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

POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	Guests
ASC Pres	Riley Dwyer		English/ ESL	Sydney Sims	X	
ASC V.P.	Nenagh Brown	X	EATM	Gary Wilson		
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		
Athletics	Howard Davis	X	Library	Mary LaBarge	X	
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	NB	
Child Development	Kristi Almeida		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		
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
Ad hoc on Great Teachers' Seminar	Approve document as it is currently written, subject to the answer regarding financial responsibility. (It is unclear if a tenure committee requires that a faculty member attend the Great Teachers' Seminar as part of their tenure process then would this require the college to pay for their travel. This question has not been answered.)	Motion passes unanimously.
EdCAP Recommendation for Program Plan Evaluation Form	Motion to accept the revised program plan evaluation form.	Motion passes unanimously
Possible Extra AS Council Meeting	Discussed an additional meeting for either May 14 or May 21.	May 14th Meeting (2:30 to 4:15pm) agreed upon.

2:30 pm—Call to Order

I.   Public Comments
Faculty development reminds us that it is an Opt-In by default; you may choose to "opt-out" by submitting the form to their mailbox in the Admin Bldg.

II.   Approval of Minutes
a.   April 16, 2013: as amended

III   Reports
a.   Committees
i. Curriculum: No report
Technology: No report
Faculty Development: No report
Facilities: No report

Fiscal Planning: No report
EdCAP: No report

  ii. Ad hoc on Great Teachers' Seminar (2nd Reading)
Reviewed edit: institution would contribute enough funds to attend the seminar closest to our college, allowing for faculty to choose to use these funds to help cover the cost of attending a seminar at a different location.

It is unclear if a tenure committee requires that a faculty member attend the Great Teachers' Seminar as part of their tenure process then would this require the college to pay for their travel. This question has not been answered.

Motion: Approve document as it is currently written, subject to the answer regarding financial responsibility. Motion passes unanimously.

b. Officer Reports:
- o Treasurer: $2495.05 available. The district will be sending us another $2000 shortly. Brunch is coming up on 5/16. We are looking for volunteers for the day -- set up, check-in, clean-up.
  - a. Set Up: Sydney Sims, Rob Keil
  - b. Check-In: Joanna
  - c. Clean-Up: Lydia Etman, Mary LaBarge, Joanna Miller
- o Secretary: None
- o Vice President: None

- o President
  - ▪ DCAS (District Council on Administrative Services) -
  - ▪ DCHR (District Council on Human Resources) -
  - ▪ DCAA (District Council on Academic Affairs)
  - ▪ Consultation Council
  - ▪ DCAP (District Council on Accreditation and Planning)
  - ▪ Plenary: The President and Curriculum Chair attended. TMCs and CIDs are the hot topic under discussion at the State-level. Discussed distance education (requirement of constant effective instructor/student contact), General Education Outcomes, community education (non-credit and not-for-credit).

IV. **New Business**

a. EdCAP Recommendation for Program Plan Evaluation Form
Two extra signature lines provided in an attempt to ensure that faculty within the program have actually seen the completed program evaluation form.
Motion to accept the revised program plan evaluation form. Motion passes unanimously.

b. Senate Annual Awards (information)
Nominations closed on April 25. An email containing all of the nominations will be sent to all Senators on Thursday. All votes must be in by the end of Monday, May 6th. The results will be brought to our Senate meeting on Tuesday for ratification.

c. District Master Plan (1st Draft)
Please review and bring comments to our Senate meeting next week.

d. College Completion Challenge
Please provide recommended edits/additions to this document at next meeting before a vote on whether to support this document. Current concerns include:
- • Overlooks the cohort of students who are not here for degree/certificate. What does "completion" mean.

