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| Academic Senate CommitteeMinutes |
| november 10, 2015 | 11:45 AM - 1:00 pm | L 246 |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti |
| Attendees | Arredondo, Josue  | Garibay, Adrianna  | ~~Rocha, Lina~~  |
| Arteaga, Elena | Hopkins, Kesa  | Salahuddin, Sheri  |
| ~~Beach, Randy~~ | Lee, Wilfred | Soto, Corina |
| Bloch, Maya | Lesh, Caree | Soto, Raul |
| Brenner, April | ~~Lewis, John~~ | Speyrer, Michael  |
| Buehler, Lukas | Martinez-Sanabria, Maria E. | Taffolla-Schreiber, Candice |
| ~~Caschetta, Todd~~ | McDaniel, Cynthia | Tolli, John |
| Cliffe, Karen | McGee, Tony | Tyahla, Sandy |
| Cuddy, Luke | Mossadeghi, Yasmin  | Villegas, Val |
| ~~Davis, J.D.~~ | Olivas, Maria | ~~Whitsett, Jessica~~ |
| Detsch, Steven | ~~Pfister, Toni~~ | Williams, Janelle |
| ~~Edwards, Diane~~  | Posey, Jessica  | Wolniewicz, Rebecca |
| Fielding, Richard | Post, Frank | Yoder, Leslie |
| Figueroa, Surian | Rempt, Andrew | Yonker, Susan  |
| Flores-Charter, Patti  | Richison, Scott | Zinola, Lauren  |
| GUEST/s | Kathy Tyner  | Dan Borges |  |
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| Names in red indicate AS Executive committee members. |  |
| **Call to order; Approval of Agenda (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the agenda and was seconded.  |
| Approval of agenda. M/S/C. Unanimous BP/AP 5140 Academic Accommodations was pulled from consent, so it will come back for a seconded read on a later date. BP/ AP 4230 Grading & Academic Record Symbols was also pulled and will come back later.  |
| **Approval of Minutes from 10-27-15 (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the minutes and was seconded.  |
| Approval of Minutes from 10-27-15. M/S/C. Unanimous  |
| **Public Comment (Information Item)** | patricia flores-charter |
| Discussion | Tomorrow is Veterans Day and we are missing the memorial being held at the same time as the Academic Senate meeting. A moment of silence was taken.  |
| **Presidents Report (Report)** | patricia flores-charter |
|  Discussion | The President’s report link is imbedded at the end of the minutes. |
| **SCEA Report (Report)** | frank post |
| discusson | Wednesday night before Thanksgiving class will be in session because of the new compressed calendar. Part-time faculty will not get paid in January unless they are teaching the class in January. Unemployment workshops will be held in early December. The Rep Council will meet this week and we will continue to discuss DE training and payment. Student Equity funds were approved to be used for Part-time faculty to be paid for Staff Development for related topics at $50 an hour.  |
| **Consent Calendar (2nd Read/Action)**  | patricia flores-charter |
| discusson | **BP/AP 5140 Academic Accommodations (Pulled)****BP/AP 4070 Auditing & Auditing Fees (Pulled)****BP/AP 4226 Multiple & Overlapping Enrollments****BP/AP 4230 Grading & Academic Record Symbols (Pulled)****BP/AP 4047 Accessibility, Adoptions, and Affordability**  |
| **Faculty Emeritus List Approval (2nd Read/Action)**  | Patricia flores-charter |
| Discussion | A motion was made to approve the Faculty Emeritus list, and was seconded. The motion passed.  |
| **CCCCO Accreditation Taskforce Resolution (2nd Read/Action)**  |  patricia flores-charter |
| Discussion | No changes were received after the first read. A motion was made to approve the Resolution and was seconded. At Plenary, every campus was asked to chime in and support the resolution. This will help support the new Chancellor if the Board of Governors approves this next week. CCCCO wants to be able to prove they have the masses behind the movement. A steering committee will be formed to help move forward with identifying a new accreditor or a new version of ACCJC. We could also potentially report to WASC directly (not via ACCJC) or another accrediting body from another region. The goal is to focus on a process of improvement for colleges that are collegial and supportive. The motion passed unanimously.  |
| **BP/AP 3250 Institutional Planning (1st Read)**  | patricia flores-charter |
