



**ACADEMIC SENATE
APPROVED MINUTES
JANUARY 19, 2012**

Senators Present: Kevin Alavezos, David Boley, Paul Cripe, Ellen Dambrosio, Catherine Greene, Jennifer Hamilton, Jim Howen, Allan McKissick, Eva Mo, Mike Morales, Adrienne Peek, Chad Redwing, Lisa Riggs, Dorothy Scully, Burt Shook, Brian Sinclair, Mark Smith, Jim Stevens, Rob Stevenson, Layla Yousif, John Zamora, Estella Nanez, Lee Kooler, Bob Droual

Senators Absent: Debbie Laffranchini, Theresa Stovall

Guests Present: Doug Dyrssen (AMJC President), Karen Walters Dunlap (Vice President of Instruction), Mike Adams (SME), Nancy Wonder (Allied Health)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items was approved without objection.

II. APPROVAL OF MINUTES

The amended minutes of the December 1, 2011 Academic Senate meeting were approved without objection. The minutes of the December 8, 2011 Academic Senate meeting were approved without objection.

III. CONSENT AGENDA

1. Appoint Jennifer Hamilton to serve as Faculty Co-Chair for Accreditation
2. Appoint James Todd, Kimberly Kennard, Eileen Kerr, and Steven Miller to serve on BBSS Dean Search Committee
3. Appoint John Zamora to Ad Hoc Committee for Faculty Consultant to the Board position

The Consent Agenda was approved without objection.

IV. ACTION/DISCUSSION ITEMS

A. Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications

The senate discussed and passed the amended Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications which reads as follows:

- Whereas: The Computer Graphics Applications Department at Modesto Junior College has historically used more rigorous minimum and desired qualifications in its hiring practices; and
- Whereas: Bachelors and masters degrees in Computer Graphics, Digital Media, and related fields are now readily available; and
- Whereas: California Education Code not only expects, but encourages that districts establish more rigorous minimum qualifications than those specified in the official Disciplines List; and
- Whereas: In May of 2009, the California Community Colleges Board of Governors approved changes to Title V, of the California Code of Regulations sections 53407 and 53410 to allow the option of minimum qualification requiring a bachelor's degree or associates to also specify degrees in specific disciplines and requisite years of professional experience; and
- Whereas: Processes for codifying these changes at the district level are unclear; and
- Whereas: No disciplines on the official disciplines list clearly define the Computer Graphics Applications program; and
- Whereas: "Multimedia" is the discipline that most closely matches the scope of Computer Graphics Applications program; and
- Whereas: The Academic Senate of the California Community Colleges leadership has advised that local colleges may create their own definitions for areas not currently covered in the Disciplines List; and
- Therefore: Be it resolved, that the Academic Senate of Modesto Junior College officially adopts the attached minimum and desirable qualifications for the Department of Computer Graphics Applications; and
- Therefore: Be it further resolved, that the Academic Senate of Modesto Junior College officially places the Department of Computer Graphics Applications in the discipline of "Multimedia."

Computer Graphics Applications

Minimum Qualifications:

- Bachelor's degree in Computer Graphics, Digital Media, Multimedia, Animation, Fine Arts, or related field from an accredited college or university, AND two years of non-teaching experience in a related discipline, or the equivalent.

For the equivalent of required experience, possession of thorough and broad knowledge for each of the following as separate and distinct criteria:

- A. Mastery of the skills of the vocation thorough enough for the proposed specific assignment and broad enough to serve as a basis for teaching the other courses in the discipline; AND
- B. Extensive and diverse knowledge of the working environment of the vocation.

A candidate must present conclusive evidence in regard to both A and B above to be considered to possess the equivalent of the experience in question.

Evidence:

Conclusive evidence shall at least include one of the following:

1. A transcript showing that the applicant successfully completed appropriate courses at a regionally accredited college or equivalent foreign institution whose accredited status is recognized by the US Department of Education;
2. Publications that show the applicant's command of the major in question;
3. Other work products that show the applicant's command of the major or occupation in question;
4. Work experience verification.

Desirable Qualifications:

- A Master of Arts or Fine Arts, with an Emphasis or Concentration in Computer Graphics, Digital Media, Multimedia, Animation, or related field from an accredited college or university.

