AGENDA

DATE: Thursday, December 06, 2012
TIME: 3:45pm – 5:30pm
PLACE: East Campus Staff Dining Room

I. CALL TO ORDER (3:45pm)

II. APPROVAL OF ORDER OF AGENDA ITEMS

III. APPROVAL OF THE MINUTES (November 15, 2012)

IV. ACTION AND DISCUSSION ITEMS (4:00pm)
A. Announcement of President-Elect and Adjunct Senator-at-Large
B. Closing of nominations for Senate Executive Positions: Secretary, Parliamentarian, and Legislative Analyst
C. Appoint John Sola to serve on the hiring committee for the Accounting Analyst position in the Technical Education and Workforce Development Division
D. Spring 2013 Institute Day Program and Schedule
E. Faculty appointments to Councils in new campus decision-making structure
F. District Board Policy 7-8049 – Academic Senates
G. Planning and Budget Committee, Accreditation/Institutional Effectiveness Committee, and Senate Bylaws and Rules
H. AA-T & AS-T Degrees, C-IDs, and TMCs

V. REPORTS (to be provided in writing, if possible. Forward written reports to Heather Townsend.)
A. Student Senate
B. Deans Cabinet
C. Faculty Representative to the Board (position currently in process to fill)
D. Faculty Liaison for Program Review (position currently vacant)
E. Accreditation & Institutional Effectiveness Committee
F. Assessment Workgroup
G. Legislative Analyst
H. Curriculum Committee
I. Faculty Professional Development Committee
J. College Council
K. Senate President

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT
Members Present: Kevin Alavezos, Bill Anelli, David Boley, Paul Cripe, Ellen Dambrosio, Bob Droual, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Allan McKissick, Eva Mo, Mike Morales, Chad Redwing, Lisa Riggs, Dorothy Scully, Burt Shook, Jim Stevens, Rob Stevenson, Theresa Stovall, James Todd, Layla Yousif, John Zamora

Members Absent: Michelle Christopherson, Catherine Greene, Debbie Laffranchini, Adrienne Peek

Guests Present: Kevin Sabo, ASMJC, Mike Sharif, ASMJC

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items was approved without objection.

*M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the order of the agenda.*

II. APPROVAL OF MINUTES

The November 15, 2012 meeting minutes were approved without objection.

*M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the November 15, 2012 meeting minutes.*

III. ACTION/DISCUSSION ITEMS

1. Announcement of President-Elect and Adjunct Senator-at-Large:

The chair of the nominations committee Robert Stevenson congratulated and introduced Jennifer Hamilton as the new Senate President-Elect and Travis Silvers as the newly elected Adjunct Senator-at-Large.

Rob stated that we did not receive any nominations for the Senator-at-Large position. He said that we will re-open the nominations for this position early in the spring semester.

2. Closing of Nominations for Senate Executive Positions:

Rob announced the final opening for nominations to the Senate Executive Board positions. Rob Stevenson nominated Chad Redwing for the Legislative Analyst position. James Todd nominated Bill Anelli for the Secretary position. Chad and Bill accepted the nominations. The elections for these positions will be held the first meeting in spring. The positions will be filled
by the elected person on July 1, 2013. James The call for an accepted nomination to the Parliamentarian position has not yet occurred. This position will have to be re-visited at the first meeting in spring.

Allan McKissick announced that he will not continue next semester as the Academic Senate Secretary. The Senate thanked Allan for his service and incredible job as a representative of the Senate. John Zamora announced that Eva Mo has volunteered to step-in as the Secretary for the spring 2013 semester.

3. **Accounting Analyst Hiring Committee Appointee:**

John Zamora notified the committee that John Sola would like to serve on the hiring committee for the Accounting Analyst position in the Technical Education and Workforce Development Division.

*M/S/C (Robert Stevenson, Jim Howen) to appoint John Sola to serve on the hiring committee for the Accounting Analyst position.*

4. **Spring 2013 Institute Day Program and Schedule:**

The Academic Senate Faculty Professional Development Committee’s proposal for the Spring 2013 MJC Institute Day program was brought before the Senate for review. Allan asked that the proposal be approved by the Senate, with the understanding that the Institute Day Task Force has limited flexibility for schedule changes.

**MJC Institute Day, Spring 2013**

*(As of 12-6-2012)*

**Wednesday, January 9th 2013**

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Speaker</th>
<th>Location</th>
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<tbody>
<tr>
<td>10a-11a</td>
<td>Blackboard</td>
<td>Mike Smedshammer</td>
<td>FH 111</td>
</tr>
<tr>
<td>11a-12n</td>
<td>Comprehensive Emergency Operations Plan</td>
<td>Becky Crow</td>
<td>Forum 101</td>
</tr>
<tr>
<td>1p-2p</td>
<td>Working with CISCO Phones</td>
<td>Lue Martin</td>
<td>TBA</td>
</tr>
<tr>
<td>4p-5p</td>
<td>Blackboard</td>
<td>Mike Smedshammer</td>
<td>FH 111</td>
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**Thursday, January 10th 2013 – West Campus MSR**

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
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<tbody>
<tr>
<td>9:30a – 11:30a</td>
<td>Senate / YFA – Open Meeting</td>
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<tr>
<td>11:30a – 1p</td>
<td>Lunch Break</td>
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</table>
Burt Shook wanted the record to reflect a comment made by a fellow colleague at the College. Burt said that his colleague mentioned that he has been disappointed in fact that Institute Day used to be a function for faculty only. Now he says it includes employees from other classifications. He relayed that faculty used to have their own breakfast as well. Burt said that his colleague felt that something has been lost, when it comes to faculty and Institute Day. John Zamora said that the process of bringing faculty together can be discussed at the Senate/YFA open meeting on Thursday, January 10, 2013.

_M/S/C (Rob Stevenson, Jennifer Hamilton) to approve the Professional Development Committee’s Proposal with the understanding that the Institute Day Task Force has limited flexibility for schedule changes._

5. **Faculty Appointments to Councils:**

James Todd reminded the Senators of the document he distributed at the last senate meeting. The document outlines the 26 faculty positions in need of representatives. James noted that the document can also be found in the December 6, 2012 Senate minutes. He said that it is best to see Senators on these councils. James stated that whoever is appointed by the Academic Senate, whether a Senator or not, must remember that they are representing the Academic Senate.

Rob Stevenson reported that he noticed, while looking over the structure of the Instruction
ACADEMIC SENATE MEETING
APPROVED MINUTES
December 6, 2012

Council, was that there used to be one more faculty member listed the last time the document was viewed. Rob noted that it was a representative from LTAC. Rob said that this meant a 50/50 split between faculty and the other constituencies. He said that this is the perfect opportunity to reestablish Library within the structure.

