

Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

Minutes 9/8/16

2:10pm – 4:10pm

Room 2-10

Meetings of the Governing Council are open to all members of the public. Materials are posted on the meeting page of the ASGC website.

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Hirzel	2:18	Procedure
2	Introductions Members Present: Lisa Palmer, Doug Hirzel, Hyla Lacefield, Sarah Harmon, Dani Behonick, Denise Erickson, Diana Tedone Members Absent: Sarah Aranyakul, Sandra Mendez, Michael Hoffman Guests: Patty Hall, Melinda Ramzel, Janet Stringer, Nick DeMello, Heidi Diamond	Harmon	1	Information
3	Adoption of Agenda Amend consent agenda as follows: <ul style="list-style-type: none"> • replace Dani Behonick with Carol Rhodes on item A • include item B Mallory Stevens to college PD • include item C Leonor Cabrera to PBC as BDW rep 	Harmon	1	Approved
4	Adoption of Consent Agenda	Harmon	1	Approved
Consent Agenda <i>All items on the consent agenda may, by unanimous vote of the Governing Council members present, be approved by one motion after allowing for Council member questions about a particular item. Prior to a motion for approval of the consent agenda, any Council member, interested student, citizen or member of the staff may request that an item be removed from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.</i>				
4.1	Approval of Minutes: 8/25/16			
4.2	Committee Appointments: <ul style="list-style-type: none"> A. Tenure-track Math faculty screening committee: Ray Lapuz, Carol Rhodes, Bob Tricca (with Janet Stringer and Gonzalo Arrizon) B. Appointment of Mallory Stevens to College Professional Development Committee C. Appointment of Leonor Cabrera as BDW rep to PBC 			
Public Comment				
5	Reassigned time in BDW has not yet been assigned.	Public	5	Information
Regular Reports				
6.1	President's report <ul style="list-style-type: none"> a. PBC voted yesterday to reduce the new Fund 1 Position request process to ONE cycle per year. The process will occur in fall semester so that a more complete budget assessment can inform the President's decision. This will allow for advertising and screening committee work to occur in spring semester. Faculty are encouraged to begin discussions about whether to propose a position; the positions will be put forward in November. Recommendation: consider putting forward 	Hirzel	10	Information

	<p>positions from last spring's Innovation proposals.</p> <p>b. Vacant faculty seats on PBC: Humanities division rep, Science division rep, at-large faculty rep</p> <p>c. Museum of Tolerance is open to 2 faculty, including new tenure-track faculty – 10/30 through 11/1. Please contact DH if interested; deadline Sept. 16.</p> <p>d. ASCCC Professional Development College is offering a 5 course online certificate in Curriculum Development http://www.asccc.org/pdc-online-courses</p> <p>e. Next meeting we'll be presented with recommendations from the Arts Taskforce, the proposed framework for the college professional development plan, and a proposed ASGC budget</p>			
6.2	Academic Committee for Equity & Success (ACES)	Hoffman	0	(Absent)
6.3	Curriculum Committee	Behonick	0	No report
6.4	Professional Development: we have \$77,000 in budget; we've increased the allowance to \$2500/year for travel, and meals are now included as a billable expense.	Erickson	3	Information
Senate Business				
7.1	Recommending replacement of tenure-track ECE faculty Appointing screening committee members (see attached document) Proposed committee: Melinda Ramzel, Patty Hall, Dani Behonick (with Heidi Diamond, Paul Proett, and Jamie Hui)	Hall/Ramzel	15	Approved replacement unanimously Approved (Abstained: Behonick)
7.2	Role of AS in new faculty position process: in the past, all planning councils meet and anyone in the college can come and contribute to the discussions; hopefully faculty are coming and being heard there; then AS has reviewed faculty positions and prioritized. DH Motion: AS will continue with past practice and submit its own recommendation to the President. Discussion – AS recommendation does not summarize all that occurs at the college-wide analysis; AS rec is distinct; how will new president weigh Senate's rec? After last spring experience should we reconsider prioritization? Should we provide our own strengths/weakness analysis? Motion by Erickson to table the discussion (defer action) so that Hirzel can talk to the new president and get her views on the type of input she desires for an effective process.	Hirzel	15	Discussion Motion to defer action approved unanimously
7.3	Reauthorization of senate's Supplemental Travel award and Speaker Honorarium award; creation of awards ad-hoc sub-committee See details of awards at http://www.canadacollege.edu/academicssenate/funding.php Harmon: Motion to renew both awards at same level as last year.	Harmon	5	Approved unanimously
7.4	Reconsidering the grade of C minus: CSU has long required a	Behonick	15	Discussion

	<p>“passing grade of C or better” for the “Golden 4”. Most institutions have interpreted this as a C or C plus – a C minus would not be considered passing. For this reason the district AS recommended we not include C minus in our grading scale. This spring, CSU issued a clarification that the C minus grade is passing; shall we follow suit? UC still requires “passing with a grade C or better” and has not issued any clarification about C minus. Dani’s recommendation: if the utility of a C minus is still unclear, we should keep our current policy. Stay tuned as updates become available.</p>			
7.5	<p>Growth of online instruction: setting guiding principles. Hirzel: DE Plan requests that the college establish a plan or vision for growth of online instruction. In division meetings, ask faculty for input about what we think the college might adopt as principles to guide decisions about growing online instruction. What data do faculty need in order to make informed recommendations? What considerations should guide decisions? What concerns do faculty have? We’re aiming to come up with general recommendations sometime this year. Ask Hirzel or Stringer for necessary data.</p> <p>Stringer: In summer, enrollment is approx. 51% online and has grown rapidly. During the school year, it’s about 19% and growing slowly, about 1% per year. HSS has increased over the last few years and Business is starting to pick up. Only two courses are online-only: meteorology and walking fitness. Some courses don’t fill f2f over summer but do fill online; vice versa during the school year. We do have full degrees online (anthropology, psychology, Interdisciplinary Studies X2).</p> <p>Lacefield: Perhaps alternate online/f2f with sister campus so that either option is available to students. Necessitates coordination and cooperation. Some courses require f2f interaction. Some classes work well online; some don’t.</p> <p>Palmer: We need to work on retention in online courses.</p> <p>Harmon: We need to work on student and faculty support.</p> <p>Hirzel: We have a limited budget, so we have to make choices about f2f vs. online. Need to have principles to guide this choice.</p> <p>Erickson: The reduction in f2f affects student services, too. During summer fewer f2f students mean student services aren’t needed as much in person but are needed virtually.</p> <p>Tedone: Some students don’t have access to computers.</p> <p>Hirzel: On a related note: faculty Coordinator for Online Instruction applications are currently being screened by faculty committee; position should be filled soon.</p> <p>Instructional Technologist position (classified) is in final interview stage.</p>	Hirzel	15	Discussion
7.6	<p>Improving ASGC operations/effectiveness Lisa asks: how can we engage more faculty in our meetings and how can we make them more effective? Do we need to</p>	Palmer	15	Discussion

	<p>meet twice/month?</p> <p>Hirzel: Putting committee reports in writing would shorten meeting.</p> <p>Erickson: Some people aren't on campus T/TH; many teach online.</p> <p>Behonick: Curric. Comm. strictly follows Roberts' Rules which keeps meeting on track; but CC has narrower focus and involves less discussion</p> <p>Hirzel: PBC is also discussing how we can increase engagement.</p> <p>Harmon: Perception that meetings are just for the members. Some of this is cultural—at other campuses people go to meetings.</p> <p>Lacefield: This committee does important work.</p> <p>Behonick: Some people may think you have to be told or chosen to participate.</p> <p>Hirzel: Could set new faculty member expectations.</p> <p>Tedone: Attending and participating in committees helps new faculty.</p> <p>Behonick: IPC is researching institutional leadership development in hopes of developing a mentoring process.</p>			
Other Reports				
8.1	<p><u>Upcoming Governance Meetings:</u> Cañada Planning & Budgeting Council (9/7); District Academic Senate (9/12); EMP Team (9/15); District Participatory Governance (9/19); Cañada Planning & Budgeting Council (9/21)</p>			
8.2	<p><u>Upcoming Conferences:</u> ASCCC Academic Academy: <i>Better Together: Faculty Collaboration for Improved Student Services, Increased Student Equity, and More Effective Educational Pathways</i> (10/7-8, Costa Mesa)</p>			
9	Adjourn: 4:10 pm	Hirzel	1	Action
	Next Meeting			Sept. 22, 2016
	Deadline for submitting agenda items is Sept. 19, 9 a.m.			

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate Governing Council will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

Academic Senate Governing Council for the 2016 – 2017 academic year:

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: Lisa Palmer; Treasurer: Sarah Aranyakul; Curriculum Committee: Danielle Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: vacant; Science and Technology Division: Michael Hoffman; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez