

Academic Senate
November 3, 2010
Approved Minutes

Members Present: TL Brink, Robert Brown, Tom Bryant, Ken Bryson, Gwen DiPonio, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, James Holbrook, Denise Hoyt, JoAnn Jones, Damaris Matthews, Jessica McCambly, Kim McCormick, Meridyth McLaren, Bob O'Toole, Scott Rippy, Gary Williams, Sherri Wilson

Members Absent: Debbie Bogh, Liz Langenfeld, Snezana Petrovic

Guests: Daniel Bahner, Everett Garnick, Gloria Harrison, Howard Starbuck

I. Reports

A. Administrative Report

1. Gloria Harrison reported that it has been a busy fall. Commendations to the Respiratory Department. Had their accreditation visit – exit interview went well. Final determination will be given in March.
2. Friday the college accreditation team will visit. These two were part of the original and follow up team. Will be meeting with the chairs committee, planning and program review, the researcher and anyone else they wish to. They are acting as an auditing team. We won't know the results until February. Hopeful that the sanction will be lifted. Could go to warning or remain on probation.
3. Glad with the outcome of the board of trustee elections. Now the board can get to the business of working on finding a permanent Chancellor.

B. Treasurer's Report

The balance stands at \$3447.44. She is missing a few deposit slips. Three outstanding 4.0 checks which will be collected and returned to the fund.

C. CTA Report

Grievance training this Friday. What, when and how. Wed 17th – CTA luncheon 11:30 -1:00.

D. Classified Senate Report

None

E. Student Senate Report

Howard missed the last meeting due to a Leadership Workshop. A positive and effective workshop focused on dealing with issues of diversity. Nov AS Days, Nov 9 & 10. The smoking survey went out to 33,000 students, faculty and staff. Waiting for the results.

F. Academic Senate President's Report

Associate degree in Transfer – holding off making and decision until Scott goes to the Plenary session in a little over a week. We should receive some direction at that meeting. Some have received the e-mail with the CID website – posted 5 models. We really need more information before we act.

Had a meeting yesterday with Gloria Harrison and Ed Gomez regarding issues discussed at the emergency meeting. Discussed what are appropriate duties for faculty. A good start to the discussion. What are examples of illegal activities? hiring, faculty cannot make purchases

II. Approval of Minutes

- A. October 20, 2010 **Motion:** Move to approve with corrections to attendance (O'Toole, Hellerman, MSC)
Discussion: none

III. Old Business

A. Faculty Roles

Selected a few of the roles addressed in the emergency meeting.

Motion: To start the discussion of how we are going to address and take action about roles. (Brink, Hellerman, MSC)

Discussion: Need to do something – need to define what we will do.

1. Issue of being asked to do something that we don't think is part of our job. Ask to see the documentation. Don't want to get carried away with requiring admin to show proof of everything. Is it too much to ask to have a policy handbook? We have board policies and procedures and the districts are under those policies. Each campus can have procedures. Don't have a procedural manual for all of these. Don't want to have so many procedures that we can't get anything done. Need to find the balance. We do need parameters to keep things fair and semi-equal. Any individual can request a change in policy through District Assembly. Not always an issue with the policy, it is the interpretation.

If the request is made to correct a recommendation from accreditation, then refusing to do it would be an issue. Issue that there seemed to be requests from faculty that weren't coming from the recommendation – more of an overreaction, trying to fix everything at the same time. The Senate did well in the accreditation. We can choose to help the areas that got the recommendations. Scott will craft a resolution for us to finesse.

2. Make processes more efficient. Cut unnecessary tasks – specifically which areas? Roles of faculty chair. Chairs Council had a discussion about this. There is a summary of the discussion. AS has legal backing when making recommendations. Suggestion to make the summary a resolution. Resolution was created and returned to the Chairs Council for their input. If they choose to do so, CC can return it to us to send forward. A great display of an organized chain of command.

The list of things that need to be achieved is large. Can't do it all – most recent is to participate in the Welcome Wagon Task Force.

3. Taking on too many objectives in the EMP – and we can't do all of them well. Needs to be addressed separately. Need some communication about whether the spot was ever filled – should be on the senate agenda so we have a formal record of which committees we don't have representation on and decide whether we need to change that.

Issue with budgets – need to be reliable. Why have faculty make up budgets and then have admin change them to whatever they wanted to begin with. Admin should not reward departments who can't stay within a budget by increasing the budget.

Not all faculty are free to participate in committees.

IV. New Business

A. Plenary Session

Gave all faculty copies of the issues that will be discussed at the session. Need feedback from faculty about how we want Scott to vote.

Standards of Practice for College Library Faculty and Programs – looks good

Prerequisites paper 9.11 – good
Not happy about 9.05 – against
9.04 – against – we have a policy not to accept
6.01 suggest to vote in favor – insert academic standards into financial aid.
9.01 – at the state level – for
9.08 – for

V. Committee Reports

A. Planning and Program Review

Met – reviewed 4 plans. 2 complete, 1 program very new, will come back after the unit is more established, 1 was given more time and suggestions. Next cycle due on the Nov. 15th. The priority list from last year is posted. Asking for an additional column to be added that shows what was funded. When will the units be notified? Did not get any feedback by using the electronic submit button. The button doesn't work. Will get this information back to Keith. There should be some notification to the people who should give you feedback when you submit the draft. It did go to Bb, but the dean would have to go in and look for it. No e-mail notification goes out alerting them that a plan has been submitted. The feedback should come back directly to the author. The meeting should be scheduled when the author can attend not when it is convenient for the committee.

Some units are not sure what reports are due from them. Kim needs to send an e-mail to Scott regarding her situation with annual plan and program review so the confusion can be addressed with the VP.

B. Professional Development

Professional development survey has been completed. Will complete the year program once the data from Crafton is in. There is professional development money available.

Welcome Wagon Program is starting. Looking for volunteers to participate. Any ideas for guest speakers or presenters let the PDC know. Dec. 1st – JoAnn Jones presenting on using the Jigsaw technique in the classroom. Will have a few Blackboard 9.0 workshops.

What was the reason for the flex days during the semester? Classified wanted to attend. Not enough faculty on the master calendar committee. Can AS request more faculty to be on the calendar committee.

We can discuss the calendar on a future agenda.

C. District Assembly

Calendar issues for next year.

D. Honors Steering

Transfer agreement would give Honors Students priority in the school they transfer to. Need to get students to participate in the Honors Program. We have students taking honors courses, but none enrolled in the Honors Program. Honors students will have dedicated space for study and meeting.

VI. Announcements

Laramie Project will be this weekend. May be some protesters present.

VII. Statements from the public (including faculty and staff)

Would like to formally request we add how we provide feedback to the agenda.

VIII. Adjourn

Meeting adjourned at 4:58 pm.

Respectfully submitted,
Meridyth McLaren, Secretary