

## Cañada College Academic Senate

<http://canadacollege.edu/academicsenate>

2:10pm – 4:00pm

Room 2-10

### Minutes 09/27/18

Members Attending: Anne Nicholls, Candice Nance, Po Tong, Daryan Chan, Sarah Aranyakul, Doniella Maher, Denise Erickson, David Eck,

Guests: Alex Kramer, Leonor Cabrera, Dayo Diggs, Janette Linares, David Reed, Tammy Robinson, Char Perlas, Jamillah Moore

*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 - Meeting start 2:15	Lacefield		Procedure
2	Introductions	Lacefield	1	Information
3	Adoption of Agenda <ul style="list-style-type: none"><li>- Take off Dream Center Coordinator as Dreamers Task Force decided not to continue with position</li><li>- Take off Guided Pathways Student Voices from 8.7 and 8.8</li></ul>	Lacefield	1	Action Anne- move to adopt Daryan- second Unanimous
4	Adoption of Consent Agenda	Lacefield	1	Action Candice- move to adopt Anne-Second Unanimous

#### Consent Agenda

*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.*

5.1	Approval of Minutes: 9/12/2018			
5.2	Academic Senate Awards Committee: Diana Tedone-Goldstone Daryan Chan			
5.3	District Participatory Governance Committee Representative: Diana Tedone-Goldstone			
5.4	District Committee for Budget and Finance Representative: Martin Partlan (Physics)			
5.5	Hiring Committee Director of Workforce: Hyla Lacefield			
<b>Public Comment</b>				
6	<p>Questions/comments on non-agenda items</p> <p>Leonor- Artistry in Fashion, Saturday 10-4 on campus- please come!</p> <p>Denise- Sent message out to private emails on public letter in support of Tom Mohr. Can include your signature if support. Not sure of date when that will come out.</p> <p>Hyla- Can give Denise your private email if you want to be included and if anyone wants to support other candidates they can as well.</p>	Public	5	Information
<b>Regular Reports</b>				
7.1	President's report: Someone had emailed about	Lacefield	5	Information
7.2	Treasurer's report: Nothing to report, but next time will have total number of faculty who have contributed dues this year.	Aranyakul	5	Information
7.3	Curriculum Committee: First meeting is tomorrow! Great team of people who are joining us.	Nance/Schertle	5	Information

	<p>Start off with training this year. Starting with Guided Pathways and AB 705</p> <p>Curriculum Institute is worth going to and you learn a lot, encourages people to attend.</p>			
7.4	<p>Professional Development</p> <ul style="list-style-type: none"> <li>- Open for business!</li> <li>- Got official chunk of funding from district, have \$23,000 to spend this year.</li> <li>- Will submit written report on how funding was spent last year and will present at Oct. 25th meeting</li> <li>- Discussion about having a general summary about which sabbaticals are funded/partially funded.</li> </ul>	Erickson	5	Information
7.5	<p>ACES</p> <p>The next <b>Equity Lecture Series event</b> is Thurs. <b>Oct. 4 1-2pm and 6-7pm</b> (sign in and Empanadas served 15 minutes prior) with Dr. Juana Maria Rodriguez, Well Known Author/Speaker, and Professor of Ethnic Studies at UC Berkeley.</p> <p>Please see the flyers that have been sent out; come to the event, send students, or even better bring your classes!</p> <p>ACES is working on:</p> <ol style="list-style-type: none"> <li>1. revising several of the <i>College Integrated Plan Goals</i> in light of Acceleration and some new data</li> <li>2. a video project to make our <i>Resolution on Equity</i> accessible and engaging for students and the community</li> </ol> <p>These will be discussed at the next ACES meeting Oct. 16 2:30-4:30-all are welcome!</p>	Taveau	5	Information

	On Oct. 16, ACES is also inviting professors and staff to be a part of a discussion on the possible types of student support for acceleration and for people to share support needs they see so far.			
<b>Senate Business</b>				
8.1	Academic Senate Secretary - David Eck	Lacefield	5	Action Unanimous with gratitude
8.2	<p>General College Update and Q&amp;A: Updates on enrollment management, campus communication, accreditation, and more.</p> <p>- Hiring timeline: looking to fill 2 administrative positions (???) this semester, and 2 in the Spring 2019 semester (VPSS and Dean of Science and Technology).</p> <p>- Ongoing discussion of the chair structure of the Planning and Budgeting Committee. Next step is to share how other colleges have been handling the committee structure.</p> <p>- Accreditation update. Overall timeline: planning to finish our report drafted by December (2018). Board of Trustees wants final copy by March 2019.</p> <p>- Enrollment management taskforce. Taskforce meant to assess how best to address enrollment growth opportunities, given budget constraints. The hope is to develop a process to address this issue.</p> <p>- October 10th study session: Board of Trustees inquiring about Career Development and Job Placement.</p>	Pres. Moore	15	Information/Discussion

