



**ACADEMIC SENATE
APPROVED MINUTES
OCTOBER 6, 2011**

Senators Present: Mike Adams, Kevin Alavezos, Paul Cripe, Ellen Dambrosio, Jennifer Hamilton, Jim Howen, Lee Kooler, Allan McKissick, Eva Mo, Estella Nanez, Adrienne Peek, Chad Redwing, Dorothy Scully, Brian Sinclair, Jim Stevens, Rob Stevenson, Theresa Stovall, Layla Yousif, John Zamora

Senators Absent: Dan Alcantra, Bruce Anders, Bob Droual, Debbie Laffranchini, Mike Morales, Lisa Riggs, Burt Shook

Doug Dyrssen (ASMJC President), Sam Pierstorff (Faculty Consultant to the Board), Karen Walters Dunlap (Vice President of Instruction)

I. ANNOUNCEMENTS

- A. Representatives needed for Campus Development Committee (1 Faculty At-Large, 1 West Campus At-Large)
- B. Three faculty needed to serve on the Faculty Prioritization Council (IAC)
- C. Policies and procedures under review
- D. Student Success Task Force recommendations

II. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items was approved without objection.

III. APPROVAL OF MINUTES

The minutes of the September 22, 2011 senate meeting were approved without objection.

IV. CONSENT AGENDA

- A. Invite Dr. Joan Smith, Dr. Larry Calderon, and Dr. Karen Walters Dunlap to the October 20 senate meeting to answer questions about the Accreditation Team's visit
- B. Senate Endorsement of the MJC Technology Plan
- C. Faculty Hiring Procedure Task Force – Allan McKissick, Brian Sinclair, James Sahlman

Senator Howen asked that Consent Agenda Item IV.B. be pulled for discussion. Consent Agenda Items IV.A. and IV.C. were approved without objection. Discussion of Item IV.B: Senate Endorsement of the MJC Technology Plan was moved to the bottom of the agenda.

V. REPORTS

ASMJC

ASMJC President Doug Dyrssen reported that a number of students are planning to attend the YCCD Board of Trustees meeting and the public forum with Lt. Governor Gavin Newsom at Columbia on Wednesday, October 12.

College Council

Senate Secretary Allan McKissick reviewed the September 26, 2011 College Council report with the senate:

Institutional Effectiveness 2011 Report: Ken Hart spoke on the report, which has greatly expanded from the original effort. It can be accessed from the MJC home page under “Faculty and Staff Support” on the MJC Research Office home page or at: <http://www.mjc.edu/facultyinformation/research/inst-effectivness.html>

Technology Plan: College Council continued their discussion of the MJC Technology Plan and the changes incorporated from earlier discussions of the Council and the Planning and Budget Committee. It was noted that the plan will be presented to the Academic Senate.

College Council Structure/College Governance: President Calderon advocated significantly expanding the size of the College Council (e.g., including faculty representing each division). He stated that implementation of this idea would require recommendations from all constituent groups concerning how many representatives would be needed from their respective areas. The purpose would be to make sure that all stakeholders are adequately represented as important college issues are discussed. Dr. Calderon sees the function of College Council as advising the President and believes that such a restructuring would make it more valuable in that regard and proposed that findings from the expanded College Council would then be reported to an expanded President’s Cabinet which would now include the Academic Senate President) for further discussion and advisement.

The faculty delegation asked how such changes would affect shared governance, with particular concern for how such restructuring would affect the role of the Academic Senate. The Council then discussed the 10 + 1 areas and YCCD Policy 4103 that implements it at MJC. The meaning of the terms “rely primarily” and “mutually agree” as they relate to shared governance between the Academic Senate and the District were also discussed. Views of shared governance as “shared decision making” were contrasted with views of shared governance as a primarily advisory function that facilitates the President in making decisions. President Calderon stated that he is personally committed to making decisions by consensus.

