results are in: President: Riley Dwyer; Vice President: Nenagh Brown; Secretary: Nathan Bowen; Treasurer: Mary Mills.
- b. Officer Reports:
- o Treasurer: We have received a grant from the MC Foundation to help cover the cost of the bronze plaques.
 - o Secretary: No report
 - o Vice President: See above
 - o President
 - DCAS (District Council on Administrative Services)
 - DCHR (District Council on Human Resources)
 - o Letters of Recommendation will now be included in the application packets, effective 2013-14. Criteria will be provided at a later date.
 - DCAA (District Council on Academic Affairs)
 - Consultation Council
 - DCAP (District Council on Accreditation and Planning)

IV. Unfinished Business

- a. Information Items and Updates
- i. BP/AP 4100: Graduation Requirements for Degrees and Certificates (report back)
 - On Tuesday's Board Agenda
 - ii. BP/AP 4240: Academic Renewal (update and discussion)
 - Left DCAA (without MC's finalizing its review) as a recommendation to Cabinet.
 - Reviewed at Cabinet and rejected by Cabinet (reasons unknown at this time).
 - The status of this BP/AP is currently unknown.
 - iii. AP 5055: Enrollment Priorities (update)
 - Remove the term "matriculation" and give more of a definition, includes the inclusion of athletes.
Question: Does DSPTS trumps unit cap?
 - Is to be sent to Cabinet
 - iv. AP 6305: Reserves (info)
 - On Tuesday's Board Agenda
 - v. BP/AP 4500: Student News Media (update)
 - DCAA returned this BP/AP to Cabinet.
 - vi. BP/AP 5013: Students in the Military (update)
 - Moving to Policy
 - vii. BP/AP 5015: Residence Determination (info)
 - Moving to Policy
 - viii. BP/AP 5020: Non-Resident Tuition (info)
 - Coming back to the Colleges to be reviewed along with the language of BP/AP 5030 (on resident tuition)
- b. BP/AP 4260: Pre-Requisites and Co-Requisites (2nd reading)
Allowing content-review to be used for pre-requisite determination. CIDs are using English and Math as pre-req's on many courses (outside of English and Math courses). The State has allowed Colleges to use content-review as long as a policy is in place. VCCCD has drafted a policy based on Title 5. Action will be taken on this item at our next meeting.

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- c. AP 4025: Philosophy and Criteria for Associate Degrees (2nd reading)
General Education designed to defined the GE Areas (using Title 5), declaring that we will do GEOs but does not define the GEO criteria (as that is campus-based).
Motion to approve AP 4025: Motion carries unanimously.
- d. MC Accreditation Mid-Term Report
Two segments: (1) campus and (2) district responses. This report is due to the Accrediting Commission in October 2013. This report will be posted to the Portal for campus-wide review.
- e. MC participatory governance committee membership
TechCAP and Facilities CAP have agreed to join into one group, as their discussions relate to one another more often than not.
- f. BP 2510: Participation in Local Decision Making (discussion)
Issue of Rely Primarily vs. Mutually Agree (between Senate and Administration).
-- We need clarity on how to handle three senates agreeing/not agreeing with one another -- how do we handle a situation when only two of the three colleges agree? A meeting of the three Senate Presidents will take place this Friday to discuss this.

V Consent Calendar

Items may be pulled from consent for discussion

- a. BP/AP 5300: Student Equity
- b. BP/AP 5500: Student Standards of Conduct
- c. BP/AP 5520: Student Discipline Procedure
- d. BP/AP 5052: Open Enrollment
- e. BP/AP 5205: Student and Athlete Accident Insurance
- f. BP/AP 5400: Associated Student Organizations
- g. BP/AP 5530: Student Rights and Grievances
- h. BP/AP 5035: Withholding of Student Records for Nonpayment of Financial Obligations
- i. BP/AP 5040: Student Records and Directory Information
- j. BP/AP 5200: Student Health Services

VI New Business

- a. Program Status Report: President's Memorandum
Program reviews have been completed. The President has reviewed the statuses. No programs are under consideration for program-discontinuance in 2013-14.
- b. District Accreditation Midterm Report - See above item
- c. Community Education
Building a Community Education program (non-credit/fee-based courses) is underway at MC. Four courses were presented to Curriculum to be offered in fall 2013 (2 courses in the area of child development -- including Mommy & Me Yoga -- and two software drafting courses).
- d. Faculty Hiring
A memo was sent out from the MC President's Office regarding the positions being hired for Fall 2013.
 - Two Counselors
 - Accounting
 - Astronomy/Physics
 - Psychology
 - Criminal Justice

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- e. EdCAP recommendation on program plan procedure
Ed Cap recommends to the Academic Senate that the following two steps be added to the Program Plan evaluation process as outlined in the Making Decisions Document, and, until that time, be practiced at the college:
- The EVP will send his or her written "comments/plans for improvement" on the program evaluation form to each program lead within two weeks after its program plan meeting.
 - Having read the comments of the EVP, the program lead will complete the "program response/disagreement" section, collect the necessary signatures for the program evaluation form, and return it to the Office of the EVP within one month of receiving the EVP's comments.

**Motion: Have EdCAP move this recommendation forward to the President;
Motion carries unanimously.**

- f. Faculty Development: opt in/opt out
Some minor edits were made (correcting typos) AS Secretary will forward these edits to Co-Chairs of Faculty Development.

- g. Senate scholarships for 2013
We are on a tight deadline if we opt to award scholarships this year.

**Motion: To postpone the granting of scholarships for a year. Approved: Majority; Opposed: Two.
Motion carries.**

VII Under Construction

- a. Senate By-Laws and Constitution (ongoing)

VIII Announcements

- a. Call for nominations for Senate Annual Awards, 2012-13
b. Year-End Lunch: May 16
c. Book orders for Fall, 2013 due April 15
d. Multicultural Day on April 9
e. Business Expo is April 19 -- 9am to 2pm at the Campus Conference Rooms.