	<ul style="list-style-type: none"> <li>- Interim Director of Operations: position ends this December 2018. New positions will be created in order to help finish the projects, in particular the Building 1 project. Building 1 is expected to be finished in Fall 2020. Expectation for new programming needs with Building 1 completion, (such as an aquatics program).</li> </ul>			
8.3	<p>Neurodiagnostic Program: history overview and discussion of next steps for this proposed program</p> <ul style="list-style-type: none"> <li>- Program proposed under Strong Workforce grant. Presented in December 2016, approved in January 2017. Work on the program began in June 2017 but ended in August 2017 due lack of faculty person.</li> <li>- There is a projected large demand for jobs in this field.</li> <li>- Main challenge: we haven't been able to find a qualified faculty person to do this job. Difficulty is due in part to the position being grant funded rather than permanent.</li> <li>- Pivot proposed: take funding (about \$45,000) that was intended for neuro-diagnostic program and use it to create a lab technician program. None of the SMCCCD colleges currently have a lab tech program.</li> <li>- Budget intended to help produce curriculum and support initial course offerings.</li> <li>- Hope is for the lab tech program to being in Fall 2020, with the possibility of Spring 2020 at the earliest. Program would fall under the Science and Tech division. Program would offer an AS</li> </ul>	Kramer	15	Information/Discussion

	degree, with a transfer pathway opportunity .			
8.4	<p>Accounting Position Vacancy</p> <p><b>Written Statement from Paul Roscelli:</b></p> <p><b>Accounting enrollment:</b> Accounting is never going to be a program that appears “efficient” by District metrics. Much like engineering which, but for Amelito and STEM, would have enrollments similar to accounting (I know because I was here before both Dr E and STEM and the enrollments were abysmal—you can look them up). Quite simply, like engineering, accounting can be a difficult subject for students to master.</p> <p><b>Accounting as part of the College:</b> Again, much like engineering, accounting is a place where a lot of other courses have a hands on <b>practical application</b>. Math, econ, stats and other business courses all get applied in accounting courses and accounting careers. Cut accounting and/or the FT position and you impact the courses that <b>feed</b> into accounting/business. Additionally, cut accounting and you make it more difficult (I would say impossible) for those students who are choosing <b>non accounting business and business economics</b> type fields of study to transfer or earn an AA degree. Thus the enrollment loss is not limited to those students in accounting.</p> <p><b>Accounting as CTE / Jobs program:</b> It’s a bit odd that we should even have concerns about filling the accounting position given the recent increased efforts by the state and federal government at funding CTE programs (which accounting, in part, is). This is a</p>	<p>Roscelli</p> <ul style="list-style-type: none"> <li>- Candice Nance presents instead</li> </ul>	10	<p>Action, Diana moved to approve, Anne seconded Candice abstains,</p> <p>All others voted in favor</p>

	<p>field that pays well, even with a two year degree and certainly pays well with a four-year degree. Finally, since accountants tend to be pretty proficient in math, these sorts of <b>classes are especially attractive to our non native speakers</b> who, while they might struggle with English, are often quite fluent in the math that accountants use.</p> <p><b>Historically speaking:</b> As I noted above, engineering was and is often a program of low efficiency. Years ago there was a strong desire to move that entire program to CSM. <b>Predictably, the math and science people pointed out that without an engineering program, fewer students would enroll in the higher math and physics courses</b> (people don't typically become physicists or mathematicians). <b>Less predictably, people like me also rallied to engineering's defense.</b> My department, econ, was not gaining anything from my support. I just thought (and still do) that for colleges to be complete some majors must be present irrespective of their efficiency. I still think that. But let me be clear, if we do not replace the accounting person and the reason given is because of enrollment/efficiency issues then I will be looking at every program's efficiency going forward. Whenever a position comes up for replacement, you can bet I will be at those meetings pointing out the need to cut it, given the precedent set with the accounting faculty position.</p> <p>- Candice Nance's overall summary: program is important to all business fields and some fields outside business. And accounting is practically valuable with high job/career placement. Position is currently funded.</p>			
8.5	<b>Accounting FT Faculty Hiring Committee</b>	Lacefield	5	<b>Action,</b>