Rob moved to accept the document as the framework for the Senate to make its nominations and appointments to the council structures at MJC.

M/S/C (Robert Stevenson, Jennifer Hamilton) to approve using the document as the framework for the Senate to make its nominations and appointments to the council structures at MJC.

The Academic Senate discussed and voted to accept the faculty members who have volunteered to sit on the proposed councils. They are as follows:

<table>
<thead>
<tr>
<th>FACILITIES COUNCIL</th>
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<tbody>
<tr>
<td>NAME</td>
</tr>
<tr>
<td>Jim Howen</td>
</tr>
<tr>
<td>Alejandro Sabre</td>
</tr>
<tr>
<td>Dale Phillips</td>
</tr>
</tbody>
</table>

M/S/C (Rob Stevenson, Jennifer Hamilton) to accept these fine faculty members as our representation on the Facilities Council.

<table>
<thead>
<tr>
<th>RESOURCE ALLOCATION COUNCIL</th>
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<tbody>
<tr>
<td>NAME</td>
</tr>
<tr>
<td>Kevin Alavezos</td>
</tr>
<tr>
<td>Paul Cripe</td>
</tr>
<tr>
<td>Iris Carroll</td>
</tr>
<tr>
<td>John Zamora</td>
</tr>
</tbody>
</table>

M/S/C (Rob Stevenson, Ellen Dambrosio) to accept these fine faculty members as our representation on the Resource Allocation Council.

The Academic Senate discussed the Instruction, Accreditation and Student Services Council’s. Jennifer Hamilton noted that because we have populated the lists rapidly, it is currently the first time around and possibly an imperfect system. Rob Stevenson also noted that each volunteer is
a senate representative. Rob said that these volunteers are filled by the Academic Senate President and out of the discussions of the Senate body.

The dates and times of the Instruction Council were also discussed. Debbi Gilbert said that it seems like it would be advantageous to the Senate to require the council volunteers to at least attend an Academic Senate meeting once a month to report out. Eva mentioned that she thought the divisions ought to have a say as to who is taking a spot on the councils as well. James Todd said that he was ok with waiting to vote on the Instruction Council positions until the first meeting of the spring semester. The Senate agreed and decided to table the discussion and voting of Senate representatives on the Instruction, Accreditation and Student Services Councils until January 2013.

6. **District Board Policy 7-8049-Academic Senates:**

John Zamora reported that the Policy # 4103 has now been renamed as 7-8049. He reported that this change was done by the District to align with the CCLC (Community College League of California). The numbering system is to better match with what CCLC has.

John reported that the proposed changes to 7-8049 were recently accepted by the Columbia College Academic Senate. John strongly urged Senators to not accept the language that states “Board or its designee.” John said that the designee could be pretty much anyone that the Board appoints. Allan McKissick reported that he sees not just a renumbering done but a modification to the policy itself.

John said that he would like to appoint a taskforce to look at the Title V language to see exactly how closely it aligns with policy #7-8049. John wants to work on this over the Christmas break. Volunteers were encouraged to contact John Zamora. Eva Mo said that she would also like to see the taskforce set-up a retreat to refresh faculty on Title V. Eva said that this will also help to strengthen the Academic Senate.

7. **PBC/AIE/Senate Bylaws and Rules:**

John reported that this item will be discussed further in spring. The Senate will need to take a look at the Bylaws and Rules of the Senate due to the new proposed councils.

8. **AA-T & AS-T Degrees, C-IDs, and TMCs:**

John wants this item to stay on the agenda because of its importance. James noted that Barbara Adams has planned a TMC workshop in early January for BBSS. Anyone is welcome to
attend the workshop. He also said that the C-IDs need to be completed. He mentioned that a TMC cannot be approached, if you don’t attempt the C-IDs first.

Rob Stevenson said that when it comes to the AA-T or AS-T you need to submit your C-IDs. They do not have to be accepted but at least submitted.

IV. REPORTS

STUDENT SENATE

NO REPORT

FACULTY CONSULTANT TO THE BOARD/DISTRICT COUNCIL

NO REPORT

INSTRUCTIONAL ADMINISTRATOR’S COUNCIL (IAC)

NO REPORT

ACCREDITATION/INSTITUTIONAL EFFECTIVENESS COMMITTEE (AIE)

NO REPORT

ASSESSMENT WORK GROUP

James Todd noted that the minutes and agenda are now listing all of the CLOs that are moving through the work group. He noted that faculty is in charge of the way they write their CLOS. The Outcomes Assessment Work Group (OAW) may pull CLOs from an agenda but this is only to give a recommendation to any edits that may be needed. James said that at the end of the day, it is the faculty member who will decide whether to proceed with what was written or accept the OAW recommendation and make the revision.

CURRICULUM COMMITTEE

NO REPORT

LEGISLATIVE ANALYST

NO REPORT
PROFESSIONAL DEVELOPMENT COMMITTEE
NO REPORT

COLLEGE COUNCIL
NO REPORT

PLANNING AND BUDGET COMMITTEE
NO REPORT

PRESIDENT’S REPORT
NO REPORT

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

The meeting was adjourned at 5:40 p.m.
AGENDA

DATE: Thursday, January 24, 2013
TIME: 3:45-5:30 pm
PLACE: Ansel Adams 206

I. CALL TO ORDER (3:45pm)

II. APPROVAL OF ORDER OF AGENDA ITEMS

III. APPROVAL OF THE MINUTES (December 6, 2012)

IV. ACTION AND DISCUSSION ITEMS
   A. Presidential Address
   B. Accreditation Report, Debi Bolter
   C. District Board Policy 7-8049 – Academic Senates
   D. California Education Code Section 78016
   E. MJC Student Learning Outcomes Cycle, 2013-2018
   F. Elections for Senate Executive Positions: Secretary and Legislative Analyst
   G. Senate membership, vacancies
   H. Faculty appointments to Councils in new campus decision-making structure
   I. SB 1440 Progress/Report

V. REPORTS (to be provided in writing, if possible. Forward written reports to Heather Townsend.)
   A. Student Senate
   B. Deans Cabinet
   C. Faculty Representative to the Board (position currently in process to fill)
   D. Faculty Liaison for Program Review (position currently vacant)
   E. Accreditation & Institutional Effectiveness Committee
   F. Assessment Workgroup
   G. Legislative Analyst
   H. Curriculum Committee
   I. Faculty Professional Development Committee
   J. College Council
   K. Senate President

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT
Members Present: Kevin Alavezos, David Boley, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Chad Redwing, Nancy Wonder, Dorothy Scully, Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Layla Yousif

Members Absent: Bill Anelli, John Zamora, Lisa Riggs

Guests Present: Brian Sinclair (BBSS), Debi Bolter (BBSS), Chris Briggs (Lit and Lang), Susan Kincade (Vice President of Instruction)

I. APPROVAL OF ORDER OF AGENDA ITEMS

Jennifer Hamilton motioned to move the Accreditation Report by Debi Bolter to the beginning of the action/discussion items. The order of the agenda items as modified was approved without objection.

