
Minutes

Academic Senate Meeting

March 2, 2017

Present: Barry Andrews, Jeff Archibald, Michelle Boyer, Matthew Burgos, Jared Burton, Holly Cannon, Kate Cannon, Corey Case, Alison Chamberlain, Scott Childress, Maria Davis, Tim Engle, Sun Ezzell, Marlene Gallarde, Vicki Greco, Scott Guth, Lance Heard, Tony Henry, Jennifer Hinostraza, Tamra Horton, Eric Kaljumagi, Jenny Leung, Patricia Maestro, Regina Martinez, Jean Metter, Beta Meyer, Dana Miho, Donna Necke, Bruce Nixon, Martin Ramey, Liesel Reinhart, Eloise Reyes, Karla Rivas, Kelly Rivera, Linda Rogus, Dianne Rowley, Hector Sanchez, Michelle Shear, Joan Sholars, Lina Soto, Chan Ton, Janet Truttman, Chisa Uyeki, Rebecca Walker, Liz Ward, Shari Wasson, Shelby White, Samuel Wolde-Yohannes, Phil Wolf, Abby Wood, Emily Woolery

Absent: Roxan Arntson, Robert Augustus, L.E. Foisia, Jaime Hooper, Luisa Howell, James Hutchinson, Fred Kobzoff, Tiffany Kuo, Charis Louie, Martin Mason, Serena Ott, Robert Purcell, Michelle Sampat, Michael Sanetrick, Stephen Villasenor, Tina Ziolkowski

Guests: Alejandro Juarez

- I. Call to Order: The meeting was called to order at 11:34 a.m.
Changes to the agenda, on Consent Agenda Item B, remove the Curriculum & Instruction Council Reports of December 15, 2016. Also strike Action Item A, no longer necessary.
- II. Consent Agenda: A motion to approve the Consent Agenda was made, seconded and approved unanimously.
- III. Public Comment: Chisa Uyeki, "Pop-Up Libraries will be around campus to talk to students about the "research process" and provide materials. Can contact Eva Rios-Alvarado for Hack the Research Process zines for your students. March 6 & 7 will have programming for students to encourage them to access the library and ask for help"

Dianne Rowley, Inspired Teaching Conference XVI: Make Just One Change will be on April 7 from 8:30-3:00 with keynote speakers Luz Santana and Andrew Minigan from the Right Question Institute who will facilitate a workshop where faculty can explore how to stimulate student critical thinking, engagement, curiosity, and the democratic habit of mind of asking questions. Please register through POD and join us. It is free!

IV. Officer Reports

A. President:

1. Academic Mutual Agreement Council

a) AMAC met on January 9 and covered the following issues:

- (1) AP 7120 – The status of this AP was discussed, and it was agreed that the Vice President of Instruction would consult with the Vice President of Human Resources after Cabinet's notes on the AP.
- (2) Spring Flex Day – An update on Flex Day was provided, and the details of the opening session focus on accreditation, the Education/Facilities Master Plan, and the safe harbor campus were discussed.
- (3) Portal Down-time and Grades – The unavailability of the portal and student grades over the winter break were discussed. The semester ended very close to the start of winter break, so a decision was made to roll grades after break ended and the portal upgrade was completed. As a result, however, student grades were not available until early January, and this may have had an impact on students' ability to enroll in classes for Winter.
- (4) Winter enrollments – Enrollments for winter session were flat or slightly down. No divisions were above 90% fill rates at the start of the semester. There was hope for walk-ins and last minute adds to boost enrollment numbers.
- (5) Paramedic Program – An update was provided on the status of the program after the cancellation of Class 85 the previous week. AMAC agreed to continue communication to provide updates on efforts to make changes to the program in the short and long-term.

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- (6) AB 1887 – AMAC discussed the impacts of the new law, effective January 1, that restricts state-funded travel to states that have discriminatory LGBT laws. We agreed that it was important to communicate to our traveling student programs (academic and athletics) and discuss the restrictions with Professional Development. The Vice President of Instruction agreed to take the issue to President's Cabinet for further discussion.
- (7) LHE for Student Equity Plan positions – The LHE for three faculty coordinator positions (LGBT, Professional Learning, and STEM) for 2017-18 was discussed. The Student Equity budget will remain status quo for the upcoming year, so the LHE for these positions should also remain intact. AMAC agreed to continue discussions at a future meeting with respect to recruiting faculty for these positions.
- b) AMAC met on February 8 and covered the following issues:
- (1) AP 7120 – AMAC reviewed the suggested changes from Human Resources, based on discussions with the new EEO Director. It was suggested that some of the language regarding protected classes may not be consistent with our EEO plan and that further review was necessary. The Vice President of Instruction agreed to consult with HR again before sending the AP to PAC for final consideration.
 - (2) Paramedic Program – An update was provided on the program, specifically on efforts to reorganize the program into a Public Services Department incorporating Fire, Administration of Justice, and
 - (3) Emergency Medical Services. AP 3110 Academic Department Reorganization was reviewed to ensure that proper procedures are being followed in the proposed reorganization.
 - (4) Faculty Hiring – Faculty hiring for 2017-18 was discussed. Few additional retirements have surfaced, and we are comfortably above the FON, which means it is unlikely we will go further down the prioritized list for additional hires. There were discussions about which departments might need to request one-year temps or late hires based on retirements and/or faculty on banked leave. There are a few faculty positions contained in the Strong Workforce Plan that was submitted to the Chancellor's Office (Photography's funding source will be switched to SWF; TV (#18) and RVT (#22) will be pulled up from the prioritized list).
 - (5) Flex Day – An update was provided on plans for Spring Flex Day including arrangements for lunch.
 - (6) Latin move – A request was made by English and Art History to transfer the Classics discipline and Latin courses to the Art History department. The Senate offered no objections to the move as long as the procedures in AP 3110 were followed.
- c) AMAC will next meet on February 28.
2. Accreditation Steering Committee
- a) The committee has not met since December and will next meet on March 3.
3. Equivalency Committee
- a) The committee has not met since November 28 and will next meet on March 27.
4. Institutional Effectiveness Committee
- a) IEC met on January 25 and reviewed the first draft of the Institutional PIE. Discussion followed on the purpose/audience of Institutional PIE, getting more uniformity out of the way VP PIEs are compiled, and how to integrate the Strategic Plan more effectively into the PIE process.
 - b) IEC met on February 8 and covered the following items:
 - (1) Review of final draft of Institutional PIE
 - (2) Discussion of need to update the Strategic Plan and when the next cycle should begin
 - (3) Demonstration of the new PIE system.
 - c) IEC will next meet on March 8.
5. President's Advisory Council
- a) PAC met on January 11 and 25. I was not able to attend these meetings due to teaching commitments. The following issues were on the agenda:
 - (1) IEC and Accreditation Steering Committee Updates
 - (2) Aligning College Themes with Metrics
 - (3) Anti-Bullying Task Force Update – the task force has changed its focus slightly to look at the process for reporting and handling bullying and the College's policies on ethical conduct.
 - b) PAC met on February 8 and discussed the following items:
 - (1) Accreditation Steering Committee update – the campus continues to prepare for the accreditation site visit with the visiting team of 11 now identified. Spring Flex Day will include several sessions focused

