

Cañada College Academic Senate

<http://canadacollege.edu/academicssenate>

Minutes 12/8/16

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	Introductions		1	Information
	<p>Members Present: Doug Hirzel, Diana Tedone, Sara Aranyakul, Sandra Mendez, Sarah Harmon, Dani Behnoick, Hyla Lacefield, Lisa Palmer, Salumeh Eslamieh (via Facetime), Monica Malamud</p> <p>Members Absent: Denise Erickson*</p> <p>Guests: Alex Kramer, President Moore, Lale Yurtseven, Candice Nance, Leonor Cabrera, Dick Claire, Lorraine Barrales-Ramirez, Tai Nguyen, Alex Kramer, Mallory Stevens</p> <p><i>*Salumeh Eslamieh serving as proxy for Prof. Erickson and will be representing the Professional Development Committee – she participated in the new faculty position prioritization via Facetime</i></p>			
3	Adoption of Agenda		1	Approved
4	Adoption of Consent Agenda		1	Approved with one abstention
<p>Consent Agenda</p> <p><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></p>				
4.1	Approval of Minutes: 10/27/16			
Public Comment				
5	<p>Lorraine: EOPS is selling “World’s Best Chocolate” as a fundraiser</p> <p>Diane: library will be open until 10 pm today and next week, and will have therapy dogs on Dec. 13th from noon to 1.</p>	Public	5	Information
Regular Reports				
6.1	President’s report	Hirzel	5	Information
	<p>A. Results of vote on revised AS Bylaws: unanimous approval by those ballots cast</p> <p>B. District Participatory Governance approved a new policy 7.46 Access to Shower Facilities to ensure that any current SMCCCD student can use; compliance with new law for Jan. 1</p> <p>C. Deadline for Public Safety Study has been extended for increased participation, especially by students</p> <p>D. Attila Elteto replaces Amelito Enriquez on screening committee for grant-funded PSC</p> <p>E. President Moore reported on (a) results of IEPI visit, (b) outreach to/collaboration with high school district Boards and (c) early efforts toward development of a district Promise Program; see PBC minutes 12/7/16 for details</p> <p>F. College Professional Learning Committee has begun meeting and will develop college’s PD plan; Mallory Stevens and Ann Cartier are faculty reps</p>			
6.2	Treasurer’s report	Aranyakul	5	Information
	We have 4 new faculty members contributing dues.			
6.3	Curriculum Committee	Behonick	5	Information
	Any changes to fall 2017 schedule need to be made by Dec. 22 nd meeting.			

	Several disciplines will be done as of tomorrow (interior design, linguistics, architecture). Still seeking curricular chair.			
6.4	Professional Development	Palmer	5	Information
	Still healthy budget for PD; tolls are now reimbursed.			
Senate Business - Items may be reordered depending upon availability of speakers				
7.1	Update on the developing Strong Workforce plan	Alex Kramer	15	Discussion
	<p>Please see attached PowerPoint.</p> <p>“Middle skills jobs” in high demand; AA degree or other post-hs certificates and degrees https://goo.gl/XUGV8P has 25 “Strong Workforce” recommendations Legislature has funding \$200M per year, for the next 3 years (at least). Cañada got about \$550K. Goal: increase quantity of CTE—enrollment, completion, transfer, and job placement Increase number of students Explore new/emerging programs (what’s needed in our region?) May address recommendations Provide evidence (labor market info); see <i>Centers of Excellence</i> for labor market information See timelines on PowerPoint; plans must be submitted by December 15, 2016; feedback from Senate will be at January 26 meeting. January 31st is the deadline for final college-approved submissions. Currently looking at integrated marketing and professional development but also encouraging bigger projects Working on regional marketing, but we could also do local marketing BACCC.net has the regional projects listed online</p>			
7.2	Credit-by-exam	M. Stevens	20	Discussion
	<p>Articulation between high schools and our programs, so students are challenged when they get here because they’re at the proper level SB1070 funded an articulation handbook Best practices are what we already do Credit by exam only awarded to high school students earning a B or better We create articulation agreements, students submit the work, it is transcribed as “credit by exam” and pass/no pass. However, UCs and CSUs prefer students to receive a letter grade, not pass/no pass. CSU and Skyline are working with Mallory to create standardized process across district. MART, CBOT, CTE have these articulation agreements with the high schools. Lorraine: it becomes an issue if the student is using it as units for a course in the major (rather than elective credit) Mallory will follow up with Soraya, Gloria, and Dani. Do we think we should start assigning grades rather than pass/no pass? What process do we need to go through to make that change? Currently Mallory gets h.s. course outline, compares to cc CORs, talks to faculty, and then gets h.s. and c.c. faculty together to discuss whether or not the courses are aligned.</p>			
7.3	Hayward Award nominations: Elizabeth Barile (chemistry)	Harmon Tedone	5	Motion to nominate: Lisa Second: Dani Moved by unanimous vote
7.4	Prioritization of new fulltime faculty position proposals	Hirzel	30	Motion to send resulting prioritization to President Moore: Dani