- Physical or digital portfolio including pieces that strongly demonstrate a sophisticated esthetic sensibility
- Demonstrated commitment to keeping current in Digital Arts and changing technologies.
- Demonstrated abilities in conceptual thinking, problem solving, and storytelling.
- Ability to utilize digital media in a manner that integrates technology with aesthetics.
- Working knowledge of a broad range of current industry standard digital media software used in digital imaging, web page design and authoring, non-linear video editing & effects, 2d & 3d modeling & animation, graphics design & page layout, digital sound production, and interactive media.
- Two years of experience teaching at the Community College level or higher.
- Versatility with the Adobe applications such as Adobe CS5.5 Suite (or higher) which includes Photoshop, InDesign, Illustrator, Dreamweaver, and Flash.
- A record of research, scholarly and/or creative activity.
- Evidence of an ability to communicate effectively both orally and in writing.

M/S/C (B. Sinclair, J. Howen) to approve amending Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications for a final reading.

M/S/C (J. Howen, B. Sinclair) to approve Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications for a final reading.

B. Resolution SP12-A: In Recognition of Outstanding Service to the Senate

The senate discussed and passed the amended Resolution SP12-A: In Recognition of Outstanding Service to the Senate. The resolution reads as follows:

Whereas: Geri Wend served the MJC Academic Senate as administrative support staff from 2004 to 2012; and

Whereas: All who had occasion to visit the Senate Office, Faculty Lounge, or the YFA Office were warmly welcomed by Geri. Hers was the first face they saw when they came through our doors, and that face was always smiling and cheerful. She would offer them coffee or a snack, listen to their often rambling questions and concerns, and find a way to help them. "That's not my job" was not in her vocabulary; and

Whereas: "Long Hours" does not even begin to do justice to the dedication with which Geri treated her service to the MJC Academic Senate. Geri would arrive at work before anyone, and would usually be the last to leave. If there was an event in the evening, Geri would be there. If there was a meeting in Oakdale or Columbia, Geri would be there. Geri was ready and eager to make sure the Senate could do its business; and

Whereas: Geri was the quiet teacher who trained 5 Senate Presidents. Her consistent presence helped guide us quietly away from pitfalls and served as an invaluable institutional memory. Geri's often unrecognized contribution made the Senate what it is today, strengthening our organization and helping us make steady progress; and

Whereas: Geri always provided outstanding food at our meetings. Attendance at MJC Academic Senate meetings would always be rewarded with pretzels and cookies, fruit and chips, coffee and soda, and usually something homemade. Few people knew that Geri often provided this sustenance from her own pocketbook, trusting in absent-minded professors to eventually pay their dues so that she might someday be recompensed; and

Whereas: Geri truly loved the Senate, and the Senate deeply loved Geri.

Therefore: Be it resolved, that the MJC Academic Senate wholeheartedly and enthusiastically recognizes Geri Wend for her outstanding service; and

Therefore: Be it also resolved, that the MJC Academic Senate wishes Geri Wend joy and success in her future life, since there are few in the world who deserve it as much as she; and

Therefore: Be it finally resolved, that the MJC Academic Senate will miss Geri, and it is with tears in our eyes and smiles on our faces that we say goodbye to her.

M/S/U (A. McKissick, B. Sinclair) to approve the amended Resolution SP12-A: In Recognition of Outstanding Service to the Senate for a first reading.

M/S/U (B Shook, J. Howen) to suspend the rules and approve the amended Resolution SP12-A: In Recognition of Outstanding Service to the Senate for a final reading.

C. Administrative Secretary Position for the Academic Senate

Adrienne Peek, Academic Senate President, announced the recent administrative change and loss of hours to the Administrative Secretary for the Academic Senate position. Geri Wend has moved to a different department. Heather Townsend will be taking Geri Wend's place on a 20 hour weekly short-term contract.

V. REPORTS

ASMJC

Doug Dyrssen presented the report from ASMJC:

Statewide Senate: Doug reported that ASMJC has been very busy. ASMJC is now one step closer to having an active role in the statewide senate.

Renovation of Library/Transfer Office: Doug reported that the renovation of the library is affecting the Career Transfer Center. Talks of where they are moving to (the Career Transfer Center) is concerning to ASMJC because it is a vital organization on our campus. It was overheard that the Career Transfer Center may be moving into the library basement during renovations. Doug stated that this would not be an ideal place and believes that the Career Transfer Center will suffer by a new move. Doug stated that the best place for the Career Transfer Center would be exactly where it is located now. Mr. Dyrssen believes that we cannot grow one area of the school at the cost of students to progress to another school. The Career Transfer Center will suffer from any move.

Fireside Lounge Renovation: ASMJC will be releasing a proposal for the Fireside Lounge renovations soon. Releasing a proposal will release permission to start the renovation process. Fund 73 will be used to renovate the Fireside Lounge. Doug is hopeful that the renovations will happen this coming summer 2012.