| Discussion | This is a new policy required for accreditation and it requires a plan to implement and evaluate model for many areas of campus including Facilities, ATC, and Enrollment Management and many others. It was suggested to separate out CTE and continuing education. In the procedure we are missing the part we will be evaluating on an ongoing basis. It was suggested this be more specific with dates by when we will evaluate programs. Where did the list of plans come from? We need a staffing plan. Patti clarified we added those we know are required.  |
| **SWC Portal Project (Information)**  | daniel borges |
| Discussion | This is an Ellucian product and was part of Ben Seabury’s 3-year plan. This is a 3 phase project starting in fall 2015 with planning and discovery, installation, design. The build follows in spring and summer 2016 and the testing, adoption and roll out in fall 2016. The focus will be on faculty and staff and student services. It will cost 80k for consultants and then training will be needed. The portal will help us better use what the District has already purchased. Content management will be a key part of the portal. This will be a tool for departments. We did purchase it a few years ago. It can be used to communicate with students. The portal will allow for more effective student data access and can deliver information about events and notifications. This does not replace Colleague or WebAdvisor. You will login and in one place. You can access all of the software in one place with one sign-in. Students will get e-mail specific to our campus via g-mail. Faculty e-mail will not change, but they plan to add a component where faculty and students can collaborate. A motion was made to extend for 2 minutes was seconded and passed. It was requested that the new system have a disaster recovery system. It was confirmed that it will. Privacy needs to be addressed and it was noted that Google for education is HIPPA compliant. Updates will be coming via e-mail. If you would like to be on the committee to work on this e-mail Patti and Dan Borges. The ITC will also be working on this.  |
| **Distribution List: Global Email Guidelines (1st Read)**  | patricia flores-charter |
| Discussion | At SCC we got more information about this topic. Patti asked Dan to come speak about this topic. It will come back next week for a full vote before it goes to SCC on the 18th. Back in the spring, based on campus climate outcome and customer service training, global e-mail came up as a problem after talking to classified staff and management. President Nish asked Dan to work with ITC to address the issue and they came up with the best practice paper that we now have. It is intended to say that global e-mail is meant to be used for critical campus communications. At this point people are not paying attention to global emails. It was ITC that decided that staff can still e-mail all staff, but not with one click. Individuals can create their own e-mail group and select everyone. This feels like an attack on free speech. A senator noted that it is an OK policy, but we need to be careful to not reward people who have chosen to disconnect from campus and not read e-mail. Giving in to these people is not a best practice. A concern was also brought forth that employees on campus may need to send a global in case of an emergency. Suggestions were mentioned about not sending the thank you and Go Jaguar items globally, and that fun e-mail about team success goes out as BCC. A motion was made to extend for 5 minutes and was seconded. The motion passed. The content in the e-mail, not the e-mail itself is the problem with morale related to e-mail. Some faculty have asked if they can remove themselves from all staff e-mail. Reading, ESL and Comm were all strongly opposed to removing all staff e-mail. It was suggested legal issues could also be brought against the campus for not including everyone. We also need to be careful what we put in global emails for student safety and liability.  |
| **Draft Academic Program Review Guidelines (2nd Read/Action)**  | susan yonker |
| Discussion | Moved to next week. |
| **Adjournment** | patricia flores-charter |
| Discussion | The meeting was adjourned at 1:00 |
| The next Academic Senate meeting: November 17, 2015 in L 246 from 11:45 a.m. - 1:00 p.m.  |

President’s Report 11-10-15

Voting Record 11-10-15