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| Academic Senate CommitteeMinutes |
| april 29, 2014 | 11:00-11:50 a.m. | L 246 |
| note taker | respectfully submitted by Caree Lesh & angie Arietti |
| Attendees | Andrade-Robledo, Margarita | Jones, Linda | Quan, Nghiep  |
| Beach, Randy | Lesh, Caree | Rempt, Andrew  |
| Bloch, Maya  | Lewis, John | Salgado-Avalos, Francisco |
| Brenner, Susan  | ~~Lucas, Yvonne~~ | Salahuddin, Sheri |
| Carberry, Ed | ~~Maag, Eric~~  | Speyrer, Michael  |
| Caschetta, Todd | Martinez-Sanabria, Maria E. | Stuart, Angelina  |
| Davis, J.D. | McAneney, Danielle | Tyahla, Sandy  |
| Detsch, Steven  | Mossadeghi, Yasmin  | Whitsett, Jessica  |
| Edwards-LiPera, Diane  | ~~Orozco, Alejandro~~  | Wolniewicz, Rebecca |
| Flores-Charter, Patti | Pollock, Lynn | Yonker, Susan |
| Hayashi, Chris | Posey, Jessica | ~~Zinola, Lauren~~ |
| ~~Hopkins, Kesa~~ | ~~Preciado, David/Tom Rogo~~ |  |
| Horlor, Barry  | Puen, Kimberly |  |
| GUEST/s |  |  |  |
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| Names in red indicate AS Executive committee members. |  |
| **Call to order; Approval of Agenda (Action Item)** | randy beach |
| Discussion | The meeting was called to order at 11:01 a.m. by the Academic Senate President, Randy Beach.  |
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| Approval of agenda. M/S/C. A change was made on the agenda noting that the next senate meeting is May 13th. The motion passed unanimously.  |
| **Public Comment (Information Item)** | randy beach |
| Discussion | Diane Edwards-LiPera thanked us for allowing her to serve us this year as Flex Coordinator and noted she is more than happy to help whoever steps into the position next year. Randy thanked Diane for her service.  |
| **Approval of Minutes from 04/22/14 (Action Item)** | randy beach |
| Action items |
| Approval of Minutes. M/S/C. |
|  Discussion | A motion was made and seconded to approve the minutes. The motion passed unanimously. |
| **President’s Report (Report)** | randy beach |
|  | The Presidents report is available on SharePoint. Highlights include:Rebecca will not be our time keeper next semester for the Academic Senate. Please consider volunteering to serve as parliamentarian and timekeeper and notify Randy if you are interested. We need to do a vote of confidence for the Academic Senate President at the next meeting. Randy apologized for missing this in April. The May 20th meeting will be a debate on the local graduation requirements put forth by the Curriculum Committee. The resolutions for the debate were included with the agenda today. There will be time at our 5/13 meeting to ask questions and get clarification prior to the debate on the 20th. The Academic Senate elections are done! There will be a run-off election in Social Sciences, Business, & Humanities and the other winners will be notified today. The compressed calendar is still moving forward with forums this week, please try to come. The Governing Board is meeting April 30th at 6:30 for a student success summit, which is really a workshop on what campus is doing now to support student success. Please consider coming since faculty are a crucial aspect of student success. This should be over by 8:30 p.m.  |
| **SCEA Report (Report)** | eric maag |
|  Discussion | There was no report given. |
| **Request for Special Election for Part-Time Senator for Counseling & Personal Development (Action)**  | randy beach |
| Discussion | A request was made to have a special election for a part-time counseling senator. A motion was made to approve this and was seconded. The by-laws do not give direction on an out of cycle election, but we have been trying to get more part-time faculty involved. The motion passed.  |
|  **Election of Comm and Research Officer (Action)**  |  randy beach |
| Discussion | The Research and Communications Officer and the State Delegate were recently combined into one position with 20% reassigned time. Because of processing time needed for the reassigned time, the election for the position was moved to this meeting. Historically this election has been done at the last meeting in May. We are doing this earlier so paper work can be processed for the reassigned time. Randy thanked SCEA for assistance with the reassigned time. Caree Lesh was nominated and the nomination was seconded. There was no other nomination for the position. Nominations were closed. The motion passed unanimously.  |
| **Aligning Area C for General Education AA/AS Plan with Title 5 (Information)**  | randy beach |
