



Minutes

Academic Senate Meeting

November 16, 2017

Present:

Martin Ramey, Lina Soto, Bruce Nixon, Tim Engle, Scott Guth, Sun Ezzell, Dana Miho, Abby Wood, John Vitullo, Donna Necke, Vicki Greco, Hong Guo, Tamra Horton, Phil Wolf, Eric Kaljumagi, Joan Sholars, Regina Martinez, Jennifer Hinoestroza, Lucky Morales, Naluce Ito Rocha Santana, Beta Meyer, Jenny Leung, Janet Truttmann, Roger Willis, Barry Andrews, Carol Impara, Jean Metter, Diana Felix, Eloise Reyes, Holly Cannon, Jason Kordich, Hector Sanchez, Rita Van Dyke-Kao, Shari Wasson, Kelly Rivera, Kate Cannon, Robert Purcell, Melinda Bowen, Ema Burman, Dianne Rowley, Chisato Uyeki, Scott Childress, Karla Rivas, Tiffany Kuo, Gene Ano, Lance Heard, Serena Ott.

Absent: Liesel Reinhart, Linda Rogus, Fred Kobzoff, Eric Bladh, Tony Henry, Patricia Maestro, Michelle Shear, Rebecca Walker, Michelle Boyer, Jamie Hooper, Shelby White, Eugene Mahmoud, Robert Augustus, Marlene Gallarde, Matthew Burgos.

Guests: Ciara Reese, Lori Walker, Tiffani Calvillo, John Zarate, Elysse Nunley, Kevin Juarez, Carly Betkey, Jack Charles, Dayshia Wallis, Adan Rodriguez, Barbara Gonzalez.

I. Call to Order: The meeting was called to order at 11:33 a.m.

II. Consent Agenda: *Motion to approve consent agenda moved and seconded. Approved unanimously.*

III. Public Comment:

Lori Walker, Learning Assistance Center –

The Learning Assistance Center (LAC) faculty asks that all faculty members vote for retraining as an important reopening issue for the upcoming Spring 2018 Faculty Contract Negotiations.

In recent months, both the English and Math Departments have voted to formally adopt multiple measures for placement of students into their respective sequences of courses. This change significantly reduces the number of courses offered within the LAC. This comes at a time when there are also trends across the country to eliminate Math courses for non-STEM majors. If this trend comes to California and Mt. SAC, it would greatly affect enrollments in the Math department as well.

Our contract currently has uncertain language regarding retraining. Recent developments have brought the following issues to light:

1. The LAC faculty foresee, in the near future, having an inadequate number of courses to meet load.
2. The current retraining language in the contract is extremely vague, leaving the option for the district to force us to transfer into another department, or, insist that we take the next available position within another department, to make load.

Given the aforementioned issues, we want contract language regarding retraining that is strong enough such that all affected faculty and departments have a say in future decisions.

With respect to the Faculty Association Negotiations Survey (currently available on your portal), we are requesting support for the following survey items:

7. Provide compensation for educational expenses incurred while retraining and on sabbatical, as well as for paying licensing fees/ dues (i.e. the annual State Bar of California dues, for example), and required or desirable continuing education for teaching in that faculty member's discipline (like the 25 hours of continuing legal education required every three years to maintain an active license to practice law).
29. Negotiate a revision of Retraining Leave language to include a guarantee of new position after retraining is completed.

A.

IV. Officer Reports

A. President:

1. Academic Mutual Agreement Council

a) Academic Mutual Agreement Council met November 13 and:

a) Discussed the possibility of restructuring itself to ensure that our shared governance process is followed and effective. Originally, AMAC was created to serve as the place where collegial consultation

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- on academic and professional matters occurred between the Senate and the Board of Trustee's delegate. However, over time, management's authority to act on behalf of the college has waned. We would like to return that authority to AMAC or else invite the President to become part of the group in order to make it more functional. Otherwise, we may seek to dissolve the council and consult with the President himself on all Senate matters.
- b) Discussed the Senate's goals for 2017-18.
 - c) Discussed feedback from Senate Exec on Dual Enrollment.
 - d) Discussed Flex Day offerings and status.
 - e) Discussed the three work groups recently approved by the Senate, e.g., Multiple Measures, Early College High School and General Work Experience.
 - f) Discussed the current status and timeframe for approving the Integrated Plan. Currently, SP&S is due to wrap up discussion and approval of the plan on Nov. 20. From there, it will be e-mailed out to Senate Exec as well as the Senate for feedback. It will appear as a discussion item on the 11/30 Senate Exec agenda.
2. Accreditation Steering Committee
 - a) ASC met Nov. 3, but I could not attend due to Plenary.
 3. C-TEAC
 - a) C-TEAC met Nov. 15 and considered supplemental requests for funding from programs funded by Strong Workforce funds. It also discussed the 2017-18 Local Plan submissions to the Chancellor's Office.
 4. DEMAC
 - a) DEMAC met Nov. 15 and discussed the status of dual enrollment offerings at local high schools.
 5. Equivalency Committee
 - a) Equivalency has not met since my last report. It meets Monday, Nov. 27 and will consider equivalencies from Child Development and Family and Consumer Studies. If your department has an equivalency request it would like to be considered so that it may be activated for Spring, please submit those requests immediately to me.
 6. Institutional Effectiveness Committee
 - a) IEC met November 8 and:
 - a) Discussed changes to the annual Strategic/PIE/Budgeting calendar.
 - b) Discussed the need for the Senate to be informed on the creation of the new College goals – members from IEC will attend the 12/7 Senate meeting to discuss them and take questions.
 - c) Received an update of the PIE revision process.
 - d) Discussed the implementation of the Strategic Plan and what concept may exist for this year's Institutional PIE.
 7. Pathways Implementation Work Group
 - a) The Pathways Implementation Workgroup met November 7 and:
 - (1) Reviewed feedback from the AACCC Institute No. 6, which focused on policies needed to effect change, such as the ability to put students into cohorts at scale and other issues. Trustees Baca, Bader and Chen-Haggerty attended the conference.
 - (2) Discussed gaps from work completed during Institutes No. 1 and 2 to provide a list of things for the group to close the loop on and received an update on the California Guided Pathways planning and report cycle. Originally, the documents for the plan were due out on Oct. 30, but that has not happened. The deadline for completing the plan has been pushed back to March 20, 2018.
 8. President's Advisory Council
 - a) PAC met on November 8 and:
 - (1) Received an update from the Accreditation Steering Committee. ASC would like to save time on finding evidence to support the various accreditation standards by the related writing teams. It is proposing that committees use their minutes to align their discussions with the ACCJC's standards. This work could be done when committees review the minutes in the following meeting. BoardDocs offers an option to tag items which could help with the process.
 - (2) President Scroggins brought forward an alternative to perform crosswalk from each committee's functions to the related accreditation standard. Another way he suggested

would be to connect the crosswalk into the committee's goals. ASC will continue to study options and report back.

- (3) Received an update from Budget following its Integrated Plan and Budgeting Process Calendar. There were some problems from the joint meeting that caused changes to the calendar, which is being revised in IEC and Budget.
- (4) The IT Advisory Committee received an update on the BP and AP on security, aligning it with the state-published standards. IT started a "New Year, New Systems" marketing plan to roll out Office 365, a Banner update, WebCMS 10.0, etc.
- (5) Received an update from PDC.
- (6) Received an update from Campus Equity and Diversity - which has been working on changing its focus so that it's more about compliance with the EEO plan and guidelines from the Chancellor's Office.
- (7) Reviewed several Purpose and Function Statements from Basic Skills, Campus Equity, Climate, Dual Enrollment, Employee Wellness, Health and Safety, Homeless and Basic Resources, IEC, PAC, Professional Development, Student Equity, SP&S Council (pulled), Voices.

9. Board of Trustees' Meetings

a) The Board of Trustees met November 8. The Board unanimously approved a resolution supporting the College's transition of Public Safety into a POST-certified police force. A town hall on the police force and other topics is planned for Nov. 29, at 10 a.m. in 13-1700. It is open to members of the campus. We encourage you to attend to voice your concerns and to ask whatever questions you have.

10. Other Information

a) Lina Soto, Donna Necke and I attended Fall Plenary Nov. 2-4. Final resolutions from that meeting are posted on the ASCCC's website:
<https://asccc.org/sites/default/files/Resolutions%20Packet%20F17%20Saturday%2011-4-2017%20Final.pdf>

B. Vice President:

1. Spring FLEX DAY 2018

a) Spring Flex Day is February 23, 2018. The call for proposals has been sent out. Based on faculty feedback and data collected from FPDC the Flex Day Planning Task Force is soliciting traditional workshop proposals, as well as theme-threaded and interdepartmental workgroups. The task force will review the proposals before the Thanksgiving holiday and faculty should be able to sign up for Flex Day workshops early December before winter break. The opening meeting will be held in Sophia Clarke Theater and lunch will be provided by the President's Office.

2. Committee and Council Vacancies

a) There are still Committee and Council vacancies open. See attached list of Committee and Council Openings.

Committee and Council Openings

Terms are for three years (2017-2020) unless otherwise noted. Last updated 11/8/2017

<u>Committee/Council</u>	<u>Positions Available</u>	<u>A. Meeting Schedule</u>	<u>Meeting Time</u>
Basic Skills Coordinating Committee	1 vacancy at-large (Gen. Ed. through 2019)	2 nd and 4 th Thursdays	2:30-4:00pm
Curriculum & Instruction	1 vacancy at-large (Library)	2 nd and 4 th Tuesdays	3:30-5:00pm
Dual Enrollment Mutual Agreement Council	1 vacancy	3 rd Wednesday	3:00-4:30pm

<u>Committee/Council</u>	<u>Positions Available</u>	<u>A. Meeting Schedule</u>	<u>Meeting Time</u>
Educational Design	1 vacancy (1-Tech & Health through Spring 2018)	Every Tuesday	1:30-3:00pm
Equivalency	1 vacancy	4 th Monday	3:30-5:00pm
Faculty Professional Development	3 vacancies (two through 2018 and one through 2019)	2 nd & 4 th Thursdays	2:30-4:15pm
Institutional Effectiveness Committee	1 vacancy (Noncredit)	2 nd & 4 th Wednesday	1:30-3:00pm
Institutional Review Board	1 alternate vacancy (must have behavioral or biomedical background)	2 nd Friday	10am-12pm
International Students Advisory	1 vacancy (Counseling)	3 rd Thursday	3:00-4:30pm
President's Advisory Council	1 vacancy (through 2018)	2 nd & 4 th Wednesdays	3:00-4:30pm
Student Equity Committee	1 vacancy (Noncredit)	2 nd & 4 th Mondays	2:30-4:00pm
VOICES	1 vacancy	2 nd Tuesday	12:00-1:00pm

3. Student Preparation and Success Council

a) The Student Preparation & Success Council met November 8, 2017. See SP&S Report.

V. Legislative Liaison Report:

A. Fall Plenary Resolutions:

1.0 ACADEMIC SENATE

1.01 Emeritus Status for Paul Setziol

2.0 ACCREDITATION

2.01 Request Accrediting Commission for Community and Junior Colleges (ACCJC) to Readdress Bachelor's Degree Program Requirements

3.0 DIVERSITY AND EQUITY

3.01 Support for DACA Students

3.02 ESL Equity Impact Caused by Termination of Common Assessment Initiative

3.03 Revise the 2002 Paper Student Equity: Guidelines for Developing a Plan

4.0 ARTICULATION AND TRANSFER

4.01 Support Students Transferring to UC, CSU, and Private and Out-of-State Institutions

7.0 CONSULTATION WITH THE CHANCELLOR'S OFFICE

7.01 Creating Guidelines for Veteran Resource Centers

7.02 Identify and Remove Barriers to Offering Noncredit Distance Education Courses

7.03 Evaluation and Certification of Coursework from Home Schools

7.04 Internship Opportunities for Students Enrolled in Noncredit Courses and Programs

7.05 Student Accountability Model Codes - CB09 Revision

7.06 Access to Noncredit Courses for Undocumented Students

7.07 Implementing AB 705 (Irwin, 2017) to Serve the Needs of All Community College Students

7.08 Call for Faculty Leadership in Implementing the Vision for Success

7.10 Using System Consultation and Faculty Input to Address Expansion of Online Education

7.11 Commitment to Reliable English as a Second Language (ESL) Success Data via the Scorecard

7.12 Endorse Consortium Approach to Expanding Online Educational Opportunities

9.0 CURRICULUM

- 9.01 College Autonomy and Faculty Purview for Determining Meta Majors or Areas of Focus
- 9.02 Expand System-wide Online Educational Opportunities
- 9.03 Online CTE Programs and Competency-Based Instruction
- 9.04 Inclusion of Information Competency in College Institutional Learning Outcomes

10.0 DISCIPLINES LIST

- 10.01 Revise the Minimum Qualifications for Credit Apprenticeship Faculty
- 10.01W Withdraw Resolution 10.01
- 10.02 Dialog and Collaboration on Apprenticeship Faculty Minimum Qualifications

11.0 TECHNOLOGY

- 11.01 Support for Educational Planning Initiative's Suite of Tools

12.0 FACULTY DEVELOPMENT

- 12.01 Creation of Professional Development College Courses in Effective Teaching Practices

13.0 GENERAL CONCERNS

- 13.01 Recognition of Course Sections with Low-Cost Course Material Options
- 13.02 Environmental Responsibility: College Campuses as Living/Learning Labs
- 13.03 Faculty Involvement in Financial Recovery Plans

14.0 GRADING

- 14.01 Effective Practices for Allowing Students to Repeat Courses to Alleviate Substandard Grades

15.0 INTERSEGMENTAL ISSUES

- 15.01 Aligning Transfer Pathways for the California State University of California Systems

16.0 LIBRARY AND LEARNING RESOURCES

- 16.01 Updating of ASCCC Papers on Library Faculty and Libraries in the California Community Colleges

17.0 LOCAL SENATES

- 17.01 Faculty Involvement in Scheduling of Courses
- 17.02 Local Academic Senate Role in Developing and Implementing Guided Pathways Frameworks
- 17.03 Application of Faculty Policies to Apprenticeship Instructor
- 17.04 Local Senate Purview Over Placement of Apprenticeship Courses Within Disciplines
- 17.05 Support for Academic Senate Faculty Leadership Training
- 17.06 Academic Senate Role in Appointing Faculty for Guided Pathways Framework Design and Implementation
- 17.07 Support for Local Academic Senates in Committing to a Guided Pathways Framework
- 17.08 Effective Shared Governance through Communication and Collaboration
- 17.09 Inclusion of Library Faculty on College Cross-Functional Teams for Guided Pathways and Other Student Success

Initiatives

22.0 FINANCIAL AID

- 22.01 Ensure Equal Access for All Qualified California Community College Students to College Promise Funds

VI. CTE Liaison Report: No Report.

VII. Noncredit Liaison Report:

A. ABP PIE Day

- a. The ABE (Adult Basic Education) Department held its annual PIE Day on October 31. This is an annual event where ABE faculty and staff share out PIE outcomes from the previous year, highlight accomplishments, and discuss goals for the upcoming year. This year the theme was "PIE-lympics," and participants competed in PIE-themed activities

including SSSP Ring Toss, Completion Popcorn Dash, and Partnership Beanbag Tic-Tac-Toe. Visiting athletes included Liza Becker, Associate Dean of Continuing Education Programs and Services, Jody Fernando, Director of English Language Learners, Margaret Teske, ESL Instructional Support Manager, Mary Lange, Director of Education for Older Adults & Adults with Disabilities, Paulo Madrigal, Director of Community and Contract Education, and Minerva Avila, SCE WASC Coordinator. PIE Day also featured an introductory video that starred President Bill Scroggins, SCE Dean Madelyn Arballo, SCE Associate Dean Liza Becker, and the Director of Adult Education, Lesley Johnson. The video can be viewed here: <https://youtu.be/XAiEHfmXJ00>

- B. ACCE Fall Southern Workshop
 - a. Mt. SAC hosted the ACCE (Association of Community and Continuing Education) Fall Southern Workshop on November 9. The workshop theme was “Communities of Practice in Continuing and Community Education,” and the agenda included noncredit policies, legislative updates, and sharing of best practices. The workshop had approximately 100 participants including representatives from the Chancellor’s Office.
 - C. Peralta CCD Visit
 - a. SCE will host a visit by faculty, staff, and administrators from the Peralta Community College District on November 30. Mt. SAC noncredit faculty and administrators will share best practices including noncredit curriculum, certificates, progress indicators, and collaboration with credit programs. The event will also highlight Mt. SAC’s successful noncredit programs including Short Term Vocational, VESL (Vocational ESL), ABE, and EOA (Education for Older Adults).
- VIII. Faculty Association Report:
- A. Representative Council
 - 1. The FA Rep. Council met on 7 November and approved the appointment of Beta Meyer as an FA Director for the remainder of the academic year. We also approved the FA survey and postponed our consideration of ways to support our DACA students until the Council’s next meeting on 5 December. Additional items to be voted on at the December meeting include “sunshining” articles for the 2018 negotiations, the 2019-20 Academic Calendar, and whether to invite the company California Casualty to speak at a spring Council meeting.
 - B. Negotiations Survey Now Available
 - 1. The MSAC Faculty Association’s annual negotiations survey is now available and will remain open until Monday, 4 December. To take the survey, please log into your Luminis portal (<http://inside.mtsac.edu>) and look for the link in the “Announcements” section of your “home” tab. This survey will guide the FA Executive Board as it directs our negotiations. Please note that as there are not unilateral reopeners this year, some items that rank high on the survey may have to wait until next year.
 - C. CCA Winter and Spring Conferences
 - 1. The CCA Winter Conference will be held from **9 - 11 February** at the LAX Hyatt Regency. This conference is fully paid for (including parking, mileage, hotel, and meals) by the FA and CCA and will once again bring together college faculty from many CA community colleges. There will be workshops on current issues, negotiation techniques, and coordinating bargaining strategies. In addition, the CCA Spring Conference/W.H.O. awards will be held from **20 - 22 April** and it is also at the LAX Hyatt Regency. Please contact the FA President at ekaljumagi@msac-fa.org by **22 November** if you would like to attend either of these conferences. They are an excellent way to learn more about how our union works and how we work with CCA to advocate for you at the State level.
 - D. Puttin’ On The Hits (POTH) 2018
 - 1. POTH tickets are now available online at <http://www.4tix.org>. Two shows will be offered this year: Friday, **9 March** at 7:30 PM and Saturday, **10 March** at 7:00 PM. Please purchase tickets for this important (and fun) twentieth annual fundraiser. Proceeds fund the FA Student Achievement Fund, which provides cash awards to Mt. SAC students.
- IX. Associated Students Report: None.
- X. Council Reports:
- A. Curriculum & Instruction Council Report:
 - 1. Committee Minutes
 - (1) Curriculum & Instruction Council: October 10, 2017

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- (2) Distance Learning:
 - (3) Educational Design: October 10, 2017; October 17, 2017
 - (4) Outcomes: October 3, 2017
 - (5) Equivalency Committee: October 23, 2017
2. Curriculum and Instruction Council
- (1) Action Items: None
 - (2) Information/Discussion Items
 - 1. Outcomes Committee Purpose and Function, and goals-revised (see attached)
- B. Student Preparation & Success Council Report:
- 1. The Council met on November 6 and discussed the following items:
 - 1. ACTION:
 - (1) Approved recommended changes to the SP&S Purpose and Function and Goals
 - (2) Committee Meeting Minutes were reviewed and accepted
 - a. Basic Skills (September 14, 2017)
 - b. Student Equity (October 9, 2017)
 - c. SSSPAC (September 13, September 27, and October 11, 2017)
 - 2. INFORMATION:
 - (1) Reviewed Important Updates from the California Community Colleges Chancellor's Office
 - a. Integrated Plan Submission Deadline has once again been moved. New submission deadline is January 15, 2018.
 - b. SSSP Allocations (credit and noncredit)
 - c. Common Assessment Initiative Reset Memo
 - d. AB705 – Review of bill and Q&A sent out by the Chancellor's Office
 - (2) Update on Multiple Measures Implementation. Reviewed notes from the multiple measures workgroups that met at Founders Hall on October 2, 2017 and at Kellogg West on October 18, 2017. The workgroups will meet again and report out what has been done thus far Friday, November 17, 2017 at Kellogg West.
 - 3. FUTURE TOPICS:
 - (1) Review of Guided Pathways
 - (2) SSSP Plan Update/Overview
 - (3) Student Equity Update/Overview
 - (4) Review APs & BPs on Assessment
 - (5) AP 3540 Sexual Assaults on Campus
 - (6) Review of AP 5000 series
- C. Professional Development Council Report:
- 1. November 2, 2017:
 - 1. PDC Updates:
 - (1) PDC does not currently have any written policies or guidelines and sees a potential benefit in having a BP or AP for professional development. PDC will be researching what other California community colleges have developed.
 - (2) Liesel Reinhart and Lianne Greenlee have met with Human Resources on behalf of PDC to collaborate on professional development needs. Topics included training on diverse hiring practices, onboarding processes, and support of mandated training.
 - 2. FPDC:

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- (1) FPDC initiated a discussion about an AP/BP for faculty professional development.
 - (2) FPDC is a governance committee that currently reports to PDC, which reports to PAC. Academic Senate is discussing this reporting structure since policies for faculty professional development are a “primarily relied upon” area for the Academic Senate.
 - (3) Two committee vacancies remain.
 - (4) The FLEX Day call for proposals have been announced. New formats for Spring are based upon FPDC recommendations and include a keynote speaker, themed-thread, or collaborative interdepartmental workgroups.
3. CPDC:
- (1) CPDC continues to focus on review of new and currently offered professional development courses for Professional Growth Benefit Credit for Classified.
 - (2) A New Employee Welcome event will be held on December 1, 2017 followed by a five-week NEW Series to be offered during the winter term.
4. MPDC:
- (1) The newly implemented monthly managers meetings held in October and November were successful, with high levels of participation. Topics included sexual harassment prevention and information security. A two-year training schedule of topics is under development.
 - (2) The management retreat, to be held in Long Beach January 4-5, 2018 will include ten hours of intensive training on coaching for results.
5. Conference and Travel
- (1) In 2017-18 PDC has already approved 103 requests in the amount of approximately \$93,000. Applications for funding are being submitted at a higher rate than in previous years.
- XI. Action:
- A. Student Preparation & Success Council Purpose, Function and Membership Statement (returned from Council on Nov. 6, 2017)
Motion to approve Item A moved and seconded. Discussion ensued with friendly amendments made. Motion approved unanimously.
 - B. Distance Learning Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
Motion to approve Item B moved and seconded. Discussion ensued with minor modifications made. Motion approved unanimously.
 - C. Curriculum and Instruction Council Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
Motion to approve Item C moved and seconded. Discussion ensued with minor modifications made. Motion approved with one nay (Scott Guth) and one abstention (Chisa Uyeki).
 - D. Educational Design Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
Motion to approve item D moved and seconded. Approved unanimously.
 - E. Outcomes Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
Motion to approve item E moved and seconded. Approved unanimously.
 - F. AP 4024 Units-to-Contact-Hour Relationship (Contact: John Vitullo x6711)
Motion to approve item F moved and seconded. Approved unanimously.
 - G. BP 3930 Minors on Campus (Contact: Martin Ramey x5436)
 - A. *Motion to approve moved and seconded. Discussion ensued. Motion to postpone moved and seconded. Motion to postpone approved unanimously.*
- XII. Discussion:
- XIII. Information/Announcements:
- B. Next Full Senate Meeting on December 7 will be held in Building 6-160
 - C. ASCCC Fall Curriculum South, Long Beach City College – Nov. 18
 - D. Spring OER Regional South, TBA – Feb. 9, 2018
 - E. 2018 Accreditation Institute, Garden Grove- Feb. 23-24, 2018
- XIV. Adjournment: 12:44 p.m.