|  |  |  |  |
| --- | --- | --- | --- |
| Academic Senate Committee Minutes | | | |
| October 20, 2015 | | 11:45 AM - 1:00 pm | L 246 |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti | | |
| Attendees | Arteaga, Elena | ~~Hopkins, Kesa~~ | Soto, Corina |
| Beach, Randy | Lee, Wilfred | Soto, Raul |
| Bloch, Maya | Lesh, Caree | Speyrer, Michael |
| Brenner, April | Lewis, John | Taffolla-Schreiber, Candice |
| Buehler, Lukas | Martinez-Sanabria, Maria E. | Tolli, John |
| Caschetta, Todd | ~~McDaniel, Cynthia~~ | Tyahla, Sandy |
| Cliffe, Karen | McGee, Tony | Villegas, Val |
| Cuddy, Luke | Mossadeghi, Yasmin | Whitsett, Jessica |
| Davis, J.D. | Olivas, Maria | Williams, Janelle |
| Detsch, Steven | Posey, Jessica | Wolniewicz, Rebecca |
| ~~Edwards, Diane~~ | Post, Frank | ~~Yoder, Leslie~~ |
| Fielding, Richard | Rempt, Andrew | Yonker, Susan |
| Figueroa, Surian | Richison, Scott | Zinola, Lauren |
| Flores-Charter, Patti | Rocha, Lina |  |
| Garibay, Adrianna | Salahuddin, Sheri |  |
| GUEST/s | Angelica Suarez | Josue Arredondo | Toni Pfister |
|  |  |  |
| 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 | | | |
| **Approval of Minutes from 10-13-15 (Action Item)** | | | patricia flores-charter |
| Discussion | A motion was made to approve the agenda and was seconded. | | |
| Approval of Minutes from 10-13-15. M/S/C. Unanimous | | | |
| **Public Comment (Information Item)** | | | patricia flores-charter |
| Discussion | Randy Beach offered a reminder that program review is due on 11/2/15 for level 3, which are all academic programs. Take a look at the new process, there is still time for Randy to come out and talk to faculty groups if needed. Call him at x5897 or e-mail him if needed. There is a webinar today at 1:30p.m. There are also videos available. Randy was thanked by faculty for the videos and was told how helpful they have been.  John Lewis noted that the Performing Arts building was discussed in the Institutional Facilities Committee meeting with the architects. There is currently a sun logo that will be etched into the building. When John was consulting with Mark  Van Stone, who is an expert in Mayan Art History, he said that that the sun has nothing to do with Mayan Art history and it was not even Mexican. The design of the building is beautiful, but some things need to be looked into. There is a drop off area and gender neutral restrooms available.  A motion was made to extend for 2 minutes was seconded and passed.  Karen Cliffe acknowledged the Academic Senate Executive Committee for supporting her in her new position as Curriculum Co-Chair.  Student Rudolph Viegas just charted the SWC Chess Club. He is looking for members and a faculty advisor for spring 2015. They would like to compete and go to tournaments. Jessica Posey volunteered to be the advisor. | | |
| **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 | There is a Rep Council meeting this Thursday at 11:45 a.m. in room 302. Patti will talk about DE training and we will start talking about SLO work and payment. Janelle will discuss an MOU with the District for funding for part-time and Professional Development. We will also have an action item on the ACCJC Chancellors Office resolution. | | |
| **Student Equity Plan Update (Update)** | | | Suarez/Garcia-Navarrete |
| discusson | This is the plan that was approved last year as a 3-year plan. Angelica and Sylvia brought a 2 page handout that summarizes the 94 page plan.  They are working on high impact interventions on access, completion, transfer, and basic skills. A Director and Clerk for EDI are being hired to provide infrastructure. The Director will be able to bring in speakers and activities to foster inclusion.  Interventions last year for access were handled through outreach and making sure the college is accessible to our local community. A community survey is happening right now that will help guide our outreach and marketing in the future.  Our Governing Board also had a joint meeting with the Sweetwater Governing Board to discuss how to streamline their graduate’s transition into Southwestern College. We need faculty-to-faculty dialog with Sweetwater and curriculum councils who work within discipline areas.  Imbedded tutoring has been funded, and they are hiring a Power Study Program Coordinator to be hired as a faculty member. The Coordinator will be training tutors and faculty. They have about 130-140 tutors at this time.  Professional Development will focus on basic skills, inclusion and diversity.  Math has started a boot camp. Reading and English are working on getting boot camps going. The camp is geared for returning students to get up and running prior to assessment.  Nick Montez and Angelica Suarez are working on transcripts evaluation. Veterans, Foster Youth, and African American men are target groups with low completion. We want to move to a more active degree application process, including inviting students who are nearing completion to petition.  The two big impact interventions are learning communities and imbedded tutoring. Supporting all staff via Staff Development is also critical to success. There is a lot of good work happening to streamline SSSP, Equity, and Basic Skills funding.  Last year research helped look at degree completion for all students in all majors. They looked at race, gender, age, and special populations, which is how they learned they needed to target the above noted groups.  The long-term goal is that this will be permanent funding, but we need to move forward cautiously. The Chancellors Office has said this will be permanent funding.  A motion was made to extend for 2 minute was seconded and passed.  Student Equity conference money is available through Staff Development. You can also have your own department training as well. They are also building a library of books and videos on equity. Student Equity funding covers travel and registration for in state travel, or previously approved out of state training that will be sent out next week. | | |
