

# Cañada College Academic Senate Governing Council

Meeting Minutes for **Thursday, October 27, 2011**

Building 6, Room 112

2:00 to 4:00 p.m.

**Academic Senate Governing Council Members in Attendance:** David Clay, Monica Malamud, Katie Schertle, Leonor Cabrera, Alicia Aguirre, David Meckler, Karen Olesen, Evan Innerst, Ana Miladinova

**Academic Senate Members in Attendance:** Patty Dilko

**Guests in Attendance:** Jim Keller, Robin Richards, Kim Lopez

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**1. Call to Order:** 2:10 p.m.

**2. Adoption of Agenda:** Unanimously approved with proposed changes.

**3. Approval of Minutes:** Tabled until next meeting.

**4. Public Comment:** What is the procedure to get items on the agenda? Currently any member of the council can suggest items via email. Monday at 2:00 p.m. is the deadline for the meeting on Thursday of that same week. This procedure should be outlined in the Bylaws. There is a request to include the process for choosing hiring committees as an agenda action item at the next ASGC meeting.

## **5. Committee Reports:**

**5.1 Curriculum Committee:** The Curriculum Chair has announced a clarification about CurricuNet: *As of October 1<sup>st</sup>, any new courses have to be on CurricuNet. Existing courses with modifications don't need to be on CurricuNet until January 1<sup>st</sup>.* There is some question about whether or not the October 1<sup>st</sup> date was made clear earlier in the semester. Previous meeting minutes and other forms of communication about this date will be checked. Also, we are moving toward all courses and programs having the same prerequisites and cut-off scores for placement testing district-wide. This is a proposed topic for a Fall 2012 Flex Day activity.

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**5.2 Budget Committee:** We want to begin the hiring process. To this end, departments need to organize their 2012 – 2013 hiring requests. Sara Perkins will be distributing a timeline for the process. Hiring requests should be submitted by Thanksgiving. Question: Are the other two colleges getting their requests in earlier?

Also, departments and programs should prepare and submit requests for any “demonstrated needs” that President Keller can present to the Chancellor for specific, item-by-item budgeting. These would be medium-to-large-scale budgetary requests. The aim is to put forth an effective argument that Cañada needs to be considered equitably with regard to budgetary concerns and district-wide decision-making. Cañada has been requesting a district-initiated comparative analysis of the three colleges regarding such issues as staffing, numbers of students, etc. Specifically, certain projects and processes (e.g. accreditation) which all three colleges must engage in are more burdensome for a significantly smaller institution. We have been told so far that such an analysis isn’t possible, but we feel it is necessary in order to ensure Cañada continues to function effectively. One suggestion is that increased strategic public outreach is needed to bring in more students. Each college promotes itself separately in the community. Everyone should send ideas and or concerns to the office of the President.

**5.3 CPC, IPC, SSPC:** SSPC needs a faculty representative to IPC.

**5.4 AFT:** no report

**5.5 Professional Personnel & CIETL:** no report

**5.6 ASGC Treasury:** no report

**5.7 Committee for Student Equity:** Drafting of the Equity Plan continues; Bylaws are ready to approve at the next ASGC meeting.

## 6. Old Business

### 6.1 Committee Appointments:

- **SSPC:** None.

**6.2 By-Laws Revision/Task Force:** Please get signatures from as many faculty members as possible to amend Article VII of the Senate Constitution. If we get these signatures before the next meeting, we can begin section-by-section updating of the Constitution and Bylaws. *Please assure all faculty members that the Senate at large retains the sole ability to ratify any changes to the Constitution and Bylaws. The proposed amendments to Article VII do NOT affect that power.* All faculty members will retain their voice in the discussion about and ratifying of all

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amendments. The proposed amendments to Article VII are merely intended to make the Constitution and Bylaws updating process less cumbersome.

**6.3 Review of Educational Master Plan:** As much information and input as possible is currently being gathered. The hope is to have all feedback in by mid-November so that the first meeting in December can address specific points for revision. Robin Richards' suggestion is for the ASGC to do its final review of the baseline draft at the November 10<sup>th</sup> meeting and then submit comments. The ASGC will have an hour-long review of the draft at that meeting. Can the ASGC look at the suggestions of other campus groups? Robin Richards will distribute the original and revised versions of the 22 objectives so far for us to review.