M/S/C (Jennifer Hamilton, Eva Mo) to approve the order of the agenda.

II. APPROVAL OF MINUTES

The December 4, 2012 meeting minutes were approved without objection.

M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the December 4, 2012 meeting minutes.

III. ACTION/DISCUSSION ITEMS

1. Accreditation Report/Debi Bolter, Faculty Co-Chair for Accreditation:

   1. October 15, 2012 MJC submitted its Follow-Up report to the Commission. In it there were planning agenda items for some recommendations that had not been fully met, e.g., integrated planning and SLO assessment. This means that MJC anticipates that some items were not fully completed at the time of the accreditation visit, but a plan for completion and implementation was provided in the report.

   2. A three-person ACCJC team came to MJC on October 31st and November 1st as a routine part of the process for a Follow-up Report. The visiting team had a total of 18 meetings with faculty, staff and administrators to discuss MJC’s procedures and policies, and verify information contained in the report.
3. In November, President Stearns received the confidential initial report of the visit to check the draft for errors of fact. She noted in her *MJC Reflections* that MJC has made progress, and must continue to move forward in continuous quality improvement to meet and maintain the Commission standards.

4. In December, ACCJC team chair Dr. Roquemore submitted his findings to the Commission.

5. President Stearns, Accreditation Liaison Officer Susan Kincade and Faculty Co-Chair for Accreditation Debi Bolter debriefed on the Follow-up Report and reviewed ways to improve the process for 2013. It is anticipated the commission will require an additional Follow-Up Report in Oct. 2013 to verify that all items have been completed as projected.

6. January 9-11 the Commission conferred on MJC's team visit report and recommendation. President Stearns and VPI Susan Kincade attended the Commission meeting in Burlingame on Thursday, Jan. 10, and provided a five minute response to the Commission members, emphasizing MJC's demonstrated dedication and commitment to meet and exceed accreditation standards. Dr. Roquemore also provided commentary after MJC's presentation, although in a private session with the Commission.

7. In Early February Commission President Dr. Barbara Beno will notify MJC of its accreditation status.

2. **Presidential Address, Dr. James E. Todd:**

Dr. James E. Todd, Academic Senate President, gave the Senators his presidential address. James gave his thoughts in terms of his role as the Academic Senate President. He said we have new government structures, new state mandates and budget challenges. James met with past Academic Senate Presidents to ask for guidance regarding his role as the Academic Senate President. James said that it seems to him that many things happen quickly. He said what tends to happen is the Senate gets problems and solutions at the same time. He said the Senate needs to be proactive. James added that he would like to see the current Senate model the way Michelle Christopherson, past Academic Senate President, centered the agenda on academic and professional issues at each meeting. He noted that she assisted in training the Senators on 10+1 and Title V. James hopes that the Academic Senate can be facilitators of information and be collaborative in coming up with solutions.

James mentioned that he also wants to send an email out similar to that of President Jill Stearns. The email will provide information on Senate-related issues. He said being informed is very important. James wants to make sure that everyone is on the same page.
One of the first informative presentations that James would like to have is from Martha Robles on SB1456. Jim Howen moved to invite Martha Robles to our next meeting.

**M/S/C (Jim Howen, Jennifer Hamilton) to approve inviting Martha Robles to the next meeting.**

James has also contacted Theresa Scott and Joan Smith regarding the budget. James has invited them to give a presentation but has not heard back as of yet.

### 3. District Board Policy 7-8049-Academic Senates:

James attended the Policies and Procedures Committee meeting on January 23, 2013. James stated that the committee was planning to move forward with the 7-8049 document changes. James announced to the Policies and Procedures Committee that the changes are set to be reviewed by the Academic Senate at today’s meeting. The committee asked James to report back what Senate would like to see in the language. He read aloud the proposed changes and the Title V language. James noted that the policy number used to be 4103. James pointed out that the key difference is the language which says and/or. In the Title V language the “and” is not available. A discussion ensued regarding the purpose and reasoning of the proposed changes made by District.

Allan McKissick noted that he was troubled by the proposed language. Allan stated that the new wording would relieve the Board of Trustees from addressing Senate. He said that Senate has the right to be on the agenda. Allan was concerned with the word process. Allan said that it seems like the word process in this document means decision making. He noted that the Senate needs to be careful. Other changes should be in there as well.

Jennifer Hamilton motioned that this be considered a first reading and that we take this document back to our constituents for feedback and a thorough discussion about what was, what is proposed to be changed and what is in Ed Code.

Allan McKissick was concerned with the document being called a first reading. Allan said that the Senate should go a lot slower when it comes to reviewing this document. Burt Shook agreed and said that we should keep the document as a discussion item for the next meeting. Jim Howen and Debbi Gilbert also spoke against the motion on the floor.

Susan Kincade, Vice President of Instruction, reported that because Accreditation has asked for colleges to review their Board Policies and Procedures, just about every college in the state is reviewing and revising their Board Policies and Procedures document.
Eva Mo said that what she is hearing is that perhaps we can make a counter offer. Eva said that when she looks at the wording of and/or, she sees that the only difference is that it weakens the Board. Before it was the Board and whoever the Board appoints. Now it is the Board “and” whoever they appoint. She said that perhaps this strengthens the college administration.

**M/S/F (Jennifer Hamilton, Eva Mo) to accept the District Board Policy 7-8049 for a first reading.**

3 AYES
15 NAYS

4. **California Education Code Section 78016:**

James presented a document titled as, “53200 Barclay’s California Code of Regulations Title 5 Article 2. Academic Senates.” The document outlined the following information:

- The review of vocational or occupational training programs every two years.
- Programs that do not meet the requirements of subdivision (a) & the standards by the governing board shall be terminated within one year.
- Applicable programs are those that commenced subsequent to July 28, 1993.
- Written summary of the findings of each review shall be made available to the public.

James placed this document on the discussion agenda so that faculty can be aware of this very important informational item. James stated that this is about a two-year review that is supposed to be put out by CTE. He said that he thinks that the conversation of how we want to handle what this particular section is asking us to do.

Susan Kincade commented that **Title 5, Section 55003(b)(4)** also discusses the prerequisites and corequisites for the CTE programs. Susan said that we should be doing this every year within our Program Review. She said that if not, we are out of compliance. Susan added that she has asked the division deans, who have CTE in their areas, to talk to their counterparts to find out what they are doing or what their process is currently.

5. **MJC Student Learning Outcomes Cycle, 2013-2018:**

James Todd explained the learning outcomes cycle. He said that he plans to send an email out on Monday to faculty. Each email will include a matrix of their disciplines assessment cycle. James will include instructions for each faculty member. James reminded the Senate that the Outcomes Assessment Work Group (OAW) is not really here to approve your CLOs and PLOs.
What the OAW is moving into is to help faculty members assess their course or program. He explained that the matrix is as follows:

- Two years of assessment
- One semester off
- Two years of assessment

James announced that the first meeting for the building of the Institutional Learning Outcomes is on February 13, 2013. An announcement will be available shortly to everyone at MJC. James hopes that out of these meetings, we can build something that looks similar to our mission at MJC.

6. **Elections for Senate Executive Positions: Secretary and Legislative Analyst:**

The Senate discussed and approved the Executive Board open positions. Chad Redwing was elected as the new Senate Legislative Analyst starting on today’s date and Bill Anelli as the Senate Secretary for the fall 2013 semester.

*M/S/C (Robert Stevenson, Burt Shook) to accept Chad Redwing and Bill Anelli by acclamation.*

Robert Stevenson opened the nominations for the Parliamentarian position. Rob announced that he is no longer an active Senator and is only sitting in as Parliamentarian until the position is filled.

7. **Senate Membership, Vacancies:**

James announced that we have several vacancies within the Academic Senate. The following divisions need representation on the Academic Senate:

1. SME (two vacant positions)
2. Lit and Lang (two vacant positions)
3. Senator-at-Large (one vacant position)

8. **Faculty Appointments to Councils in New Campus Decision-Making Structure:**

James reported that at the last meeting the Senate approved the Resource Allocation and Facilities Council memberships. The following persons were approved by the Academic Senate to represent the three other councils:
MJC Academic Senate
Meeting Minutes
January 24, 2013

• **Instruction Council:** Rob Stevenson/AHC, Co-Chair, Deborah Laffranchini/Allied Health/FCS, Jeff Beebe/Tech Ed., Kimberly Kennard/BBSS, Eric Fischer/PE, Kathleen Ennis/Library (tentative upon a conversation with Jill Stearns and James Todd regarding the addition of Library), Mike Adams/SME, Jeff Netto/Lit and Lang, Mike Morales/AG

• **Student Services Council:** Burt Shook and Layla Yousif/Counseling, Bobby Hutchinson/BBSS, Ross McKenzie/SME

• **Accreditation Council:** James Todd/Academic Senate President, Chad Redwing/AHC, Ellen Dambrosio/Library and Information Technology, Jennifer Hamilton/Lit and Lang.

**M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the council memberships.**

9. **SB 1440 Progress/Report**

Chad Redwing gave a quick rundown regarding the SB 1440 Progress/Report. The latest report was provided to the Senators in the agenda packet. Chad pointed out the following:

- Real importance of SB 1440 is that it will save the state money (160 million a year)
- The state-wide transfer rate is 23%

Chad said that because of the two facts outlined above SB1440 will assist with the following:

1. This will guarantee that all colleges have an associate transfer degree.
2. It will be accepted at the CSUs.
3. Community Colleges can add no course work above the 60 required units and CSUs cannot add course work above the 120 required units. (Except for a few highly selected programs)

To read more, the document can be found at the following link:


IV. **REPORTS**

**STUDENT SENATE**
NO REPORT

FACULTY REPRESENTATIVE TO THE BOARD (position currently in process to fill)

NO REPORT

ACCREDITATION/INSTITUTIONAL EFFECTIVENESS COMMITTEE (This committee is being reformulated/Currently they have not met this semester)

NO REPORT

ASSESSMENT WORK GROUP

NO REPORT

CURRICULUM COMMITTEE

NO REPORT

LEGISLATIVE ANALYST

1) “Meeting Compliance, but Missing the Mark,” a progress report on the implementation of historic transfer reform for students from community colleges to the California State University via Senate Bill 1440 has been distributed to Academic Senate members electronically.

2) A Jan. 15, 2013 article in the Chronicle of Higher Education, “California State U. Will Experiment With Offering Credit for MOOCs” states that:

On Tuesday, San Jose State University announced an unusual pilot project with Udacity, a for-profit provider of the massive open online courses, to jointly create three introductory mathematics classes. The courses will be free online, but students who want credit from San Jose State will be able to take them for just $150, far less than the $450 to $750 that students would typically pay for a credit-bearing course.

If the project continues beyond the pilot, the university will keep 51 percent of any revenue after costs are covered and Udacity will keep 49 percent, said Mohammad Qayoumi, president of the university, in an interview on Monday.

The University of California system may eventually decide to work with MOOC providers as well: Leaders of Udacity and Coursera, another for-profit MOOC company, are scheduled to appear before the university's Board of Regents on Wednesday.
The California State University project began when the state's governor, Jerry Brown, e-mailed Sebastian Thrun, the founder of Udacity, to say "We need your help," recounted Mr. Thrun during a news conference on Tuesday.

The governor, a Democrat, said at the news conference that student debt is a "huge problem" and that "online is a part of that solution."

3) Invitation to Great Conversations
During 2013, the Great Conversations Discussion Group will read classical and contemporary selections that address the topic of “The Art of Transformative Leadership.” The ideas in the works and the unique inquiry methods used to discuss these core texts will prove vital to those in leadership positions within our community. The reading and discussion group will include executives and entrepreneurs, public servants and educators, administrators and students; the group will meet regularly on the third Wednesday of the month from 5-7pm. Please consider joining our inaugural discussion on February 20, 2013 at 5pm. You will find more information about this unique group at http://conversations.events.mjc.edu/greatconversations.html To participate, please RSVP to Chad Redwing prior to Feb. 1 at redwingc@mjc.edu or 209-575-6454.

FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE

Eva reported that the committee has been scheduled for at least 9 hours of meeting time in the next week. She also reported that the Title V money is set to go away in 20 months. The professional development may go away as well without the funds. Eva said that they are trying to implement a plan that supports professional development. It is in draft form currently. Part may be through foundation and grant writing to receive funds in the future for professional development.

COLLEGE COUNCIL

NO REPORT

SENATE PRESIDENT’S REPORT

A joint YFA and Senate President’s meeting was held yesterday. James stated that out of the meeting, it was decided that we need to build a process as the Senate for nominating people to
sign off on additional FSAs per discipline. James plans to bring something forward at the next Senate meeting.

