

Cañada College Academic Senate

<http://canadacollege.edu/academicsenate>

Minutes 1/26/17

2:10pm – 4:00pm

Room 2-10

Meetings of the Academic Senate are open to all members of the public. Materials are posted on the meeting page of the Senate website.

No.	Item/Topic	Presenter	Time	Action
1	Call to Order: 2:15			Procedure
2	In attendance Guests: Jose Covarrubias, Benjamin Yeh (ASCC Senators), VPI Gregory Anderson, Dean Heidi Diamond, Workforce Development Director Alex Kramer Members: Sandra Mendez, Sarah Aranyakul, Ana Miladinova, Sarah Harmon, Dani Behonick, Denise Erickson, Monica Malamud, Hyla Lacefield, Doug Hirzel, Lisa Palmer		1	Information
3	Adoption of Agenda		1	Moved, Approved by unanimous vote
4	Adoption of Consent Agenda		1	Moved, Approved by unanimous vote
Consent Agenda				
<i>All items on the consent agenda may, by unanimous vote of the Academic Senate members present, be approved by one motion after allowing for Senate member questions about a particular item. Prior to a motion for approval of the consent agenda, any Senate 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.</i>				
4.1	Approval of Minutes: 12/8/16			
Public Comment				
5	Questions/comments on non-agenda items	Public	5	None
Regular Reports				
6.1	President's report	Hirzel	5	Information
	<p style="color: red;">A. Senators are requested to consult their constituents regarding Credit-by-Exam. Should a passing score be transcribed as "pass/no pass" or a letter grade? Should the designation be consistent with the options approved on the COR (pass/no pass, grade option, or grade only)? Should passing in Credit-by-Exam be considered "B or better" or "C or better"? [This is a follow-up to item 7.2 on 12/8/16 meeting.] AS Senators should bring this to their colleagues' attention and ask for input.</p> <p>B. PBC is inviting the college community to propose "Strategic Initiatives" to implement the new EMP goals. These are "big ideas" with measurable outcomes that have the potential to transform the college within the next five years. These are where resources (people and money) will be focused. Senate will contribute at a February meeting.</p> <p>C. The Assessment Coordinator (Prof. Kaven) and the Online Instruction Coordinator (Prof. Ware) will present at upcoming Senate meetings about SLO assessment and implementation of Regular and Effective Contact policy.</p> <p>D. AS submitted the Hayward Award application for Elizabeth Barile to ASCCC. Recipients will be honored by the Board of Governors in March.</p>			
6.2	Treasurer's report Balance is \$6,778.83. We now have direct deposit of dues; 41 faculty members paying.	Aranyakul	5	Information

6.3	<p>Curriculum Committee Meeting tomorrow; 10-page agenda and incoming chair will be announced.</p> <p>Many departments have made steps to get review done. VPI Anderson's report: Chancellor's Office has made action toward streamlining approvals. New process requires VPI and local Curriculum Chair to take responsibility for program and course submissions (rather than CCCCCO review/approval). This revised process will expedite approvals. New chancellor is more forceful than predecessors and advocates funding for colleges based on student performance and completion rather than solely FTES.</p>	Behonick	5	Information
6.4	<p>Professional Development All is well. Sums are being updated; we still have PD funds available.</p> <p>Hirzel: Funding is available for Accreditation Institute. Senate plenary is coming up; early registration is at the end of March. Advisable for candidates for AS President.</p>	Erickson	5	Information
Senate Business				
7.1	<p>Recommendation of final Strong Workforce plan For detail, see PowerPoint at https://goo.gl/o2ZiwQ as well as timeline and budget handouts Plan is due to CCCCCO on Jan. 31.</p> <p>Goal: <u>more and better</u> outcomes in CTE fields; 1 million 'middle skills' graduates getting jobs and improving their incomes and benefitting our economy. Plan budget will support/enhance current CTE programs and will fund startup for new programs in Neurodiagnostic Technology, Information Security and Digital Currency, Small Business and Entrepreneurship, Viticulture & Enology, Teacher Credential Program. Budget also includes a relatively small investment in 5 Regional Joint Ventures (RJV) so that Cañada will have some history and investment for when/if these gain traction.</p> <p>Although not required by the state, ASCCC urges local senates to sign off on these plans if we are in support.</p>	Alex Kramer	30	DH: Motion to approve SWP plan/budget; seconded; Approved by unanimous vote
7.2	<p>Appointment of Medical Assisting screening committee: Lale Yurtseven, Vicki Clinton, Ronda Chaney, Nathan Staples Appointment of English screening committee: David Clay, Salumeh Eslamieh, Susan Gangel, Doniella Maher, Lisa Palmer, Elizabeth Terzakis, Yolanda Valenzuela Appointment of Basic Skills Counselor screening committee: Jenny Castillo, Sandra Mendez, Sarah Aranyakul Hirzel: Implicit Bias training for hiring committees isn't required until fall, according to email from Erin Moore. The diversity training is a new district procedure but isn't yet board policy.</p>	Harmon	10	DB Motion to approve committees; seconded; Approved by unanimous vote with abstention of faculty on relevant committees
7.3	<p>Proposed revisions to Participatory Governance Manual regarding new, temporary and replacement positions:</p> <ul style="list-style-type: none"> Reduced hiring process to yearly rather than twice 	Hirzel	15	DH Motion to approve revisions to PGM;

