

**Academic Senate
Approved Minutes
October 3, 2007**

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

Members Present: Daniel Bahner, Ryan Bartlett, T.L. Brink, Robert Brown, Jodi Hanley, Steve Hellerman, Rick Hogrefe, Jim Holbrook, Marina Kozanova, JoAnn Jones, Damaris Matthews, Sandra Moore, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeño, Mario Perez, Snezana Petrovic, Diane Pfahler, Ralph Rabago, Mark Snowwhite, Frances White, Sherri Wilson

Members Absent: Jane Beitscher, Debbie Bogh, Kathy Crow, Milly Douthit, Catherine Hendrickson, Gary Williams

Guests Present: Gloria Harrison, Diva MacSeng, Ericka Paddock, Benjamin Mudgett

I. Administrative Reports

None

II. Approval of Minutes from September 19, 2007

Approved by consensus.

III. Treasurer's Report

The balance stands at \$1857.24.

IV. Other Reports

A. Classified Senate Report - none

B. Student Senate Report

Student Satisfaction Survey is ready for distribution. It was prepared by Cidhinnia Torres-Campus and will be facilitated by SS. Request for faculty to distribute in classes. Diva will bring sign up sheets to the next meeting for faculty to sign up to distribute. This survey is different from the District marketing survey. Need to make sure we get a representative sampling, including Career and Technical. Sports Day is planned for Oct. 26th from 12 -4:30 pm. Applications for teams will be distributed this week. SS would like a faculty team this year - unless they are too scared or too old. BOB has been moved to Feb. 2nd.

C. Introduction of Benjamin Mudgett as the new Transcript Evaluator in A&R.

V. Senate President's Report

Concerns from faculty that administrators are staying for the entire AS meeting. Possibly stops frank and open discussions. This concern was relayed to VPs and Deans. They would like to know if this is a widespread concern? Non-tenured faculty may feel more uncomfortable, despite the fact that administration is not directly involved in the tenure review process. May be concern if your position is that there are issues due to administrative incompetence. Are administrative meetings open to us? No, we are a public body and admin is not. Faculty need a place to openly discuss things before taking an issue forward. General consensus that admin

presence is okay. More of an issue with getting faculty to attend meetings. Need to make sure that issues remain faculty driven.

VI. Old Business

A. Discussion: AR 3710 Intellectual Property and Copyright – no discussion – pass on

B. **Action Item, 1st Reading:** Distributed Education Plan

Motion: For first reading (Brink, Snowwhite, MSC)

Discussion: Question about class caps. Caps are negotiated between the department the faculty chair and the Dean. Administration has been very receptive to idea of reasonable caps for online classes. Do not be discouraged by the fact that cap determination is not in policy. Is this an issue that should be in a curriculum document. May also be a contract issue.

VII. New Business

A. **Action Item:** Proposed Change to Finals Schedule

Discussion: Why? This is how it is done for many students in most universities, keeps the amount of time for every final the same. Students can focus on one class at a time. Can't always break down a test into 3 one hour blocks. Defeats the purpose of comprehensive tests. If we are a transfer college, the current method is how it will be at 4 year universities. Pro: Issues with jobs, childcare, real life often requires skills be demonstrated over time, not just in a 3 hour block. Short term and late start classes already take their finals on the last night of class. Full time faculty may be a more accommodating than part time for student issues during finals week. Perhaps we need to work on fixing the finals week schedule issues. Can we have a finals week that is actually M-F? A district calendar issue.

MOTION: To continue with the current method of finals scheduling but fix conflict issues (Pfahler, Snowwhite, MSC – 2 nos)

Discussion: Need to address how we are going to work on scheduling conflicts with students. A new charge for Personnel Interests. Personnel Interests addresses Faculty rights and responsibilities. Address scheduling conflicts with Career and Technical. Finals from other classes should not take precedence over Career and Technical classes. Should be consistency in all classes, late start, short term classes included.

VIII. Committee Reports

A. Curriculum - DE addendums extended to Dec. 10

B. Student Interests - none

C. Planning and Budget- Program Review training next Friday. 1-2:30 Oct. 12th - open to everyone, but mandatory for all Career and Technical

D. Title V Bridging/Title V Steering – Basic Skills Initiative, action plan will be written by May.

E. Educational Technology – met today, have approved a few faculty readiness forms, meeting next week to try to put together and incentive package to encourage faculty to create online courses.

F. Scheduling – Oct. 19th demonstration of a scheduling software package.

G. District Assembly – significant advances – lawyer addressed issue of minors on campus. Faculty need to know – not a FERPA issue. Reports of suspected abuse need to be made to an official reporting agency, our police department is not an official reporting agency. Handout given about recognizing and reporting suspected child abuse. Is there a presumption that we will allow minors? If so, will we have training? How will faculty and classified staff be notified that a student is a minor? Also requires a change in college policy about enrolling minors. Is the district aware that they also have responsibilities? Any new hire must sign form?

H. Student Learning Improvement - none

IX. CCA Report

None

X. Announcements

Snezana's art exhibition – Oct. 3-31

Visual arts putting together student exhibition – including computer students and children from the Child Development Center. Monologue show opens Friday.

XI. Statements from the Public

Steve Hellerman – playing at the Little Fisherman in Redlands with Richard Hughes on Friday from 6-9 pm.

Oct. 20 SGA having a regional conference on Campus. Topic developing leadership holistically. Request for faculty presenters and or faculty assistance.

XII. Adjournment

Meeting was adjourned at 4:23 pm