- Academic rigor
- Concerns were raised that this document removes some of the students' obligation to commit to their own success and completion. We need to include student responsibility and commitments.
- 4th bullet (VCCCD *must* take responsibility . . .).

e. Student Success Scorecard
There is a push that college-funding be tied to Student Success and Completion. This is the standardization of looking at student success. The IR Office will provide additional information and will provide Web links to additional background information to this report.

f. Interim positions/leadership and AP 7120-F
There is not an existing AP in place for hiring interim positions. The three VCCCD College Senate Presidents came together to draft an AP based upon research of other colleges' APs. MC Senate will want to vote on this at our next meeting.
- District-level: 7 positions, 4 of which chosen by Hiring Supervisor; no classified?
Why is the District choosing the campus managers to serve on the committee rather than chosen by each campus? Should it be explicit that the college managers are from different areas of the campus (so that they are not all EVPs, or all Financial people, etc.)
- College-level: 9 positions, why the difference? 5 of which chosen by the Chancellor?
- Board of Trustees (top of page two) has a typo: *...Trustees shall be informed **with through** . . .; …within **two three (23)**…*
- Who is the hiring manager for the President? (the Chancellor?)
- Posting is 15 days – what is the minimum set by Title V?
(Note: Current position for Interim Vice Chancellor of Business Services was only 6 days.)
- Can Interim people apply for the permanent position according to Title V?

g. District Participatory Governance Handbook (information)
Accreditation: 6 District Recommendations, many of which about decision making processes and mapping of functions. This handbook was written to address these recommendations and the handbook has been in place for one year. The District is now reviewing the charge and structures of these committees (eg ITAC and DCAA).

h. Division Organization
The MC President tasked the EVP-elect and the Academic Senate President to propose a division reorganization plan to be implemented in Fall 2013. This proposal will be emailed out to the campus for campus-wide review. The Academic Senate role in division reorganization is not clearly a 10+1 item; however, our MC President did request the Senate President's input.

Note: DSPS should be ACCESS, and the academic program should be Learning Skills.
Workload needs to be reviewed -- CNSE has 2 full-time, should be 1; CS should have 2.3, Geography should have 2 people (or 1.5);

What were the determining factors that went into this?
Compatibility of disciplines/service areas within each division
Workload balance for the Deans

Relationships:
-- Computer Science serves students from Engineering, Mathematics, and Physics.
-- CIS serves the Business Area, not CS/CNSE
-- Visual and Applied Arts doesn't have a lot to do with Life Sciences, but would be well suited to be with Theatre/Music Performance Arts (matches CSU)
-- Chemistry/Earth Science and Physics/Astronomy could better serve with Life Sciences

Councilors to consider draft with their departments and bring back comments to next meeting (and/or email AS President or EVP-Elect)

    i.   Possible Extra AS Council Meeting (May 14 or May 21)
We are scheduled to meet next week, but we really need another meeting to finish up some very important work. **Request to meet on May 14th 2:30 to 4:15pm approved.**

V   Unfinished Business)
    a.   BP/AP 4240: Academic Renewal (update) – not covered
    b.   AP 5055: Enrollment Priorities (update) – not covered
    c.   MC Participatory Governance Committee Membership (update)
Update on discussions regarding possible changes to some committees. Possible areas in need of attention/change:

- Reduction in committees
  Eliminate of President's Council.
  Combine Technology with Facilities Committee.
- New committees
  Distance Education committee
  SLO/ILOs/Institutional Effectiveness and Student Success committee
- Membership of committees
  ASC and Curriculum working well with membership based on departments/chairs.
  Others might be better if returned to previous membership based on two representatives from each division.

VI   Consent Calendar
    a.   BP/AP 5410 Associated Students Elections
    b.   BP/AP 5420 Associated Students Finance
We will vote on these next meeting.

VII   Under Construction
    a.   Senate By-Laws and Constitution (ongoing)
    b.   Memo of Understanding with VC/OC Senates
    c.   BP/AP 2510 Participation in Local Decision Making

VIII   Announcements
    a.   Senate Year-End Lunch (beach party!): Thursday, May 16, 11:30am – 1:30pm