

ACADEMIC SENATE MINUTES

Sept. 24, 2013

MEETING CALLED TO ORDER: 4:06

MEMBERS PRESENT: Allegre, M.; Alvarez, H.; Auten, D.; Baker, R.; Bierly G.; Brannon, T.; Caddell, A.; Caminada, S.; Derry, J.; Elliott H.; Mesri, B.; Mason, E.; Morris, J.; Owen, G.; Passage, D.; Read, J.; Scarffe, J.; Ward, N.; Wise, A.; Yavari, M.

GUESTS: DeGroot, D.; Murphy, P.; Presher, N. (student).

1. PUBLIC COMMENT: None.
2. APPROVAL OF MINUTES: The minutes of Sept. 10, 2013, were approved unanimously.
3. PRESIDENT'S REMARKS: G. Owen reported on a recent email from the president regarding the hiring of the vice president of student services. The plan is to hire an interim and to resume the search for a person to fill the permanent position by July 1. Owen mentioned the possibility of restructuring that would result in an executive vice president overseeing over both academic affairs and student services but said this would only happen with a campus discussion that would include senate. Owen said an updated enrollment report for fall 2013 had been placed on senate's group site. Other announcements included that D. Auten and A. Gomez De Torres had been elected co-chairs of the senate Professional Development Committee; the first section of the senate bylaws will be on the agenda for review next time, and any revisions must be presented at a full faculty convocation; the strategic and master plans are being developed; the online campus climate surveys for employees and students to provide input for use in strategic planning are open until Sept. 30.
4. GRANTS AND CURRICULUM: Academic Dean P. Murphy, who is also director of the STEM grant, shared information about the new Registered Veterinary Technician program. The program had already been locally approved. Murphy said that the program received CTEA funds of \$32,000 as well as additional awards of \$50,000 and over \$90,000 from two private foundations. There is no obligation to institutionalize funding for the position. So far there have been twice as many applicants as there is capacity. Unfortunately, there is a problem with federal financial aid since by the federal definition the courses alone cannot lead to "gainful employment"; we are considering development of certificates to address this.

Murphy said there had also been interest in knowing to what extent faculty are involved in the development of grants and the effect of grants on curriculum development. Murphy described several examples such as the Department of Agriculture grant with A. Koch; the NIH grant, Bridges to Baccalaureate, with M. Perry and L. Miyahara; and the DOE \$ 4.3 million STEM grant. For the latter, focus groups were conducted with faculty to identify needs and weaknesses such as a need for tutoring support and the need for a two-semester sequence of organic chemistry. With the grant faculty bought an expensive NMR, did a needs assessment, and wrote the curriculum (D. Nouri). Faculty have also been revamping developmental math and revising the lab manual.