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- on preparation for the visit. Dr. Scroggins updated PAC on a state committee on which he is participating that is discussing with the Senior Commission how one accrediting body might handle both two- and four-year colleges in California.
- (2) IEC update – Institutional PIE is coming together and is in draft form now. The Strategic Plan – closing out the current one and developing a new one – will be the focus of IEC in the Spring. It has been suggested to bring in an expert on educational strategic planning to help with the development of the next Strategic Plan.
- (3) Professional Development update – Classified professional development is changing rapidly with CPDC now meeting twice a month and the New Employee Welcome being redesigned. Management had a successful professional development retreat in January. The Conference and Travel form has been streamlined for approval process. The reflection/feedback piece that can capture what was learned and how it can be shared with others will be required to be completed before reimbursement will be processed.
- (4) BP and AP 3730 Text Messaging – Both were approved on second readings.
- c) PAC did not meet on February 22 due to lack of quorum. PAC meets again on March 8.
6. Board of Trustees Meeting
- a) The Board of Trustees met on January 11. At the meeting the Board received an audit report on the Measure RR bonds and an update on changes made to Public Safety. The Board also unanimously adopted Resolution 16-08 Support of Undocumented Students and Affirming the Privacy of Student Records, which referenced Senate Resolution 16-08.
- b) On January 21, the Board conducted its annual study session at the University of LaVerne. At the study session, the Board received presentations on the Educational/Facilities Master Planning process, recent changes in Human Resources and efforts to increase employee diversity, the 2017-18 budget, and dual enrollment. The Board also received a presentation on a potential November 2018 facilities bond measure. The Board went through a mock accreditation interview by Dr. Scroggins to help prepare them for the upcoming visit. I had the opportunity to present with Drs. Malmgren and Yamagata-Noji on the Guided Pathways work that we have done over the past year. If you would like to see a copy of any of the presentations made, please let me know.
- c) The Board of Trustees met on February 8. At the meeting the Board approved the proposal to initiate faculty contract negotiations.
- d) The Board of Trustees will next meet on March 8.
7. Awards for Innovation in Higher Education
- a) During the Winter session, a group of colleges met to plan and develop a grant proposal for the Chancellor's Office Awards for Innovation in Higher Education. I attended the initial planning meeting at Irvine Valley College on January 4 and the follow-up meeting at Mt. SAC on January 31. Mt. SAC is partnering (as the proposed fiscal agent) with American River College, Bakersfield College, Irvine Valley College, Long Beach City College, MiraCosta College, and Sierra College to further the work each college is doing in implementing guided pathways and developing models/tools for other colleges around the state who may begin implementing part of the guided pathways model on their own campuses in the future.
8. Education and Facilities Master Planning Process
- a) On February 10, I attended the summit for the Education and Facilities Master Plan Steering Task Force. A first draft of the College's data profile and growth projections was presented. A draft of existing conditions was also presented that examined regional and local development, the condition of campus infrastructure and facilities, wayfinding and circulation on campus, and the use of open space and landscaping. Finally, a draft environmental analysis focusing on sustainability was presented. Each presentation included an opportunity for discussion to identify challenges and opportunities for the campus.
- b) The next steps in the planning process will be a second meeting with each department/program to review the draft of the program descriptions and conditions. Community meetings with Board of Trustees members to seek community input are also occurring at the end of February. The steering task force will meet again on March 20.
9. Executive Board Action Taken on Behalf of the Full Senate
- a) At the December 15 Executive Board meeting, it was determined that Resolution 16-11 Professional Development Credit could not reasonably wait until March for action since contract negotiations would begin in February. The Executive Board approved the resolution unanimously on behalf of the full Senate, with the Faculty Association officers abstaining.

