



**ACADEMIC SENATE MEETING
APPROVED MINUTES
AUG. 28, 2014**

Members Present: James Todd, Deborah Laffranchini, Bill Anelli, Allan McKissick, Allen Boyer, Barbara Jensen, Belen Robinson, Elizabeth McInnes, Ellen Dambrosio, Eva Mo, Gail Brumley, James Dorn, Jim Howen, Jim Stevens, Kevin Alavezos, Layla Spain, Luis Rebolledo (ASMJC President), Mike Adams, Nancy Wonder, Paul Berger, Rob Stevenson (sub for Chad Redwing)

Members Absent: Adrienne Peek, Bob Droual, Christopher Briggs, Curtis Martin, David Chapman, Susan Kincade, VP of Instruction, Travis Silvers

Guests Present: Brian Sinclair (Faculty Liaison to the Board), Elizabeth David, Jennifer Hamilton, Roxanne Weaver (ASMJC Ex. V.P.)

I. APPROVAL OF ORDER OF AGENDA ITEMS

M/S/ (R. Stevenson, L. Spain) Move to approve the Order of Agenda Items.

M/S/C (R. Stevenson, E. Dambrosio) Move to change the order of the items of the agenda to accommodate our guest, Jennifer Hamilton, B1 of New Business, Accreditation Midterm Report to IV. Action/Discussion Items, Item #1.

19 Ayes, 0 Opposed, 0 Abstentions

M/S/C (R. Stevenson, L. Spain) Move to approve the Order of Agenda Items.

19 Ayes, 0 Opposed, 0 Abstentions

II. APPROVAL OF THE MINUTES (Apr. 17, 2014, Apr. 24, 2014)

M/S/C (J. Howen, E. Dambrosio) Move to approve the Apr. 17, 2014 and Apr. 24, 2014 minutes.

19 Ayes, 0 Opposed, 0 Abstentions

III. CONSENT AGENDA

- A. One Year Temporary Full-Time Math Faculty Position Approval
- B. One Year Temporary Full-Time Counseling Faculty Position Approval
- C. Appoint Charles Cipponeri and Hector Duarte to the DSPS counselor/Deaf & Hard of Hearing Specialist – Full Time Tenure Tract Position Hiring Committee.
- D. Appoint Todd Guy, Leslie Collins, Kim Gyuran and Cheryl Mulder to the Communication Studies-Director of Forensics Hiring Committee.
- E. Appoint Kevin Alavezos, Greg Hausmann, Dale Hoagland and Nancy Sill to the Instructor of Administration of Justice – Full-Time Tenure Tract Hiring Committee.
- F. Appoint Pam Guerra-Schmidt, Laurie Hatch, Cheryl Williams-Jackson, Debbie Laffranchini and Dave Shrock to the Instructor of Child Development – Full-Time Tenure Tract Hiring Committee.
- G. Appoint Libbie Lanigan, Kelly Butler, Sandy Brunn and Tania Adkins to the two Instructor of Nursing Full-Time Temporary (2014-2015) Hiring Committees.
- H. Appoint Paul Brogan and Milan Motroni to the Interim Athletic Director Hiring Committee.
- I. Appoint Dan Alcantra, Paul Cripe and David Boley to the One Year Temporary Full-Time Math Hiring Committee.
- J. Appoint Bonnie Hunt and Shirley Buzbee to the One Year Temporary Instructor of Respiratory Care Hiring Committee.
- K. Appoint Bill Newell and Greg Hausmann to the Interim Dean of BBSS Hiring Committee.

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- L. Appoint Layla Yousif and Hector Duarte to the TRIO Student Support Services Coordinator/Counselor Full-Time One Year Temporary (2014-2015) Hiring Committee.
- M. Appoint Bob Boswell and Cheryl Mulder to the Athletic Trainer & Physical Education Instructor Hiring Committee.

A. and B. of the consent Agenda are, J. Todd mentioned a Math faculty member stepped down in the summer and we didn't have the resources to meet the needs of the class in our adjunct ranks and late retirements took place in Counseling and the president approved and requested a 1 yr. Temporary Full-Time position for each of the positions, not to exceed 1 year.

J. Todd mentioned there was a mandatory position in Respiratory Care that someone resigned from and that is a State Mandated position and that position has to be replaced and will be put on the consent agenda next time.

The rest of the Consent Agenda are from all the Hiring Committees that took place during the summer and they are being approved retroactively.

J. Howen requested A. be pulled for discussion.

M/S/C (R. Stevenson, E. McInnes) Move to approve the remainder of the Consent Agenda.

19 Ayes, 0 Opposed, 0 Abstentions

Discussion regarding A. One Year Temporary Full-Time Math Faculty Position Approval took place.

J. Howen said our process for replacing individuals that did not die or have some major medical issues had to be announced prior to October to be an automatic replacement. Since this did not happen, why are we getting an automatic temporary replacement which seems to be outside our process?

R. Stevenson mentioned there is a portion of the Hiring Document that allows emergency hires. The deans inform the president and can make a request and the president gets to make the call. It states emergency hires do not go to tenure tract; they are 1 yr. Temporary and if there is funding for that position it goes into growth, and never with the possibility of making it permanent.

J. Todd mentioned the emergency was someone got another job at another district and we were faced with trying to hold and complete the math classes and we don't have the adjuncts to teach those. It was to fulfill the classes we have for the upcoming year. It would be a 1 year over Fall and Spring and not be extended beyond that.

It needs to be ironed out what happens in the summer. Some questions need to be asked of the Instruction Council "What constitutes an Emergency?"

It was mentioned that the Academic Senate president did bring it here for confirmation at the next meeting which is the obligation of the senate.

M/S/C (J. Howen, R. Stevenson) Move to approve the "A" item on the Consent Agenda.

19 Ayes, 0 Opposed, 0 Abstentions

IV. ACTION/DISCUSSION ITEMS

1. Accreditation Midterm Report

J. Hamilton said a Mid-term report is halfway between major self-study and when the next self-study happens. We were not able to submit substantive reports while on sanction, and was removed from sanction in Feb. We then submitted a sub change in Feb. 2014. It was accepted and then we needed to work on the midterm report.

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If we thought we didn't meet the standard in that report we had to tell them what we were going to do to meet the standard. Planning Agenda Items are what we needed to respond to. There were 56 total in the 2011 report. 29 of those were addressed in the letter last year.

She surveyed other midterm reports from institutions over the summer that had been on sanctions as MJC was and at different levels of sanctions to see how they grouped and focused their midterm reports, and as long as in the introduction rationale was given as an alternative format, then they were fine.

The primary focus was Assessment, and Leadership and Governance. When the commission looked at the document, everything highlighted was cleared and approved. Those that were not cleared were addressed specifically. Other primary focuses were Library & Learning Center, Resources and the Board and Administration organization. ACCJC doesn't accredit Board or districts, they accredit colleges.

J. Hamilton talked about what has happened in the last couple of years. It is an interesting time in accreditation. A couple of things that have changed with the new standards, particularly the way they ask boards be accountable for their own items. How do you write a document that we are not a part of?

Importantly, we never lost full accreditation, we were just sanctioned.

She hopes when the document is reviewed, look for accuracy and look at the evidence and links to make sure they open.

J. Todd said next time this will be up for a 1st Reading, and the following meeting will have this for a 2nd reading.

J. Hamilton said progress on assessment has put MJC in a healthy place. As far as the accreditors, they want that information easily accessible to the public. According to assessment, it is becoming a part of a faculty evaluation, whether or not the assessment is done. It is considered a professional obligation.

As far as accreditation goes, we need not to relax too much about assessment on the institutional radar. How do we want to use accreditation?

You can find the old standards and the new standards at the ACCJC website. The link was on the Power Point presentation done on Institute Day. It can be emailed to anyone who would like it.

B. Continuing Business

1. President's Report

J. Todd is trying to be a more effective communicator and to listen to the Senate body. Each meeting, he will give an overview of what he thinks is important at the beginning of the meeting and let the body make it through the rest of the items.

There are some open positions:

Accreditation co-chair (release time given) and faculty rep.

Instruction Council co-chair

RAC – two positions to fill

Student Services Council – 2 or 3 positions

Student Success & Equity Committee

J. Todd gave an overview of the year. The Chancellor's offices just sent a press release, and they have set a goal to increase student completions by nearly ¼ million statewide over the next 10 years. They would like the completion rate for degree/transfer seekers from 48.1% to 62.8% and the completion rate for CTE students from 53.9% to 70.3% by 2023/2024.