Second: Hyla
Moved by
unanimous vote

Questions: Do we treat all proposals the same? Or do some (Basic Skills Counselor and CWA Counselor) get different treatment b/c they are not new and have no new impact on Fund 1? Shall we also include more narrative to further explain the rationale to President Moore?

Hyla: Pull out those that are already funded/replacements, as they're not in the same category as a new position

Lisa: Agreed

Dani: they stay funded the way they are, but now are transferred to tenure-track

Mónica: Are the current positions on contracts? Contingent on funding?

Jamillah: Contingent on funding--which is why there has been turnover, since there is no job security.

Mónica: then we need to be careful: those who are currently in those positions, once the positions are tenure-track, we can't open them to anyone b/c the positions are filled, and the grant \$ is still there.

Jamillah: No, because the position is somewhat new--now permanent, whereas before it wasn't

Doug: HR needs to make sure of this. We may not be able to advertise positions this until HR gives the go-ahead. They said that we would have to open up the process if converted to tenure track, but we don't know if they looked at the specifics for these positions

Sarah A: If these are converted to tenure track, this shouldn't affect Fund 1 \$ for other positions, b/c currently they're funded via SSSP and other funds

Motion to exclude these two counselor positions from prioritization of new positions: Lisa; Second: Hyla; motion passes unanimously

Not motioning on the rest without info from HR

Remaining positions: Accounting; Biology; English; EOPS Counselor; Math; Medical Assisting

o Accounting:

- Min. Quals. for Accounting are more stringent, and will cover the other areas, as well.
- Dick Claire: re: email sent to senators/officers concerning original accounting-only proposal - FTEF has only 1.6-1.7, not 2+. SKY FTEF of 4.4 with only 2 FT; CSM FTEF is 5.4, with 4 FT. Enrollment is the primary part that he has objections to; revised position resolves much of what he held objections to. BUS has strengthened their program, and perhaps could be a positive for the position. Would want to know which courses in CBOT to be taught by the proposed faculty.
- Candice: CBOT has the potential to be rethought, and needs more strategizing--this work is underway. So, this position would be less in the BUS area, more in CBOT/ACTG
- FTEF: ACTG 1.73; BUS 2.6; CBOT 1.1; TOTAL 5.43

- LOAD: ACTG 454; BUS 522; CBOT 315
- Lisa: funding would be more replacement?
- Doug: not exactly, but partially. Jamillah will make that decision--we probably won't do a FT CBOT position in the near future.
- Leonor: TOP Code is more along the lines of the new position
- Jamillah: taking into account more than just replacement--including LOAD, FTES, strengths/weaknesses to ensure that the position will be supported with the LOAD

o EOPS Counselor:

- Doug: funding requires that we grow the # students served to get more allocation. So, 1) do we need to add another EOPS counselor every year? 2) Could we just add more adjuncts?
- Lorraine: We were frozen at 2009 level of funding based on 2009 # students--we haven't been able to sustain that enrollment. But we were able to be more creative to get other funding (SSSP, etc.), so now that the state is in a better place, they have increased allocation, but now there's a model based on # students enrolled. We are getting closer to 500 student mark, that will help us in maintaining a certain level of service and get back to where we were pre-2009. Within allocation, any pay increases plays on allocation, so less \$ is available for students--so we need to grow a bit now to sustain the pay increases and still help students. RE: Adjuncts: one is only doing 6 hrs/wk, the other is 18 hrs/wk--we can continue to do this, but to have consistency and grow responsibly, we need a FT counselor. It would allow for a mentorship program; more evening services. Also, we don't have office space for more adjuncts--the FT position would take the place of the 2 adjuncts. Also, funding is partially Fund 1; EOPS/SSSP will help with funding.
- Lisa: we can see the benefit of having a permanent counselor here.

