

**Academic Senate
Approved Minutes
September 5, 2007**

Academic Senate President Rick Hogrefe called the meeting to order at 3:04 pm.

Members Present: Daniel Bahner, T.L. Brink, Robert Brown, Kathy Crow, Milly Douthit, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, JoAnn Jones, Damaris Matthews, Sandra Moore, Mark McConnell, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeno, Mario Perez, Snezana Petrovic, Diane Pfahler, Ralph Rabago, Mark Snowwhite, Frances White, Gary Williams, Sherri Wilson

Members Absent: Ryan Bartlett, Jane Beitscher, Debra Bogh, Marina Kozanova

Guests Present: Diva MacSeng, Cheryl Marshall, Ericka Paddock

I. Administrative Reports

A. Vice President of Instruction, Cheryl Marshall

1. Overall goals

- a. Quality programs that promote student success. Need to be persistent in our efforts to plan sequences of courses that help students reach educational goals.
- b. Managed growth – want to grow but still maintain quality. Need to look at scheduling and course offerings, including online and off campus classes.
- c. Partnerships need to be increased. Want to increase recruits from feeder high schools. Only about 30% prepared to go on to a 4 year so we need to reach out to the other 70%. Eventually would like to look at junior highs and start recruiting earlier. Need more partnerships with 4 year institutions as well as business and industries. Also need to work on more collaboration internally.
- d. Better measuring of progress. Need to move more to data based decisions and help college staff be more understanding and accepting of this type of system. We need to look at outcomes of students but also need to assess student satisfaction and well as our reputation.
- e. Planning in relation to goals. A plan is a tool. Also serves as an assessment. Where do we want to go, are we getting there?

2. Work style

- a. Believes we all need to be learners, need to look at both the science and art of teaching.
- b. Work needs to be meaningful.
- c. Believes in open communication and collaboration. Supports innovation and creativity.

II. Approval of Minutes from August 23, 2006

Approved by consensus

III. Treasurer's Report

Balance stands at \$1474.24.

IV. Other Reports

A. Classified Senate Report - none

- B. Student Senate Report - Diva reported that Student Senate is doing a drive for the troops. There will be collection boxes at the Student Senate office and the CDC. Suggestion from faculty to place boxes at other places on campus as well. Victor Cisneros, treasurer of SS and president of the math club gave a brief introduction to the math club. Announced a few of the math club accomplishments from last year and his desire to expand the club and its activities this year. Wants to go to the JPL (Jet propulsion laboratory) in Pasadena and the proton accelerator at Loma Linda. Meet in the cafeteria. Encouraged faculty to announce math club and other clubs on campus. Question about scholarships. Victor is working on becoming more familiar with the scholarships that are available.

V. Senate President's Report

- A. All full time faculty should have received their committee assignments. Committee chairs also received the list of faculty assigned to their committee.
- B. Question was posed to the Chancellor about the search process for his position.
- C. Miscommunication about the planning process meetings. Wasn't made clear that the meetings were mandatory. More trainings will be scheduled.

VI. Old Business

- A. **Action Item, 2nd Reading:** Resolution F07.01 College Hour
Motion: To approve for second reading (Brink, White, MSC 3 opposed)
Discussion: Question about details – will be dealt with more in other meetings, specifically Scheduling Task Force and the Chairs Committee. Some Career and Tech concern with statutory requirement issues and science labs. Other suggestions/concerns: meaningfulness of the activity, participation of the instructors, timing and maintaining efficiency of scheduling. This is only a recommendation, will not be mandatory.

VII. New Business

- A. Discussion: Distributed Education Plan 2007-2010
Question: Can we require higher standards for teaching online courses than FTF? Yes, it was in the plan that was approved 3 years ago. Suggestion to change title, correct grammatical errors. Any CTA conflicts? Evaluation in this document is of the course, not the faculty member. Also looking at putting current faculty evaluation tool into an online format.
- B. Discussion: AR 3710 Intellectual Property and Copyright
Motion: Move to approve for first reading (Brink,Perez) withdrawn
Discussion: Is this too dense to discuss? Does it need to be rewritten or simply passed back to district? Indication that perhaps we do need to have an opportunity for written comments. Will meet with district and come back with comments.

VIII. Committee Reports

- A. Curriculum – had first training on Stand Alone courses. Two Curricunet trainings coming up. 1st this Friday – someone available from 1-3 in LADM 101. Next Friday from 9-11 am (9/14)
- B. Student Interests – went to SS meeting, very well organized, a very interesting meeting. Will be encouraging faculty to become more involved in SS activities. Has a meeting with Diana in bookstore about cost of textbooks. Has also signed up for an @One online grant writing course. Laura Winningham has volunteered to head committee to look for graduation speaker.
- C. Planning and Budget – new dates for planning training, 3 more sessions are scheduled. It is mandatory for all faculty.

- D. Title V Bridging/Title V Steering – Steering has 1st Quarterly meeting 9-20-07 in the Crafton Room from 2-3:30. Bridging will begin its bi-weekly meetings on Sept. 13, from 3-4:30 in the Crafton Room.
- E. Educational Technology – first meeting today. Looking into Admin support for stipend for development of online courses.
- F. Scheduling – looking at new scheduling software.
- G. District Assembly – focused on compressed calendar, equivalency and parttime hiring policy were approved with no changes, continuing to work on Minors on campus and Employee Travel will be readdressed next month due to a tactical issue.
- H. Student Learning Improvement – Goal to move towards piloting SLOs rather than just focusing on writing the statements. Administered a test to all EOPS students during the month of August to assess areas of need of both students and the program serving them.

IX. CCA Report

Negotiations are still ongoing. District not agreeing to raising the 1% COLA. Luncheon planned for 9-17 from 11:30-1.

X. Announcements

Friday 11:30 – Welcome Back BBQ – Professional development packets will be distributed.

CDC doing a fundraiser at Jose's – flyers will be distributed.

Campus central is going away to be replaced by web advisor. Not possible to download rosters or do online drops. Faculty need to be given opportunity to provide input. Need to make sure our focus is on the academic and professional aspects of the issue.

XI. Statements from the Public

No postings should be placed on a painted surface. Take down expired postings. Why do we not have information kiosks? They are in the future campus plans.

XII. Adjournment

Senate was adjourned at 4:28 pm.

Respectfully submitted,

Meridyth McLaren, Secretary