
Minutes

Academic Senate Meeting

October 22, 2015

Present: Daniel Anderson, Barry Andrews, Jeffrey Archibald, Maria Azpeitia, Chris Briggs, Jared Burton, Holly Cannon, Kate Cannon, Danny Cantrell, Scott Childress, Tim Engle, Sun Ezzell, Marlene Gallarde, Lance Heard, Tony Henry, Jennifer Hinostraza, Jaime Hooper, Luisa Howell, James Hutchinson, Eric Kaljumagi, Tiffany Kuo, Erica Ledezma, Charis Louie, Regina Martinez, Rasool Masoomian, Jean Metter, Beta Meyer, Bao-Chi Nguyen, Bruce Nixon, Julie Perez-Garcia, Martin Ramey, Eloise Reyes, Michael Sanetrick, Yvette Santillan, Joan Sholars, Dan Smith, Lina Soto, Melody Summers, Chan Ton, Janet Truttmann, Chisato Uyeki, Rebecca Walker, Liz Ward, Shari Wasson and Dan Wheeler

Absent: Joe Denny, Dan Garcia, Scott Guth, Jenny Leung, Billie Lynes, Amy Nakamura, Paul O'Brien, Bob Perkins, Michelle Sampat, Hector Sanchez, Tyler Trull, Iona Uiagalelei, and Tina Ziolkowski

Guests: Mercedes Tseng (journalism student); Sorakphykun (Sara) Bunthon (Faculty Relations Representative from Associated Students)

- I. Call to Order: The meeting was called to order at 11:20 a.m.
- II. Consent Agenda: Cheryl Gilbert was inadvertently omitted from the appointments to the LGBTQ Task Force. A motion to approve the Consent Agenda was then made, seconded, and approved unanimously.
 - A. Approval of Minutes of October 8, 2015
 - B. C&I Report of October 8, 2015
 - C. Campus-wide Reassigned Positions Task Force Chair Appointment: Lance Heard
 - D. Content Review Committee Appointment: Patricia Maestro (Counseling)
 - E. Institutional Review Board Faculty Co-Chair Appointment: Nancy Meggelin
 - F. LGBTQ Task Force Appointments: Kim Earhart, Sun Ezzell, Donna Necke, Liesel Reinhart, Chisa Uyeki, Randy Wilson, Daniel Staylor, Stacy Bacigalupi, Roxan Arntson, Meagan Nolan, Cheryl Gilbert (who was omitted in erratum)
- III. Public Comment: The Chemistry Department is hosting a Family Science Festival on Saturday, Nov. 14 from 10 a.m. to 2 p.m., at the Natural Science Complex (Buildings 7, 60 and 61). There is no cost to attend.
- IV. Campus Safety: President Bill Scroggins: The college has been working on campus security and emergency preparedness solutions and has developed an overall plan that follows national standards and is integrated with emergency response teams from our area and region. President Scroggins discussed the college's emergency alert/notification system and how to receive those messages by text/SMS, email and phone as well as planned improvements to those systems. Trainings are also being planned over the next two years to provide training and campus drills to handle a number of contingencies, including how to respond during evacuations, shelter-in-place drills, earthquakes and active shooter situations, etc. President Scroggins received questions and provided answers to several questions involving campus security and safety.
- V. Officer Reports
 - A. President:
 1. AACC Pathways Project: Mt. SAC was selected as a finalist. A phone interview occurred on October 20 to proceed with Bill Scroggins, Irene Malmgren, Audrey Yamagata-Noji and Dan Smith on the call.
 2. Academic Mutual Agreement Council: The committee met on October 12 and discussed:
 - a) AP 4232 Pass/No Pass Grading, and Informing Students of Deadline to Select Pass/No Pass Grading – The ability to clearly communicate the last day for students to select their grading option was discussed. Due to Banner issues, the online limit is 20% of the course length, whereas the in-person limit is 30%. It

was agreed that the goal is to inform students and instructors of the date, make the online deadline the same as the in-person one, and revise AP 4232 accordingly.

- b) OEI Update and Canvas software use –The issue of switching to the Canvas learning management software was discussed. As the Distance Learning Committee is already evaluating the software and the current contract expires at the end of 2017, the Senate will follow up with Mary Johnson regarding the Canvas switchover, as well as our past practice in switching from Blackboard to Moodlerooms.
 - c) New Faculty Requests – There are about 70 requests to hire new faculty. The Instruction Team has ranked its selection. Tomorrow, the Executive Board will meet to rank those positions before going to AMAC on Monday. The number of retirements will not be known until later next week.
 - d) Senate Goals for 2015-16 – The goals passed by Senate were presented as information only. They will be discussed in full at a later meeting.
 - e) Academic Senate Classified Worker – We were approved for a 10-hour per week Hourly Classified worker at the President’s Cabinet on October 13.
3. Accreditation Steering Committee: The committee met on October 2 and discussed the following:
- a) Follow-up to ACCJC letter on Mt. SAC Institution-Set Standards – Barbara McNeice Stallard clarified the recommendations regarding the 25% goal set by Mt. SAC for employment. This compares with an average of 80% set by other colleges. However, that data only includes those who respond to their employment surveys, not the total number of students (as Mt. SAC does). The ACCJC recommends conforming our standard to the other colleges.
 - b) Due Dates Review – A reassessment of the accreditation timeline was discussed. The Focus Forums will be delayed until after the initial writing team drafts are completed.
 - c) Smartsheet Training – A naming convention was discussed that would conform to ACCJC nomenclature. Writing teams will be urged to embed links in the document list.
 - d) An increasing number of students are joining writing teams.
4. Budget Committee: The committee met yesterday following a meeting on October 7. Budget discussed proposed revisions to BP and AP 6250 Budget Management, and BP 6200 Budget Preparation. No revisions were made to AP 6250. BP 6250 was finalized, consolidating language from three paragraphs into one. The final paragraph of BP 6250, which the Senate had moved from BP 6200, was returned to BP 6200 with additional language separating its process from the issue of the reserve requirements. The revisions were then unanimously recommended and forwarded to PAC, who returned the proposed language with questions to the Budget Committee.
5. Curriculum and Program Planning Committee: The committee has not met since the last report. The next meeting is scheduled for October 26.
6. Equivalency Committee: The committee has not met since the last report. The next meeting is October 26.
7. Institutional Effectiveness Committee: The committee met on October 14. Details will be in the next report.
8. President's Advisory Council: The committee met on October 14. Details will be in the next report.
9. Management Screening Committee Appointments: Marilyn McNall and Susan Wright were appointed to the search for the Associate Dean, Career Education and Workforce Development position.

- B. Vice President: No written report. The Flex Day call for proposals should be out next week and Jeff is looking for suggestions for the Spring training.

VI. Legislative Liaison Report (written report only)

a. The following legislation was signed into law:

1. AB 288 Holden College and Career Pathways Act (Dual Enrollment): Allows community college districts to create College and Career Access Pathways partnerships with school districts to develop pathways from high school to community college for CTE or transfer. The goal is to have five high schools on board by Fall.
2. AB 636 Medina Postsecondary Education: Student Safety. Requires the District to disclose the identity of assailants to law enforcement and victims who are determined that to pose a serious or ongoing threat to the safety of students, employees, or the institution.
3. AB 798 Bonilla College Textbook Affordability Act of 2015. Establishes the College Textbook Affordability Act of 2015 to reduce costs for college students by encouraging faculty to accelerate the adoption of lower cost, high-quality open educational resources.
4. AB 913 Santiago Student Safety. Requires governing boards to designate the appropriate law enforcement agency that will have operational responsibility for the investigation of each sexual assaults and hate crimes and to review/update those written agreements every 5 years.
5. AB 963 Bonilla Teachers' Retirement Law: Provides that creditable service includes any activities that were performed for an employer, on or before December 31, 2015, and were reported as creditable service to STRS.
6. AB 1016 Santiago Public Postsecondary Education: Student Transfer Achievement Reform Act: Requires Cal States to guarantee admission with junior status to a community college student who meets the requirements for the associate degree for transfer. These provisions do not guarantee admission for specific majors or campuses.
7. SB 186 Jackson Community College Districts: Removal, Suspension, or Expulsion. Authorizes the governing board to remove, suspend, or expel a student for sexual assault or sexual exploitation, regardless of the victim's affiliation with the community college, even if the offense is not related to college activity or attendance.
8. SB 707 Wolk Firearms: Gun-free School Zone. Allows persons holding a valid license to carry a concealed firearm to carry that firearm in an area that is within 1,000 feet of, but not on the grounds of, a public or private K-12 school. It also removes the exemption that allows a person holding a valid license to carry a concealed firearm to bring or possess a firearm on the campus of a university or college. An authorized peace officers' exemption would still be included.

- b. Vetoed by Governor: SB 42 Liu Postsecondary Education: Office of Higher Education Performance and Accountability. This bill would have created the Office of Higher Education Performance and Accountability as the statewide postsecondary education coordination and planning entity. The California Senate is pending consideration of the veto.

VII. Faculty Association Report:

- a. Faculty Positions Available: The FA has several committee and task force positions available that need to be filled, including the Faculty Professional Development Committee, the Lab Parity Committee, the FA Governance, the Grievance Committee and the Bullying Prevention Task Force. Anyone interested in any of these should contact the FA President at kajumagi@msac-fa.org.

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- b. 2016-17 Negotiations: The Negotiations Teams has been approved and includes Eric Kaljumagi (Lead), Joan Sholars, Sandra Esslinger, and shadows Veronica Alvarez and Judy Lawton. The team begins work in January, following administration of the negotiations survey. The survey is now open and closes October 29.
 - c. Faculty Association Student Achievement Fund Events: Please mark your calendar for October 26 when the FA will host a scholarship fundraiser at BJ's Brewery in West Covina. Fifteen percent of non-alcoholic sales will be donated to the scholarship fund should one provide the waiter with the official fundraiser flyer. Additional fundraising events are scheduled for November 5 at Panera Bread and November 17 at El Torito.
 - d. Adjunct Faculty Celebration: The FA will celebrate Campus Equity Now! on October 28 from noon to 3 p.m. in Founders Hall. Departments have been asked to nominate adjunct faculty to be honored.
 - e. Insurance: The Representative Council has approved a third dental provider, which is less expensive and reduces the cap to \$1,000 per family member. More information will be distributed to faculty.
 - f. Puttin' On The Hits (POTH) 2016: POTH tickets are now available online at <http://www.4tix.org>. Two shows will be offered this year: Friday, March 4, at 7:30 p.m. and Sunday, March 5, at 7:00 p.m. Proceeds fund the FA Student Achievement Fund, which has offered scholarships to Mt. SAC students for seventeen years.

VIII. Associated Students Report

- a. A.S./Campus Events
 - 1. Blood Drive – October 13-15, 2015 (246 pints of blood were collected, from over 300 donors).
 - 2. A.S. held its "Night Students Appreciation" on October 15, 2015.
 - 3. A.S. Senators ventured out to Building 61 and Building 26 area to give out foods and drinks
- b. A.S. Senate Meetings
 - 1. October 13: Discussion: New Mt. SAC Website, presented by Eric Turner, IT
 - 2. October 15: A.S. Budget Overview and Role Responsibility
- c. Upcoming Events
 - 1. Halloween Costume Contest – October 29, 2015
 - 2. Mt. SAC's Got Talent – November 19, 2015
- d. A.S. Initiatives
 - 1. Update on the WIFI Survey: Number of Surveys completed: 1,350 as of Monday
 - 2. (<https://www.surveymonkey.com/r/NNJ7Q7V>)
 - 3. Water Bottle initiative: There are two, currently near the pool and the soccer field. There are plans to add additional refilling stations and distribute water bottles to students in the future to students who have paid their Student Activities fee.
 - 4. Final Frenzy (finals week). There will be a food truck and other activities scheduled during Finals week outside of Building 9C.

IX. Council Reports

A. Curriculum & Instruction Council

1. Committees:

- Continuing Education - Minutes: None
- Distance Learning - Minutes: June 6, 2015, August 25, 2015, and September 8, 2015
- Educational Design - Minutes: September 29, 2015, October 6, 2015, October 13, 2015
- Educational Design Sub-Committee for General Education and Transfer Issues - Minutes: None
- Equivalencies - Minutes: September 28, 2015
- Outcomes - Minutes: September 15, 2015

2. Curriculum & Instruction Council Information Items: None.

3. Curriculum and Instruction Council Action Items:

a) Mammography Certificate: Attached as an Action Item.

b) Consent Agenda: 4 –year review:

- ARTD 46B Intermediate Painterly Printmaking
- ARTS 22 Design: Three-Dimensional
- ARTS 42 Sculpture: Mold Making
- CISB 16 Macintosh Applications
- R-TV 19A Beginning Video Production
- R-TV 20 Television News Production
- R-TV 23 Reality Show Production
- R-TV 22 Editing for Film and Television
- ARTS 34 The Sculptural Vessel
- ARTD 44B Printing: Intermediate Lithography
- ARTD 45B Printmaking: Intermediate Screenprinting
- FASH 24 Fashion Patternmaking by Computer
- MENT 58L Advanced Medical-Surgical Nursing for Psychiatric Technicians Clinical
- AIRC 20 Refrigeration Fundamentals
- MENT 56L Medical Surgical Clinical Experience
- MENT 70 Introduction to Psychiatric Technology
- ARTD 21 Design: Color and Composition
- FIRE 11 Fire Apparatus and Equipment
- CISS 29 CNASM Service Learning
- ANIM 101A Drawing - Gesture and Figure
- ANAT 35 Human Anatomy
- AGLI 96 Animal Sanitation and Disease Control
- AIRC 25 Electrical Fundamentals for AC and Refrigeration

c) Consent Agenda: Modified Courses:

- ADJU 10 Introduction to Correctional Sciences
- ARTC 169 Contemporary Illustration
- BS ASVB1 ASVAB Preparation 1
- DSPS 34 Writing Strategies

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- FCS 51 Consumerism: The Movement, its Impact and Issues
 - PHIL 9 Critical Thinking and Writing
 - PHIL 9H Critical Thinking and Writing – Honors
 - FIRE 101 Company Officer 2D All Risk Command Operations
 - AIRC 65 Building Automation Network and Programming
 - CNET 60 A+ Certification Prep
 - COUN 5 Career and Life Planning
 - FCS 41 Life Management
 - ARTD 43B Intermediate Printmaking in Intaglio and Relief
 - BIOL 24 Introduction to Public Health
 - ADJU 38 Narcotics Investigation
 - AGOR 71 Construction Fundamentals
 - AGOR 62 Irrigation Principles and Design
 - MATH 181 Calculus and Analytic Geometry
 - VOC AR141 Design Drawing and Communication
 - VOC AR147 Architectural CAD and BIM
 - VOC AR247 Architectural CAD Working Drawings

d) Consent Agenda: New Credit Courses:

- RAD 40 Mammography Principles and Procedures

Advanced course designed to provide students with the necessary skills to become California state certified in Mammographic Radiologic Technology and meet the Mammography Quality Standards Act guidelines. Includes coursework in breast anatomy/physiology, patient care, mammography procedures, positioning, compression, interventional procedures, imaging of patients with breast implants, pathology, image evaluation, instrumentation, technique, physics, and quality assurance/quality control. Enrollment limited to current Radiologic Technology program students.

e) Consent Agenda: New Noncredit Courses:

- VOC EST61 Electronic Circuits/Systems Troubleshooting

Electrical and tool (hand and power) fundamentals for low voltage systems used in residential, and commercial security, networks, and audio/video systems. Topics include tool fundamentals, DC/AC sources and components, solid-state devices, digital devices, and their application to low voltage systems.

f) Consent Agenda: Distance Learning Courses:

- BIOL 24: Introduction to Public Health

g) Consent Agenda: Deletions:

- FIRE 105 Training Instructor 1B: Psychomotor Lesson Delivery
- FIRE 106 Fire Investigation 1A: Fire Origin and Cause Determination
- GEOG 91 Service Learning for Geography
- GEOG 91L Geography Service Learning Laboratory
- KINF 36 Circuit Training
- KINF 51 Agility Prep-Adju/Fire
- KINF 52 Fit/Cond-Adju/Fire/Forest
- KINF 6A Physical Fitness-Begin
- KINF 6B Physical Fitness-Intermed

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- KINF 6C Physical Fitness-Advanced
 - KINI 51 Iyengar Yoga
 - KINL 14 Act Prog Physically Limited
 - RESD 57A Special Procedures for Respiratory Care

Jean Metter requested that the Senate suspend the rules and approve items numbered 4-9 to meet catalog deadlines. A motion to suspend the rules was then made, seconded and approved unanimously. A motion was then made to approve the C&I report and was seconded. A discussion followed, and the motion was approved unanimously.

B. Student Preparation & Success Council Report: Action Items include the Credit SSSP Plan and the SSSPAC Purpose, Function and Membership statement. Information item is the SP&S Purpose, Function statement, which was inadvertently left out of the packet and will be returned at the next meeting. SP&S will be reviewing several APs and BPs this year, including AP 5520, Student Discipline, BP 5010, Admissions.

C. Professional Development Council Report:

1. POD is moving back to its original location on Oct. 1. An open house is scheduled for November, once work in POD is complete. The training room features computer access, a computer lab, and a self-serve area with computers, a printer and a Scantron machine.
2. There is still some Conference and Travel money left, with approximately \$60,000 remaining. If faculty members are interested in attending a conference, they should put their request in as soon as possible.
3. Faculty PDC is finalizing a faculty survey that will drive budget resources for the future. Faculty are encouraged to complete this survey when it is distributed. Both full-time and part-time faculty are eligible for the survey and travel. The survey should launch in November.

X. Action:

- A. SP&S: Noncredit SSSP Plan: A motion to recommend was made and seconded. A motion to substitute the amended version that was e-mailed earlier this week by the Secretary containing four minor changes was made and seconded. A discussion occurred and the motion was approved unanimously. The main motion then passed unanimously.
- B. C&I: Computed Tomography Certificate: A motion to approve was made and seconded. A discussion occurred, and the motion was approved unanimously.
- C. C&I: Curriculum & Instruction Council Purpose, Function & Membership Statement: A motion to approve was made, seconded and approved unanimously.
- D. College Mission Statement Revision: A motion to approve was made and seconded. A discussion occurred, and a subsequent motion was then made to postpone and direct the President of the Senate to carry concerns to the President's Advisory Committee and return by November 12, 2015. Opposed: Eric Kaljumaji. Abstention: Joan Sholars.
- E. Creation of Sustainability Task Force: A motion to approve was made, seconded and approved unanimously.

XI. Discussion:

- A. SP&S: Credit SSSP Plan: A motion to suspend the rules and consider this item as an Action Item was made, seconded and approved unanimously. A motion to approve the plan was then made and seconded. A discussion occurred, and the motion was approved unanimously.

- B. C&I: Mammography Certificate Proposal: A motion to suspend the rules and consider this item as an Action Item was made, seconded and approved unanimously. A motion to approve the certificate was then made and seconded. A discussion occurred, and the motion was approved unanimously.
- C. SP&S: Student Success and Support Program Advisory Committee Purpose, Function, and Membership Statement Information/Announcements: Changes to the statement were suggested, including appointing Lucy De Leon to the committee and correcting Angel Lujan's term to cover 2015-2018. A motion to suspend the rules and consider this item as an Action Item was made, seconded and approved unanimously. A motion to approve was then made and seconded. A discussion occurred and the motion was approved unanimously.
- XII. Information/Announcements: Dan will be looking to fill upcoming vacancies for several committees in the near future. The Agriculture Department will host its annual "Fall Into Ag" event, Oct. 29 and 30, from 4:30 to 7:30 p.m. Professional Development will be holding its Halloween costume contest next week. The Faculty Association has buttons available to note support of our adjunct faculty and faculty are reminded to wear them next week in support of part-time faculty during Campus Equity! Next week's meeting is a special meeting to help prepare for the Fall Plenary, Nov. 5-7.
- XIII. Adjournment: 12:55 p.m.