

## Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

### Minutes 9/22/16

2:10pm – 4:10pm

Room 2-10

*Meetings of the Governing Council are open to all members of the public. Materials are posted on the meeting page of the ASGC website.*

No.	Item/Topic	Presenter	Time	Action
1	Call to Order Members present: Sarah Harmon, Doug Hirzel, Hyla Lacefield, Dani Behonick, David Meckler, Paul Nass, Lorraine Borrales, Sandra Mendez, Ana Miladanova, Sarah Aranyakul, Denise Erickson Members absent: Michael Hoffman Guests: Erin Moore		<b>2:13</b>	Procedure
2	Introductions		1	Information
3	Adoption of Agenda: Amend item 4.2 of the consent agenda as follows: Yolanda Valenzuela to Valeria Estrada's tenure review committee to replace Denise Hum Denise Erickson to Diana Tedone's tenure review committee to replace Rafael Rivera Patty Hall to Lale Yurtseven's tenure review committee to replace Denise Hum		1	<b>Moved by Sarah; seconded. Unanimous</b>
4	Adoption of Consent Agenda as previously amended		1	<b>Hyla moved; seconded. Unanimous</b>

#### **Consent Agenda**

*All items on the consent agenda may, by unanimous vote of the Governing Council members present, be approved by one motion after allowing for Council member questions about a particular item. Prior to a motion for approval of the consent agenda, any Council member, interested student, citizen or member of the staff may request that an item be removed from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.*

4.1	Approval of Minutes: 9/8/16			
4.2	Committee Appointments: Yolanda Valenzuela to Valeria Estrada's tenure review committee to replace Denise Hum Denise Erickson to Diana Tedone's tenure review committee to replace Rafael Rivera Patty Hall to Lale Yurtseven's tenure review committee to replace Denise Hum			

#### **Public Comment**

5	Questions/comments on non-agenda items	Public	12	Information
	<p>Sandra Mendez: Why was the counseling hiring committee told that it had to be modified, with two new faculty members?</p> <p>Doug: That's a question for HR, but he [Doug] has already begun asking for replacements.</p> <p>Q: Why?</p> <p>Doug: It seems to be a confidential matter that only HR can discuss, so committee members should ask HR what happened.</p> <p>Lorraine and Sandra: Frustrating that the committee started reviewing the job announcement and heard back more than a week later that the committee had to be reconstituted. What "inclusivity, fairness, and compliance" was not honored?</p> <p>Dani: Can HR disband a hiring process any time?</p>			

	Doug: If there is an irregularity, yes. Doug: Attempting to get 2 counselors on the committee. Lorraine: To be fair and inclusive, open it up to volunteers. Hyla: At curriculum committee meeting tomorrow, class size limits will be discussed.			
<b>Regular Reports</b>				
6.1	President's report	Hirzel	10	Information
	<p>A. PBC adopted a timeline for New Position proposals. There will only be one requesting cycle for the year. PBC will generate a single master list of positions with strength/weakness analysis. <b>All position proposals, including those submitted last year for Innovation Funds and those for categorical positions, should get submitted to this cycle (October 24 deadline).</b> Save the dates of <b>Nov. 8-10 (2:10-4:10 p.m.) to participate in the college-wide presentations/analysis!</b></p> <p>B. DPGC report: Associated Students are recommending a student fee increase from \$8 to 15 due to increased demand for student life/clubs; any student can opt out. DPGC will be taking-up district-wide coordination of PD activities. Revised board policies will be presented for action at our next meeting.</p> <p>C. DCBF report: final 16-17 budget goes to BOT at end of month; all 3 colleges still have declining FTES so community-supported status is crucial; District is receiving almost \$53M more under community-supported status than we would be if revenue-limited (state-funded); will be having discussions at district and PBC about "permanence" of funding sources and the college's ability to use these funds to hire tenure-track faculty. Links to college budget presentation can be found at Sept. 21 PBC meeting materials and/or on Administrative Services Sharepoint.</p> <p>D. EMP report: feedback is being sought on data scans during upcoming Oct. 6-7 division meetings</p> <p>E. Remind students of study abroad opportunities.</p>			
6.2	Academic Committee for Equity & Success (ACES): no report	Hoffman	5	Information
	No report			
6.3	Curriculum Committee:	Behonick	5	Information
	<p>Next meeting is tomorrow. Curriculum review is currently slow; only 2 are on the agenda for tomorrow. There are more than 200 on the schedule for this year.</p> <p>Tomorrow: reviewing and approving handbook update; once it's been reported to AS (consent agenda) it will be disseminated.</p> <p>Tomorrow will be reviewing and approving pedagogical protocol on class size limits.</p> <p>C minus acceptance fracas: Our counselors report that UCs don't accept C minus grades. Also, Title V says community colleges aren't allowed to give C minus grade.</p>			
6.4	Professional Development	Erickson	1	Information
	Denise: see email announcement that PD yearly allowance has been raised to \$2500 and per diem allowed for meals that are not included in the conference; we have many applications.			
<b>Senate Business</b>				
7.1	GC ad-hoc screeners to review supplemental travel and speaker honoraria requests and solicitations for awards	Harmon	5	<b>Lisa moved; Dani and Sarah H. abstained. All else in favor. Motion carried.</b>
	We need committee of at least 2 AS members to evaluate proposals and promote awards. Job: review proposals; remind Doug of when the deadlines are. Denise nominated Diana Tedone and Sarah Harmon voted to be temporary person.			
7.2	2015-16 ASGC financial report and development of 16-17 Budget See Doug's summary. We have \$5800 carryover for 2016-17. Last year, most money went for senate conferences and supplemental travel. This year, we already agreed to set aside \$3000 for supplemental travel and \$2000 for speaker	Aranyakul Hirzel	20	<b>Hyla: moved to allocate all funds to supplemental travel and speakers, and nothing to senate</b>

