

**Minutes (approved)
Academic Senate Meeting
May 3, 2007**

Present: Kristina Allende, Barry Andrews, Glenda Bro, Susana Cevallos-Castaneda, Alison Chamberlain, Micol Christopher, Denise Condra, Kelly Coreas, Michael Dowdle, Kim Earhart, Tim Engle, Sandra Esslinger, Arleen Fiorito, Anne Fleischer, Jennifer Galbraith, LeAnn Garrett, Jennifer Garwick, Barbara Gonzales, Vicki Greco, Michelle Grimes-Hillman, Scott Guth, Luisa Howell, Bob Jastrab, Bonnie Jeffers, Matt Judd, Dafna Kohn, Terri Long, Phillip Maynard, Chris McDonald, Amy Nakamura, Virginia Pascoe, Julie Perez-Garcia, Susie Rubenstein, David Schmidt, Joan Sholars, Dan Smith, Chuck Sorcabal, Lina Soto, John Vitullo, Liz Ward, Kathy Watanabe, Sandra Weatherilt, Emily Woolery

Absent: Jerry Austin, Holly Cannon, Neil Chapman, Will Daland, Terri Farone, Paul Hischar, Katelyn Hoover, Eric Kaljumagi, Charis Louie, Martin Mason, David Medina, Beta Meyer, Monique Neel, Rebecca Olavarria, Rose Preciado, Joe Ramos, Lanny Richardson, Tony Rivas, Bruce Rogers, John Smith, Bob Stuard

- I. Confirmation of the Agenda: The agenda was confirmed.
- II. Consent Agenda: A motion to approve the consent agenda was made, seconded, and carried.
 - A. Approval of Minutes – April 12, 2007
 - B. Approval of Minutes – April 19, 2007
 - C. Approval of C&I Report – April 19, 2007
- III. Public Comment: S. Guth asked how the recycling program on campus is going. President Grimes-Hillman will check with the Administration on the progress of this program.
- IV. Guests: Matt Munro and Anabel Perez: The guests shared handout presenting data for success rates of Learning Community classes and information about how success has been and will be measured. They expressed their desire to have the support of the Academic Senate for Learning Communities.
- V. Officer Reports
 - A. President
 1. Guests: Jemma Judd has been invited to the full Senate meeting on May 31 for the SLO end of the year report. A member of the Web Team would like to come to the next full Senate meeting (May 17) and take action shots for the Senate web page.
 2. Banner Update: A set of recommended Board Policies involving Fiscal Services has come from the Banner workgroup. Fiscal Services is moving toward fiscal accountability (partially away from the LACOE allowing the college better to manage funds, to print checks in house, etc.). Several items are being discussed by the Banner workgroups and taskforces such as wait list changes, priority registration, course re-numbering, and building re-numbering. Fee-based Community Education is ready to implement their new software this fall. Human Resources will be using PeopleAdmin software by September/October of 2007. This will allow for recruitment and maintenance of employment applications.
 3. AMAC Update: Administrative Procedure—Semester Leave of Absence, Resolution 2006-13 (Academic Senate's Role in Administrative Procedures). Resolution 2007-01 (Online Faculty Mentor), Resolution 2007-02

(SLOs and Faculty Evaluation) were approved on April 25, 2007. Decision making processes and the Basic Skills Initiative were also discussed.

4. Weekend College Update: The pilot of the Weekend College was successful. The district will try to increase the student services available over the weekend to include registration, bursar, and food services. The district would like to encourage departments that teach General Education courses to consider a weekend offering. B. Gonzales expressed concern that facilities like janitorial services and support services are lacking during the Weekend College times. L. Garrett expressed concern about the Weekend College keeping hours beyond those during which weekend administrators are available. V. Pascoe asked if health services are available during the times of the Weekend College? President Grimes-Hillman will research this.
5. Consent Items: Council/Committee reporting proposal did not include information regarding the approval of new certificates. The Executive Board has indicated that these certificates should be approved via a consent format from the C & I report.
6. President Open Forum: Dr. O'Hearn has scheduled an Open Forum in Founders Hall on May 16. Faculty are encouraged to attend.
7. Commencement Readers: J. Sholars, D. Kohn, R. Spaulding, and S. Calzada.

B. Vice President

1. Responses to Faculty Request Form: J. Vitullo received feedback from VP J. Nixon regarding the Request for New Faculty Form. Nixon distributed it amongst the Instruction Team and a few questions were presented. The Executive Board provided answers to take back to AMAC.
2. Approval of Salary Advancement Credit: G. Burley is concerned that the Salary and Leaves Committee should be approving all credit for district sponsored workshops, seminars, etc. offered through POD (pg. 87 in Faculty Contract). Historically, POD and Salary and Leaves had an agreement. J. Vitullo will discuss with D. Carter and PDC on May 10th.
3. Faculty Interns: VP J. Nixon is reviewing the recommendations.
4. Administrative Procedures: J. Galbraith and J. Vitullo have completed the review of the AP's and will present their recommendations to the Executive Board on May 10th.
5. Closing Meeting/Faculty and Manager Recognition Ceremony: The Closing Meeting is scheduled for Wednesday, June 13 from 3-4:30 p.m. in the Sophia B. Clarke Theatre.