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

The meeting was adjourned at 5:47 p.m.
AGENDA

DATE: Thursday, February 7, 2013
TIME: 3:45pm – 5:30pm
PLACE: Ansel Adams Room 206

I. CALL TO ORDER (3:45pm)

II. APPROVAL OF ORDER OF AGENDA ITEMS

III. APPROVAL OF THE MINUTES (January 24, 2013)

IV. CONSENT AGENDA
A. Appoint Michael Smedshammer to the Assistant Vice Chancellor of IT Hiring Committee

V. ACTION AND DISCUSSION ITEMS
A. Close of Nominations for the Executive Position of Parliamentarian
B. SB1456 Student Success Initiative, Guest Speaker Martha Robles
C. Presentation: District Board Policy 7-8049 – Academic Senates, Jim Sahlman

VI. REPORTS (to be provided in writing, if possible. Forward written reports to Heather Townsend.)
A. Student Senate
B. Deans Cabinet
C. Faculty Representative to the Board
D. Faculty Liaison for Program Review (position currently vacant)
E. Accreditation & Institutional Effectiveness Committee
F. Assessment Workgroup
G. Legislative Analyst
H. Curriculum Committee
I. Faculty Professional Development Coordinating Committee
J. College Council
K. Accreditation Council
L. Instruction Council
M. Facilities Council
N. Resource Allocation Council
O. Senate President

VII. ITEMS FOR FUTURE AGENDAS

VIII. OPEN COMMENTS FROM THE PUBLIC

IX. ADJOURNMENT
Members Present: Kevin Alavezos, David Boley, Chris Briggs, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Estella Nanez, Chad Redwing, Lisa Riggs, Dorothy Scully, Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Layla Yousif

MembersAbsent: Bill Anelli, John Zamora, Jennifer Hamilton, Jim Howen

Guests Present: Brian Sinclair (BBSS), Susan Kincade (Vice President of Instruction), Nancy Wonder (Allied Health), Martha Robles (Dean, Matriculation, Admissions & Records), Lori O’Dell (Arts), Tania Adkins (Allied Health), Jim Sahlman (Arts)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved without objection.

M/S/C (Burt Shook, Kevin Alavezos) to approve the order of the agenda.

II. APPROVAL OF MINUTES

The January 24, 2013 meeting minutes were amended to reflect a correction made to the OAW section of the minutes, and a correction was made to the member’s present section. Debbie Laffranchini had noted that she was present at the January 24, 2013 meeting.

M/S/C (Ellen Dambrosio, Burt Shook) to approve the meeting minutes of January 24, 2013 as amended.

III. CONSENT AGENDA

Appoint Michael Smedshammer to the Assistant Vice Chancellor of IT Hiring Committee

M/S/C (Debbie Laffranchini, Burt Shook) to appoint Michael Smedshammer to the Assistant Vice Chancellor of IT Hiring Committee.

IV. ACTION/DISCUSSION ITEMS

1. SB1456 STUDENT SUCCESS INITIATIVE, GUEST SPEAKER MARTHA ROBLES:

Martha Robles, Dean of Matriculation, Admissions & Records, reported information on the Student Success Initiative SB1456. Martha provided a PowerPoint and thoroughly discussed the
Student Success Act of 2012 (SB 1456). Some of the key points that Martha discussed with the group was of the following:

- 8 focus areas of the Student Success Task Force
- Overview of SB 1456 Bill Language
- Established work groups
- Priority Enrollment

The PowerPoint will be made available on the Academic Senate web page:

http://www.mjc.edu/facultyinformation/acadsenate/index.html

2. **Presentation: District Board Policy 7-8049-Academic Senates, Jim Sahlman:**

Jim Sahlman, past Academic Senate President of Modesto Junior College, presented information on District Board Policy 7-8049. Jim explained what areas are “rely primarily” and “mutually agree” for the Academic Senate. Jim said that there are wrinkles when we discuss who actually is responsible for what area. He said that it would be wonderful to have the constituent groups sit down together to discuss the areas of responsibility for clarity. He went on to say that we need to define things to help the process.

Mr. Sahlman discussed the change within some of the language written in 7-8049 (previously labeled as Board Policy 4103). He said that what interests him the most, is that anytime you change the policy, it effects how we do things. The documents in their entirety, which were distributed by Mr. Sahlman, can be viewed on the Senate web page at the following address:

http://www.mjc.edu/facultyinformation/acadsenate/index.html

**IV. REPORTS**

**STUDENT SENATE**

NO REPORT

**FACULTY REPRESENTATIVE TO THE BOARD** (position currently in process to fill)

NO REPORT

**FACULTY LIASION FOR PROGRAM REVIEW** (position currently in process to fill)
NO REPORT

ACCRE DixATION INSTITUTIONAL EFFECTIVENESS COMMITTEE

NO REPORT

ASSESSMENT WORK GROUP

NO REPORT

LEGISLATIVE ANALYST

A survey is being conducted in order to gather information to inform the implementation of Senate Bill 1052 (Steinberg, 2012). This bill and its companion, Senate Bill 1053 (Steinberg, 2012), establish a council to identify and develop open education resources (OER) and a digital library to house these resources, respectively. As defined by Judy Baker of Foothill College at http://cnx.org/content/m14466/latest

Open Educational Resources (OER) is learning materials freely available in the public domain. A definition of OER from The William and Flora Hewlett Foundation is: "OER are teaching, learning and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use or re-purposing by others. Open educational resources include full courses, course materials, modules, textbooks, streaming videos, tests, software, and any other tools, materials or techniques used to support access to knowledge."

The Education Code implementing SB 1052 begins as follows:

66409. (a) The California Open Education Resources Council is hereby established. The council shall be composed of faculty leaders from the three segments of public postsecondary education, and shall be administered by the Intersegmental Committee of the Academic Senates of the University of California, the California State University, and the California Community Colleges, or a successor group.
(b) The council shall have nine members: three members shall be faculty of the University of California, selected by the Academic Senate, University of California; three members shall be faculty of the California State University, selected by the Academic Senate of the California State University; and three members shall be community college faculty, selected by the Academic Senate for California Community Colleges. Appointments to the council shall be
made no later than 90 days after the act that adds this section becomes operative.

(c) The council shall be responsible for accomplishing all of the following:

(1) (A) Development of a list of 50 strategically selected lower division courses in the public postsecondary segments for which high-quality, affordable, digital open source textbooks and related materials shall be developed or acquired pursuant to this section.