	<p>yearly</p> <ul style="list-style-type: none"> Includes categorical as well as Fund 1 hires, but not those that are grant-funded or temporary with an end date Separate process for vacancy replacements is maintained <p>Discussion of this year’s new position process/outcomes</p> <ul style="list-style-type: none"> The president said she will consider additional hiring if more funds come available from the State Doug will ask President Moore to come to AS to explain her decision to fund the Basic Skills counselor position as tenure-track but not the CWA counseling position. Both positions are funded by fund 1 so converting to tenure-track results in no impact on Fund 1. <p>Hyla: Business division was perturbed that the CBOT/accounting position was not approved given that it was to fill a vacancy due to retirement.</p> <p>Sandra: Counseling division was concerned that the CWA position, currently funded, was not approved to convert to tenure-track.</p> <p>Lisa: Humanities and English are relieved and happy about the new English hire.</p> <p>Malamud: raised concern that a faculty hired full-time in any temporary position gets credit for time already served when moving into a tenure-track position. Should this current practice continue? Faculty need to reach consensus on how we should approach this.</p> <p>DH will inquire at District AS to get plan for future discussion.</p>			<p>seconded; Approved by unanimous vote</p>
7.4	<p>Academic Senate Practices – a new document providing procedures and details below the level of bylaws. We will review and approve this by the end of the year; please offer Hirzel feedback and input. One question: are there other ways of distributing Senate responsibilities between officers so that President position is more manageable and wider perspectives are shared? How would reassigned time be (re)allocated for these activities?</p>	Hirzel	10	Discussion
7.5	<p>Role of AS in Program Review: participation of AS in reading and providing feedback on PR; role of AS in providing support for programs that receive the “needs improvement” recommendation—deferred to next meeting</p>	Hirzel	15	Discussion
Other Reports, Meetings and Deadlines				
8.1	<p>Division reports and concerns</p> <p>Humanities Division (Sarah): Mike Stanford is putting together a media project, putting films on a server for students to access. The library has access to Films on Demand, but this doesn’t include the films that he uses. He’s looking for support to get funding for a server and</p>	Division Reps	15	Discussion

	<p>maintenance, so that we could legally assign film or bits of films. Please discuss within each division. Mike will provide summary of project if you'd like more information.</p> <p>Monica: Should district technology committee should be approached?</p> <p>Sarah: Mike has been told he needs to garner college support first.</p> <p>Doug: 3CMedia allows access to locally produced student and staff work.</p> <p>Sarah: The bulk would be commercially produced work.</p> <p>Denise/Doug/Sarah: we will ask Mike to put a resolution on the AS agenda, so we can discuss it and support it.</p> <p>Division of ALL:</p> <p>Doug: Faculty had last chance in Dec. to make their case about the building spaces. Given strict limitations on building square footage, outcomes were a compromise and less than optimal (team rooms) from faculty perspective.</p> <p>Ana: Swing space remains uncertain, which is problematic for fall schedule.</p> <p>S&T Division:</p> <p>Doug: Science division will begin meetings with architects in early February.</p>			
8.2	<p>Upcoming Governance Meetings</p> <p>A. College Planning & Budgeting – Feb. 1</p> <p>B. District Participatory Governance – Feb. 6</p>			
8.3	<p>Upcoming Deadlines:</p> <p>A. Requests for Reassigned Time for 2017-18 are due Jan. 26 – submit to your dean</p> <p>B. Biennial program review (S&T Div., BDW Div., CWA, HTP) are due in SPOL by the end of February</p> <p>C. All program plans & resource requests are due in SPOL by the end of February</p>			
9	Adjourn	Hirzel		Action
	Next Meeting			Feb. 9, 2017

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate 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 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: Monica Malamud; Science and Technology Division: vacant; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez