



ACADEMIC SENATE

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Present: Barry Andrews, Julie Bray-Ali, Holly Cannon, Michael Dowdle, Gary Enke, Kelly Ford, Wanda Fulbright-Dennis, Jennifer Galbraith, Vicki Greco, Michelle Grimes-Hillman, Luisa Howell, Bonnie Jeffers, Matt Judd, Eric Kaljumagi, Helen Lawrence, Terri Long, Renee Loyd, Angel Lujan, Troy Majeska, Julie Mallard, Rasool Masoomian, Phillip Maynard, Chris McDonald, David Medina, Charlie Newman, Julie Perez-Garcia, Tony Rivas, David Schmidt, Karen Schnurbusch, Don Sciore, Joan Sholars, Lina Soto, Richard Strand, Tyler Trull, Christine Tunstall, John Vitullo, Sandra Weatherilt, Emily Woolery, Jean York

Absent: Jerry Austin, Jason Chevalier, Karen Curran, George Garcia, Barbara Gonzales, Jean Hoffman, Tamara Karn, Dafna Kohn, Charis Louie, Amy Nakamura, Joy Olayiwola, Robert Perkins, Lanny Richardson, John Smith, Bob Stuard, Robertson Wellen

Guest: Dione Carter, Rosemary Nahas, John Nixon

Academic Senate Meeting Minutes #2 8 September 2005

- 1 Call to Order: The meeting was called to order at 11:05
 - a Consent Agenda
 - b Review Minutes: Aug 25th – approved with minor changes
- 2 Guest: John Nixon
 - a Pre-requisite validation – J. Nixon informed the senate that the first step in prerequisite validation is thorough content review. He thinks it's time to re-visit prerequisites as some prerequisites make no sense. The need for prerequisites on courses should be demonstrated prior to conducting a validation study. J. Nixon would like to address this issue this year if possible. B. Andrews asked about the process for removing prerequisites. M. Judd responded that the process involves completing a content review form followed by a narrative evaluation form. These forms can be obtained from M. Judd or Marge Catullo. M. Judd is working with Ginny Burleigh on an AR&P that will make it easier for faculty to remove prerequisites. J. Nixon hopes to have the first wave of prerequisites removed for fall 2006. B. Jeffers commented that because the prerequisite for her typing course was validated, she has been unable to remove it. M. Judd confirmed that this will no longer be the case. M. Judd reminded senators that increasing enrollment is not a reason to remove a prerequisite. The process for putting a prerequisite on a course will remain the same. Advisory prerequisites do not need to be validated. J. Nixon stated that this process will be faculty driven. Existing prerequisites will not need to be removed in order to be “re-validated”; alternate methods for validating prerequisites will be explored. M. Judd stated that March is the deadline to submit changes to prerequisites in order for those changes to make it into the fall schedule/catalog. M. Judd will send out a memo to all faculty with information on changes to prerequisites.
 - b Enrollment Management Committee changes – J. Nixon believes that the policy issues of the Enrollment Management Committee should be moved to SPAS or become management decisions. SPAS deals with policies related to student success such as enrollment and access; management deals with setting FTES goals.

