

**Minutes (approved)**  
**Academic Senate Meeting**  
**September 20, 2007**

Present: Stacy Bacigalupi, John Blyzka, Holly Cannon, Jason Chevalier, Will Daland, Tom Edson, Tim Engle, Arleen Fiorito, Jennifer Galbraith, Casey Garcia, LeAnn Garrett, Jennifer Garwick, Barbara Gonzales, Vicki Greco, Michelle Grimes-Hillman, Scott Guth, Luisa Howell, M. Zahir Khan, Dafna Kohn, Terri Long, Phillip Maynard, Chris McDonald, Amy Nakamura, Jondea Orr, Linda Rogus, Robert Rogus, Susie Rubenstein, Michael Sanetrick, David Schmidt, Joan Sholars, Larry Silva, Dan Smith, Lina Soto, Pauline Swartz, John Vitullo, Rebecca Walker, Liz Ward, Kathy Watanabe, Sandra Weatherilt, Emily Woolery, Steve Zicree

Absent: Kristina Allende, Jerry Austin, Laura Beeman, Glenda Bro, Katelyn Cannon, Alison Chamberlain, Neil Chapman, Kelly Coreas, Kim Earhart, Sandra Esslinger, Terri Faraone, Alina Hernandez, Paul Hischar, Katelyn Hoover, Bonnie Jeffers, Eric Kaljumagi, Carolyn Inmon, David Medina, Beta Meyer, Monique Neel, Rebecca Olavarria, Virginia Pascoe, Rose Preciado, Lanny Richardson, Tony Rivas, John Smith, Bob Stuard

- I. Confirmation of the Agenda: A motion to confirm the agenda was made, seconded, and carried.
- II. Consent Agenda
  - A. Approval of Minutes – September 6, 2007: A motion to approve the minutes with correction to attendance record was made, seconded, and carried.
  - B. Student Preparation & Success Report – September 6: A motion to approve this report was made, seconded, and carried.
- III. Public Comment: None
- IV. Guest: Darrow Soares, SLO Coordinator

Verbal report to the Academic Senate re: AAJC's mandate to the College to increase the number of SLO's developed at the course level. Darrow requested that the Senate consider attaching SLO development to the curriculum development and review process. He gave information about faculty having the choice of using TracDat software in the data collection of SLO's or to use the PIE hardcopy forms. The College has purchased TracDat to use in data collection for the PIE process.

- V. Officer Reports
  - A. President's Report
    1. CCCOER: Mt. SAC has been invited to become a member of the Community College Consortium for Open Educational Resources (CCCOER) that is currently being established by the Foothill-DeAnza CCD. Currently, there are about 40 colleges that are putting together this consortium to gather, evaluate, and promote the use of Open Educational Resources (free online documents, textbooks, course materials, etc.) to address some of the student equity/access concerns related to high cost of books, etc. The Senate is looking for a faculty contact person who would be required to attend a few advisory committee meetings through the year. Interested faculty should contact the Senate Office at X5434. Senator Scott Guth volunteered.
    2. Counselor Named to ASCCC Committee/Counseling Faculty Development: Angel Lujan will serve on the State Academic Senate Counseling and Library Faculty Issues Committee (CLFIC). This Committee will be coordinating the ASCCC Counseling Faculty Development Institute—February 22 – 24, 2008 at the Westin South Coast Plaza. The deadline for registration is January 22, 2008. Counselors are urged to attend.
    3. AP Update: The district is concerned that areas across campus are utilizing different APs; therefore Vice President Burley has expressed an emergency need to post AP's online. The Senate Executive Board directed the Senate President & Vice President to review the APs as they are written and posted utilizing the recommendations of last year's AP task force. The district reminded the Senate that the APs are always eligible to be revised through collegial consultation.

4. Committee Openings: The General Education Outcomes Committee is seeking members to represent Area D and Area E. GEOC meets on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays at 9:45AM -11AM in LTC-144, Equivalency Committee has one vacancy and they meet on Mondays, 4<sup>th</sup> Monday of the month in the fall from 3:30PM-5PM. Interested faculty should contact the Senate Office at X5434.
5. Banner Questions: We go live in Summer 2008! Due to Banner implementation, buildings will be renamed. Process changes that will be required based on Banner capability will be determined by IT, and those impacted by the process changes will be informed. To help IT communicate with faculty, please send all questions about Banner processes and Banner implementation to the Senate President at [mhillman@mtsac.edu](mailto:mhillman@mtsac.edu).

B. Vice President

1. Early College High School: There are two meetings scheduled regarding ECHS: September 24, at 1:00PM and October 1, at 10:00AM, both in LTC 160. J. Vitullo will be attending the September 24 meeting.
2. Professional Development Council: PDC met on September 6. In addition to the \$200 per full time faculty member that has been negotiated into the contract, PDC has allocated \$40,105 to faculty for conference and travel. This money has been split by division as it was last year. The application process is the same as last year. D. Boroch attended PDC as a guest to discuss Basic Skills and professional development.
3. FLEX Day: FLEX Day is scheduled for February 22, 2008. Please see attached call for proposals. Contact J. Vitullo at X 5436 to volunteer to help plan this spectacular event.
4. Faculty/ Manager Recognition Ceremony: The Faculty/ Manager Recognition Ceremony is tentatively scheduled for Thursday, June 5, from 3:30PM-5:00PM in the Sophia B. Clarke Theatre. Contact J. Vitullo at X 5436 to volunteer to help plan this spectacular event.

VI. Legislative Liaison: D. Kohn announced Fall Plenary dates being November 1-3, 2007. State Senate resolutions will be voted on November 3, 2007.

VII. Faculty Association

- A. Board of Trustee Candidates: Representatives voted to support Rosanne Bader, Manuel Baca, and Fred Chyr for the upcoming election. Faculty Association will provide financial support to each candidate and will request funds from CTA.
- B. Puttin' on the Hits 2008: Dates will be Friday, March 14<sup>th</sup> at 7:30 PM and Saturday, March 15<sup>th</sup> at 3:00 PM and 7:30 PM.
- C. CCA Fall Conference: Being held October 5-7<sup>th</sup> in Sacramento. 1 delegate spot available – contact President Long if interested.
- D. Part-time Open Houses: Tentatively been scheduled for Monday, October 22<sup>nd</sup> at 6:00 PM and Tuesday, October 23<sup>rd</sup> at noon.
- E. Insurance: An open house will be held on Friday, October 5<sup>th</sup> from 10-4 PM in the atrium of building 4. Information about the numerous plan changes will be available. There will be a premium holiday for all faculty and staff that paid into the Delta DPO and VSP plans for the 2006 calendar year.

VIII. Council/Committee Reports

A. Curriculum Report

1. Educational Design Committee
  - a. Psyc 90T new course approval
  - b. Program changes: inactivation of Desktop Publishing Major and Certificate
  - c. Representative from the business department is still needed
2. Educational Design Sub-committee
  - a. Compiling a list of all unreported BL or GE approved classes
3. Curriculum & Instruction Council
  - a. Recommended that the Educational Delivery Committee disband and instead direct the special programs (e.g., distance learning, honors, study abroad, etc.) to begin participating in the Planning for Institutional Effectiveness process.
  - b. Distance Learning Committee membership was changed to include an online faculty member as required by the faculty contract.
  - c. The AS Degree Task Force will be making a recommendation concerning the Intermediate Algebra graduation requirement that will be in effect fall 2009.
  - d. Goal to fully implement WebCMS to include department chairs in the approval process by the end of the 2007/2008 school year.
4. Distance Learning Committee
  - a. Mary Johnson is the new faculty representative for Distance Learning.
  - b. Faculty can change their Blackboard password by going to HR.

B. Student Preparation & Success Report: No Report

IX. Action

- A. AP5055: Enrollment Priorities: Motion to approve, seconded, and discussion pursued. Recommendation failed (15 – yes/22 – no). Motion to refer it back to SP&S with recommendations to combine Category 1A and 1B, to investigate the legality of K-12 special admission students being assigned higher enrollment priority over regularly admitted students, and to include capping the number of high school matriculants enrolled in each course section. The motion was seconded and carried.
- B. BP5030: Fees: Motion to approve, seconded, and discussion pursued. Policy recommendation passed.
- C. GE Outcomes Purpose & Function Statement: Motion to approve and seconded. No discussion. Recommendation passed.
- D. Resolution 2007-09- Developmental Education Team: Motion to approve and seconded. No discussion Resolution passed.
- E. Senate Goals 2007-08: Motion to approve and seconded. No discussion. Recommendation passed.

X. Discussion

A. Outstanding Awards Procedures: Rescinding Resolution 00-03: Executive board recommending that the Academic Senate rescind Resolution 00-03 Outstanding Faculty Award Process to allow for changes to be made to the process. Department representatives directed to take item back to respective departments for discussion.

XI. Information/Announcements

- A. Academic Senate Hot Topics Forum through POD: Discussion of the meaning of an associate degree today at 2:00-3:30 in building 6, room 160.
- B. New faculty will be introduced to the Board of Trustees at the September 26, 2007 board meeting.

XII. Adjournment