**6.4 District Regulations - DRAFT of 6.13 Curriculum and Program Development, Program Review and Program Discontinuance Policy:** The current document says we need to have a process, but it isn't spelled out. David Clay will bring to the District Senate the issue of adding language to address budget ramifications when programs are discontinued.

**6.5 District Regulations (2.20, 2.52, 8.05, 8.33, 8.48, and 8.56):** **2.20:** One opinion is that this addition is unnecessary because Cañada would never be out of compliance with current law regarding the Americans with Disabilities Act. Additionally, highlighting one particular type of disability or accommodation is superfluous and inappropriate here. Motion to reject the change approved unanimously. **2.52:** Discussion: Can we rephrase? There have been accounts of past unreliability regarding campus security. Motion to rephrase #4 as "...prompt reporting of all crimes *on campus* to campus public safety officers *and* the appropriate police agencies" approved unanimously. **8.05:** Motion to approve the changes passed unanimously. **8.33: Regarding #2 Vending Services:** Motion to reject this change passed unanimously. **Regarding #4 Fitness Center:** If fitness centers are going to be run by outside management, why should they be part of the campus/district at all? The idea by the district was to broaden the use of the facilities for more than just credit classes (i.e. to include the community). Regarding outside management, it might be more efficient than our current in-house system. Also, we are teachers, not bill collectors and membership dues organizers. Let's give this task to someone on the outside who knows how to do this properly. This would be an opportunity to avoid hiring yet another school administrator. Others disagree with this opinion. Outside management will have different priorities. Why can't we hire someone to be a Cañada employee and manage the Fitness Center? Will the students' educational concerns be marginalized by an outside manager? Motion to have David Clay report our concerns to the district Academic Senate and to reject the current wording passed unanimously. **8.56:** No discussion.

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## 7. New Business

**7.1 CCC Task Force on Student Success (Senate Plenary Proposed Resolutions – see emailed Summaries sent by ASGC President):** This task force was organized over the summer by the State Chancellor and is comprised of 20 members, including only 5 faculty. These resolutions will be presented and discussed at the next Senate Plenary. They may be taken to the state legislature in March of 2012. The complete resolutions should be reviewed by everyone on the ASGC for a full understanding – refer to the recent email link sent by Patty Dilko. Send comments/concerns to David Clay by next Tuesday for him to take to the Senate Plenary. Comments on the recommendations may submitted to the Task Force for Student Success blog: <://studentsuccess.ideascale.com>.

**7.2 Repeatability – State Senate Plenary Resolutions in reply to Repeatability Task Force Recommendations:** David Meckler and Ana Miladinova pointed out that in both dance and music, students need a sufficient amount of time to demonstrate proficiency. One semester/course is frequently not enough time for the proper development of skills. Ana also referred to conversations occurring at other community colleges in the state which indicate similar concerns regarding the necessity of repeatability in dance programs.

**7.3 Spanish Program – Concurrent Courses:** It is common to offer concurrent courses at the intermediate level, especially in smaller programs. Lower-level courses feed into higher-level courses, and because not all students pass at any given level, higher-level courses tend to have smaller numbers of students. The solution at Cañada and many other community colleges around the state has been concurrent courses (i.e. courses with multiple levels attending in the same classroom with the same teacher). Recently we were told that having concurrent courses is in violation of Title V and that they would, therefore, be eliminated. The State Academic Senate Chair refuted the claim about Title V. Our spring schedule doesn't have the concurrent courses that we used to offer. If we no longer offer concurrent courses, the majority of the Spanish program will disappear. Its survival depends on this type of multiple-level course. Motion: ASGC supports continuing concurrent scheduling of Spanish courses and restoring the spring schedule as originally proposed by the department coordinator as the only means of preserving the viability of the program. Motion passed unanimously.

**7.4 Begin Hiring Process – Review Hiring Proposal Process and Hiring Committee Selection Process:** Tabled until next meeting.

**7.5. Articulation of “demonstrated needs” for Cañada Budget Requests:** Tabled until next meeting.

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

**9. Upcoming Meetings:** November 10, December 8

**10. Adjourn:** 4:05 p.m.

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