

**Academic Senate
Approved Minutes
November 15, 2006**

Academic Senate President Rick Hogrefe called the meeting to order at 3:02 pm.

Members Present: Debbie Bogh, Robert Boehm, T.L. Brink, Bob Crise, Kathy Crow, Steve Hellerman, Rick Hogrefe, Denise Hoyt, JoAnn Jones, Damaris Matthews, Mark McConnell, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeno, Ralph Rabago, Mark Snowwhite, Sherri Wilson

Members Absent: Daniel Bahner, Jane Beitscher, Jodi Hanley, Catherine Hendrickson, Jim Holbrook, Marina Kozanova, Lynn Lowe, Robert McAtee, Snezana Petrovic, Diane Pfahler, Roger Sadler

Guests Present: Bary Crawford, Gloria Harrison, Reuben Harrison, Ericka Paddock, Dan Word

I. Administrative Reports

A. President Gloria Harrison's Report

1. There is agreement that CHC and Valley will not have the same academic calendar next year. There will be two calendars submitted to the state. Crafton will start on August 13, 2007 and finish on Dec 15, 2007. Valley will start on the 22nd of August.
2. Our inservice day may be August 10th. Chancellor's inservice day could be on August 17 or 24, 2007. There may be another inservice day at the beginning of the Spring semester.
3. Monday and Tuesday classes often get shorted, so there will be no Wednesday start.
4. Suggestion we continue to develop late start classes.

AS President Hogrefe introduced Robert Boehm as the new part time representative.

II. Approval of Minutes from November 1, 2006

Motion: To approve the Minutes from October 18, 2006 with corrections (MSC Jones, Snowwhite)

III. Treasurer's Report

None

IV. Other Reports

- A. Classified Senate Report
None

B. Student Senate Report

Mural Exhibition tonight, Music Recital tomorrow. Student senate met with EMS and discussed the role of Student Senate on campus. EMS possibly starting their own student club. McConnell attended a Student Senate meeting and complimented them on the effectiveness and structure of their meeting. Suggestion for Academic Senate to set up seating at meetings like Student Senate (round table discussion)

V. Senate President's Report

A. 2007-2008 Calendar...the saga continues

The calendar issue seems to have been resolved. Compressed calendar is continuing to be discussed. We need to decide what information we need to make a decision one way or the other.

B. Classified Retirements, part deux

Two other retirements were approved – Laurel Trail, Nancy Keiswetter

Motion: To recognize retirees with a resolution and a gift not to exceed \$100.00 (MSC Matthews, Crow).

Suggestion to present on December 3 at the joint Good-bye Party being held at the library.

C. December 8 Flex Day

Encouraged to be here on Dec. 8, but it is not mandatory.

D. Holiday Gathering

Hogrefe offering his house for the party. Other location possibilities? Denise Hoyt offered her home. Party will be on Dec 8, 2006. Time and directions to follow.

Motion: To provide food and non alcoholic beverages not to exceed \$400.00 (Hellerman, Jones, MSC)

E. Committee Charges

Committee reports are coming in. Reminder to committee chairs to submit minutes and progress reports.

F. Support for Child Care Center/Health and Wellness Center

1. Committee was formed and met, brainstormed structural and fiscal strategies.

Drafted resolution. Will be discussed further at the next meeting.

2. Hogrefe has met with Judi regarding the Health center.

G. Minors on Campus

Encouraged to read paper on minors on campus (enrolled in classes).

H. Appointment of New Board Member (December 7)

Eleven applicants for vacant board seat. There will be a special meeting of Board of Trustees on Dec. 7. Deliberations about candidates are public.

I. Reminder - Planning documents are due Nov. 30. Decisions need to have faculty input. Educational Master plan document will be out before Dec. 8

VI. Old Business

A. AR 5033 Refunds

Possibly impact general fund by as much as \$15,000 per semester. Doesn't mean we have to change the policy. But money issue needs to be considered.

Discussion:

1. If we are a student centered institution we may need to commit to that, even if it means a financial impact.
2. As adults, students need to learn consequences. Quagmire if we don't have a strict policy. We need to teach responsibility – students will spread the word amongst themselves.
3. Could possibly be unfair to students who intend to drop, but don't do it before the instructor.
4. Could be more of an issue for the higher impact classes (math, English).
5. Rather than a policy change, we should give students a clearer message about the current policy. Give more information about not showing up the first day and instructor drops resulting in no refunds. This information used to be written on every other page in the catalog.

VII. New Business

- A. Discussion: Part-Time Faculty Hiring Policy
Add language about statutory priority in hiring.
Add language to clarify that faculty “recommend” part time faculty
Whenever we put the responsibility of generating a pool on the district, we don't typically have a pool.
Name removed from pool after one year. Suggestion for district to send out a card asking whether applicant want to remain in pool.
Currently don't seem to be purging the pool – need to encourage district to actively recruit the pools.
Policy seems consistent with state policy. But faculty need to be able to put names in the pool. Suggestion – Pool exists as one resource.
- B. **Action Item:** Resolution F06.05 Recognition of Carmen Mechikoff
- C. **Action Item:** Graduation Speaker
First choice not available, second choice Jose Jara, owner of Jose's. Invitation will be extended by president.

VIII. Committee Reports

- A. Educational Policy - none
- B. Personnel Interests – committee met, made recommendations for changes to the full and part -time faculty handbooks
- C. Scholarship - meeting scheduled
- D. Honors Steering - growth in program – 19 instructors offering honors sections in fall– approximately 40 sections
- E. Technology Planning - none
- F. Professional Development - encouraged to continue to attend opportunities.
- G. Educational Master Plan - none
- H. GE Task Force - meeting to timeline process for spring. Trying to get requirements in spring catalog

IX. CCA Report

None

X. Announcements

Intersection at Live Oak and 14th – bid out to get a left turn signal

Art Show tonight, Student recital tomorrow, Student composition recital Dec 9, 1:00

Meeting with Ken Gluck about Student ID – machine should be on campus on Dec. 8 -

Faculty IDs would be worn as well

XI. Statements from the Public

None

XII. Adjournment

Meeting adjourned at 4:35.