There are three important statewide initiatives that center around standardization and free flow of students across district boundaries: The Common Assessment Initiative (<http://cccassess.org>), the Education Planning Initiative (<http://cccedplan.org>), and the Online Education Initiative (<http://ccconlineed.org>). These initiatives include developing a common assessment to be implemented by colleges in 2016, establishing a portal for student educational planning and support information for students across community colleges, and delivering a statewide "online education ecosystem" where online courses are available across the state on a common course management system.

Part of what is ahead of us, then, is a push from the state for online classes. Students would more easily find classes online elsewhere, and we need to keep our eyes on our online education and not get caught in two years and not be able to respond. 96% of the students that take our online courses are local.

J. Todd wants us to talk to our deans and to as many people as we can and each discipline and department need to look at their curriculum and think how they look over the next 3-5 years and what the possibilities are online.

2. Academic Senate Election Bylaws and Procedures – 2nd Reading

J. Todd would like to discuss and let you take back to constituencies and do something next week.

There were a couple of proposed amendments to proposals brought forward.

At the last meeting the President/Vice President model were discussed and we could still go with what we have the President/president-elect model.

R. Stevenson mentioned what was previously discussed and the amendments were to help fix the language in the President/Vice President model. He talked about the up sides and down sides for President/President-elect and President/Vice President models.

A. McKissick went over the proposed amendment that he, R. Stevenson, and J. Todd worked on.

J. Howen went over the proposed amendment that he worked on. He explained that his amendment shows what we are should be looking for in a candidate in D(1) and if that is not available then go to the D(2). The most qualified is desired and if not available then go to the next option.

J. Todd asked Senators to consider both and discuss with their divisions. He will send out an email with all proposals with the amendments to the senators. The senators can send to the faculty in your divisions.

3. Program Discontinuance – no report
4. Facilities Council – no report
5. Student Services Council – no report
6. Instruction Council – no report
7. Accreditation Council – no report
8. Resource Allocation Council – no report
9. College Council – no report

C. New Business

1. Accreditation Midterm Report – Moved to Action/Discussion Items, #1.
2. Student Success and Equity Committee
J. Todd to send out an email regarding the establishment of the committee.
3. Curriculum Technical Assistance Visit

Two representatives from ASCCC will be here on Sept. 10 to discuss the current initiatives in Curriculum especially ADT, CID and Units and contact questions. Encourage faculty to go. This will be included in the email going out.

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4. Program Review and Assessment

The departments that need to complete will be doing so on Sept. 19. E. Kerr will contact the divisions that need to participate.

5. Equivalency

This will be held until C. Martin can come back and discuss with us. There are discussions about making a change in the process with Columbia.

V. REPORTS

A. Student Senate – no report

B. Faculty Representative to the Board – no report

C. Legislative Analyst – no report

D. Outcomes Assessment Work Group (OAW) – no report

E. Curriculum Committee – no report

F. Faculty Professional Development Committee and PDCC

Bill Anelli mentioned any feedback regarding any of the breakout sessions please contact him.

G. Distance Education Report – no report

H. Administration Report – Susan Kincade – no report

VI. ITEMS FOR FUTURE AGENDAS

Eva Mo mentioned there needs to be a discussion regarding online. There have been attempts to get similar or same online section into double and triple without the permission of faculty. It has not gone through DE or Academic Senate but there was an attempt this semester and she heard it will happen in the spring.

J. Todd said if you have the same section of a class and something has happened contractually that allows Deans to merge sections into doubles and triples by mutual agreement.

J. Todd will put the online item on the agenda for Sept. 4. He will try to put aside a few minutes at the Open Comments from the public for Mike Adams to address an item.

VII. OPEN COMMENTS FROM THE PUBLIC

Luis Rebolledo, ASMJC President, introduced himself and ASMJC Vice President Roxanne Weaver and look forward to working with Academic Senate.

VIII. ADJOURNMENT adjourned at 5:40 pm.

"In accordance with the Ralph M. Brown Act and SB 751, minutes of the MJC Academic Senate records the votes of all committee members as follows. (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority."