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| Academic Senate CommitteeMinutes |
| september 15, 2015 | 11:45-1:00 a.m. | L 238 N & S |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti |
| Attendees | Arteaga, Elena | Garibay, Adrianna | Salahuddin, Sheri |
| Beach, Randy | Hopkins, Kesa  | 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 | Posey, Jessica  | Williams, Janelle |
| Edwards, Diane  | Post, Frank | Wolniewicz, Rebecca |
| Fielding, Richard | Rempt, Andrew | Yoder, Leslie |
| Figueroa, Surian | Richison, Scott | Yonker, Susan  |
| Flores-Charter, Patti  | Rocha, Lina | Zinola, Lauren  |
| GUEST/s | Superintendent/President Dr. Nish | Angelica Suarez | Kathy Tyner |
| 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. The motion passed.  |
| Unanimous  |
| **Approval of Minutes from 09-08-15 (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the agenda and was seconded. Karen Cliffe will be added as being in attendance last week.  |
| Approval of Minutes from 09-08-15. M/S/C. Unanimous  |
| **Public Comment (Information Item)** | patricia flores-charter |
| Discussion | Diane Edwards. – You will see in your e-mail an invitation to join the kick off for the breast cancer walk. We would like to have a great turn out as a show of thanks to all of Val Goodwins’s past work on this event. Patti was thanked for making the senate retreat fun.  |
| **Presidents Report (Report)** | patricia flores-charter |
|  Discussion | The President’s report link is imbedded at the end of the minutes. A motion was made to extend for one minute was seconded and passed.  |
| **SCEA Report (Report)** | frank post |
| discusson | Frank noted that once you donate time to the catastrophic sick leave program you can also request additional days be donated. You do need to fill out the form to donate days each time you choose to donate. You may have donated a day in the past, but please consider donating more time if you have it available. He thanked everyone who has donated in the past and who will do so again. The union has some concerns with things that happened in admissions that allowed classes to be over-enrolled. This happened at a low level of approval in admissions. Nobody at any level should have the ability to violate the contract. This cannot keep happening year after year.  |
| **Financial Aid (Discussion)**  | patti larkin |
| discusson | Patti Larkin shared some quick facts on financial aid. They have been working over the past few years to streamline the process for students. $36 million in federal and state aid was dispersed to students last year, and $26 million in BOG fee waivers. We are awarding more people more money earlier. 15-16 looks like aid will continue to grow. Financial aid has 12-14 thousand applications each year. About 70% of our students qualify for the BOG waiver. There are major changes coming to the BOG waiver in 16-17. If students who are on academic or progress probation for 2 semesters in a row will not be eligible for the waiver, this is a huge change for us and our students to be aware of. Successful completion is more important than ever. If a student is enrolled in 12 units on freeze date (9/11 this semester) they will still be paid for full time status. If they withdraw from everything they will have to pay back money. The freeze dates helps protect students who do not drop from all classes. The freeze date was chosen because it is a week after census date. All the freeze dates in the San Diego area are pretty consistent about using a week after census as the freeze date. Our campus has done research to determine the best date is for the freeze date. Concerns were raised that students receive their full disbursement and then drop to one class and stop attending or just stop attending all classes. A faculty member asked who makes the decision about the freeze day? This is Mia McClellan. A faculty member asked about having input into the freeze date. Patti will get this information to the senate.Students are paid 30% of their financial aid up front in August and then the remainder in October. Students who drop everything are charged based on drop date/Last Date of Attendance (LDA) recorded by the student or faculty. **So it is very important for faculty to drop students in a timely manner and track LDA.** Students must meet all three standards: GPA, Cumulative GPA and successful progress (number of W’s/dropped classes) to continue on with financial aid. A motion was made and seconded to extend for 5 minutes. All ESL units and 30 units of remedial are excluded from the maximum time frame of 150% of units and does not count toward the 90 unit maximum limit. Pell grants (funds not paid back) are available to 150% unit limit so for the entire bachelor’s degree, so students are eligible for 6 years total, then federal aid stops. We exclude remedial and ESL, but Pell Grant can be lost before they complete their bachelors degree because ESL and remedial courses are counted for Pell. There are no appeals for loss of Pell. A motion was made to extend for 3 minutes was seconded and passed. Students can now upload legal documents, and can do disqualification workshops online. New students will be required to take a quiz on the important financial aid points before they get their money. This will also be implemented for veterans. Patti asked for Patti Larkin to bring back a one page cheat sheet on financial aid. It is a very complicated topic. Please send any questions to Patti (PFC). Send her any questions related to financial aid that should go on the calendar committee survey should go to PFC.  |