| **Tenure Review Update (Update)** | | | jessica Whitsett |
| Discussion | The district is talking about hiring many full-time faculty next year, so we need faculty to volunteer for hiring committees and tenure review committees. We have about 230 full-time faculty right now and we have 44 faculty in Tenure Review. Each tenure review committee requires 3 faculty members. 12 candidates are in year 4 of tenure so they will not need committees next year, but we are projected to hire 27 new faculty next year. Next year we need a lot more faculty to sit on tenure review committees.  Jessica asks that as you work on FHP paper work with your department, that you also discuss who would be willing to serve on hire committee, tenure review committee, and who is on a committee who will be out on sabbatical etc. There needs to be department support for the new hires. We also need volunteers for at-large committee members.  If we cannot fill all the positions we will have to talk about alternative structures for tenure review.  Committee Chairs get 9 hours of flex and committee members get 6 hours of flex.  It was stated the at-large member is a critical position and should be kept as part of the committee. | | |
| **CTE Reports/CWEE (Update)** | | | patricia flores-charter |
| Discussion | The rest of the CTE program explanations for low numbers were taken to the Governing Board last week. It was painful. Elisabeth Shapiro, Gail Stockin, Frank Paiano, and Ellen Baum all attended and saw what Patti has been going through. The CTE Committee meets again this Friday and they will be able to improve their programs and put together a plan the Governing Board will approve. Patti will now update the Governing Board monthly on the CTE Committee progress. They also plan to work with private industry in the trades to get some non-credit programs developed.  CWEE are the 290 work experience courses. Curricular changes need to be made to those classes. Faculty, Chairs and Brian Ebalo are working on those changes. Lecture hours will be changed to lab hours to regain compliance. A non-credit class for the soft skills development was discussed. | | |
| **Compressed Calendar and Add/Drop (Discussion)** | | | patricia flores-charter |
| Discussion | Nick Montez and Patti came to discuss add/drop dates.  This fall compressed calendar started so it changed add/drop dates based on state law. Census date has to be near 1/5 of term, so that is why the date had to change. Short-term classes have the same calculation so the add deadline is usually the last day of the first week. This is a hard deadline dictated by Title 5.  P1, P2, and P3 reports track students at census, and students who were dropped after census. This semester it was hard for faculty to tell if students had dropped or just missed one day because the date was so early, and so close to a 3 day weekend. It was suggested faculty will get used to this as we adjust to the new calendar.  It was stated that if a student misses the first day of class, then you should drop them because you can reinstate them if needed.  More discussion was requested on how to handle specific situations. | | |
| **AP 4710 Faculty Recognition Award (Discussion)** | | | patricia flores-charter |
| Discussion | Some basic changes were made, mostly for clarity. Some faculty liked the rubrics, while others did not. Some also liked the nomination forms as opposed to a generic letter, while others preferred a letter to the form. | | |
| **Faculty Emeritus (Discussion)** | | | patricia flores-charter |
| Discussion | Patti noted that we will have numerous opportunities to discuss this. She put out a request on the President’s list serve for anyone who has a procedure for faculty emeritus for part-time faculty. One college responded that they had recognition for part-time faculty.  Caree reminded us of the history of this process, including a need to get more people to serve on committees and to get the honor to go to faculty who have worked above and beyond their job duties.  It was noted that getting hired full-time is harder to do than working adjunct and the tenure process is a much more rigorous process than what part-time faculty have to go through. Emeritus should be linked to tenure.  It was noted that the part-time emeritus at MiraCosta was titled differently than the full-time emeritus and is a separate procedure.  Committee work is important, but so is work with students outside of the classroom, such as club advising.  Giving part-time faculty Emeritus status is a respect issue. | | |
| **Adjournment** | | | patricia flores-charter |
| Discussion | The meeting was adjourned at 1:00 | | |
| The next Academic Senate meeting: October 27, 2015 in L 246 from 11:45 a.m. - 1:00 p.m. | | | |

[President’s Report 10-20-15](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/President%27s%20Report%2010-20-15.docx)