VI. Legislative Liaison

1. D. Kohn attended the following Spring Plenary breakout sessions: Legislative Update: What's Happening Under the Dome—Issues and Bills, Proposed Changes to the Curriculum Regulations in Title 5, Hot Topics in Transfer and Articulation, How to Collaborate and Play Well with Others: It's Not Just Vocational Faculty, and Confronting Challenges in Diversity Hiring.
2. Resolutions: The following resolutions of interest passed: Defining Associates Degrees, Curriculum Guidelines for Alternative Math/English for Associates Degree in Voc Ed, and Resolution Objecting to the Proposal to Mandate 50% of Full-time Hires Come from the Current Part-time Pool.
3. Disciplines List: Counseling was approved; but Yoga, Art History, Creative Writing, Commercial Dance, and Health were not approved.
4. Elections: Mark Wade Lieu was elected President of the State Academic Senate.

VII. Faculty Association

1. Retirement/Tenure Tea: The FA hosted Retirement/Tenure Tea will be held Tuesday, May 22nd from 12-2 p.m. in the Faculty Association Conference Room (Building 23, Room 115). Please join us in celebrating with the retirees and honoring the newly tenured faculty. Lunch will be served. Please RSVP at extension 4531.
2. FA Executive Board Elections: Nominations for FA Executive Board positions and for Part-time Faculty at Large positions will be open until the end of the Representative Council on May 8th. Ballots will be sent to all FA members on Wednesday, May 9th. Election results will be announced at the Representative Council meeting on June 5th.
3. Open Forum: President O'Hearn is holding an Open Forum on Wednesday, May 16th at 12 noon in Founders Hall. Faculty are encouraged to attend.
4. CCA Conference and W.H.O. Awards: The Spring CCA Conference was a great success. Thirteen MSAC delegates honored Joan Sholars at the W.H.O. Awards Dinner on Saturday evening. In addition, Dr. Manuel Baca and Dr. David Hall did an excellent job on the workshop entitled "How to Elect and Keep Good Board of Trustees Members".
5. Textbook Forum: The Associated Students are hosting a Textbook Forum on Monday, May 7th from 11:30 a.m. – 1:00 p.m. in Building 9C. Please encourage your students to attend.
6. FA Scholarship Awards Ceremony: Scholarship Applications are due May 8th. The FA Student Scholarship Awards Ceremony is scheduled for Saturday, June 9th from 4-6 p.m. in Founders Hall.
7. K. Saldana and D. Evans came to the FA Executive Board meeting to speak about the response to gas leak in Building 40.

VIII. Associated Students: The textbook Forum is scheduled for Monday, May 7th from 11:30 a.m. – 1:00 p.m. in Building 9C.

IX. Council/Committee Reports

A. Curriculum Report

1. Educational Design Committee: A list has been compiled of courses which should have been submitted for 4 year review but have not. These courses must be submitted, or paperwork should be filed to deactivate the courses. Courses on this list will not be eligible to be taught next fall if action is not taken.
2. Ed. Design Subcommittee for G.E. and Transfer: A handout was provided of several courses that were approved for CSU GE Breadth inclusion.
3. Curriculum and Instruction Council: C & I recommends for approval the draft of AP 7211, Minimum Qualifications and Equivalencies. We will vote on this at the next full Senate meeting, as it is an action item.
4. Distance Learning Committee: The DL Conference is coming up May 4th.
5. Community Education: No new report.
6. GE Outcomes Committee: Report to be brought to next meeting.

B. Student Preparation & Success

1. Priority Registration (Information Only): The taskforce recommends that the Senate removes the point system. The reconfirmed the "early registration" categories of students, developed a rationale/criteria and qualification for the "early registration" groups, and clarified the process. This information will come to SP&S in the form of an AP and then sent to the Senate for approval.

2. Wait List (Action): The taskforce recommends suspension of the wait list beginning fall 2007, e-mail attached.
The Executive Board is requested to provide feedback regarding this recommendation.

X. Discussion/Action

- A. Resolution 2007-03 Letters of Recommendation (1st reading)
- B. Resolution 2007-04 Anticipated Degree Completion and Faculty Hiring (1st reading)
- C. Resolution 2007-05 General Education Outcomes Coordinator (1st reading))
- D. Resolution 2007-06 Classified School Employees Week (1st reading)

XI. Information/Announcements

- A. Open Senate Appointments
- B. Board of Trustees Meeting – May 23
- C. Sixth Annual Classified/Faculty Pint Challenge (Blood Drive) Scholarship - May 29
- D. Closing Meeting/Faculty Recognition – June 13
- E. Open Announcements
 1. G. Bro announced that AMLA is having the In and Out Burger Truck coming a week from today near Building 66 from 11:30 a.m. – 1:30 p.m. Tickets can be purchased from G. Bro. The money earned will go to AMLA scholarship funds.
 2. A. Fleischer announced that the Forensics Team is back from Nationals and will be hosting An Evening with Forensics on May 15th from 7-9 p.m. in Building 28A Room 103.
 3. T. Long announced that she has not yet received an interview date for the Board of Governors' interview.
 4. J. Sholars announced the date for next year's Puttin' On the Hits: March 14th and 15th, 2008.
 5. L. Soto announced that the Basic Skills Conference is on Friday, May 11th at the Kellogg West Conference Center at Cal POLY.

XII. Adjournment