The faculty delegation noted that “district and college governance structures” is a “mutually agree” item listed in YCCD Board Policy 4103, which would then require agreement from the Academic Senate in order to implement the proposal. It was noted that a specific proposal would aid deliberations in the Academic Senate.

Measure E Task Force: President Calderon reported that the task force got to a point in discussion where the deficit was reduced to \$250,000, but “we are not out of the woods yet.” College Council members asked if the proposals were expected to be implemented, or if there would be more discussion in other venues before plans are finalized. Dr. Calderon said that more discussion is in order, but plans need to be implemented soon.

Professional Development Committee

Allan McKissick reported that the Professional Development Committee is continuing to work on a Flex proposal that, once approved by the Committee, will be brought forward to the Academic Senate.

Faculty Consultant to the Board/District Council

Sam Pierstorff explained that the position of Faculty Consultant to the Board is currently being reviewed by the YFA and the MJC and Columbia Academic Senate Exec Boards and will soon be brought forward to the full YFA Rep Council and general senate groups for continued discussion. Sam’s term as Faculty Consultant ends June 30, 2012 so an election will need to be conducted this spring to fill the position for the next two-year term, July 1, 2012 through June 30, 2014.

Legislative Analyst

Legislative Analyst Jennifer Hamilton encouraged senators to take time to study the latest recommendations of the Student Success Task Force, to get input from their constituents, and to forward ideas/input on to Senate President Adrienne Peek to take to the state level at the upcoming ASCCC Fall Plenary Session in November.

Curriculum Committee

Repeatability and Withdrawals: Starting Summer 2012, new Title 5 regulations take affect with regards to repeats and withdrawals. Highlights include:

- Maximum number of W’s reduced from 4 to 3 with no more referencing of those W’s to before or after completing courses with a grade.
- Students limited to three enrollments per class, whether taken for a grade or W’s. We will only be allowed apportionment for three enrollments.
- Students can still repeat classes for grade improvement and we can continue to do repeatable courses for 4 semesters.

Apportionment Limits for Credit Course Enrollment Repetition and Withdrawal:
http://www.cccco.edu/Portals/4/Legal/regulations/attachments/FINAL_as_FILED_Repetition_Withdrawal.pdf

Drop for Non-Payment (De-Registration) Process:

Starting with the Spring 2012 registration, students will be dropped from classes within 10 days of registering for non-payment of fees. This will be an automatic process. The registration website has been updated notifying students. E-mail notification has been sent to all students. A “Pay 2 Stay” campaign has been implemented. A FAQs page has been created at:

<http://www.mjc.edu/current/student-services/qanda-for-non-payment-drops.html>

C-ID (Course Identification Numbering System):

Bookmark the following web address: <http://www.c-id.net>.

This website houses course descriptors to assist with articulation and transfer. This site also houses the Transfer Model Curriculum (TMC) information that is being used to develop AA-T and AS-T degrees as outlined in California Senate Bill SB 1440. There are 16 finalized TMCs, two (biology and chemistry) that have completed the vetting process, and three more in review (computer science, music, and teacher preparation). Visit the website for more information.

Program Review:

CurricUNET houses both curriculum and program review. The website for CurricUNET/PRnet is: <http://www.curricunet.com/mjc>. As a reminder, program reviews are due in the new system (PRnet) by October 14, 2011. On a side note, the new VP of Administrative Services indicated at the Measure E / Facilities Task Force meeting of 10/5/2011 that facilities requests should be put into program reviews. I am under the impression this still needs to be vetted but since we are entering our program reviews into the system, you might want to consider including facilities needs if you have not done so in the past.

Disciplines assigned to individual Course Outline of Record (COR):

Discussions have begun in the Curriculum Committee to address the need for each COR to have an assigned discipline (from the statewide Disciplines list). We are required to have each of our CORs assigned to a discipline. This is only in discussions at the committee for now. But the charge of the committee will need to include some responsibility for the “process” in order to address the assignment of a discipline to each COR. The committee is working on a draft resolution. Such a change to the Curriculum Committee needs to be ratified by the Senate. Please talk to your curriculum representatives with any comments you may have as we start the discussion.