- c Grade changes – J. Nixon mentioned that Admissions and Records has expressed concern about compliance issues related to the number of “F” grades that are being changes to “W” after the semester has ended.
- 3 Reports:
- a Associated Student (Troy Majeska):
 - i) President’s cabinet is currently interviewing prospective Senators and expects to seat a full Senate in a couple of weeks.
 - ii) Dyrell Foster is heading the Leadership Education and Development (LEAD) Program which will allow students to earn a certificate in leadership after attending various required workshops. This will help students enhance their skills as well as improve their transfer resume.
 - iii) Inter Club Council (ICC) held its first meeting on Monday, August 22. These meetings are held every Monday in the 9C Student Council room from 12:00 - 1:00pm. ICC will be hosting a workshop on Friday, September 23rd from 1:30 – 3:30pm.
 - iv) “Join a Club Week” has been going on all this week in the 9C patio area between 9:00am - 1:00pm.
 - v) The Red Cross will be on campus on Tuesday, October 4th through Thursday, October 6th from 9am - 3pm. Maximum participation is encouraged.
 - b Faculty Association (Terri Smith Long):
 - i) A summary of tentative agreements as been sent to all Faculty Association members. The two issues remaining are salary and distribution of load for the compressed calendar.
 - ii) Faculty Association is hosting an open house for all part-time faculty. These events are scheduled for Tuesday, October 11th at 11:00am and Wednesday, October 12th at 5:30pm in the Faculty Association conference room. Invitations will be sent out within the next few weeks.
 - iii) A premium holiday will occur in December for faculty enrolled in the Delta Premier and the Vision plan as of January 2005. The benefits Fair was held on August 30th and was a huge success.
 - iv) The next Representative Council Meeting is scheduled for Tuesday, September 27th at 11:00am in bldg. 26A room 110. The candidates for the BOT election have been invited to attend.
 - v) The Faculty Association and the Academic Senate will be collecting donations to help teachers and their families and students affected by the disaster throughout the Gulf Coast. A letter will be sent to all faculty providing more details.
 - c Curriculum Liaison (Matthew Judd):
 - i) Course Renumbering Task Force: M. Judd called for volunteers to serve on the task force. Volunteers include J. Galbraith, J. York, B. Andrews, L. Howell, and J, Bray-Ali.
 - d President (Phillip Maynard)
 - i) Future guests: P. Maynard would like to invite Jemma Judd, the Foundation, and Adrienne Mitchell as guests to future meetings.
 - ii) P. Maynard reminded the senate that the State Academic Senate President, the Chancellor of the California Community Colleges, and the Director of the Community College League will be on campus September 28th.
 - iii) Diversity handouts: P. Maynard distributed the Equity and Diversity Action Committee Goals and Priorities report for 2005-2006 and a flier for a web conference on Best Practices in Recruiting and Retaining Diverse Faculty. The web conference will be held on October 25th in LTC 160 from 1:00 – 3:00pm. P. Maynard hopes

members of PAC and any other faculty members who are interested will attend. Please make departments aware of the conference.

- iv) Study Abroad Program: Academic Senate has not had a lot of involvement with the program in the past and believes there should be more involvement in the future given that this is an academic and professional matter. P. Maynard and M. Grimes-Hillman will draft a resolution which will include recommendations for goals, policies, and the relationship of the program to Academic Senate.

4 Unfinished Business – Action Items

- a Constitution Changes (Michelle Grimes-Hillman): No action taken.
- b Prerequisite validation (Matt Judd): No action taken.
- c Student Learning Outcomes (Phillip Maynard): Jemma Judd is addressing the executive board next week and will be invited to address the full senate regarding this issue at the next full senate meeting. No action taken.
- d Enrollment Management Committee & Calendar Committee proposed changes (Phillip Maynard): T. Long will recommend to PAC that the Calendar Committee be disbanded as calendar is not a negotiated item.
- e Open Executive Board Positions - Closing of nominations (Tamara Karn): M. Grimes-Hillman took the place of T. Karn due to her absence. Nominations for Director are Gary Enke and Julie Bray-Ali. Nominations for Senator-at-Large are Joan Sholars and Wanda Fulbright-Dennis. The nominations were officially closed and voting will take place at the next full senate meeting.
- f Open committee appointments (Phillip Maynard): P. Maynard distributed a list of committee appointments. The appointments were confirmed.
- g Request for Senate to change meeting time to correspond with compressed calendar (due before January 2006): Based on the Compressed Calendar block schedule, the Tuesday/Thursday 11:30am – 12:55pm time block was recommended and discussed. No action taken.
- h New faculty seminar - faculty direction (Michelle Grimes-Hillman): No action taken.

5 New Business - Discussion:

- a EEO Training Resolution (first reading): B. Jeffers asked if training could be done on-line. M. Grimes-Hillman responded that the State Academic Senate discourages training on-line. J. Vitullo will help M. Grimes-Hillman reword the resolution to clarify how EEO representative training will differ from EEO training for those serving on hiring committees. E. Kaljumagi and A. Lujan requested clarification on the extent and frequency of the training.

6 Announcements and Open Forum:

- a Next Full Senate meeting September 22nd, 2005
- b Kelly Ford announced that a Halloween Carnival sponsored by the women's athletic programs will be held on October 28th, 29th, and 30th. Please encourage faculty and students to attend.
- c M. Grimes-Hillman announced that Blackboard has been selected by the College as the Course Management System.
- d M. Grimes-Hillman shared information on a free teleconferencing service available for faculty at www.cccconfer.org.
- e Joan Sholars reminded the senate about Puttin' on the Hits scheduled for February 3rd and 4th.

7 Adjournment