o Medical Assisting:

- Dani: Have we ever had a FT MEDA?
- Dick: never; at one time it was a Fund 1 position, but that was a long time ago.

o Prioritization totals: (see attached)

- English: 41
- Medical Assisting: 40
- EOPS Counselor: 39
- Accounting: 35
- Biology: 30
- Math: 25

o Jamillah: decision due next week

o Doug: Screening committees will be approved at next mtg 26 Jan, 2017

7.5	Construction update	Hirzel	10	Discussion
There have been challenges with developing schematic plans for the new building 1; shared and competing views/needs for this multi-use and shared space (with Enterprise) facility; architectural firms changed this				

	<p>summer/fall.</p> <p>The chancellor assures us that academics get first priority when scheduling shared spaces. During this past month, VPI Anderson and Dean Rana have facilitated many meetings with faculty and architects and revisions to the plans are ongoing. Consultation with faculty has improved.</p> <p>Lessons: get everything in writing, and make sure that everyone is clear whether approvals have been given. Be sure to request details, such as square footage and room capacities, as needed. Much of the confusion/miscommunication occurred during the transition in the architectural firm working on the project. The consensus is that we need better communication during these projects, which is challenging because there are so many moving parts.</p> <p>Perhaps posting such information on the website would be helpful.</p>			
Other Reports				
8.1	Division reports and concerns	Division Reps	5	Discussion
8.2	<p>Upcoming Governance Meetings</p> <p>A. District Academic Senate – Dec. 12</p> <p>B. College Planning & Budgeting – Jan. 18</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			Jan. 26, 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

**Cañada College Academic Senate
Faculty Hiring Recommendations
Thursday, December 8, 2016**

The Academic Senate reviewed and discussed the Fall 2016 New Position Proposals and prioritized the hiring proposals, based upon the content of the written proposals, the college-wide presentations, and the feedback generated at the joint Planning Council meeting.

The Basic Skills Counselor and CWA Counselor positions were excluded from the prioritization since these proposals are reclassifications of existing positions rather than new positions that will require new Fund 1 support.

AS members assigned the greatest number of points to the proposals with the highest priority. The results are listed below in order of descending priority. The AS voted unanimously to recommend this prioritization to the College President.

											total pts	mean	std dev
English	2	5	5	3	6	3	6	2	3	6	41	4.1	1.66
Medical Assisting	3	6	6	5	1	5	1	5	5	3	40	4.0	1.89
EOPS Counselor	5	1	3	6	2	6	2	4	6	4	39	3.9	1.85
Accounting	6	3	1	4	3	4	3	6	4	1	35	3.5	1.72
Biology	4	2	4	2	4	1	4	3	1	5	30	3.0	1.41
Math	1	4	2	1	5	2	5	1	2	2	25	2.5	1.58

Appended:

As Senate President I would like to include the following additional guidance. I believe this perspective is shared by my colleagues but we were unable to vote on it due to time constraints.

As the college continues to invest in new classified and administrative positions, faculty are requesting growth in new full time faculty positions for the 2017-18 budget. Such “growth” positions would be above these listed below:

- The proposals to re-classify the Basic Skills Counselor and CWA Counselor positions as tenure-track do not create an additional impact on Fund 1. We maintain that fulltime faculty should be hired into tenure-track positions whenever the funding for the position is ongoing and not grant-funded.
- The college’s 2016-17 budget already has funds allocated for two fulltime tenure-track faculty positions: one previously assigned to Interior Design and one vacancy due to retirement in CBOT. We expect that one or both of these will be used to fund the current proposals. If the CBOT vacancy is not approved at this time to fund the proposed Accounting-Business-Technology position, then we request that the position’s funds be reserved for at least one year for further evaluation by the division.