|  |
| --- |
| Southwestern College Academic Senate Executive CommitteeAgenda |
|  | DATE: 10/8/2015 | 1:30 P.M - 3:00 p.m. | Room 104B |
|  |
| Facilitator | Patti Flores-Charter, Academic Senate President |
| Note taker | Caree Lesh, AS Communications and Research Officer |
| Voting attendees | Randy Beach, IPROC; Caree Lesh, Research Communications Officer; Andrew Rempt, President-Elect; Susan Yonker, Vice-President; Karen Cliffe, Curriculum Chair; Richard Fielding, Presiding Chair, Janelle Williams, Staff Development Coordinator - Blue = absent |
| Non-Voting | Frank Post, SCEA President; Leslie Yoder, At-Large; Scott Richison, At-Large; Rebecca Wolniewicz, AOC Co-Chair/At-Large |
| PLEASE Read | Minutes: September 24, 2015 |
|  | 1. Larger Role in Accreditation2. **Elevate Curriculum, Instruction, Student Services, Library, and Tutoring as priorities**3. SSSP inclusion of Basic Skills and Assessment faculty4. Institutionalize use of Consent Calendar |

## **Agenda Items**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **TOPIC** | **PRESENTER** | **ITEM****TYPE** | **TIME ALLOTTED** | **Action** |
|  | Call to order; approval of agenda, minutes  | Flores-Charter | Action | 5 minutes |  |
| A motion was made to approve the agenda was seconded and passed. The minutes from last meeting (9/24/15) were postponed for further revisions. Caree resent the minutes from 9/24/15 and Susan will update them, specifically on Curriculum.  |
|  | APR Revisions  | Yonker | Update |  10minutes |  |
| Susan’s new forms were approved by the APR so this can go to Senate on the 27th.  |
|  | Reorg and:Workforce Development, CTE, Perkins | Flores-Charter | Discussion | 15 minutes |  |
|  Patti will fight for a school of BLT that includes Workforce development, CTE and Perkins.  |
|  | Compressed Calendar | Flores-Charter | Information | 15 minutes |  |
| A moment of silence was held for compressed calendar. MSE is upset because some classes are scheduled for 6am finals, and generally not liking the schedule at all. Patti will talk to KT about the 6 am final on Monday.  |
|  | Accreditation DebriefBudgetSLOsDE (and Training)Mission | Flores-Charter | Discussion | 10 minutes |  |
| PFC noted that meetings with accreditation team members kept changing times or were cancelled and then rescheduled. They often just asked for evidence that had already been sent. It did not seem like the team had reviewed the information ahead of time. This experience seemed like 2009 when they came looking for problems. Some did have legitimate problems finding data. Rebecca will be looking to see if she can figure out what happened with the eLumen data. We did hire a researcher but she has not been put in charge of eLumen. Schools who are successful with eLumen have 2 full-time researchers and people to train and work with faculty. PFC says that Jeff Fisher is the main eLumen Tech support person. The Budget team member, Greg Nelson, from College of Marin’s met with Melinda first. When he met with PFC he had no questions and let her know how bad he knows things are here. He gave her the link to his college’s budget. Jim Austin is being asked by us to put a 5-year plan together starting with last year. Randy had put together the FTEs priority grid and it is not being used for enrollment management. WSH is weighted student contact hours. We are at 425 efficiency and we need to be at 525, according to Jim. Enrollment management also needs to pay attention to the Cummings Report, we are running too many classes with too few students. Part of the problem is that we have too many programs. We need to stop rolling over FTES allocations from semester to semester. Patti has asked for a list of retiring faculty, and a calculation of savings. After the re-organization we need to only hire positions that support education. DE – The big thing now is to get training done. Tracy, Ken and PFC are e-mailing about this now. Faculty need to be compensated for this. We can use lottery money to pay for the training. $5.6 million from the block grant money could have been used for this. Part of training has to be training online course evaluators and Deans on how to investigate student complaints and the classes. We also need to be sure we that faculty continue to be involved in accreditation. Rebecca is being asked to leave early from a meeting today so administrators on this committee can meet themselves.  |
|  | Plenary | Lesh | Update | 10 minutes |  |
| Skipped.  |
| 6. | Budget Update: Oct. 16 and 23 | Flores-Charter | Action | 10 minutes |  |
| Andrew, Elena, Maria and Frank will work on a strategy for the 5-year plan. It was suggested we use the Marin College Budget as a template. The next Budget Committee meeting is on 10/23/15.  |

**Next Academic Senate Meeting: October 8, 2015**

Future Topics:

FHP Replacement and Emergency Hires