

**Academic Senate  
August 20, 2008  
Approved Minutes**

Academic Senate President Rick Hogrefe called the meeting to order at 3:03 pm.

**Members Present:** Daniel Bahner, Jane Beitscher, Debra Bogh, T.L. Brink, Robert Brown, Ken Bryson, Jeff Burke, Milly Douthit, Amber Hammons, Jody Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, Denise Hoyt, Marina Kozanova, JoAnn Jones, Damaris Matthews, Meridyth McLaren, Sandra Moore, Bob O'Toole, Catherine Pace-Pequeño, Mario Perez, Snezana Petrovic, Ralph Rabago, Gary Williams, Sherri Wilson

**Members Absent:** Deena Baker, Ryan Bartlett, Stephanie Gomez, Diane Pfhaler, Mark Snowwhite, Frances White,

**Guests:** Cheryl Marshall, Ericka Paddock, Karen Peterson - Classified Senate Representative, Marina Serna –Student Representative, Dr. Chuck Terrill - Board of Trustees, Dan Word

**I. Administrative Reports**

A. College President Report

Gloria was unable to attend. Cheryl Marshall presented in her place.

1. Enrollment updates – At last count we were at 2060 FTEs. 165 more than last year this time, approximately 392 more students which is 9% over last fall (previous high)
2. Had 333 closed section – 102 different courses. Only cancelled 12 courses.
3. No auto accidents –soccer field is working as the overflow – gives us 50 more spaces overall. Had more police presence helping with traffic.

**II. Approval of Minutes from May 7, 2008**

Will approve at next meeting.

**III. Treasurer's Report**

None

**IV. Other Reports**

- A. Classified Senate Report – Karen Peterson – Vice President, Candace Leonard, President, Kelly Bingham – Treasurer. Will be rewriting bylaws this year. Would like to work a little more closely with AS.
- B. Student Senate Report - had exec meeting in Palm Springs. Already planning Sports Day and a turn around trip to Knotts' Berry Farm, taking charges for new clubs

**V. Senate President's Report**

None

**VI. Old Business**

None

**VII. New Business**

A. **Action Item:** Committee Charges 2008-2009

**Motion:** To approve with grammatical changes and addition of faculty chair evaluation (Rabago, O'Toole, MSC 2 nos)

*Discussion:* Over half of the charges are from last year. We need to have a better mechanism for making sure charges are completed. Every committee needs to submit minutes. Need to work on wording in a few charges. Some charges are repeated because they are ongoing. Evaluation of chairs as a charge was left off accidentally. What about the work experience component? Was not listed as a priority by faculty and was left off the committee charges due to the already ambitious set charges.

B. **Action Item:** Accreditation Self-Study Report

Self study has been completed and submitted. Team will be here Oct. 6-9, 2008. As a senate we did not have an opportunity to view the report before it was submitted but it is now available online

**Motion:** To support the study (Holbrook, Bahner MSC, 1 no, 4 abstentions)

*Discussion:* Why wait? Even if we find errors there is nothing we can do at this point. Need to meet to discuss the process while it is still fresh in our minds. This would help us avoid repeating errors. We need to learn from this process.

Should we make an amendment? Let's just commit to doing this review.

We shouldn't provide blind support. We had the opportunity to provide comments and feedback. If we didn't, the time has passed.

- C. Accreditation Debriefing – should it happen during our regular meeting or during the off Wednesday? Should have a more private meeting to allow individuals to speak more freely. Can e-mail Rick with views or arrange a meeting with him. Can also share views at next Senate meeting.

### VIII. Committee Reports

- A. Curriculum – still using CurricuNet. Now have just a DE component – has a shorter path. There is now an 'equate with Valley' question. If you are modifying a course to the point that it is now different from Valley, then you need to mark no under does this course equate. Need to talk with Valley faculty or look in the catalog to make the decision. What do we do with honors courses? They are different than Valleys but have the same number. Maybe this is an issue for the Honor's committee. Need to talk to Valley Honors and discuss. Will there continue to be training on CurricuNet? Yes. Meets for the first time on Monday and this is an agenda item. Will also be addressing approving GE courses and stand alone courses. There will be another training on stand alone courses. SLOs and curriculum should be together. Not currently entered together, but need to send SLOs to curriculum so they can verify they have been done.
- B. Educational Policy – Rick Hogrefe will chair
- C. Scholarship – will be meeting next week
- D. Student Interests - none
- E. Personnel Interests - none
- F. Educational Technology – had our first meeting today.
- G. Honors Steering – met yesterday. Major goal – identify and write course outlines for possible honors courses. Have 3 being offered this semester. 9 total. Honors courses are NEW courses, not modifications. Honors club will be starting. Field trip planned for Sept. 5<sup>th</sup> to SD Museum of Art. Tea with Deans scheduled for Sept. 29<sup>th</sup>. Committee has decided to allow adjunct to teach honors classes on an approval basis.
- H. Chairs Council - looking at having a facilitator for this committee
- I. Budget and Planning - none
- J. Title V Bridging/Title V Steering – will be meeting with Gloria about make up of BSI committee this year. Have the annual external evaluator coming this Friday.

K. Professional Development- Welcome Back BBQ will be Sept. 5<sup>th</sup> 11:30-1:30

**IX. CCA Report**

Meeting on Sept. 5<sup>th</sup>

**X. Announcements**

Copies of Student newsletter will be out soon.

**XI. Statements from the Public**

None

**XII. Adjournment**

The meeting was adjourned at 3:53 pm.

Respectfully submitted,

Meridyth McLaren, Secretary