

MEETING CALLED TO ORDER: 4:07

MEMBERS PRESENT: Allegre, M.; Alvarez, H.; Auten, D.; Baker, R.; Bierly G.; Brannon, T.; Dal Porto, J.; Derry, J.; Diaz, C.; Elliott H.; Mason, E.; Morris, J.; Nelson, M.; Owen, G.; Passage, D.; Patrick, F.; Scarffe, J.; Teniente, Y.; Treur, K.; Ward, N.; Wise, A.; Yavari, M.

GUESTS: DeGroot, D.; Parisi, R.; Presher, N. (student); Sanchez, L.

1. PUBLIC COMMENT: None.
2. APPROVAL OF MINUTES: The minutes of Sept. 10, 2013, were approved unanimously; minutes for the September 24, 2013, meeting will be reviewed and approved at the next meeting.
3. PRESIDENT'S REMARKS: G. Owen introduced ASBG student representative N. Presher to the Academic Senate. Owen distributed a timeline for review of the senate Articles of Agreement, Elections Code, and Standing Committees. Any recommended changes will need to be presented and ratified at a Faculty Convocation. Owen also said there would be a list of action items distributed at each meeting, updated, and posted on the senate group site on the portal.
4. ACADEMIC CALENDAR: R. Parisi, Dean of Student Services, reported that the Calendar Committee meets three times a year in early spring and sets spring break, the final exam schedule, some holidays, etc. They must ensure 175 days each semester of instruction, balance out the number of MW/TR meetings, and work within pretty strict parameters. Parisi said it is like "trying to deal with a Chinese puzzle." The calendar is determined for three years at a time. Membership of the committee includes two administrators, the director of admissions and records, the assistant director of IT, three faculty including one part-time, two students, and one classified employee. Many faculty have expressed concern about the short time between Thanksgiving and finals; Parisi said that in 2015-16, Thanksgiving is earlier so it won't be as close to finals. The Math Department presented concerns regarding grading deadlines and the length of winter break, which currently still allows for the possibility of a winter intercession. ***M. Perry represents senate on the calendar committee so it was suggested these concerns be passed on to her after the committee has met.***
5. EDUCATIONAL MASTER PLAN: L. Sanchez, Vice President of Academic Affairs, explained that our current educational master plan expired in 2010. The strategic plan should be informed by our educational master plan. The Institutional Effectiveness Council put together a task force of faculty and staff to give initial direction; that group determined the plan should be concise, user friendly, cognizant of but not restricted by the current fiscal and political environment, realistic but inspiring. A draft is available for review on the portal but it is still missing its soul, our educational goals and vision for the next six years. The Student Learning Council, deans, Student Services Council, and department

chairs have been asked for input. Sanchez asked senators to give input on three questions:

- What should our educational goals and direction be over the next six years?
- What guiding principles should we provide to align facilities planning with instructional needs?
- What guiding principles should we provide to align technology planning with instructional needs?

Senators made the following suggestions:

INSTRUCTIONAL DIRECTIONS/GOALS (for next 6 years)	GUIDING PRINCIPLES FOR FACILITIES	GUIDING PRINCIPLES FOR TECHNOLOGY
Leader in technology Full-time faculty to support all programs Consistency in online courses Consistency of course content *Facilities support programs Basic Skills ESL MOOCS Holistic education New program exploration Support services Success and retention	More transparent facilities allocation Student-success based Building K Student housing Accessibility Signage Consolidation within programs Community Areas where students can sit and study within institutional buildings More open labs for access to technology Locations for clubs Ergonomic furniture	No time to discuss.

Discussion will continue at the next meeting.

6. ARTICLES OF AGREEMENT I, II, AND III—PART I: G. Owen distributed copies of the current articles and instructed senators to review the first three in preparation for discussion at the next meeting. There will be a convocation during spring professional development days to approve all of the articles if we have finished our review and have recommended changes.
7. AP & P REQUEST FOR REASSIGNED TIME: G. Owen reminded senators of the proposal discussed at the last meeting and indicated Senate Exec was unable to work with AP & P to revise their request.

Senators asked what now happens with the request. If we approve it, is there a possibility that the amounts may subsequently be adjusted? If we vote for this recommendation are we endorsing the amounts? We want to send a message of

support but are not in agreement on the amount of reassigned time. Owen explained that the reality is that the amount of reassigned time must be negotiated. One senator said that we must seem reasonable in our request, but the amounts do not seem reasonable. Another pointed out that there had in her experience never been fewer than 200 pages per week to read for an AP & P rep, and this week there were more than 400 pages. Are there ways to streamline AP & P processes, develop job descriptions for chair and reps, assess performance, limit terms, etc.? Student N. Presher recommended we go talk to the committee. Can we vote on a motion without amounts? Yes, we can vote this one down and then write a new one. We can recommend process improvement as well.

The original proposal was put forward:

(M Bierly, S Dal Porto) Academic Senate Exec is authorized by Academic Senate to complete the Faculty Association's Request for Evaluation of Reassigned Time requesting 0.2 reassigned time for all faculty members serving on this committee and 0.6 reassigned time to the position of the chair. 10 Y, 4 N, 4 A Approved.

A second motion was made to address the process improvement issues:

(M Derry, S Yavari) Academic Senate will work with AP & P to study how to streamline committee processes and develop job descriptions for the chair and department representatives. Approved unanimously.

8. STANDING COMMITTEE REPORTS: D. Auten, co-chair of the Professional Development Committee, reported that the committee is meeting a second time and is working on activities for the week before the second semester. There is a survey available online she encouraged faculty to fill out. There was also a suggestion to include part-time faculty in the survey.
9. COUNCIL REPORTS: H. Elliott reported that the Institutional Effectiveness Council has sent out an email inviting select people to the planning retreat. Responses are due by the end of the month. After that, there are usually about ten openings left. Open invitations will then be sent out. Anyone who would like to attend should send an email. IEC is also reporting the results of the last effectiveness survey to College Council, which will be sharing with rest of campus.

H. Alvarez reported that the Student Services Council will be meeting shortly and will have major updates then.

ADJOURNED 5:30