College Council

Allan McKissick presented the report from the December 19, 2011 meeting of the MJC College Council as follows:

Restructuring of the MJC Governance Process: The December 19th joint meeting of the MJC College Council, Academic Senate Executive Committee, and the Academic Senate Planning and Budget Committee focused on possible restructuring of the MJC governance process. A number of changes in the governance structure and process were discussed, including splitting the Planning and Budget process between two committees, one to focus on planning, the other on budgeting.

MJC Leadership Structure: Allan distributed a small wallet sized blue card with information describing the Academic Senates role in the decision making process here at Modesto Junior College. A graphic was distributed showing the proposed MJC leadership structure. The Planning and Budget Committee function is proposed to be divided between the “Resource Allocation Committee” and the College Council. The Academic Senate Executive Committee modified that draft into the one presented here by adding a feature that indicates the decision making process for “10 & 1” issues. Another change made by the Executive Committee is to indicate the President’s Cabinet as an advisory body for the College President, not directly a part of the decision making process.

Issues that have caused some confusion and disagreement with and between the groups at the meeting include the Senate’s role in authorizing changes in the governance process at MJC. “District and college governance structures” and “Institutional Planning and Budget Development” are both “mutual agreement” issues] between the Academic Senates and the YCCD Board of Trustees [Ref. YCCD Board Policy 4103]. As such, the Senate must authorize any of the proposed changes. In particular, the Planning and Budget Committee is a standing committee of the Academic Senate; the Senate must agree to any change in that status (e.g., the committee, or proposed committees, becoming “college committees,” independent of the Senate). In general, there has been a significant amount of confusion and disagreement about shared governance on the 10 & 1 issues as defined by Ed. Code and YCCD Board Policy 4103. A significant number of participants in the December 19th joint meeting (and in previous College Council Meetings) were not aware of the Senate’s purview over those issues and/or opposition to including the concept in any restructuring of governance at MJC.

The Senate Executive Board, including the Senate’s delegation to the College Council, continues to represent the Academic Senate’s interests in these discussions.

Professional Development

Allan McKissick presented the Professional Development report as follows:

Professional Development: Additional one time funding for professional development will be available this semester. Senate members will receive an email shortly that clarifies a proposed change in the committee's charge.

Legislative Analyst

Jennifer Hamilton presented the Legislative Analyst report as follows:

Student Success Task Force: The Student Success Task Force initiative was passed. It is on the State Senate website and will be posted on the Academic Senate site shortly.

Budget: California's Governor has recently announced the budget. Jennifer stated "it does not look awesome."

District Council

Stephen Stroud was not in attendance at the meeting; therefore, there was no report.

Accreditation/Institutional Effectiveness Committee

Dr. Karen Walters Dunlap presented the Accreditation/Institutional Effectiveness Committee report as follows:

Accreditation: Dr. Walters Dunlap (Vice President of Instruction), Ken Hart (Director of Research and Planning), and the current Modesto Junior College Interim President Dr. Larry Calderon, met with the Accrediting commission (ACCJC) last week. Modesto Junior College was recently host to an ACCJC site team that came to visit our college and gave recommendation's that need attention. This was an opportunity for Modesto Junior College to address the commission on any recommendations that were handed down from the site team to our college. We should know the results of the report from ACCJC by the first of February.

Planning and Budget Committee

Adrienne Peek presented the report from the December 19, 2011 meeting of the MJC Planning and Budget Committee as follows:

Reorganization of College Planning & Budget Functions: The Planning & Budget committee met jointly with College Council on December 19, 2011 to continue discussion regarding these functions. No action was taken.

President's Report

Adrienne Peek presented the President's Report as follows:

President Search Committee: Following last semester's unsuccessful search for a new president, the search committee has reconvened. One of the faculty members on the committee has resigned and will need to be replaced, but Jillian Daly and Paul Cripe agreed to continue. A meeting will soon be scheduled with Stan Arterberry (the search consultant) to discuss the process and timeline.

Elections: Executive Board positions are elected annually and we are somewhat behind schedule. In order to get back on track, we will open nominations now for Secretary, Parliamentarian, and Legislative Analyst, and close them at the end of the meeting on February 2. Candidates' names will appear on the February 16 agenda, and the election will be held at that meeting.

Faculty Consultant to the Board: Stephen Stroud has been appointed as interim Faculty Consultant to the Board to finish out Sam Pierstorff's term, which ends in June. An ad-hoc committee consisting of John Zamora, Cece Hudelson-Putnam, and Maryl Landess has been created to discuss the position and make recommendations to YFA and the Senate regarding revision of the job description and election procedures.

VI. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.