	<p>honoraria. If we continue spending on senate conferences, we will have no more carryover. Perhaps professional development funds should be used to send people to senate conferences. Should we ask more people to give to senate? But we also need to tell them what the money supports.</p> <p>Denise: Paying for these conferences would have a big impact on PD. Maybe for now we should seek more dues.</p> <p>Sarah: We should campaign for more dues, perhaps in Oct. division meetings. This year the spring plenary is local, so less expensive.</p> <p>Dani: Curriculum conference is important when there is a new chair but not necessarily every year. Not much changes; many conferences are local. If faculty is disengaged, how will we encourage more dues paying?</p> <p>Doug: We've already paid for professional development out of paycheck, so why would we pay twice?</p> <p>Hyla: Just because we've budgeted doesn't mean we have to spend it.</p>			<p>conferences.  Dani: seconded.  Vote:  Yes: Hyla, Doug, Sandra  No: Sarah H., Denise, Lisa, Sarah A.</p> <p>Motion Failed</p> <p>Sarah H: moved to change senate budget conference budget to \$2500, and anything beyond that goes to PD.  Dani: seconded  Yes: Sarah H, Sarah A., Sandra, Denise, Lisa, Ana, Hyla  Opposed: Dani</p> <p>Sarah: moved to reduce speakers' honoraria to \$1000 and put aside \$2500 to conferences.  Yes: unanimous</p>
7.3	Providing feedback on the proposed Professional Development Framework (see PowerPoint)	E. Moore	30	Discussion
	<p>LFM: Leading from the Middle  Task: create a professional development framework for Cañada  The PD committee begins meeting next week to develop the plan.  AS members offered feedback to the draft proposal.  Meckler: Challenge of finding time to implement new ideas.  Hirzel: Follow up should be encouraged.  Harmon: CIETL fostered "conversations with colleagues" as way to encourage follow up.  Lacefield: Feeling overwhelmed already by tasks required.  Behonick: The plan needs to explain how time will be protected. PD has to be valued and supported; too much work is put on the faculty to apply, find subs, make up lost work.  Erickson: CIETL encountered the same obstacles. Unless overwork and time challenge is resolved, only a limited number of faculty will engage.  Hirzel: Set realistic goals. Change no more than 10% of a class per year. Use focus/choice to accomplish something without feeling overwhelmed.  Behonick: Sustainability is essential, but our current workload is not sustainable.</p>			

	<p>Nass: District is refusing to discuss workload issue regardless of the facts. We need a majority of faculty to sign the petition that recently went out, which will be presented to the board.</p> <p>Hirzel: The current document is inclusive of multiple constituents.</p> <p>Moore: The draft is posted on the AS page; there is a survey link for further ideas. It will be posted on campus in break rooms with Post-Its for comments.</p>			
7.4	Providing feedback on the Arts Taskforce recommendations	Meckler	20	Discussion
	<p>See PPT, attached.</p> <p>Last spring, taskforce developed plans to (1) raise awareness of career issues; emphasize arts for all including STEM majors; (2) develop community relations; (3) get commitment from administration on curriculum and scheduling multi-year plans.</p> <p>Necessities: performing arts space; address curricular gaps in degrees</p> <p>Hyla: We need to talk across divisions about curriculum and how to support each other. Shouldn't digital photography be included in photography? 2D/3D courses were cancelled; physical 3D design is helpful before learning computerized 3D design. Should be ways to collaborate and encourage students to take courses in both areas. Also there should be protected classes, like life drawing, which is required for courses in her field.</p> <p>Nass: Cross-promotion is important and helpful. Cross-listing creates administrative questions about load and paying for instructors.</p> <p>Erickson: Encourages Paul and Hyla to attend meetings.</p>			
<b>Other Reports</b>				
8.1	Division reports and concerns	Division Reps	15	Information
	Out of time – no reports presented.			
8.2	<p>Upcoming Governance Meetings</p> <p>District Committee on Budget and Finance 9/20, College Planning &amp; Budgeting Council 9/21</p>			
8.3	<p>Upcoming Conferences</p> <p><a href="#">ASCCC Academic Academy</a>: <i>Better Together: Faculty Collaboration for Improved Student Services, Increased Student Equity, and More Effective Educational Pathways (10/7-8, Costa Mesa)</i></p>			
9	Adjourn	Hirzel		<b>Adjourned at 4:02</b>
	<p>Next Meeting</p> <p>Deadline for submitting agenda items is Oct. 10, 9 a.m.</p>			Oct. 13, 2016

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate Governing Council will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*

**Academic Senate Governing Council for the 2016 – 2017 academic year:**

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: Lisa Palmer; Treasurer: Sarah Aranyakul; Curriculum Committee: Danielle Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: vacant; Science and Technology Division: Michael Hoffman; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez