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| Southwestern College Academic Senate Regular Meeting |
| february 23, 2016 | 11:45 am - 1:00 pm | **Room L246**  |
| Facilitator | Patricia Flores-Charter, AS President |
| Note taker | Angela Arietti, Academic Senate Administrative Assistant and Caree Lesh, AS Communications and Research Officer |
| PLEASE READ | 11-24-15 minutes, Faculty Emeritus List, Compressed Calendar Survey, BP & AP 4700 Faculty Emeritus, BP & AP XXXX Adjunct Faculty Emeritus, BP & AP 4300 Field Trips, 4300 Field Trip Excursion Liability Release & Agreement Form, 4300 Field Trip Waiver Form-Group Class Roster, 4300 Field Trip Waiver For Individual Adult 2016, 4300 Field Trip Waiver Form Individual Minor 2016, BP & AP 4022 Course Approval, and BP & AP 4030 Academic Freedom |
| Discussion | Robert’s Rules of Order: Parliamentarian monitors time, speakers list, and the following:* Facilitates speakers by
1. Courtesy Timer: Will give 1 min. warning for items of 5-10 min.
2. 5 min. warning for items of 10 min. or more, and 1 min. warning at end Keeping speakers on topic of agenda item
3. Speakers who have not spoken speak before anyone who has already spoken
4. Insuring each speaker provides new information not previously said to avoid repetition during limited time
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|  | **TOPIC** | **PRESENTER** | **ITEM****TYPE** | **TIME ALLOTTED** | **notes** |
| 1 | Call to order; approval of agenda | Flores-Charter | Action | 1 min |  |
| 2 | [Approval of Minutes 02-16-16](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/02-16-16%20Academic%20Senate%20Draft%20Minutes.docx)  | Flores-Charter | Action | 1 min |  |
| 3 | Public Comment | Flores-Charter | Information | 3 mins |  |
| 4 | President’s Report | Flores-Charter | Information | 5 mins |  |
| 5 | SCEA Report | Post | Information | 3 mins |  |
| 6 | [BP 4700 Faculty Emeritus](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4700BPFacultyEmeritusdraft%2011_2014.docx)[AP 4700 Faculty Emeritus (3)](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4700%20AP%20FacultyEmeritus%20%283%29.docx) | Flores-Charter | 3rd Read/Action | 5 mins |  |
| 7 | [BP 4300 Field Trips](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20BP%20Field%20Trips_1_28_16.doc)[AP 4300 Field Trips](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20AP%20Field%20Trips_1_28_16.doc)[4300 Field Trip Excursion Liability Release & Agreement Form](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20Field%20Trip%20Excursion%20Liability%20Release%20and%20Agreement%20Form.pdf)[4300 Field Trip Waiver Form-Group Class Roster](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20Field%20Trip%20Waiver%20Form%20-%20Group%20Class%20Roster.doc)[4300 Field Trip Waiver Form Individual Adult 2016](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20Field%20Trip%20Waiver%20Form%20Individual%20Adult%202016.doc)[4300 Field Trip Waiver Form Individual Minor 2016](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4300%20Field%20Trip%20Waiver%20Form%20Individual%20Minor%202016.doc) | Flores-Charter | 2nd Read/Action | 5 mins |  |
| 8 | [BP 4022 Course Approval](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4022%20BP%20Course%20Approval%201_25_16.doc)[AP 4022 Course Approval](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4022%20AP%20Course%20Approval.docx) | Flores-Charter | 2nd Read/Action | 5 mins |  |
| 9 | [BP 4030 Academic Freedom](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4030%20BP%20Academic%20Freedom%202016.doc)[AP 4030 Academic Freedom](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/4030%20AP%20Academic%20Freedom%202016.doc) | Flores-Charter | 2nd Read/Action | 5 mins |  |
| 10 | [New BP XXXX Adjunct Faculty Emeritus](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/BP%20%20XXXX%20Faculty%20Adjunct%20Emeritus%20Policy%20Draft%20January%2028%202016.docx)[New AP XXXX Adjunct Faculty Emeritus](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/AP%20XXXX%20Faculty%20Adjunct%20Emeritus%20Procedure%20Draft%20January%2028%202016.doc) | Detsch | 1st Read | 10 mins |  |
| 11 | Equity, Diversity, and Inclusion Committee | Flores-Charter | Discussion | 30 mins |  |
|  | Adjournment | Flores-Charter |  |  |  |

**In order to comply with The Brown Act (Open Meetings for Local Legislative Bodies), prior to conducting Senate business at every regular meeting the Senate will honor three minutes of public comment on any item not on the day’s agenda but within the jurisdiction of the Academic Senate. Debate on an item is not allowed during Public Comment. Persons wishing to speak during Public Comment must give their names and subject matter to the Academic Senate Parliamentarian at the beginning of each meeting. The chair respectively asks speakers to limit their comments to one minute.**

**Persons with disabilities who require this agenda and other meeting materials in an alternate format/media can make the request to:** **aarietti@swccd.edu** **or TTY (619) 482-6470 or Voice (619) 482-6436.**

Next Academic Senate Meeting: March 8, 2016 11:45 a.m. - 1:00 p.m. Room L 246