The Education Code language regarding implementation goes on to further specify the work of the Council. While funding has yet to be identified to initiate the indicated work, the senates of the three segments are tasked with appointing members to the California Open Education Resources Council as indicated and are taking measures to simplify the work of the Council when it is convened. This survey is intended to gather information as to the level of current use of OER, interest in the use of OER, and interest in serving on the Council and/or as a reviewer of OER materials. We encourage the distribution of this survey to all teaching faculty. Your assistance is much appreciated. Please distribute and ask for the survey to be completed no later than February 21.

http://www.surveymonkey.com/s/Open_Education_Resources_Survey

CURRICULUM COMMITTEE

Here is the status of TMCs:

1. Communication Studies and Math are approved and offered

2. Music was approved by CCCC0 on 2/2/13 – (The following approval still has to occur) For a program to be recognized by the U.S. Department of Education, the Accrediting Commission for Community and Junior Colleges/Western Association of Schools and Colleges (ACCJC/WASC) must approve the program as a substantive change. Once a program is approved by the California Community Colleges Chancellor’s Office (CCCCO), colleges must follow the steps outlined in the ACCJC Manual (www.accjc.org). Please note: colleges are not eligible to collect state apportionment or federal support for granting this award without first receiving approval from the Chancellor’s Office and the ACCJC.

3. Submitted to CCCC0 and in secondary review phase are following:

   a. Administration of Justice
   B. Art History
   c. Business Administration
   d. Kinesiology
e. Studio Arts
f. Theatre Arts

4. Approved by Curriculum Committee and slated for next Board agenda for approval

a. Anthropology

TMC workshop on February 27th.

FACULTY PROFESSIONAL DEVELOPMENT COORDINATION COMMITTEE

Eva reported that the Faculty Professional Development Coordinating Committee is working on action items currently. The committee is looking into collaboration between the Distance Education, IT and Diversity committee on professional development. The committee is also looking for volunteers or ideas for the next Institute Day. Also, information for FLEX needs to be given to Melissa Beach a month in advance.

COLLEGE COUNCIL

Policies and procedures are being discussed at College Council meetings currently. One policy that James mentioned was that of the District’s implementation of finger printing for every person working, even volunteers, on campus.

ACCREDITATION COUNCIL

NO REPORT

INSTRUCTION COUNCIL

Debbie Laffranchini gave a report out on the Instruction Council meeting. Debbie said that the Instruction Council has only met once and the first meeting was mostly comprised of the roles/duties of the council.

RESOURCE ALLOCATION COUNCIL

NO REPORT

SENATE PRESIDENT’S REPORT

NO REPORT
V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

The meeting was adjourned at 5:50 p.m.
AGENDA

DATE: Thursday, February 21, 2013
TIME: 3:45pm – 5:30pm
PLACE: Ansel Adams Room 206

I. CALL TO ORDER (3:45pm)

II. APPROVAL OF ORDER OF AGENDA ITEMS

III. APPROVAL OF THE MINUTES (February 7, 2013)

IV. CONSENT AGENDA
   A. Approve Debra Bolter to serve on Accreditation Council as “Faculty Accreditation Chair,” maintaining the same job duties and reassign time as AIE “Faculty Accreditation Co-Chair.” The appointment will coincide with the addition of the Academic Senate President as Co-Chair of the Accreditation Council with the ALO.

V. REPORTS (Provided in writing, if possible. Forward written reports to Heather Townsend.)
   A. Student Senate
   B. Faculty Representative to the Board
   C. Legislative Analyst
   D. Outcomes Assessment Workgroup
   E. Curriculum Committee
   F. Faculty Professional Development Committee and PDCC
   G. Facilities Council
   H. Student Services Council
   I. Instruction Council
   J. Accreditation Council
   K. Resource Allocation Council
   L. College Council
   M. Administration Report
   N. Senate President

VI. ACTION AND DISCUSSION ITEMS
   A. Distance Education, Michael Smedshammer
   B. Election for Parliamentarian for the Academic Senate Executive Board
   C. FSA Process and Discipline Representatives
   D. Program Review
   E. Accreditation and ASCCC Institute Report
   F. District Board Policy 7-8049 Task Force

VII. ITEMS FOR FUTURE AGENDAS

VIII. OPEN COMMENTS FROM THE PUBLIC

IX. ADJOURNMENT
Members Present: Kevin Alavezos, Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Estella Nanez, Chad Redwing, Nancy Wonder (For Lisa Riggs), Dorothy Scully, Burt Shook, Jim Stevens, Rob Stevenson, James Todd, Layla Yousif, John Zamora

Members Absent: Bill Anelli, Travis Silvers

Guests Present: Brian Sinclair (BBSS), Jillian Daly (YFA), Susan Kincade (Vice President of Instruction), Heather Townsend (Administrative Secretary for the Academic Senate)

I. APPROVAL OF ORDER OF AGENDA ITEMS

Jim Howen moved to place the action and discussion items before reports. The amended order of the agenda was approved without objection.

*M/S/C (Jim Howen, Burt Shook) to approve the amended order of the agenda.*

II. APPROVAL OF MINUTES

The February 7, 2013 meeting minutes will be reviewed at the next Senate meeting on March 7, 2013.

III. CONSENT AGENDA

Approve Debra Bolter to serve on Accreditation Council as “Faculty Accreditation Chair,” maintaining the same job duties and reassign time as AIE “Faculty Accreditation Co-Chair.” The appointment will coincide with the addition of the Academic Senate President as Co-Chair of the Accreditation Council with the ALO.

*M/S/C (Jennifer Hamilton, John Zamora) to approve Debra Bolter to serve on Accreditation Council as “Faculty Accreditation Chair”*

IV. ACTION/DISCUSSION ITEMS

1. **Distance Education, Michael Smedshammer:**

   Michael Smedshammer, Distance Education Coordinator, gave a presentation on Distance Education at Modesto Junior College. He distributed two documents. The first document, titled, “MJC Online Course Approval Process Draft,” explains the MJC process to assign online and hybrid courses to instructors who have not previously taught online. The second document was titled, “Online Course Design Rubric Draft.” The rubric guides new online faculty while developing their online courses. Mike
mentioned that deans use the rubric as well before assigning the new online instructor to the course in the schedule.

Mr. Smedshammer reported that he is very excited about online instruction but is also a little frightened. This is because California is not at the point of being on the same level as some of the powerhouse schools on the East Coast. Paul Cripe asked where a person could find examples of quality online instruction from some of these “powerhouse schools.” Mike said that the Blackboard Exemplary Award page is a good place to start. He also said that one of his training classes gives examples for faculty to view. The page can be found here:

http://kb.blackboard.com/display/EXEMPLARY/Exemplary+Course+Program

2. **Election for Parliamentarian for the Academic Senate Executive Board:**

Debbie Laffranchini was elected as Parliamentarian to the Academic Senate Executive Board.