Instructional Administrator’s Council

Vice President of Instruction Dr. Karen Walters Dunlap reminded the senate that program reviews are due on Friday, October 14 *and* that the Accreditation Team will be conducting their site visit to the MJC campuses from Monday, October 24 through

Thursday, October 27. Members of the site visit team will be visiting classrooms and online classes through Blackboard.

Planning and Budget Committee

Committee Co-Chair Adrienne Peek reported that the committee continues to discuss proposed changes to the Planning and Budget Committee and college governance structures.

President's Report

President Search Committee: The search committee has been working to finalize its interview questions and expects to complete that work at its next meeting on October 18. The "first review" date is October 14, at which time the consulting firm will gather all of the received applications and begin screening for qualifications. The consulting firm will provide applications from qualified candidates to the search committee on October 25, at which time the committee will begin its review. Interviews will be scheduled the week of November 14 – 18.

Committee Membership Needed: The Campus Development Advisory Committee (CDAC) needs two faculty members—one faculty at large, and one West Campus representative. Meetings take place on the third Friday of each month from 2pm to 3pm in Morris Conference Room B. Also, the ADA Committee is seeking a faculty member. There are two remaining meetings scheduled for this semester: Oct. 18, 12:00 – 2:00 (Lunch provided), Morris Conference Room A; and Nov. 15, 2:30 – 3:30, Morris Conference Room A.

VI. PRESENTATIONS

Ken Hart, Director of College Research and Planning, presented an overview of the 2011 Institutional Effectiveness Report to the senate. The entire report is available on the MJC website at: <http://www.mjc.edu/facultyinformation/research/inst-effectivess.html> and is broken out by chapter, including a brief description of the information contained in each. The Executive Summary is also broken out into specific themes: Economic Conditions, Population Changes, Preparedness for College and College Participation, Student Access to Modesto Junior College, MJC Student Success, and Internal Assessment.

VII. DISTANCE EDUCATION STUDY SESSION

Senators quickly reviewed "Table 5.2: Success and Retention Rates by Distance Education and Non-DE Course-Fall 2009 and Fall 2010" taken from the 2011 Institutional Effectiveness Report and then broke into small groups to discuss the data. Questions that the groups considered and some of the observations/responses are as follows:

1. *What does the data show?*
 - Some courses are offered *only* online.
 - Is the rigor of online courses similar/equal to courses taught in the classroom?
 - Success and retention are generally lower across the board.
 - Perception that some sections have higher success rates because the instructor is “too easy”.

2. *What barriers do you see—from a faculty perspective—that may impact student success in online courses?*
 - No DE dean / no divisional structure or support.
 - Lack of instructor training to teach online for Distance Education.
 - Lack of student preparedness.
 - Lack of 24/7 student support.
 - Lack of faculty support.
 - Multiple Operating Systems (three in the last six years.)

3. *What barriers do you see—from a student perspective—that may impact student success in online courses?*
 - Resources (computers that work with software).
 - Student expectation vs. the actual work involved in course.
 - Lack of instructor interaction.
 - Limited library access and interaction, support, and tutoring.
 - Lack of orientation.
 - Catalog is confusing.

M/S/U (Allan McKissick/Mike Adams) to form a Distance Education Task Force to research Distance Education options and to report back to the MJC Academic Senate.

Faculty to serve on the Task Force to be recruited and approved at the October 20, 2011 senate meeting.

Discussion of the MJC Technology Plan

The senate discussed some concerns regarding endorsement of the MJC Technology Plan, most specifically about: 1) the costs involved in computer leases and replacement; 2) the lack of funds to provide hands-on work experience to students; and 3) not having a technology line-item in the college budget.

M/S/C (Ellen Dambrosio/Paul Cripe) to endorse the MJC Technology Plan.

VIII. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.