5. **LEARNING OUTCOMES AND ASSESSMENT:** G. Owen reported that LOAC has withdrawn its request to become a committee of the Academic Senate for the moment and is reconsidering a recommendation from the Student Learning Council that the the parent committee and two subcommittees be merged into one.
6. **AP & P REQUEST FOR REASSIGNED TIME:** G. Owen asked senators for feedback from departments regarding the request discussed at the last meeting. Some departments supported the proposal as written, but several suggested stipends for reps and worried that 60% was too high for the chairperson. Everyone agreed that the current chair does a significant amount of work and is highly competent and effective; however, the hope is that Curricunet may streamline the workload for the position. One senator asked about consistency for department chairs, council co-chairs, etc. in terms of release time. Others noted that there must be accountability and the positions should be evaluated if there is compensation; there is a lot of variation in performance. There was also concern that reassigned time takes faculty out of the classroom. Suggestions were for 40% for chair and 10% for reps to achieve consensus, with perhaps an additional support person or co-chair. There is a job description for AP & P reps in the Curriculum Development Handbook but it may be outdated. The vote was postponed, and senate instructed exec to meet with the AP & P chair and propose a modification to the request.
7. **CONFIRMATION OF AS APPOINTMENTS TO COLLEGEWIDE COMMITTEES:** G. Owen reviewed the updated list of committees and council appointments distributed at the last meeting. There is still a need for senate representatives on the Banner Steering Committee and Basic Skills. ***M (YAVARI) S (MESRI) TO APPROVE. MOTION PASSED UNANIMOUSLY*** H. Elliott noted that senate can make recommendations to make changes to committee structure and membership whenever we desire.. He also suggested adding another column to the matrix to indicate term so that when a person leaves we can track changes.
8. **DL MISSION & BOARD POLICY:** Postponed
9. **UPDATE ON ACADEMIC INTEGRITY:** As a follow up to the discussion at the last meeting, M. Allegre distributed copies of a 2010 state senate Rostrum article which recounts the history of two separate senate resolutions to allow faculty to fail students in a course for plagiarism on individual assignments. However, the Chancellor's Office has held that such an action is not legal as it violates both Title 5's requirement that the grade must be based on demonstrated proficiency in the subject matter and the constitutional guarantee that students be provided due process. Allegre noted that one of the problems with our current Academic Integrity policy is that both the review process and the disciplinary process should be separate, but ours both reside in the office of the Vice President, Student Services. The Chancellor's Office 2007 legal opinion is posted on the senate's group site.
10. **PROFESSIONAL DEVELOPMENT:** D. Auten, newly elected co-chair, reported that the committee will be meeting on September 30 to discuss the rubric for distributing funds for conference attendance as well as new opportunities for professional development. The committee has \$10,000 this year from the president plus some funds leftover from

last year. Co-chair A. Gomez De Torres will sit on the district PD committee to find out about compliance issues and what must be reported to the state; our contract does not restrict the types of offerings but only requires a minimum number of hours. The senate committee will also discuss how we define PD. Auten said she believes it is lifelong learning. One of the first tasks will be to develop a survey for all employees to provide suggestions for activities. The committee is recruiting a service faculty member and a part-time faculty member. There are also plans to update the website.

11. INSTITUTIONAL EFFECTIVENESS COUNCIL: Co-chair H. Elliott said that the council is putting together the institutional planning retreat, to be held in mid-November. This year the retreat must encompass both strategic planning as well as prioritizing of annual goals.

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Council/Committee	Reports to	AS Rep	AS Rep	AS Rep	# Appointed by AS Exec.
Committees:					
Banner Steering	TC	Brooke Souza	Yvonne Teniente-Cuello		2
		Julia Raybould-Rogers	Susan Farley	Julie Knight	3 English
Basic Skills	SLC	Dom Dal Bello	Mary Majoue		3 Math
		Yvonne Teniente-Cuello	Cynthia Diaz	Margaret Tillery	3 Counselors
		Glenn Owen			2 at large
Department Chairs	SLC	AS Exec.			5
Distance Learning	SLC	Herb Elliott	Marla Allegre	Brooke Souza	3
Enrollment Management	SLC/SSC	Christina Nunez	Gary Bierly	Herb Elliott/Glenn Owen	4
LOAC	SLC	Glenn Owen			1
Student Success (Matriculation)	SSC	Brooke Souza	Yvonne Teniente-Cuello	Juanita Tran	2 Counselors
	SSC	Sophia Ramirez Gelpi (AP&P)	Kerry Runkle	Dom Dal Bello (Math)	3 AP&P, LA, Math
Technology Advisory	TC	Nancy Jo Ward	Fred Patrick	Margaret Warrick	3
Web Services	TC	Glenn Owen	Kate Adams		2
Sub Committees:					
Calendar	SSC	Mary Perry	n/a	n/a	1
Financial Aid Advisory	SSC	Sandra Kramer			1
Grade Review	SSC	Glenn Owen	Gary Bierly		2
Transfer	SSC	Lydia Maxwell	Cynthia Diaz	Yvonne Teniente-Cuello	3
University Transfer Advisory	SSC	Lydia Maxwell	Cynthia Diaz	Yvonne Teniente-Cuello	3