*M/S/C (Jim Howen, Allan McKissick) to elect Debbie Laffranchini as Parliamentarian to the Academic Senate Executive Board.*

3. **FSA Process and Discipline Representatives:**

James Todd explained that with the FSA process, the Senate will need to appoint representatives for each discipline in which an application has been submitted. The appointed faculty will review the applications within their discipline and then will approve or deny based on the minimum qualifications.

Jennifer Hamilton made the following motion:

*The Senate directs its president to contact disciplines for FSA discipline specialists will be brought to the senate for approval on the consent agenda, and area specialists will serve a temporary appointment for that academic year.*

A discussion ensued regarding the exact amount of faculty needed for each discipline area. Jillian Daly, YFA President, reported that at least 1 and up to 3 FSA discipline specialists are needed. Ellen Dambrosio asked to amend the above motion to say:

*The Senate directs its president to contact disciplines for at least 1 and up to 3 FSA discipline specialists who will be brought to the senate for approval on the consent agenda, and area specialists will serve a temporary appointment for that academic year.*
MJC Academic Senate Meeting Minutes
February 21, 2013

4. **Program Review:**

James reported that there have been circulating discussions about taking a second look at Program Review and its effectiveness. Rob Stevenson stated that Program Review was the main topic discussed at the Instruction Council (IC) last week. Rob said that a fairly robust conversation came about regarding what was discussed at the Accreditation Institute recently. He said that one of the main things that came out of the Accreditation Institute was that Program Review should cover how well individual degree programs actually allow students to flow through. He added that the discussion at IC involved what we have here at MJC in regards to Program Review and how we might go about heading forward. Rob wanted to let the Senate know that if we are going to go beyond a discipline Program Review and start focusing on individual academic programs where students actually end in completion that this body is going to have a discussion about the type of data faculty may be asked to produce.

Rob added that we currently do not have a Program Review Faculty Liaison. He said that we may want to consider a study session to generate the conversation about the Program Review process and how well students are moving through our programs at Modesto Junior College.

James added that there are a number of disciplines not doing course level assessments this semester. Instead, he said, they are part of a pilot group that is looking at their program learning outcomes.

It was discussed that the following persons will soon meet to for a Program Review study session:

- John Zamora
- Robert Stevenson
- James Todd
- Jennifer Hamilton
- Brian Sinclair
- Ellen Dambrosio

5. **Accreditation and ASCCC Institute Report:**

James Todd reported that he, Jennifer Hamilton and Ellen Dambrosio recently visited the Accreditation Institute. The institute was an interesting and informative event. Ellen stated that she learned the schools that tend to do well with accreditation are integrating assessment throughout everything they do. Jennifer added that every session reiterated that when institutions integrate the principles of accreditation in everything they do, they really improve the institution by using these
principles as part of the school’s everyday processes. James also added that we need to make sure that assessment is a part of everything we do. He said it is no longer just a conversation but about completion and how students are doing.

John Zamora asked what our next steps would be regarding the recent report from ACCJC. James went over the recommendations made by ACCJC in the recent report. The Follow-Up Report is due to the Commission by October 15, 2013.

Allan McKissick provided and addressed the Senate with two documents “Timeline for the Development of an MJC Government Handbook” and “Summary of Changes to Governance Document Engaging All Voices Recommended by the Academic Senate.” (See appendix A and B).

Allan McKissick made the following motion:

The Academic Senate President is directed to form a taskforce to draft a statement that explains the Senate’s role and position relating to governance at MJC and the MJC Governance Handbook.

Discussion regarding the motion ensued. James said that he errs on the side of cautious optimism. Paul Cripe said that a positive aspect of this is that it’s possible that this group can observe and gather information. James said that it will lead to more clarification and expectation. Jim Howen said it is a good idea to talk about it, and he can’t see any harm.

M/S/C (Jim Howen, Kevin Alavezos) to call the question
20 ayes
0 nays

M/S/C (Allan McKissick, John Zamora) to approve the motion.

6. District Board Policy 7-8049 Task Force:
This item will be tabled until a future meeting.

IV. REPORTS

M/S/F (Burt Shook, Layla Yousif) to approve a motion to adjourn
3 ayes
17 nays

STUDENT SENATE

NO REPORT
FACULTY REPRESENTATIVE TO THE BOARD (position currently in process to fill)

NO REPORT

FACULTY LIASION FOR PROGRAM REVIEW (position currently in process to fill)

NO REPORT

ACCREDITATION INSTITUTIONAL EFFECTIVENESS COMMITTEE

NO REPORT

ASSESSMENT WORK GROUP

NO REPORT

LEGISLATIVE ANALYST

1) The Need for STEM Students to be Served at Community Colleges

“Work-Force Demand for STEM Students Spurs Efforts at Community Colleges,” a February 11, 2013 article in The Chronicle of Higher Education addresses how community colleges might be able to help solve impending work-force shortages in STEM—science, technology, engineering, and math. The article cites Georgetown University's Center on Education and the Workforce, which “predicts that 92 percent of STEM workers will need postsecondary education by 2018, and about 65 percent of STEM job openings will require at least a bachelor's degree. Colleges haven't focused enough on the other 35 percent, the center has warned—the growing share whose jobs will require a certificate or associate degree.”

The article suggests, moreover, that “shortages exist for technicians and skilled workers in advanced manufacturing, welding, and other technology-driven industries as well.” Santa Barbara City College has a STEM Transfer Program that is highlighted in the article: “It helps predominantly students who are Hispanic and low-income—150 of them this year—devise academic plans that take them from basic-skills classes through transfer to four-year colleges. Students work in cohorts; get intensive counseling and tutoring; and must commit to staying enrolled full time, arriving for class on time and prepared, and taking a prescribed set of courses in the order their advisers recommend.” The full article can be read at: http://chronicle.com/article/Community-Colleges-Respond-to/137231/

2) The Potential and Peril of Private Capital at Community Colleges
A February 15, 2013 article “Private Capital, Community Colleges” in Inside Higher Education explores projects at community colleges involving private money. The article cites the $1 Trillion U.S. Student Loan Debt and then explores new ways community colleges can craft high quality, cheaper education opportunities. “A new investor-backed company, Quad Learning, is teaming up with community colleges to build a national network of honors programs with a collaborative curriculum that they envision giving students an affordable, high-quality associate degree and helping them transfer to top-notch colleges and universities.”

The network, American Honors, “seeks to tap into national concern about the affordability of higher education and interest in lower-priced, high-quality educational alternatives. The venture joins several others announced in recent years -- including Altius Education's Ivy Bridge College and Fidelis Education -- that use private capital to team with existing institutions to create new institutions or new programs focused on the first two years of college.”

