Minutes (approved)
Academic Senate Meeting
September 6, 2007


I. Confirmation of the Agenda: A motion to confirm the agenda was made, seconded, and carried.

II. Consent Agenda
   A. Approval of Minutes – May 31, 2007: A motion to approve the minutes was made, seconded, and carried.
   B. Committee Openings/Appointments: A motion to remove this item from the consent agenda was made, seconded, and carried.
      A change is included in this document: the Math Department Chair has been invited to participate in the Transfer Advisory Group. A motion to approve this item with the change was made, seconded, and carried.

III. Public Comment
   A. S. Guth spoke about the new Intermediate Algebra requirement for the degree. The Math Department is working to write another class of sufficient rigor to be equivalent to Intermediate Algebra. The Math Department is requesting feedback from faculty as to what math skills their students need.
   B. M. Bowen spoke about the stereotyping of student athletes in classes. Gracia Vargas, soccer player, related her experience with this on the first day of school.

IV. Guest: Dr. John Nixon—Dr. Nixon presented the content of the second letter from the President’s Office: a focus on communication. He reviewed the interim positions on which action will be taken this year. He commented on his work with the State Academic Senate and the changes to Title V re: repeat policy and degree requirements. Finally, he spoke to procedures regarding students missing class for official college business.

V. Officer Reports
   A. President
      1. Resolution 2007-03 (Letters of Recommendation for Full-time Faculty): Resolution 2007-03 did not reach mutual agreement. The district believes that if members on faculty hiring committees write letters of recommendation for part-time faculty, then the district could be liable for having an unfair process for outside candidates. The Senate asserts that this practice (made outside of the governance process) places our own part-time faculty at a disadvantage from putting forward their best possible application for a Mt. SAC position.
      2. Resolution 2007-04 (Anticipated Degree Completion and Faculty Hiring): Resolution 2007-04 did not meet mutual agreement. The district does not want the possibility of offering employment to candidates who have not yet obtained their degrees. The Senate President reminded the district that policy decisions involving faculty hiring
should be made by governance committees and not individual areas. The district views this as a compliance issue and that we are unable to offer interviews to individuals who are not eligible to be hired at the time of the interview. The district suggests that departments examine their equivalencies to see if they may be a way to open more opportunities for hire.

3. Foundation Appointment: Dr. Nixon wants a faculty member on the Foundation Board. He would prefer a faculty member who is also an alumnus of Mt. SAC and lives within the district. Interested faculty should contact the Senate Office at X5434.

4. Accreditation Mid Term Report: The Accreditation Mid Term Report was sent to all Executive Board members. This report will go to the Board of Trustees in September. If you wish to have a copy of the report, please contact the Research Office at X4109.

5. Academic Senate Workshops: The Academic Senate will be hosting some professional development workshops for faculty to discuss some hot topics that impact our students. A committee participation orientation workshop will also be offered. Please see the attached sheet for more information.

6. Banner Update: Banner will "Go Live" this summer with the Student Module. The Steering Committee discussed backfill and overtime needs for Banner implementation. Purchasing will "go live" in January 2008, and HR is piloting the People Admin software this fall for an online application process. The databases that will be utilized by Banner have been populated with employee and student records. The committee discussed the ongoing need for communication, dissemination of information, and training that will be required with Banner implementation.

7. PAC Update: Mt. SAC has exceeded the growth target for the year, primarily due to increases in the non credit area. C. Brown presented the latest logos and will be returning to PAC with a recommendation after the next set of community focus groups. The college colors will not be changed. Michael Gregoryk presented Emergency Preparedness Project Tracking data. There will be two evacuation drills in the Fall semester. IEC recommended revision on the College goals to PAC. These goals are based on analysis of the PIE forms. PAC will ask campus committees and some campus-wide programs to set goals and complete an end of year report. 

8. Equivalency/Hiring: The deadline for divisions to submit the “request to fill” form to the Instruction Office is September 28, 2007. Departments requesting a new equivalency or edits to an existing one must submit requests to the Senate office by October 4, 2007.

B. Vice President

1. Early College High School: J. Vitullo has been appointed to the sit on the ECHS steering committee. R. Rodriguez has shared information from the 7/25/07 meeting. Major issues discussed included excessive prerequisites on students and content compatibility of courses. The committee also met on August 17, 2007. J. Vitullo was invited to attend this meeting but was not able to attend. The committee is planning to meet by the end of September or the beginning part of October.

2. Commencement Debriefing: J. Vitullo and M. Grimes-Hillman met with C. Keys to discuss commencement. Several issues concerning faculty were mentioned. They include: Students’ need to find the Honors Coordinators more easily, the need for six readers (3 male and 3 female) who have very energetic voices and will be able to attend the rehearsal, and the concern of faculty jumping the gate into a dangerous field of fireworks in order to leave early. M. Grimes-Hillman suggested that faculty leaders/marshals be announced by the President. J. Vitullo suggested that the faculty leaders be distinguished by wearing a medal or sash.
3. **AP Update:** J. Vitullo will now be working on AP revisions with D. Boroch. Interim VP Burley has expressed a need for tracking and documenting the review process. J. Vitullo has created a transmission form that clarifies the procedure process for making changes. It has been well received by the Executive Board, AMAC and PAC. Please see attached form.

4. **Professional Development Council:** PDC meets today, September 6th at 1:30PM. K. Stern will co-chair PDC until D. Carter’s position is replaced.

VI. **Legislative Liaison:** D. Kohn reviewed the meeting dates for State Academic Senate Area C Meetings and Plenary Sessions.

VII. **Faculty Association**

A. **Contract Ratification:** The return rate for ratification ballots for spring 2007 reopener negotiations was 48%. 98% of FA members who voted, voted to ratify the contract. New contracts will be available to all faculty within the next couple of weeks.

B. **Representative Council Meeting:** The first Faculty Association Representative Council meeting will be held on Tuesday, September 11th at 11:30 a.m. in Founders Hall. The four Board of Trustee candidates have been invited to attend. Representative Council will make a decision on who to endorse for the upcoming November election at the meeting.

C. **Puttin’ on the Hits 2008:** Puttin’ on the Hits 2008 is scheduled for Friday, March 14th at 7:30 p.m. and Saturday, March 15th at 3 p.m. and 7:30 p.m. The 10th annual Puttin’ on the Hits will feature some of the best acts from the previous 9 years.

D. **Insurance Update:** There have been numerous changes to the CalPERS Insurances including two new plans. An open house will be held in the Atrium of Building 4 on Friday, October 5th from 10-4 p.m. to provide you with information on all insurance options during the open enrollment period. Faculty are encouraged to attend to gather information.

VIII. **Associated Students:** No report

IX. **Council/Committee Reports**

A. **Curriculum Report:** L. Garrett announced that Educational Design Committee needs a Business Division representative. The first meeting was an orientation for the over 50% new members.

B. **Student Preparation & Success Report**

1. **New Committee Proposal (Information only):** B. McNeice-Stallard is recommending the creation of a committee that would examine persistence issues. SP&S will discuss the proposal in the fall.

2. **Annual Review of Accomplishments (Consent):** SP&S compiled an annual review of accomplishments. SP&S is recommending that all Senate committees compile an annual review of accomplishments. The report is attached.

3. **Assessment and Matriculation Committee (Consent):** Assessment and Matriculation is requesting two additional members from Community Education and Non Credit. Representation is crucial as we begin discussions on articulation of students between non credit and credit. The committee would like at least one, if not both to be faculty members. The Senate President advised J. Ocampo that part-time faculty are now eligible to be reimbursed for participation as per the faculty contract. SP&S is recommending approval of this change. The request has been made to PAC (July, 2006) and is awaiting Senate approval.

4. **Student Equity Committee (Consent):** The Student Equity committee reports to the Senate through SP&S Council. The Student Equity committee requested to PAC (July 2006) the removal of the Director of Public Information from the membership. This request was not presented to SP&S for approval before going to PAC. The Senate President recommended to PAC that the change be approved pending Senate approval in the fall.

5. **Administrative Policy 5055 Enrollment Priorities (Action):** SP&S recommends approval of the proposed changes to Administrative Policy 5055 (see attached). The changes include removing the point system from early registration and criteria for approving early registration groups. A. Yamagata-Noji and R. Rodriguez were present to answer
questions from the Senate. The priority for high school matriculants is for their first semester only, and it does follow Education Code and Title V regulations. Also, enrollment in individual classes is limited for these students.

6. Board Policy 5030 Fees (Action): SP&S recommends approval of the proposed changes to Board Policy 5030 (see attached). The changes include removing fees for high school students who attend Mt. SAC. A. Yamagata-Noji and R. Rodriguez were present to answer questions from the Senate. “College level” means degree applicable.

X. Action

XI. Discussion
   A. GE Outcomes Purpose & Function Statement: There was no discussion.
   B. Resolution 2007-09 - Developmental Education Team: R. Stepp-Bolling gave a rationale for this resolution and invited faculty to join the Developmental Education Team.
   C. Senate Goals 2007-08: There was no discussion.

XII. Information/Announcements
   A. Next Full Senate Meeting – September 20, 2007
   B. Board of Trustees Meeting – September 26, 2007 (7 p.m.)
   C. Equivalency Request deadline – October 4, 2007
   D. Professional Development Workshops

XIII. Adjournment