

**Approved 3-27-2008**  
**Cañada College Academic Senate Governing Council Minutes**  
**Thursday, February 14, 2008**

**Council Members in Attendance:** Martin Partlan, David Clay, Arturo Hernandez, Carol Rhodes, Monica Malamud, Jenny Castello

**Senate Members and Guests in Attendance:** Tom Mohr, Ray Lapuz, Dave Patterson

**1. Call to Order:** 2:02 p.m. Acting secretary for this meeting: Dave Patterson

**2. Adoption of Agenda:** Motion to adopt the agenda with proposed amendments: passed.

**3. Appointment of Interim Officers: Secretary and Treasurer:** Motion to replace Lezlee Ware with Dave Patterson as treasurer: passed

**4. Approval of Minutes:** Motion to approve 12-13-07 and 1-24-08 meeting minutes with corrections: passed.

**5. Public Comment:** none

**6. Committee Reports:**

**6.1 Curriculum:** Jenny reported that due to the extra work generated by the need to change University Studies degrees to comply with new Title V requirements, the Curriculum Committee passed a motion to postpone Program Review for music, art and drama until next academic year. A discussion followed. A motion to accept the Curriculum Committee's motion was passed with 6 ayes and 1 abstention.

**6.2 Planning and Budget:** At next week's meeting the committee will discuss the accreditation report. Last week's meeting included a discussion of the hiring recommendations, including a preference on the part of the faculty to hire tenure-track, not temporary, faculty. Tom remarked on the dilemma created by hiring tenure-track faculty. A question was raised: if supplemental money for Basic Skills dried up, could a faculty position's funding be shifted? Yes, Tom replied, but it would drive us into deficit spending. A point was asserted that this dilemma should have been expressed to the Basic Skills taskforce. Discussion followed.

Martin reported that at last week's meeting Cathy Blackwood explained that the district has some one time funds, so we are in good shape for this year, but not for the long term.

**6.3 College Council:** No report.

**6.4 AFT:** AFT elections will be held this spring. The Community College Committee of the AFT is exploring a lawsuit concerning the linking of SLOs to faculty evaluations. Two Board members attended the AFT meeting.

**6.5 Professional Personnel:** No report

**6.6 Finance:** No report

**6.7 SLOs:** An assessment workshop at CSM will include twenty Cañada representatives.

**6. Old Business:**

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**6.1 Committee Appointments:** All motions for the following hiring committee assignments and conference attendees were passed unanimously.

Women's soccer coach: Mike Garcia, Frank Mangiola, Barbara McCarthy

Counselor: Lisa Palmer, Karen Olesen, Pamela Ward-Smith

College Council Student Services Division representative to replace Lesli Sachs: Romeo Garcia

Librarian: David Patterson, David Clay, and David Gibbs, who is a librarian from CSM

Basic Skills Initiative Coordinator: Salumeh Eslamieh

Fashion Design: Ronda Chaney

Spring Plenary Session of the State Academic Senate: David Clay, Martin Partlan, Monica Malamud

Leadership Institute: David Clay

Great Teacher Seminar: No motion yet. Susan Gangel and Carol Rhodes have expressed interest. Could we think about the possibility of approaching this appointment as an award?

**6.2 Minutes Policy & Procedures:** Tabled

**6.3 Basic Skills Committee:** Tabled

**7. New Business:**

**7.1 Accreditation Report:**

**Master Plan:** The need for a Master Plan was discussed. Tom reported that his sense is that the master plan we need to create will include pieces of our strategic plan. He is striving to stay in close contact with WASC leadership in order to follow their recommendations correctly. In addition he is collaborating with Jing. He is meeting with Jing and a consultant who has written seventy master plans, possibly to hire him to write a plan for which we would provide data. Planning and Budget will oversee this process. Tom feels that the pieces of the plan already exist and that with a good writer the plan can be done quickly and without undue burden.

**SLOs:** some work has been done, but not enough. There has been some faculty resistance to SLOs.

**Student Support Services Staffing Plan:** Tom: Although funding is problematic, we need a development plan that considers Menlo Park staffing, Counseling, the Learning Center and the Library and other student support services. Reflection on staffing levels, schedules, goals, and duties will help. A point was raised that we urgently need more information about student needs, both at Menlo Park and in general. A discussion followed about the apparent trend toward more colleges receiving warnings and about the federal government's role in assessing higher education. Martin raised a question – in creating a master plan, where will faculty give input? Tom: Planning and budget will lead the process, which he does not foresee as being

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elaborate. Such a process might include two or three opportunities for input and revision from various bodies to ensure sufficient collegiality. Question: how much will the master plan consultant cost? Tom: probably under \$25,000. Question: Source of funding? Tom: hopefully the district or “one time” money

Discussion then moved back to SLOs: we need a plan and a timetable by October 2008, when the first of two reports is due, the second being due in October 2009. Discussion followed about forming an SLO sub-committee of the Academic Senate. There was a feeling that SLOs and assessment data are needed by the end of the semester. Marilyn suggested that it's within the purview of the ASGC to measure college level SLOs. A wide-ranging discussion of SLOs followed, including issues involved in program level SLOs. It was estimated that 60% of courses already have SLOs, although there was some question about this. Tom wanted to be able to report to the Board what steps the ASGC was considering.

The need for a deadline for faculty was emphasized. Concerns were voiced about how assessments would be used. A motion was unanimously passed to direct Martin to send an e-mail to faculty with direct reference to the Accreditation's warning:

- stressing the importance of SLOs
- urging the completion of at least one SLO
- strongly recommending that faculty attempt to assess this SLO
- and directing faculty to send completed or updated SLOs to Ray Lapuz

Ray expressed a desire as the SLO coordinator to be a member of the ASGC, especially since there is no SLO committee. This request was discussed.

**8. Matters of Council Interest:** None

**9. Motion to Adjourn:** 4:20 p.m.

**10. Upcoming Meeting:** February 28.

*To request that an item be added to the agenda, please contact one of the governing council members no later than one week prior to the next meeting (see above for the dates of upcoming meetings).*

*View past minutes at [http://www.canadacollege.edu/inside/academic\\_senate/0607/index.html](http://www.canadacollege.edu/inside/academic_senate/0607/index.html)*