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| Academic Senate CommitteeMinutes |
| march 22, 2016 | 11:45 AM - 1:00 pm | L 246 |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti |
| Attendees | Josue Arredondo | Garibay, Adrianna  | Richison, Scott |
| Arteaga, Elena | Hayashi, Chris | Rocha, Lina |
| Avila, Diana | ~~Hopkins, Kesa~~  | Soto, Corina |
| Beach, Randy | Lee, Wilfred | ~~Soto, Raul~~ |
| ~~Brenner, April~~ | Lesh, Caree | Speyrer, Michael  |
| Buehler, Lukas | Lewis, John | Taffolla-Schreiber, Candice |
| ~~Caschetta, Todd~~ | ~~Lynch-Morissette, Emily~~ | Tolli, John |
| ~~Cuddy, Luke~~ | Martinez-Sanabria, Maria E. | Tyahla, Sandy |
| Davis, J.D. | ~~McDaniel, Cynthia~~ | Villegas, Val |
| Detsch, Steven | McGee, Tony | Whitsett, Jessica |
| ~~Durkin, Melanie~~ | Olivas, Maria | ~~Williams, Janelle~~ |
| ~~Edwards, Diane~~  | Pfister, Toni | Yoder, Leslie |
| Figueroa, Surian | ~~Posey, Jessica~~  | Yonker, Susan  |
| Flores-Charter, Patti  | Post, Frank |  |
| ~~Gardea, Jaquelyn~~ | Rempt, Andrew |  |
| GUEST/s | Kathy Tyner | Tim Flood |  |
| 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 03-15-16 (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the minutes and was seconded.  |
| Approval of Minutes from 03-15-16. M/S/C.  |
| **Public Comment (Information Item)** | patricia flores-charter |
| Discussion | Yesterday there was a conversation about the diversity assessment that is being done by the private firm hired by the Governing Board. There are concerns being expressed that not everyone is being interviewed. It was confirmed that there are 22 people being interviewed, so they have a pretty comprehensive list of people they will be speaking to. All departments need to hold a vote of confidence on their Department Chairs in April.Larry sent out an e-mail stating some facts in last week’s President’s report were wrong. A Senator noted that Larry was only involved in one process and we have the perogative to adopt a system we choose.  |
| **Presidents Report (Report)** | patricia flores-charter |
|  Discussion | The President’s report link is imbedded at the end of the minutes. Patti read her President’s Report.  |
| **SCEA Report (Report)** | frank post |
| discusson | Frank Post gave his time to Tim Flood who reported that the budget will go to the 4/12/16 Governing Board meeting.  |
| **Open Education Resources Resolution (2nd Read/Action)**  | pattricia flores-charter |
| discusson | A motion was made and seconded to approve the resolution. A friendly amendment was and accepted and seconded to reword the first resolved to say, “are available for adoption or feasible for creation.”The concept is that this will encourage all departments to look at the resources and consider adoption of the resources. The grant would have us track if we are adopting and using OER. Some new wording was suggested to make sure this is clear that it is open to anyone who wants to research the OER. A motion was made to extend one minute was seconded and passed. The motion passed.  |
|  **Hire Process Change (Action Item)** |  John Tolli |
| Discussion | John Tolli discussed the changes that had been made to the hiring procedures that no longer include letters of recommendation. Biology was allowed to review the job description. During the process applicants asked if they had to turn in two letters of reference. In 2014 the letters were required. HR no longer requires as the letters, but faculty were not informed about this. Biology requested that HR informs faculty of changes in the hiring process. John read a letter that was passed out at Academic Senate and is up on SharePoint. He requested we ask for a 10+1 review of the hiring process. English has run into the same problem. Every time there is hire there are changes made at the last minute and it is frustrating. Process in the first round seems to be overly prescriptive and finals are rather loose. From the union’s perspective, HR is overstepping. Previously, letters dated within the past year were required. HR is not allowing faculty to have enough input in the hiring of faculty. It was asked that administration remember collegial processes and talk to other groups on campus about making changes.HR needs to clean up on the hiring of interim people who then become permanent. A motion was made to extend by 2 minutes, was seconded and passed. It was questioned if it is okay to use hire committee members as a reference. It was suggested we add to the list presented to Biology and that we work on the process so we can get to know applicants better and also recruit for diversity. A motion was made to extend for 2 minutes, was seconded and passed. Letters of recommendations are usually over glowing, thus, not very useful. It was also suggested that we look at how some hiring committees for faculty wind up not being faculty driven. A motion was made to form a committee to produce recommendations for changes to the hiring process for full-time faculty. The motion was seconded and passed. Charlie Hoyt, Andrew Rempt, John Tolli, Corina Soto, Chris Hayashi and Caree Lesh volunteered for the committee.  |
| **AP 7120 Recruitment and Hiring Process (1st Read)**  |  patricia flores-charter |
|  | Patti showed some simple changes to this. She shared that the Procedure was changed in 2007, but previous the Academic Senate President appointed hire committee members in consultation with the department faculty and dean. At this time the senate often does not know when committees are formed or who are serving on the committees. Patti put out a request for information on the Presidents list serve and others were surprised the Academic Senate President does not appoint hire committee members. It was also more typical that the number of faculty on committees at other community colleges were more fluid and could expand if needed, such as if a large number of faculty in an area were being hired. A motion was made to extend for 3 minutes was seconded and the motion passed. Faculty members shall be appointed, should be the first sentence. It was suggested that HR be taken out of the list of people to agree to approve.  |
| **Course Management System Demos and Vote (Discussion)** | patricia flores-charter |
| Discussion | Tracy and Patti have been tracking other college’s implementation of Canvas for a year now. The DE committee is meeting on a regular basis to oversee the implementation of our DE Plan. Our Plan directs us to review options for Course Management System this spring. The campus has done one demo for Blackboard and Canvas, but more demos were requested. It was also requested to do a side-by-side comparison. Questions included, how will we choose in the end? Will it be based on what faculty like or cost, or support from each vendor? All these considerations will factor into the vote. Canvas has 24/7 support for students. Pilots have been going on at other colleges, it interacts with Colleague and eLumen. There is a webinar this Wednesday and some of the DE committee will be attending. Canvas is free through 2019. Sweetwater has been using Canvas for a few years now with its students using it with no training. A DE Committee member also noted there are “sandboxes,” or a place you can test out the software. You can go in as a student or instructor. Tracy’s e-mail has the information on how to get into the sandbox. Faculty opinion will have an impact on choice. Through OEI Canvas will be used statewide for instructional delivery of high need classes. This was one of the purposes of OEI and its selection of a statewide CMS. It was requested we get the cost for Blackboard Ultra. A motion was made to extend for 3 minutes, was seconded and passed. It is unclear why Blackboard has suddenly reduced its cost from $200,000 to $50,000. This is a questionable action now. Have we been over-paying all these years?65 of the 113 colleges have adopted Canvas. There was a question about how the change would work if we move to Canvas. It was explained that we are in the first year of a 2-year contract with BB, so we can scaffold if we move to Canvas. Other colleges have also already moved to Canvas. We would like to make sure that the migration from BB to Canvas has been smooth for those who have adopted it. Kathy Tyner was able to look up the cost of our current Blackboard Learn contract. It is about $46,000 per year for 16-17 and 17-18.A motion was made to extend for 2 minutes, was seconded and passed. It was questioned why OEI was at the Canvas presentation. It was explained that this initiative is working at the direction of the legislature to perform the tasks it is charged with. One of these was the selection of a statewide CMS. They oversaw the workgroup that researched the three CMS platforms and chose Canvas as the one the California Community College system will support and pay for until 2019 if a college chooses to use Canvas.  |
| **Equal Employment Opportunity (EEO) Plan (Information)** | patricia flores-charter |
| Discussion | The HR committee has reviewed and updated the EEO Plan. Every campus must have an EEO Plan and ours was due for an update. Much of it is federal legislation. The HR Committee will become the suggested Advisory Committee. There is a complaint procedure. There is discussion of how to advertise positions to get diverse applicants. A concern about discussing race, and doing an analysis of race of applicants may cause more campus problems, such as those that arose the past few weeks.Patti will get more information about the analysis that is proposed and ask for details.  |
|  1)MOU Expiration Senate Reassigned Time 2) President 6-Year Commitment 3) Draft IPROC changes 4) Senate Election 5) DE Training and SLO) Negotiations | patricia flores-charter |
| Discussion | Patti discussed that we have had a two-year MOU that changed some of the time for the Senate positions. The Senate Executive Committee looked at the different job descriptions, work load, and made a suggestion for negotiation of reassigned time. The net change is 60% less reassigned time. We are suggesting we remove the IPROC position, and reinstate the SLO Coordinator and increase it from 60 to 80%. The SLO Coordinator would move back to a model where faculty are responsible for faculty SLO’s, and administrators and student services would be responsible for their areas. This will be coordinated under the leadership of Linda Gilstrap. The VP of Senate would go from 20-40% and would get additional responsibilities for training people for program review, website updates for accreditation compliance, and coordinate with Linda Gilstrap Office. The Senate Executive Committee is also discussing trying to trim the time for Academic Senate President from a 6-year time commitment to a 4-year commitment. We have the longest time commitment in the state for the Senate President. The Executive Committee will bring this to the Senate for further discussion and a potential change in our by-laws. The Senate Elections are pending because we are unsure of reassigned time. DE and SLO’s are pending negotiations.  |
| **Multicultural Studies Graduation Requirement** | patricia flores-charter |
| Discussion | This will be moved to next week.  |
|  **Compressed Calendar and Senate Meeting Times (Discussion)** | patricia flores-charter |
| Discussion | We have done more than double what we were able to do last year because of the extended meeting time, but we will further discuss this at our next meeting.  |
| **Adjournment** | patricia flores-charter |
| Discussion | The meeting was adjourned at 1:00 |
| The next Academic Senate meeting: April 12, 2016 in L 246 from 11:45 a.m. - 1:00 p.m.  |

[President’s Report 03-22-16](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/03-22-16%20Presidents%20Report.pdf)