

## **ACADEMIC SENATE**

Unadopted Meeting Minutes

1:40-3:10 pm, CR 226

March 20, 2014

**Members Present:** R. Barrio-Sotillo, R. Dickes, D. Dionisio, G. Gardner, B. Gellert, J. Groper, C. Hastings, P. Kazanjian, R. Mauk, P. Mayer, A. Mecom, A. Ohanis, C. Pollack, J. Queen, P. Renner, P. Rooney, M. Scott, Y. Ybarra, A. Young.

**Proxies:** Barbara Flynn for Rosemarie Shamieh, Andra Verstraete for Kevin Meza, Brenda Jones for Greg Perkins

**Resource, Non-voting:** None

**Members Absent:** F. Virani, A. Glanzer

**C&I Coordinator:** S. McLemore

**Guests:** None

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1. Call to order – **1:43PM**
2. Comments from the audience on agenda items only (5 minutes per speaker)
3. Approval of the minutes – **\*\*MSC\*\*** March 6, 2014 minutes approved.
4. President's report
  - a. Senate Electorate Meeting – May 1
    - i. Topic of discussion will be institutional standards and CFT letter. Senate intends to open up discussion about these items to a broader group within the college.
  - b. Additional summer courses by division
    - i. 143 additional sections to be offered over summer. 350 classes will be offered summer 2014. College needs to achieve 2% growth and we are currently under the 2% growth target by about 4%. We will "borrow" from summer, producing a potentially greater deficit re: enrollment growth going forward. Issue of adding non-credit classes was discussed. Achieving enrollment growth will be a challenge for many CC's. Risks and disadvantages of "borrowing" enrollment numbers were discussed. Division chairs have been told to add sections to impacted areas in future semesters (wait-listed courses) so as to address unmet demand for sections. Concern expressed that adding FTEF for specialty courses,

perhaps less heavily enrolled but pedagogically essential, should be considered in enrollment management plans.

- c. Sabbaticals
    - i. Four sabbaticals awarded, one sabbatical proposal was not accepted by administration.
  - d. Final Exam schedule
    - i. Senate exec received a proposed final exam schedule from Guild, which has not been approved. Proposed schedule: final exam on one of the days during which a class standardly met. 2:20 minute final with 20-minute passing time, but this stretched the schedule so it began earlier and ended later in the day. Problems encountered during a senator's review of the proposed final exam schedule, many of these adopted by schedulers. Built-in conflicts found in scheduling finals for classes that meet once a week. Senator who examined schedule reports many of these conflicts have been resolved.
  - e. Upcoming Senate Elections
    - i. VPA was asked to postpone its senate election to even out the number of elections that take place year-over-year, Roger Dickes will serve a 4-year term. Election packets out, membership to encourage interest by faculty in running for at-large positions.
5. Call for additional items – (Young) Philosophy of General Education: develop language for college catalog; (Young) Revise statement on code of ethics for faculty.
6. Approval of the agenda - **\*\*MSC\*\*** Agenda approved as amended.
7. Old business
- a. **Discussion & Review: (See Nov. 21 agenda)**
    - i. AR 4230 Grading & Academic Record Symbols
    - ii. AR 4231 Grade Changes
    - iii. AR 4232 Pass/No Pass
    - iv. AR 4240 Academic Renewal w/o Course Repetition
    - v. BP 4030 Academic Freedom
    - vi. BP 4226 Multiple and Overlapping Enrollments
    - vii. BP 4230 Grading & Academic Record Symbols
    - viii. BP 4240 Academic Renewal w/o Course Repetition
    - ix. BP 6110 Scope of Instruction
    - x. BP 6140.3 Type of Courses Appropriate to Associate Degrees
    - xi. BP 6340 Supervision of Instruction
  - b. **Motion 2013-34** The Senate adopts the CFT proposed resolution to the ACCJC. **(See Oct 17<sup>th</sup> agenda page 7)**
  - c. **Motion 2014-01** The Senate forms a taskforce to write a draft that would define the Senate's role and responsibility for establishing academic policies relating to academic transfer programs.

- d. **\*\*MSC\*\* Motion 2014-02** The Senate amends Board Policy 4030.
    - i. **This item was taken as the first item of the agenda.**
    - ii. **Statement (brought to floor by Queen, adjusted by Senate):** “Tenure is a means to certain ends: specifically (1) freedom of teaching and research and of extramural activities, and (2) a sufficient degree of economic security to make the profession attractive to highly qualified individuals. Freedom and economic security, hence tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society.” To be listed above section entitled Academic Responsibility.
    - iii. **Page 2:** numbered footnotes to be bulleted items instead, “IBID” to be deleted
    - iv. **Typos corrected – “and” changed to “any”; ...”they should remember that the...”**
    - v. **Original motion:** The Senate amends Board Policy 4030 to include a statement about tenure.
    - vi. **Note:** fully amended policy to be distributed to Senate at or before next meeting.
  - e. **\*\*MSC\*\* (Mayer/Young)** To accept recommendation by Governance Review Committee that Program Review become a governance committee, with the recommended composition of members.
    - i. **This item was taken as the first item of the agenda.**
    - ii. **Original Motion:** Program review to become a governance committee.
  - f. IPCC to become a standing committee.
  - g. Discussion of Board Policy 2435, review of Evaluation Process for CEO.
8. New business:
- a. (Young) Philosophy of General Education: develop language for college catalog
  - b. (Young) Revise statement on code of ethics for faculty
9. Officer’s Report
- a. 1<sup>st</sup> Vice President
  - b. 2<sup>nd</sup> Vice President
  - c. Treasurer
  - d. Budget representative
10. Reports from the college standing committees
- a. Academic Affairs
  - b. Administrative Affairs
  - c. Student Affairs
11. Reports from Senate Committees
- a. Curriculum & Instruction
  - b. Distance Education
  - c. SLO

12. Accreditation report

13. Reports from task forces/ad hoc committees

14. Adjournment – **3:11PM** minutes recorded by Roger Dickes, Senate Secretary.