| **District Signage Standards (Discussion)**  | Mccampbell |
| Discussion | Lillian came in to discuss signage, although she had not planned on coming, as McCampbell had been scheduled. Over the last few months there has been a committee working on campus signage. Chief Cash, Malia Flood, Kathy Tyner, Lillian Leopold and a consultant were the committee members. Patti asked if there were any faculty on the signage committee; there were not.Our signage is not consistent or compliant. The goal is to be complaint and consistent and decisions made by the committee will now be shared with constituent groups. This campus will be divided into quadrants so when people drive into campus they will know where to park. I A faculty member pointed out that nonsmoking sign are not large enough, not seen and they are not big enough. It was also suggested large banners at campus entances that say this is a smoke free campus. Lillian noted there will be 160 no smoking signs. A senator asked who can join the signage sub-committee? Patti will follow-up on this.From 12-1, on September 17th, in 1631C the signage plan will go to the Institutional Facilities committee for discussion. Please feel free to come. The committee is done with their work and will be presenting their suggestions and plans at this meeting. Patti questioned that if this is a period of input, then the signage committee needs to meet again to consider input and changes based on it.How will signage for a major day fit with this? Lillian noted this is different topic, but a proposal has gone forward to the Deans on how to handle this, and have the signs look uniform. People being dropped off are an issue. We need to have signage about drop offs. This is dangerous, what is being done about this? We also need better signs in the parking lots about where to get a parking pass.  |
|  **Degree Audit (Discussion)**  |  SUAREZ/MONTEZ/MCCLELLAN |
| Discussion | Nick Montez came to share new information about degree audit. The plan is that it will notify students when they are ready to graduate or transfer. It is an exciting time in evaluations and admissions. For a long time we have wanted to be able to notify students that they are close to graduating and currently infrastructure is being built do to just that with SSSP funds. External transcript evaluation was also a problem so software was purchased to help speed up the evaluation of transcripts. The software will electronically pull information from scanned transcripts, translate those units to SWC equivalents and feed that information into an electronic education planning system. This will roll out live in December. Once we have this is place we will be able to send electronic notifications for degree completions. This will also track students who have finished low unit certificates. The goal at this time is to be able to evaluate outside transcripts in 2 weeks, but he is hoping to get it down to one week. They are also working on getting students their degrees posted to their transcripts as soon as possible, much faster than the usual month after finishing classes. Nick noted we may contract out to a company to print and post degrees.  |
| **Budget Update (Information)**  | Patricia flores-charter |
| Discussion | In meeting with Steve Crow and Jim Austin PFC really tried to help them understand where we were in 2008-2009. The senate at that time gathered ideas on how to save money on campus that did not impact students or livelihood. Class size going up is not good for student’s success**. Senators were asked to please bring back ideas about how we can save money while keeping teaching and learning forefront.** She also discussed that when things were bad in 2008-2009 we worked on elections, met elected pubic officials, and united as constituent groups to save our college. We know how to band together and weather difficult situations. This is where faculty live, and what we love. We took the last pay cut to show this. Going to forums it is clear that classified staff are worried about job security. During the last reorg 4 female classified employees were reorganized out of a job. The budget committee meets the 1st and 3rd Fridays in this room. Everyone is welcome to come.  |
| **Adjournment** | patricia flores-charter |
| Discussion | The meeting was adjourned at 1:00 |
| The next Academic Senate meeting: September 22, 2015 in L 246 from 11:45 a.m. - 1:00 p.m.  |

President’s Report 09-15-15