	<p>Faculty: Candice Nance (Chair, Business)  Faculty: Daryan Chan (Counseling)  Discipline Expert: Rosemary Nurre (CSM Accounting Faculty)</p>			<p>Anne moves to approve,  Doniella seconded,  Daryan and Candice abstained,  All others voted to approve</p>
8.6	<p>New Program Review timeline</p> <ul style="list-style-type: none"> <li>- General need for timeline change is to more obviously tie program review process to the budgeting process. New program review deadline: November 1st. Faculty position requests: October 12th.</li> <li>- Why make the shift this Fall semester rather than Fall 2019? Lenore: proposal was made September 2017 in Planning and Budgeting Committee. The change is important for showing our progress for the accreditation review.</li> <li>- Next year is the hope to further streamline process by having the Faculty request and Program review due at the same time. Additional possibility is to make faculty re-assign requests also due at this time.</li> <li>- Doniella: something to monitor is how making all of these due dates at the same time is its effect on how well the faculty can complete all of the different reviews and requests at the same time.</li> <li>- Leonor: drop-ins available for program review in the business hub (Building 13-217).</li> <li>- Question: when will faculty know the college budget? Will college administration accept Academic Senate's prioritization of faculty positions?</li> </ul>	Lacefield/Engel	10	<p>Action,  Doniella moves to accept current timeline for this year with understanding that there needs to be review of next year's timeline,  Daryan seconded  Candice opposes, Po abstains,  All others voted in favor</p>



	<p>Lacefield: the understanding is that Academic Senate's prioritization will be given stronger consideration from college administration.</p> <p>- Lacefield: go back to your fellow faculty and get more feedback on what timeline faculty would most want.</p>			
8.7	<p>Guided Pathways Student Voices and CTE Liaison Positions- Support positions</p> <p>- Lacefield is withdrawing Student Voices position, since it's short-term.</p> <p>- Other schools have a CTE Liaison position. This position, which has release time, is not quite ready for applications.</p> <p>- CSM has a tri-chair set-up: 1) Director of Workforce, 2) CTE Liaison, and 3) Dean of Business, Design, Workforce</p> <p>- General proposal: 1) create CTE Liaison position with release time and 2) make the position part of a tri-chair structure, like that found at CSM. This gives faculty direct input when new CTE possibilities are being explored. CTE Liaison would fall under Academic Senate governance. Release time would be .2 per semester (equivalent to one course per semester).</p> <p>-</p>	Lacefield	10	<p>Action, Candice motion to approve the tri-chair structure CTE Liaison, Daryan seconds, Unanimous vote to approve</p>
8.8	<p>Faculty screening committees for:</p> <p>ACES Coordinator</p> <p>DREAM Center Coordinator</p> <p>Instructional Assessment Coordinator</p> <p>Online Instruction Coordinator</p> <p>CTE Liaison (note committee will meet once position approved)</p> <p>Guided Pathways Student Voices (note committee will meet once position approved)</p>	Tedone	10	<p>Action, Motion to recruit people to serve on the screen committees</p>

	<p>- Information about the processes for gaining release time is in the Participatory Governance document. There are two separate processes for faculty release time and campus-wide coordinator positions, like ACES and Dream Center positions.</p>			
8.9	<p>Course Maximum Policy Project update and discussion on next steps and how to handle increases in enrollment maximums until official policy in place.</p> <p>- Need to solicit feedback on how best to currently handle course maximum requests, given that there is currently no procedure in place.</p> <p>- This discussion is focused on how we should respond if college administration again asks faculty to increase course enrollment maximums.</p> <p>- Denise Erickson: there was a faculty survey 2-3 years ago. Lacefield: that survey's results were critical of the proposals at that time but didn't have any alternative proposals for a procedure.</p> <p>- Concerns about some course maximums being raised without notifying any faculty.</p>	Schertle and Lacefield	10	Information/Discussion
8.10	<p>Faculty Survey discussion of results: Part I- Transparency and Course Offerings</p> <p>- Biggest point of consensus among results was that administrators should be evaluated anonymously by faculty.</p>	Tedone	15	Discussion
8.11	Revising bylaw ARTICLE II: ELECTION OF OFFICERS	Lacefield	10	Discussion

	- Change is meant to stagger election of President and Vice-President positions. This is intended to help ease transition to a new President: the President would help train Vice-President to before taking on the position.			
<b>Other Reports, Meetings and Deadlines</b>				
9.1	Upcoming Governance Meetings A. Faculty Professional Development Committee B. Professional Learning Committee C. Curriculum Committee D. ACES E. IPC F. Planning and Budgeting Council (PBC)			
9.2	Upcoming Events: TBA			
10	Adjourn	Lacefield		Action

*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 2018 – 2019 academic year:**

President: Hyla Lacefield; Vice President: Diana Tedone; Secretary: David Eck; Treasurer: Sarah Aranyakul;  
Curriculum Committee: Candice Nance/Katie Schertle; Professional Development: Denise Erickson;  
Humanities and Social Sciences Division: Doniella Maher; Science and Technology Division: Po Tong; Business, Design & Workforce Division: Anne Nichols; KAD and ASLT: vacant; Student Services/Counseling: Daryan Chan