| Discussion | This resolution is based on the recommendation from the Curriculum Committee. At this time we require six units from Area C Humanities, with one class from Area C1 Fine Arts and one from C2 Cultural Studies, to get an AA/AS degree. Title 5 only requires 3 units in Humanities. The Curriculum Committee voted to move from the six units to three from either Area C1 or C 2 for graduation. It was noted that the general education requirements for CSU and IGETC will still require one class from Arts, one from Humanities, and a third course from either group. Please take this back to your constituents to discuss and prepare for a vote on 5/20/14.  |
| **Resolution Removing Local Graduation Requirements from the Associates Degrees in Arts and Associates Degree in Sciences (Information)** | randy beach  |
| Discussion | This resolution is also written to forward the recommendation from the Curriculum Committee. This resolution would eliminate local area graduation requirements by fall 2016. Local area graduation requirements include Computer Literacy, Health, and Exercise Science. We will have a pro and con line at the meeting on the 20th. The pro line will be in support of eliminating requirements and the con line will be in support of keeping the requirements. Other general education items were looked at by the Curriculum Committee, but they are still discussing them. Title 5 only requires that we have a total of 18 units of general education and it does leave some flexibility. The Curriculum Committee will continue their discussion and may have more recommendations in the fall. A motion was made to extend by one minute, was seconded and passed. A clarification was made that Title 5 identifies different discipline areas where students need to get a general education experience for an AA degree. We broke up Art and Humanities into two different areas at this college, instead of keeping it in one area and taking one class.  |
|  **Consent Calendar (Action)** | randy beach |
| Discussion | There was a request to remove 10.1, AP 4035: Final Exam Week from the consent calendar. BP and AP 4021: Program Discontinuance was also removed. A motion was made and seconded to approve 10.4, BP 4000: Academic Integrity and passed. A motion was made to approve AP 4350 and was seconded. In item 4, the dean has the final approval for a student to take the final at a time other than the scheduled time. Some of the language was cleaned up from our last meeting as requested. The language was clarified that you cannot exempt a student from taking a final in item 8. It was clarified that State funding requires that activities happen during finals week. In item 13, It was suggested that the statement that faculty can be disciplined if they do not follow procedures should be removed. The motion died on the floor due to time restraints. |
|  **Distance Education Plan and Handbook**  **(1st Read/Discussion)**  | patricia flores-charter |
| Discussion | This will come back on the May 13th agenda as an action item. This is the second time the handbook has come to the Academic Senate this spring. There has been a group of six faculty members working on this for the past two years. You can still send input to Patti Flores-Charter. The document includes suggested support and training for faculty, including training for faculty who are already teaching to be up to date with changes. It includes timelines for implementation and costs involved. Formatting and the table of contents will be cleaned up. There are changes in Curricunet for online classes and sample information for the syllabus is included. Recommendations for evaluations criteria for online instructors are also included to satisfy the State, ACCJC, and the federal government. Patti will double check the class max language.Questions were asked about definitions of regular and effective contact and the three hours of contact that should be initiated by the professor. There was a request to have 80% class max to get this work done. The class max of 80% was researched back in 2007. After this handbook is approved, we can still advocate for anything that is not in the handbook. We can add to it at anytime and it should be updated at regular intervals. There were also concerns about requirements by Department of Education to authenticate students taking classes online. This is a huge statewide issue. More information will be coming out on regular substantive contact, authentication, and integrity. Senators were asked to think about what training we want and what new online teachers need in terms of training and support. There is a new proposed faculty DE Coordinator that would be a temporary reassigned time position.It was stated that many schools have moved to do this because of all the new federal requirements and to improve instruction online. |
| **Adjournment** | Randy beach |
| Discussion | The meeting was adjourned at 11:50 a.m. on agenda item #9. |
| The next Academic Senate meeting: Tuesday, May 13, 2014  |