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- b) At the February 23, Executive Board meeting, the Faculty Association officers brought forward a negotiations issue that may have academic and professional implications – the removal of load caps during intersessions for adjunct faculty. Since the District had requested a prompt response, the matter was deemed time sensitive. The Executive Board unanimously (with the abstention of the Faculty Association officers) adopted the position that there are academic and professional matter concerns regarding the removal of intersession load caps for adjunct faculty with respect to quality of instruction.
10. Management Screening Committee Appointments
- a) Several management committees needed faculty members during the Winter intersession. An all faculty call was sent out for each and the following faculty members were appointed:
 - b) Director, CalWORKs (3 responses): Tony Rivas and Ana Silvia-Turcios
 - c) Director, Fiscal Resources (0 responses): Martin Ramey
 - d) Manager, Construction Projects (0 responses): Martin Ramey
 - e) Dean, Student Services (4 responses): Susan Wright and Michelle Dougherty
- B. Vice President:
- 1. Spring Flex Day
 - a) Spring Flex Day was this Friday. Over 300 classified staff and faculty members attended the opening session, with some 220+ faculty members attending the workshops and lunch. Thanks to everyone who played a role in making the event a success.
 - 2. Budget Committee
 - a) The Budget Committee did not meet over break. Its next meeting is March 8.
 - 3. ASCCC Equity and Diversity Action Committee
 - a) I attended the Diversity in Faculty Hiring Regional South meeting on Feb. 11 at Southwestern College and presented a workshop on "Facilitating Civil Dialogue in the Face of Change," co-developed with Mandy Liang from the Academic Senate for City College of San Francisco, who presented in the North. Colleges continue to express support of marginalized students throughout the state while others are considering similar resolutions to that that we passed in November.
- V. Legislative Liaison Report: No report.
- VI. CTE Liaison Report: Handout regarding Centers of Excellence (COE) Labor Market Information for CTE Programs link.
- VII. Noncredit Liaison Report:
- A. SCE is working on two projects for Strong Workforce Program. One is a local project to develop to expand noncredit health careers programs. This includes developing new Mt. SAC noncredit curriculum and programs. The second is a regional project in which at Mt. SAC noncredit basic skills professor is leading 15 L.A. County colleges and is creating regional curriculum. The noncredit coursework to be developed will be in the area of contextualized basic skills to prepare students to be ready for CTE credit coursework.
 - B. The School of Continuing Education is currently conducting the WASC self-study for our community education and noncredit programs. Faculty and classified employees are actively engaged in evaluating our programs and student learning. Our visit for reaffirmation is tentatively scheduled for April 2018.
 - C. Mt. SAC ESL department is hosting the L.A. Regional CATESOL conference on Saturday.
- VIII. Faculty Association Report:
- A. Contract Availability
 - 1. Printed copies of the contract are now available at Human Resources and at the FA Office (Room 23-5100). An electronic copy may be accessed at the FA website: <http://www.msac-fa.org>.
 - 2. FA Representative Council
 - a. The Representative Council will next meet on 7 March. Elections will open at that time and remain open until the meeting on 4 April. The available offices are president, vice-president, secretary, and four directors (one of whom must be an adjunct professor). We will also elect three representatives to the CTA Service Center One, six adjunct representatives-at-large to the FA Representative Council, and up to four delegates to the 2018 NEA convention, which will be held fourth of July week in Minneapolis, Minnesota.
 - b. In other action, the Council will decide whether to approve our request for political funding from members and will determine our next steps with regard to our administration evaluation pilot. The discussion items on the

agenda deal with FA budget amendments and next year's meeting schedule. Please ensure that your department has elected its representatives to the council. Changes should be emailed to Scott Hillman at shillman@mtsac.edu.

3. CCA Spring Conference
 - a. The CCA Spring Conference / W.H.O. awards will be held from 6 PM on Friday, **21 April** through noon on Sunday, **23 April** at the Manhattan Beach Marriott. Spaces for delegates are still available to this conference and the Exec. Board has authorized additional non-delegate attendees should there be an interest. Please contact the FA President at ekaljumagi@msac-fa.org by **23 March** if you would like to attend the Spring conference.
4. FA Events
 - a. The FA hosts a number of events throughout the year. March will include four "coffees with the FA President," which will be held outside Common Grounds (the coffee shop) in Building 8 (the Mountie Café). I will be there giving away coffee and answers to your questions from 9 – 11 AM on **8 and 9 March** from 3 – 5 PM on **13 and 14 March**. On **15 March**, we will have our FA Open House (including lunch) in the FA Office from 11 AM – 3 PM). The following week, on **21 March** the FA will present a workshop on the changes to the grievance procedure (room TBA), and on **23 March** FA VP Jon Sholars will present a workshop on how to interview for a full-time position at Mt. SAC (room TBA). We expect the workshops to be available on the POD activities calendar (<http://pod.mtsac.edu>) within a few days. The increasingly popular "Cocktails with the FA Vice-President" event will be from 5 – 7 PM on **5 April**.

IX. Associated Students Report:

A. A.S. Student Report 2.27.17

- a. Continuing Meetings – I will continue my weekly meetings with all the Academic Senate Senators. I will attempt to meet with about five senators per week, hoping to end by the week before Spring finals.
- b. New Senators are taking their positions – Attached is the A.S. officer contact list, anytime you need to contact this sheet will give you a directory on who to speak to.
- c. Associated Students Operations – We have mostly updated how we function, professional work ethic, and other key ideas that will lead Associated Students to a more professional and respectable body.
- d. Campus Projects – Aneca (A.S. President) is continuing her homeless student initiative, and other major projects. Richard (A.S. Vice President) is working on Food Service survey, working with DSPS for the disability fair, as well as assisting with Aneca on other projects. I am undertaking a 99 course initiative, Computer Information course offerings, and possible cross-tutorial service opportunities.
- e. A.S. Food Survey – Survey will soon be released and we would like to ask support to share this with your students as well as your respective departments.
- f. New Spring Calendars – Handed out is the new version of our A.S. Activities Calendars. These hold important information such as, Student Government, activities, clubs, LEAD program, activities transcript, and multicultural leadership.

X. Council Reports:

A. Curriculum & Instruction Council Report:

December 2016 Report

1. Committees

- a) Continuing Education - Minutes: None
- b) Distance Learning - Minutes: September 27, 2016, October 11, 2016, October 25, 2016, and November 8, 2016
- c) Educational Design - Minutes: November 8, 2016, November 15, 2016, November 22, 2016, November 29, 2016, and December 6, 2016
- d) Educational Design Sub-Committee for General Education and Transfer Issues - Minutes: November 29, 2016
- e) Equivalencies - Minutes: October 24, 2016
- f) Outcomes - Minutes: November 1, 2016 and November 15, 2016

g) Content Review: None

2. Curriculum

a) Curriculum & Instruction Council Consent:

- 1) Biological Science Equivalency: See Attached Handout
- 2) Emergency Medical Technology Equivalency: See Attached Handout
- 3) Journalism Equivalency: See Attached Handout
- 4) Political Science Equivalency: See Attached Handout
- 5) Reading Equivalency: See Attached Handout
- 6) Respiratory Therapy Equivalency: See Attached Handout
- 7) German Equivalency: See Attached Handout
- 8) Japanese Equivalency: See Attached Handout

b) Curriculum & Instruction Council Information Items:

- 1) Courses Approved on Consent Agenda
 - i. CISN 31L Linux Operating System Laboratory
 - ii. LIT 1 Early American Literature
 - iii. SPCH 16 Forensics: Individual Event Team
 - iv. VOC ESD10 Beginning Decorative Art Production
 - v. ENGR 42 Mechanics of Materials
 - vi. PHOT 20 Color Photography
 - vii. MUS 25B Advanced Jazz Improvisation
 - viii. MUS 47 Jazz Ensemble
 - ix. MUS 7 Fundamentals of Music
 - x. SPAN 1 Elementary Spanish
 - xi. SPCH 15 Forensics: Fundamentals of Contest Speech and Debate
- 2) Courses Reviewed and Approved
 - i. ADJU 20 Principles of Investigation Prerequisite eliminated: eligibility for ENGL 68. From Lec to lec/lab 45/27. No unit change. Class size change request from 50 to 35
 - ii. CHLD 5 Principles and Practices in Child Develop SAM code changed from D to C.
 - iii. ID 50 Interior Design Specialized Topics From lec/lab 35/54 to lec 18. Unit change from 3 to 1. SAM code change from B to D. Removed prereq ID 26.
 - iv. ADJU 3 Concepts of Criminal Law Class size change requested from 50 to 35. Class went from lec 54 to lec/lab 45/27. No unit change.
 - v. ADJU 68 Administration of Justice Report Writing From lec 54, to lec 45/lab 27. No unit change.
 - vi. LIBR 1 Library Research Methods and Resource Title change. This class is also DL.
 - vii. MFG 110 Introduction to CAD Formerly EDT 16. Title change, TOP code change from 095300 to 095600, Prefix change.
 - viii. SPCH 17 Forensics: Debate Team Removed prerequisites: SPCH 15 or SPCH 20.
 - ix. MFG 105 AutoCAD 2D Formerly MFG 15. Increased units from 2 to 3 lec/lab 18/54 to 36/54.
 - x. PUBH 24 Introduction to Public Health Previously BIOL 24. For C-ID aligning.
 - xi. POLI 7 Political Theory II - Early Modern to Cont Prerequisites changes: Eligibility for ENGL 1A replaced POLI 1. Advisories: POLI 5 replaced Eligibility for ENGL 1A
 - xii. DSPS 32 Technology for Students with Learning R Title change.
 - xiii. PHOT 99 Special Projects in Photography From 36 to 54 hrs. Increased units from 2 to 3. SAM code change from E to D

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- xiv. R-TV 09 Broadcast Sales and Promotion R-TV 01 removed.
 - xv. R-TV 10 Radio Programming and Producer Techn R-TV 10 is no longer a corequisite. Entered as advisory
 - xvi. ANIM 115 Storyboarding Prerequisites: ANIM 100 replaced ARTD 15A or ANIM 104
 - xvii. DSPS 13 Orientation to College for Students with Grading Method change to Pass/No Pass only
 - xviii. ENGR 44 Electrical Engineering For C-ID aligning. Added MATH 285 as corequisite.
 - xix. ID 54 Internship in Interior Design Formerly ID 38
 - xx. PHOT 98 Work Experience in Photography
 - xxi. AGHE 61 Animal Surgical Nursing Added AGHE 62B as prerequisite
 - xxii. MUS 111 Music Fundamentals for Majors Formerly MUS 2. Placed prereq. MUS 5A (now MUS 121) as corequisite.
 - xxiii. PHOT 16 Fashion and editorial portrait photograp Updated prereq. PHOT 11 or 11A. Added advisory PHOT 11b.
 - xxiv. PHOT 18 Portraiture and Wedding Photography Added PHOT 11A and 11B as corequisite
 - xxv. VOC HBB1 Starting a Home-Based Business MOD - Change course ID from VOC HBBUS to reflect continuing sequence of courses with the introduction of new HBB2. (Creating a future Home Based Business Certificate)
 - xxvi. VOC HBB2 Managing and Growing Your Home-Base Part 2 of future home-based business certificate, focusing on managing and growing a home-based business.
 - xxvii. PHOT 26 Video for Photographers Removed: PHOT 9 (prereq) PHOT 14 (corerq) Added prereqs PHOT 11A & 11B
 - xxviii. PHOT 30 Commercial and Advertising Photograph Added Prereqs: PHOT 11A & 11B. PHOT 20 removed as prereq.
 - xxix. RESD 51A Respiratory Therapy Science
 - xxx. R-TV 99 Special Projects in Broadcasting/Entertai SAM code change from C to D. Prerequisite added: R-TV 01. Title change
 - xxxi. AGHE 60 Medical Nursing & Animal Care Added AGHE 62A as corequisite
 - xxxii. ANAT 10A Introductory Human Anatomy SAM code change from D to E. Submitted for C-ID alignment
 - xxxiii. SPCH 20H Argumentation and Debate - Honors C-ID aligning.
 - xxxiv. SPCH 20 Argumentation and Debate For C-ID alignment
 - xxxv. ANIM 167 Visual Development for Animation
 - xxxvi. ARTC 167 Visual Development for Illustration Cross listed with ANIM 167.
 - xxxvii. ANAT 10B Introductory Human Physiology SAM code change from D to E. BIOL 1 added as advisory. Submitted for C-ID alignment
 - xxxviii. ECT 26 Civil Engineering Technology and CAD Formerly INSP 26. Replaced Advisories EDT 11 & 16 for ARCH 121. TOP code change from 095300 to 095700
- 3) Approved New Courses:
- i. ARTC 210: Creative techniques, design theory, and process methods for developing effective logos, corporate identity systems, and brands.
 - ii. PSYC 3H: Research methods in psychology. Includes systematic observation, research design, survey development, execution and analysis of experimental and other research methods, and American Psychological Association (APA) publication writing style. An honors course designed to provide an enriched experience. Students may not receive credit for both PSYC 3 and PSYC 3H.
 - iii. PSYC 14H: Psychological principles of human development across the lifespan, from birth to death. This course does not fulfill the Title 22 requirements for Child Development majors. An honors course designed to provide an enriched experience. Students may not receive credit for both PSYC 14 and PSYC 14H.
 - iv. PUBH 22: Epidemiology and biostatistics as applied to public health problems. Examines the distribution and determinants of disease, health conditions, and events as they occur in populations. Topics covered include measures of disease frequency, study design, measures of association, causality, epidemiologic investigation, and

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- application of study results in shaping policy effecting health services, screening, genetics, and public and environmental health.
- v. PUBH 27: Environmental Health is the field that investigates the biological, chemical, and physical influences on human health. The course focuses on issues of environmental exposures, resulting health effects, and appropriate controls for these hazards. Emphasis is placed on food safety, pests and pesticides, air quality, global climate change, water quality, wastewater, solid and hazardous wastes, industrial hygiene, and radiation.
 - vi. PUBH 29: Diversity and properties of microbial agents that impact public health. Environmental factors that affect the occurrence, distribution, and impact of these agents on the community and the world, such as water quality and food production, are included.
 - vii. PUBH 30: Major concepts and principles in public health and epidemiology with an emphasis on infectious diseases. The role of epidemiology in the formulation of public health policy and its impact on clinical decisions through evidence based medicine is explored.
 - viii. PUBH 26: Health and disease in terms of global processes and socioeconomic influences including poverty, migration, urbanization, environmental change, culture and behavior, and economic interdependence. Major communicable and non-communicable diseases will be considered as well as health inequities and the impact of global health on public health policy.
 - ix. PUBH 28: Ethical theories and current ethical issues in public health and health policy including resource allocation, the use of summary measures of health, the right to health care, patient rights and consent, and conflicts between autonomy and health promotion efforts.
 - x. CHEM 9: Chemistry for non-majors. States of matter, measurements, periodic table, nomenclature, atomic and molecular structure, bonding, solubility, reactions, and acids and bases. Emphasis on chemistry applications in medicine, health, environment, and everyday lives.
 - xi. MFG 250: Theory and practice of manually developing Computer Numerical Control (CNC) programs. Writing and editing program code for CNC mills and lathes. Methods of transmitting data to CNC machines and operation of CNC mills and lathes.
 - xii. MFG 260: Operation of computer numerical control (CNC) machines and their applications in manufacturing. Students will learn to analyze and interpret industry prints to determine datums, orient work to the machines, set up, and apply work holding solutions and basic tooling and machining strategies common in the industry. Students will be involved in producing and machining industry representative parts.
 - xiii. PSYC 20: Individual human behavior in relation to the social behavior and social influences on behavior. Topics include: aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity and obedience, group phenomena, gender roles, cultural norms, person perception, and social cognition and perception.
- 4) Approved DL Courses
 - i. AGAG 1
 - ii. AGOR 1
 - iii. AGOR 4
 - iv. AGOR 5
 - v. CISP 53
 - 5) Approved Program Modifications
 - i. Graphic Design – Level II: ARTC 200 moved to Level II. ARTC 280 removed. ARTC 210 added as required course. No unit change.
 - ii. Junior Animator Level I: Title Change. Added ANIM 100. ANIM 111A and ANIM 116 changed from required courses to restricted electives. One must be taken. ANIM 104 and ARTD 15A removed.

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- iii. Junior Animator Level II: Unit change from 15 to 13.5: Level I changes plus: Title Change. ANIM 130 added as required course. ANIM 175 changed from required course to restricted elective. ANIM 132, 146, and 172 added as restricted electives. ARTC 100 and 290 removed. Unit change from 24 to 25.5.
 - iv. Animation AS: ARTC 100, ANIM 104, and ARTD 15A removed from required courses. ARTD 17A removed from required to required electives. ARTD 20 and ARTS 22 added to required electives. ANIM 104, ANIM 151, and ARTD 15A added as recommended electives.
 - v. Manufacturing Technology Cert: MFG courses renumbered. Increased units from 23 to 30
 - vi. Manufacturing Technology AS: MFG courses renumbered. Increased units from 23 to 30.
 - vii. Manufacturing Foundation: Title change. Courses renumbered. No unit change.
 - viii. Master CAM: MFG courses renumbered
 - ix. AA-T Psychology: PSYC 14H, PHIL 9H, and PSYC 20 added.
 - x. Architectural Design Concentration Level I: Updating with renumbered courses. Removed ARCH 141. Unit decreased from 20 to 16.
 - xi. Architectural Design Concentration Level II: Updating with renumbered courses. Remove ARCH 141. Unit decreased from 31 to 27
 - xii. Architectural Design Concentration Level III: Updating with renumbered courses. ARCH 141 included in Level III. No unit change.
 - xiii. Architectural Tech Concentration Level I: Updating with renumbered course. Removed ARCH 145 and ARCH 247.
 - xiv. Architectural Tech Concentration Level II: Updating with renumbered courses and Level 1 modifications removing ARCH 145 and 247.
- 6) Approved New Programs
- i. AS-T Plant Science: Plant Science includes topics such as propagation, plant production practices, nursery operations, soil science, plant pest and disease control, and landscape management. The Associate in Science in Plant Science for Transfer prepares students with the foundational knowledge necessary to pursue post-secondary degrees in Plant Science and careers within a variety of specializations in the field. The Associate in Science in Plant Science for Transfer is designed to assist students in seamlessly transferring to a CSU major in Plant Science. To earn an Associate in Science in Plant Science for Transfer, a student must complete a minimum of 60 semester units that are eligible for transfer to the CSU system that consist of the IGETC pattern or CSU GE breadth and a major of at least 18 units more. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.
 - ii. AS Public Health: The AS degree in Public Health at Mt San Antonio College is an interdisciplinary program grounded in the biological sciences and designed to prepare students for entry level employment in public health fields. Students completing this program will exemplify a high level of health literacy and will be exposed to a large variety of disciplines. Through this preparation, they will improve their understanding of the relationship of the environment to health, recognize and evaluate the economic impact of changing demographics on health care, identify and control disease outbreaks, and develop interventions to promote healthy behavior.
- 7) Course Deletions:
- i. ENGL 8C Creative Writing – Novel
 - ii. ENGL 8D Creative Writing - Poetry Collection
 - iii. ENGL 8G Creative Writing - Memoir Collection
 - iv. ENGL 8I Creative Writing - Nonfiction Collection
 - v. ENGL 9A Writing the Personal Journal
 - vi. ENGL 9B Expanding the Personal Journal

February 2017 Report

1. Committees
 - a. Continuing Education - Minutes: None
 - b. Distance Learning - None
 - c. Educational Design - Minutes: December 13, 2016 and January 20, 2017
 - d. Educational Design Sub-Committee for General Education and Transfer Issues - None
 - e. Equivalencies - Minutes: None
 - f. Outcomes - Minutes: None
 - g. Content Review: None
2. Curriculum
 - a. Curriculum & Instruction Council Information Items:
 - 1) Courses Approved on Consent Agenda
 - i. CNET 50 PC Servicing
 - ii. KINI 37C Tai Chi Chuan – Advanced
 - iii. MATH 180 Calculus and Analytic Geometry For C-ID aligning.
 - iv. MATH 280 Calculus and Analytic Geometry Minor changes to make course C-ID compliant.
 - v. SPAN 2 Continuing Elementary Spanish
 - vi. THTR 12 Principles of Acting II
 - vii. VOC AGR13 Landscape Design 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit AGOR 13
 - viii. VOC AGR32 Landscaping and Nursery Management 4-year review Accurately reflects credit AGOR 32
 - ix. VOC AGR50 Soil Science and Management 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit AGOR 50
 - x. VOC AGR51 Tractor and Landscape Equipment Opera 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit AGOR 51
 - xi. VOC AGR53 Small Engine Repair 1 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit AGOR 53
 - xii. VOC AGR56 Engine Diagnostics 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit AGOR 56
 - xiii. VOC B026 Oral Communications in Business 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit BUSO 26
 - xiv. VOC BA68 Busines Mathematics 4-year review Accurately reflects BUSA 68
 - xv. VOC BA76 Using Microcomputers in Managerial Ac 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit BUSA76
 - xvi. VOC BCDP Basic Compuing 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation
 - xvii. VOC BCPP2 PowerPoint Basics 2 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation
 - xviii. VOC BS35 Professional Selling 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit BUSS 35
 - xix. VOC CNT50 PC Servicing 4-year review Accurately reflects CNET 50
 - xx. VOC CNT62 Network+ Certification Preparation 4-year-review Accurately reflects CNET62
 - xxi. VOC CPBE2 Basic Excel 2 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation
 - xxii. VOC CPBE3 Basic Excel 3 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation

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- xxiii. VOC CPCC Creative Computing 4-year-review EOA
 - xxiv. VOC CSB51 Microsoft PowerPoint 4-year-review Accurately reflects CISB 51
 - xxv. VOC EL10 Introduction to Mechatronics 4-year Review Accurately reflects ELEC 10
 - xxvi. VOC EL12 Computer Simulation and Troubleshooti 4-year Review Accurately reflects ELEC 12
 - xxvii. VOC EL51 Semiconductor Devices & Circuits 4-year Review Accurately reflects ELEC 51
 - xxviii. VOC EL55 Microwave Communications 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit ELEC 55
 - xxix. VOC EL56 Digital Electronics 4-year review Accurately reflectes ELEC 56
 - xxx. VOC EL61 Electronic Assembly and Fabrication 4-year review Accurately reflects ELEC 61
 - xxxi. VOC EL74 Microcontroller Systems 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit ELEC 74
 - xxxii. VOC EST64 Electronic Troubleshooting 2 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit ELEC 64
 - xxxiii. VOC FDB1 Financial and Database Management 1 4-yr review/correction. CB22 -Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation, CB11 from "L" Noncredit - not Enhanced Funding to "J" Workforce Preparation Noncredit.
 - xxxiv. VOC FDB2 Financial and Database Management 2 4-yr review/correction CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation, CB11 - State Classification Code from "L" Noncredit-not Enhanced Funding to "J" Workforce Preparation and CB24 to yes
 - xxxv. VOC FSH10 Clothing Construction 1 4-year review Accurately reflects FASH 10
 - xxxvi. VOC FSH12 Clothing Construction 2 4-year review Accurately reflects FASH 12
 - xxxvii. VOC FSH21 Patternmaking 1 4-year review Accurately reflects FASH 21
 - xxxviii. VOC FSH23 Patternmaking 2 4-year review Accurately reflects FASH 23
 - xxxix. VOC HTH12 Medical Terminology 4-yr review/correction CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation, CB11 - State Classification Code from "L" Noncredit-not Enhanced Funding to "J" Workforce Preparation and CB24 to yes
 - xl. VOC PHO10 Basic Digital and Film Photography 4-year review Accurately reflects PHOT 10
 - xli. VOC PHO12 Photographic Alternatives 4-year review Accurately reflects PHOT 12
 - xlii. VOC PHO16 Fashion and Editorial Portrait Photograp 4-year review Accurately reflects PHOT 16
 - xliii. VOC PHO18 Portraiture and Wedding Photogaphy 4-year review Accurately reflects PHOT 18
 - xliv. VOC PHO20 Color Photography 4-year review Accurately reflects PHOT 20
 - xlv. VOC PHO21 Exploring Color Photography 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit PHOT 21
 - xlvi. VOC PHO28 Photography Portfolio Development 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Accurately reflects credit PHOT 28
 - xlvii. VOC PT81 Physical Therapy Aide 4-yr review/correction CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation, CB11 - State Classification Code from "L" Noncredit-not Enhanced Funding to "J" Workforce Preparation and CB24 to yes
 - xlviii. VOC WL80 Construction Fabrication and Welding 4-year review Accurately reflects WELD 80
 - xliv. KINX 6 Baseball – Men
 - I. ARTC 165 Illustration
 - ii. BUSA 76 Using Microcomputers in Managerial Accounting
 - iii. BUSM 85 Special Issues in Business
 - liii. CISD 11 Database Management – Access
 - liv. GERM 1 Elementary German
 - lv. KINI 37A Tai Chi Chuan – Beginning

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- lvi. LIT 25 Contemporary Mexican American Literature
 - lvii. PLGL 31B Advanced Legal Analysis and Write
 - lviii. SIGN 223 Principles of Interpreting
 - 2) Courses Reviewed and Approved
 - i. VOC CPBE1 Basic Excel 1 4-year review/correction: CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation
 - ii. CISD 14L VBA for Excel and Access Lab Pulled from consent agenda for reviewing. EDC recommends to spell out VBA in the title.
 - iii. VOC WL81 Pipe and Tube Welding 4-year review Accurately reflects WELD 81. Pulled from consent agenda for reviewing.
 - iv. ECT 17 Legal Aspects of Construction Formerly INSP 17. TOP code change from 095720 to 095700
 - v. PHOT 1C Laboratory Studies: Studio Photography Adding courses to corequisite list: PHOT 26 or PHOT 28 or PHOT 11B. Pulled from consent agenda for reviewing.
 - vi. CHLD 73 Infant and Toddler Development Advisory: CHLD 10 replaced by CHLD 11 and Eligibility for ENGL 68
 - vii. FIRE 86 Basic Fire Academy SAM code change from B to C
 - viii. HIST 36 Women in American History Elegibility for ENGL 1A replaced Elegibility for ENGL 68
 - ix. AGOR 91 Work Experience in Nursery Operations
 - x. ANTH 99 Special Projects in Anthropology
 - xi. BIOL 5 Contemporary Health issues For C-ID approval
 - xii. R-TV 100 Work Experience in Film and TV Prerequisites modified: Added: 29. Eliminated: RTV 1, 14. Missing content review for R-TV 1 & 14.
 - xiii. SIGN 231 Interpreting SAM code change from B to C
 - xiv. SPAN 1S Spanish for the Spanish Speaking Course Renumbered. Prereq. SPAN 2 removed. Class size change requested from 35 to 24.
 - xv. SPAN 2S Continuing Spanish for the Spanish Spea Course renumbered. Formerly SPAN 12 now SPAN 2S. Class size change requested from 35 to 24. Prerequisite updated from SPAN 11 to SPAN 1S
 - 3) Approved New Courses:
 - i. ECT 16 CADD and Digital Design Media Level I: Computer Aided Design and Drafting (CADD) Level 1 and computer applications in building construction, engineering, and related fields, including spreadsheet and presentation applications. Field trips required.
 - ii. MFG 140 Shop Practices: Safety practices, tools, and methods used in fabrication and manufacturing industries. Mastery of tool and process selection, safety, and proficiency in machine operation skills.
 - iii. MFG 160 Introduction to Mechanical Principles EDC suggested to use the word Introduction in title: Use of mechanical demonstration kits, computer aided design (CAD) and other media to survey mechanical devices, concepts, and principles common to manufactured products and manufacturing processes. Analysis, discussion, and problem solving related to mechanical design scenarios and supported by CAD. Emphasis on mechanical literacy. Production cards and calipers required. Field trips may be required.
 - iv. NF 40 Healthy American Cuisine: History, trends, and future of healthy food in the United States. Includes survey of regional American cuisine, components of a healthful diet, impact of dietary choices on the health of the body and the environment, impact of the environment on dietary choice, impact of government regulation on nutrition and food provision, and an overview of American dietary health concerns.
 - 4) Approved DL Courses
 - i. CISP 54
 - ii. MUS 13
 - 5) Approved Program Modifications
 - i. Architectural Tech Concentration AS: Updating with renumbered courses

- ii. Engineering & Construction Tech Foundation Skills: Renamed to Engineering Construction Technology – Level I
 - iii. Engineering & Construction Tech Level II: Updating with renumbered courses. Title change.
 - iv. Computer and Networking Technology –Level II: Added CNET 58 to Level II coursework. Units increased from 41-41.5 to 45-45.5
 - v. Engineering & Construction Technology AS: Formerly S0920. Increased units from 19 to 29. Restructured program. Added ECT 16, 26, 67. Recommended Electives removed. Title change.
 - vi. Nutrition: NF 91 moved from Recommended to Required Electives. NF 28, NF 12, NF 40, NF 81, NF 82, and NF 91 added as options for Required Electives.
 - vii. Culinary Arts: Added NF 40 as an option for Required Electives. No unit change.
- 6) Approved New Programs
- i. AS-T Public Health: The AS degree in Public Health at Mt San Antonio College is an interdisciplinary program grounded in the biological sciences and designed to prepare students for transfer to university public health programs and other programs in the health sciences. Students completing this program will exemplify a high level of health literacy and will be exposed to a large variety of disciplines. Through this preparation, they will improve their understanding of the relationship of the environment to health, recognize and evaluate the economic impact of changing demographics on health care, identify and control disease outbreaks, and develop interventions to promote healthy behavior.
- 7) Course Deletions:
- i. BS GEDRD GED Prep: Language Arts and Reading No longer offered
 - ii. DNCE 39B Alignment and Correctives II Stand-alone course
 - iii. OAD MUSCE Creative Expression through Music No longer offered
 - iv. VOC ESD05 Intermediate Ceramic Productions No longer offered
 - v. VOC HTH16 Geriatric Resource Specialist No longer offered

B. Student Preparation & Success Council Report: No report.

C. Professional Development Council Report:

Meeting Date 2/2/17

1. PDC Updates
 - a. Super PDC will be held on March 2, 2017. This joint meeting of PDC, CPDC, FPDC, & MPDC will focus on development of an annual report.
 - b. An Executive Summary from An Evening with Dr. Cornel West Lecture Event is available on the POD website (About Us – Publications – Executive Summaries). 96% of survey respondents agreed that they felt a sense of community among attendees and left with a greater sense of purpose about their role in supporting our diverse student body.
 - c. PDC is preparing for the ACCJC Visit with a special meeting called 3/8/17 to accommodate an interview as needed.
2. CPDC
 - a. Bill Rawlings has been elected as Co-Chair of CPDC.
 - b. CPDC will begin meeting twice a month. One meeting will be regular business, the other will focus on development and certification of on-campus professional growth activities.
 - c. The New Employee Welcome (NEW) for classified staff is being redesigned. An all-day training will include a campus tour to build an understanding of and sense of pride in the programs and services of the college. Four follow-up, one-hour, optional professional learning opportunities will be offered to the NEW cohort and will include topics such as Active Shooter, Equity, Emergency Preparedness, and Shared Governance.
 - d. The Great Staff Retreat is being planned for May 2017 at the UCLA Conference Center.
3. FPDC
 - a. Beginning in March 2017, FPDC members will focus one meeting per month on achievement of committee tasks.
 - b. Spring Flex Day is scheduled for 2/24. Details and advance registration are available on the POD website.

4. MPDC

a. Seventy-five managers attended the 2017 Management Retreat. As an outcome of the retreat managers committed to building a shared value system and supporting one other in professional growth and wellness. Specifically, they committed to developing coaching skills that include the parallel development of leadership courage and emotional intelligence.

b. MPDC is offering three Management Retreat Recap sessions in February and March for those were unable to attend the event and is planning additional professional learning opportunities to support managers in fulfilling their professional learning commitment.

5. Conference and Travel

a. Approximately half of the Conference and Travel Funding for 2016-17 has been allocated.

b. Newly revised Conference and Travel application forms are available on the POD website.

6. POD

a. The updated POD website is employee friendly and includes highlights of POD activities, links to training resources, and pages designed specifically for classified, faculty, and managers.

XI. Action:

~~A. Open Nominations for Senator at Large (term ends Spring 2017)~~

B. Ethnic/Social Justice Studies Task Force Recommendations

A motion to approve the Action Item was made and seconded. A discussion occurred and the motion to divide and separate out items 2 and 3 as one item and 1,4 and 5 as another item. Motion carries with one nay. Vote to approve items 1,4, and 5 approved unanimously. Items 2 and 3 discussed. Vote to approve items 2 and 3. (Ayes, 13, Nays 24) Items 2 and 3 fail.

C. Resolution 16-09 SLOs as Part of Course Syllabi

Postponed until next Academic Senate meeting on March 17.

XII. Discussion:

A. Resolution 17-01 Regarding Faculty Workload and Responsibilities During Intersessions (Contact: Executive Board)
Item discussed.

XIII. Information/Announcements:

Please let Jeff, Martin, or Lina know if you would like to add any goals to the Academic Senate Goals. There will be a Goal Setting meeting on Tuesday, March 7. Also, elections and nominations will be open at next meeting. Positions available are VP, Secretary, 3 director positions and a senator at large position.

XIV. Adjournment: 1:04 p.m.