

Cañada College Academic Senate Governing Council

Meeting Minutes for Thursday, September 12, 2013

Room: CIETL (9-154)

2:10 to 4:10 p.m.

Academic Senate Governing Council Members in Attendance: Doug Hirzel, Anne Nicholls, Sandra Mendez, Leonor Cabrera, Alicia Aguirre, Denise Erickson, David Meckler, Ana Miladinova, Lorraine Barrales-Ramirez

Academic Senate Members in Attendance: Hyla Lacefield, Patty Hall, Jane Rice, Heather Schwappach Ott, Anniqua Rana, Robert Hood, Vickie Nunes, Jeanne Gross

Guests in Attendance: VPSS Richards, Dean Lopez, President Buckley, VPI Anderson

1. Call to Order: 2:15PM

2. Introductions: ASGC members introduced themselves.

3. Adoption of Agenda: Moved/seconded/approved unanimously.

4. Approval of Minutes 8/22/13: Moved/seconded/approved unanimously.

5. Public Comment:

- UC Transfer Admission Guarantees (TAGs) are due on September 30th, 2013. The transfer center is hosting a series of transfer workshops for students. For complete details check the transfer center webpage. <https://canadacollege.edu/transfercenter/>

6. Committee Reports

6.1 District committees -

Plus Minus Grading Option - Effective Fall 2013

After thorough vetting with faculty and students the Plus Minus Grading revisions request was approved by the Board of Trustees in Spring 2013. The adopted grading revision is effective Fall 2013. Faculty determine the exact grading policy for their course; this policy must be clearly stated in the course syllabus.

District Distance Ed STOT I Training (Fall 2013) - STOT I training consists of six weekly online sessions, three of which include a face-to-face (F2F) component given at an SMCCCD campus. The deadline to apply is Friday, September 13, 2013. Information was sent via district email.

6.2 Curriculum – Stand Alone Training will be held on 9/13/13.

6.3 Prof. Personnel – Applications are currently being reviewed and approved. Request to complete the professional development application in a thoughtful manner. October 15th is the deadline to submit long term proposals for consideration.

6.4 ASGC Treasury – The current balance is \$12, 579.98.

Academic Senate Governing Council – 2013-2014

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Professional Personnel Chair: Denise Erickson: (x3352 / ericksond@smccd.edu), Humanities and Social Sciences Division Representative: David Meckler (x3439 / mecklerd@smccd.edu), Science and Technology Division Representative: vacant, Business, Workforce Development and Athletics Division Representative: Ana Miladinova (x3147 / miladinovaa@smccd.edu), Counseling and Enrollment Services Representative: Lorraine Barrales-Ramirez (x3462/ ramirezl@smccd.edu)

6.5 Division Reports – None. Business and Workforce have not met.

7. Other Reports

7.1: CSE – Goal is to implement the Initiatives of the '13 plan:

- Data for Annual Plan/Program Review
- Success for Black and Hispanic Students
- C Placement, Placement Exams, and Basic Skills Success
- Professional Development for Student Equity

7.2 CIETL –

- October 7th 2013 @ 3PM (3-148) “Acorns, Honey Ants, and Gasoline” presentation by Professor Einhorn.

7.3 PBC –

- The PBC went over the recommendations from the last annual review of the Participatory Governance document.
- The pathways initiative in our strategic goals was also discussed. Proposed that instead of committees that we have workgroups/task force, meeting once or twice a semester that would develop a vision for the college in pathways. This would also meet the goals of the college’s strategic objectives. The workgroups/taskforce would report their outcomes to the PBC.

7.4 SSPC –

- SSPC reviewed the membership and by-laws as well as the 2013-2014 goals from May 8, 2013 meeting.
- SSPC reviewed the Delineation of Function Map from the District Office and chose to accept the final version.
- SSPC reviewed the Annual Plan/Program Teams and made changes as necessary. Time ran out for review of forms and timeline and these items will be discussed at a later meeting.

7.5 IPC – Set goals for the academic year.

7.6 Basic Skills –

- Transfer Discipline Parade Tuesday, Oct. 29 day and evening in the Main Theater. Time: 8:30-10:30 am and 7:00-9:00 pm.
- Working on event to bring author Lac Su. Additional details will follow.
- Goal is to promote proactive counseling to increase the number of students who succeed in basic skills courses and reach their academic, career and personal goals.
- Two new members: Valeria Estrada (Librarian) and Jonathan MacSwain (Learning Center)

7.7 Distance Education – WebAccess 2 transition. The goal is to increase the number of courses offered online each semester.

7.8 AFT – None.

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8. Senate Business

8.1 Committee Appointments:

- Business hiring: Evan Innerst, Leonor Cabrera, Candice Nance
- Extenuating Circumstances: Leonor Cabrera
- PBC: Karen Olesen as SSPC rep
- Trustees Fund: Carolyn Jung

Motion to: approve all the nominated faculty members. Moved/seconded/approved unanimously.

8.2 Committee reporting plan –

Discussion on how we do committee reporting without being redundant or repetitive. Currently, each committee representative is given two minutes to report. How can make this process more efficient?

8.3 Setting Senate Goals -

ASGC members prioritized senate goals from 8/13/13 meeting. The top goals are listed below:

- Coordination & release time
- Revise ILOs and ePortfolios for ILO and PLO assessment
- Balance LOAD with innovation
- Identifying successful Measure G and grant funded programs
- Pathways to Student Success Initiative

8.4 Revising ILO 1 and ePortfolio Pilot – Phase 2 –

Discussion was held on revising ILO1 and ILO2 to eliminate overlap to enable effective assessment. The goal is to make ILOs more measureable. As a result an adhoc ASGC workgroup was created and will report back next ASGC meeting. Members include: Jeanne Gross, Anniqua Rana, Heather Schwappach Ott, Patty Hall, Hyla Lacefield and David Meckler.

8.5 Assignment: Reading Program Reviews -

The latest Program Review submissions are being moved from private Sharepoint folders to a public webpage. ASGC members please visit the URL below and scan the Annual Plans/Program Reviews from your division. You may want to divide the work among your colleagues. Please note the following:

- Verify that no students can be identified from the material posted in the plan
- Verify that no sensitive assessment questions (e.g. test questions) have been included in the plan
- Copy any Professional Development requests and paste them into a Word document. Email the document to Doug Hirzel hirzel@smccd.edu so he can compile them for the PD committee.

Please complete these activities prior to our next meeting Sept. 26th 2013.

<http://www.canadacollege.edu/programreview/instruction.php>

9. Adjourn: 4:10PM

Next meeting: September 26, 2013

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