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| Academic Senate CommitteeMinutes |
| february 28, 2017 | 11:45 AM - 1:00 pm | L 246 |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti |
| Attendees | Josue Arredondo | Garibay, Adrianna  | Rempt, Andrew |
| Beach, Randy | Hecht, David | Shaffer, Rob |
| Bowlin, Stephen | Hopkins, Kesa  | ~~Soto, Corina~~ |
| Brenner, April | ~~Hubert, Elizabeth~~ | Speyrer, Michael |
| Buehler, Lukas | Lesh, Caree | Stuart, Angelina |
| Caschetta, Todd | Lynch-Morissette, Emily | Taffolla-Schreiber, Candice |
| Cliffe, Karen | Martinez-Sanabria, Maria E. | Tolli, John |
| Cuddy, Luke | McAneney, Danielle | ~~Tyahla, Sandy~~ |
| Davis, J.D. | McDaniel, Cynthia | Van Stone, Mark |
| Detsch, Steven | McGee, Tony | Vicario, Marie |
| Durkin, Melanie | McGregor, Cynthia | Whitsett, Jessica |
| Edwards, Diane  | ~~Mossadeghi, Yasmin~~ | Williams, Janelle |
| ~~Fielding, Richard~~ | Platt, Brad | Yoder, Leslie |
| Figueroa, Surian | Posey, Jessica  | Yonker, Susan  |
| Gardea, Jaquelyn | Quintana, Pablo |  |
| GUEST/s | Angelica Suarez | Kathy Tyner | Rebecca Wolniewicz |
|  | Jonathan King | Patti Larkin | Alex Martinez |
| Names in red indicate AS Executive committee members. |  |
| **Call to order; Approval of Agenda (Action Item)** | andrew rempt |
| Discussion | A motion was made to approve the agenda and was seconded.  |
| Approval of agenda. M/S/C. One Senator opposed.  |
| **Approval of Minutes from 02-21-17 (Action Item)** | andrew rempt |
| Discussion | A motion was made to approve the agenda and was seconded.  |
| Approval of minutes. M/S/C. Unanimous |
| **Public Comment (Information Item)** | andrew rempt |
| Discussion | Tomorrow is the last day to petition for spring and summer graduation, so a petition party is being held tomorrow in room 203. There is a special Governing Board meeting tonight. Topics include the accreditation report and facilities. Eloy Ortiz will be speaking at Mesa College, please register and attend.On April 18, 2017, we will be holding College Preview Day and we expect 600 students. The Social Justice Club is going to do a movie screening on the 13th, there will be free pizza on March 9th, from 5:00-7:00 p.m. in room 463. Please invite your students to come.  |
| **President’s Report (Information Item)** | andrew rempt |
| Discussion | The joint e-mail from SCEA and Academic Senate was sent out. Please send any concerns you have about the hiring process this spring to Andrew ASAP. The Governing Board meeting tonight will include a facilities workshop at 5:30 in L248. Please come if you have concerns about facilities.  |
| **SCEA Report (Report)** | Rob s. shaffer |
| discusson | Due to stuff going on at the Governor’s office, colleges across the state are having trouble getting raises. Our next negotiations session is from 10:00 a.m. – 4:00 p.m. on March 10th. We may need to ask for your support depending on how things go on the 10th. Tim Flood has been seeking input on the bond fund and has promised to include faculty in the process and decision making.  |
| **Drops, Withdrawals, Grades and Financial Aid (Information Item)**  | patti larkin |
| discusson | Alex Martinez was introduced as a Financial Aid specialist. Financial aid processes about 21,000 FAFSA’s a year and awarded $44 million last year. We give more money to students than any other college in the area. 74% of our students get some type of aid. Application are now processed in 7-10 days. Students get paid for how many units they are enrolled in. Freeze day is about a week after census and it is a snapshot of students enrolled at that time and they are paid based on what is in Colleague. February 21, 2017 was the freeze date this year. If students are overpaid they have to pay the money back, so it is important that faculty drop students in a timely manner. An overpayment is when we pay more money than they were eligible to get. Students are paid as if they will complete the whole term, but that does not always happen. If they drop mid-semester, financial aid calculates what the student owes and sends a letter. Financial aid then returns the appropriate portion of the money back to the DOE. It is important faculty keep their rosters up to date so payments made to students are accurate. Last date of attendance is now required when a faculty drops a student to help determine overpayment amounts. A motion was made to extend for 5 minutes, was seconded and passed. The last day of attendance is to be the last day that the student participated in an academic activity. We should look at how we can encourage faculty to drop students on a regular basis as other districts do. Financial aid is happy to come talk at department meetings on this topic if asked.  |
|  **BP/AP 5014 Military Experience (1st Read)**  | randy beach |
| discusson | This past fall Patti came to talk to us about how we needed to create a new policy and procedure to address credit for prior military experience. We have good infrastructure for veterans already and a small group was able to create the AP/BP before us today. Veteran students automatically get credit when they send in their documents. A request from a veteran for benefits automatically gets them a review of military credit and prior college transcripts. Nine units will be capped for elective units, and 30 units total to help lessen the impact of having too many units, which often is a problem for veterans. Faculty will have a role to play in identifying equivalent classes for service. There is a website on this topic and a lot of the equivalencies can be determined by this website. A motion was made to extend for two minutes, was seconded and passed.Patti explained that veterans have a smart transcript with their training for their specialty area, and we can use that to equate courses we offer at SWC. Randy stated much of the language is taken from the Chancellor Office Advisory. The memo from the Chancellor Office will be sent out to Senators.  |
| **Ed Plans (Information Item)**  |  jonathan king |
| Discussion | Dr. King, Dean of Counseling, introduced himself and noted that he has been here one year. He stated that we are all here for the same reason, to get our students to the finish line. Over the past year, he has noticed that the students who are not in learning communities sometimes get lost. He passed out handouts about our learning communities and how they are doing. From fall 2016 to spring 2017 we have 0% attrition rate for those learning communities. This shows students are getting what they need to be successful and this makes a big difference. Our goal is that every student gets a SEP A (Student Education Plan - Abbreviated) prior to their first semester, and a SEP C (Student Education Plan - Comprehensive) no later than the second semester. This means that they have the tools they need to get where they are going. Title 5 mandates that every student needs a SEP A. We want to get support from all of our faculty to get students to counseling for their educational plans. He asked the faculty get on board and help us by putting something on their syllabus about the SEP, asking a Counselor to come speak to their class or even having an Ed Plan as an assignment. Students should come into see a counselor at first, rather than doing this online. A motion was made to extend by 3 minutes, was seconded and passed. Angelica noted that Student Services wants to be teammates with Instructional Faculty to help get every student an SEP. Senators supported the idea of having a counselor liaison. It was suggested that this be part of the syllabus or even as extra credit. Contact Jonathan King is you want to have someone come to your class or if you want a liaison.  |
| **SLO Statement (1st Read)** |  andrew rempt |
| Discussion | The statement on SLO’s was sent out with the agenda. The committee was Candice Taffolla-Schreiber, David Hetch, Jessica Posey, Andrew Rempt and Carol Stuardo. Take this back to your faculty for a second read and vote on this to frame our further discussions on SLO’s. It was suggested we also have information on the 2014 ACCJC standards to bring to constituent groups. Andrew will send out that ACCJC information. Please send edits to Andrew as soon as possible, and not later than 3/8/17 at 5pm.  |
| **Content Calendar: BP/AP 4010 Academic Calendar & BP/AP 4240 Academic Renewal (1st Read)**  |  andrew rempt |
| Discussion | We have 7 policies and procedures that are due to be reviewed by the senate this semester. So, we wanted to get these two going. We are still finding edits we made last time that are not incorporated. It was noted that AP 4240 was approved by Senate in Spring 2015, but the AP did not come here so they are being brought back together. Please take a look at these for a second read and vote in the near future. Send any changes to Andrew Rempt.  |
| **Guided Pathway (3rd Read/Action Item)**  |  andrew rempt |
| Discussion | The district would like to submit an application to do this program sponsored by the Community College Foundation. The idea is to make our programs as clear as possible and make sure students have support in their programs and educational path. This is about beginning with the end in mind and then looking at how to best get students there. This is a national effort. The application process requires the Senate endorse the application. Kathy apologized for offending anyone when she asked last week why we hadn’t done this already. This is not to insult faculty or make them do stuff they are not being paid for, but to have access to information and ideas we would not otherwise have. We would be sending teams of 5 people (2 faculty) to workshops each year to learn how to do this and seek outside advice. Going outside and seeing what people outside of SWC are doing can generate great new ideas. We don’t have any information or feedback form campuses doing this because it is still rather new in the state. The legislature has seen this and they really like it and may have money to support it in the future. A motion was made to approve the resolution, was seconded. CTE transitions and College Bound programs already exists, so this sounds like the same thing again. It was suggested that we have access to the data that was required by the application. Kathy noted this has to do with setting up a plan for students to finish their program in 2 years and getting help to students as soon as they apply. Data for the application was provided by the Research Office. If we get this it could put us on a fast track to getting money from the state. The major blocks for allied health is lack of space in pre-health classes, such as Biology. We could set up anything including if you take 5 classes in the fall you get certain classes the next semester. This could be additional structure we need. Maybe it will push us more to integrate our programs and come up with best practices. The application already asks for how many other efforts we are already involved in. All of this is squarely in 10+1, so it should absolutely be faculty driven. We are not doing this already because we are not compensated for it and we are weary. If money is coming in we should be using it for faculty to be paid to do the work.It was suggested we implement this on our own.A motion was made and seconded to use the rest of this meeting on this topic. The motion passed. The motion passed with 26 yes votes and 7 no votes.  |
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| **Adjournment** | andrew rempt |
| Discussion | The meeting was adjourned at 1:00 |
| The next Academic Senate meeting: Tuesday, March 14 2017 from 11:45 a.m. – 1:00 p.m. in L 246. |