The full article can be read at:

CURRICULUM COMMITTEE

Curriculum Committee Report

21 February 2013

J. Hamilton

- TMCs – The state has approved two more TMCs in Spanish and Philosophy
  - C-IDs are critical – State won’t even accept a TMC proposal without approved C-IDs
  - MIC – Studio Arts and ADJU will be approved after minor technical fixes
  - See last meeting’s report for list of TMCs approved for MJC
- TMC Workshop February 27th 2:30 – 5:30
  - FLEX offered
  - Reserve spot through Joan Van Kuren at Title 5 office
  - All materials will be gathered for you, and you could potentially leave with a completed application
- Pre-reqs and Co-reqs
  - Ed Code has changed so that now Pre and Co-reqs can be established without a validity study. Content review can affirm the need for a Pre or Co-req by connecting the skills and objectives between classes.
  - Procedures are being established here at MJC to determine how these will be enacted (most possibly through the curriculum review cycle)

FACULTY PROFESSIONAL DEVELOPMENT COORDINATION COMMITTEE

NO REPORT
ACADEMIC SENATE MEETING
APPROVED MINUTES
February 21, 2013

COLLEGE COUNCIL

**College Council Report**

Council Updates

Instruction Council
  First meeting set groundrules for doing business

Student Services Council
  Examined charge, established procedures for running meetings, overview do SSTF

Resource Allocation Council
  Communicated concerns about how resources are allocated

  FTOL 6.75 mil this year, 7.5 mil next year (estimate)

Facilities Council
  Didn’t meet

Accreditation Council
  Meeting for the first time this week

ACCREDITATION COUNCIL

NO REPORT

INSTRUCTION COUNCIL
RESOURCE ALLOCATION
COUNCIL

The Resource Allocation Council is committed to clearly communicating our processes and recommendations. As part of the resource allocation process, we will ask the questions:

- Does it help students reach their educational goals?
- Is it reasonable?
- Is it allowable?
- Is it essential?
- Is it sustainable?

The direction of the Resource Allocation Council is based on the following established guiding principles:

➢ We value stewardship and integrity in recognizing our fiduciary responsibilities to ensure financial stability.

➢ We take an institutional approach to decision-making. Resource allocation recommendations are based on the following:
  a. Alignment to the college mission and goals
  b. Scholarship of teaching and learning
  c. Value to the community
  d. Budget assumptions, projections, and scenarios

➢ We strategically allocate resources to strengthen learning and support services that improve student success.

➢ We are responsive to articulated college needs through defined and documented processes.

➢ We use relevant, well-defined, agreed-upon data in a consistent manner for decision-making.

➢ We are proactive in leveraging current resources in all fiscal climates.

➢ We operate under the established timelines.

➢ We regularly assess, refine, and communicate resource allocation processes.
Resource Allocation Council (RAC) Report

Progress:
- Created and adopted Guiding Principles for RAC
- Enrollment updates and budget timeline information is shared

Concerns:
- Low membership attendance
- Role of the council is not clearly defined
- Lack of progress in budget development
- Council membership:
  - MJC President is no longer a member
  - Many members feel that MJC Grants & Resource Development should have a seat on this council
- Resource request discussions and institutional funding priority discussions are taking place somewhere else
- Process for prioritizing hiring requests (faculty and classified) has not been discussed at the RAC since August 2012, despite the fact that hiring has occurred

SENATE PRESIDENT’S REPORT

NO REPORT

ADMINISTRATION REPORT
Susan Kincade, Vice President of Instruction, gave an Administration Report. Susan discussed that she had contacted Susan Clifford, the contact for us at ACCJC. Susan Kincade discussed with Susan Clifford the recommendations made in the ACCJC report. Some of what Susan Kincade discussed regarding accreditation issues with Susan Clifford was:

- Recommendation 2 (Not enough of a response)
- Recommendation 7 (Inaccuracy regarding MJC not offering online counseling)

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

The meeting was adjourned at 5:37 p.m.
APPENDIX A.  Timeline for the Development of an MJC Governance Handbook

June, 2011: As part of the accreditation process, MJC published an Institutional Self Study Report that addressed Accreditation Standard IV.A.2.a. (“Faculty and administrators have a substantive and clearly defined role in institutional governance and exercise a substantial voice in institutional policies, planning and budget that relate to their areas of responsibility and expertise. Students and staff also have established mechanisms or organizations for providing input into institutional decisions.”) The Planning Agenda stated that MJC would publish a governance handbook, “using a process that incorporates thorough discussion and ratification by campus stakeholders.” (p. 389)

Fall, 2011: Initial discussions took place on completing a governance handbook for MJC under President Larry Calderon in the College Council and in a small College Council Task Force headed by the President. In addition, VPI Karen Walters Dunlap lead joint meetings of the Planning and Budget Committee, the Academic and Institutional Effectiveness Committee, and representatives of all constituencies at MJC in several meetings that discussed restructuring proposals for governance at MJC.

January 26, 2012: VPI Karen Walters-Dunlap led a second College Council task force, representing all college constituencies, in discussing a plan for limited restructuring of governance at MJC. The task force unanimously approved a “draft document” that included the provision that a narrative clearly describing the role of the Academic Senate would be included in the governance handbook.

January 30, 2012: A joint meeting of the College Council, the Planning and Budget Committee, the Academic and Institutional Effectiveness Committee and others (Division Deans, etc.), unanimously approved the plan for a limited restructuring of governance at the College and appointed a new task force to complete a governance handbook based on that agreement. (Later affirmed in Senate Resolution SP12-B, passed March 1, 2012)

February, 2012: The Evaluation Report from the ACCJC evaluation team that visited MJC in October, 2011 recommended that “the college develop a comprehensive participatory governance handbook that clearly identifies roles and responsibilities of participatory governance committees and constituent roles in the participatory process.” (p. 65)

Spring Semester 2012 – Summer 2012: The Shared Governance Handbook Work Group met frequently to complete the governance handbook within the agreed-upon framework. The work group, including the Academic Senate delegation, reached final consensus on the draft handbook on August 16.

August 20, 2012: The draft handbook, Participatory Decision-Making at Modesto Junior College, was presented to the College Council.
September 6, 2012: First presentation of President Stearns’ plan for re-organizing MJC governance (later named *Engaging all Voices*) occurred during her formal introduction to the Academic Senate, but because that topic was not agendized, Brown Act considerations prevented discussion during that meeting. The plan was sent out the rest of the campus during that meeting. There was no prior discussion of the plan in the task force, College Council, etc. Initially, the Senate’s position was that discussion should focus on appropriate changes to the governance handbook created by the Shared Governance Handbook Work Group, and numerous concerns about the President’s proposal were raised. Due to the pressing accreditation report deadline, the Senate agreed to accept the President’s proposal, provided it was amended to clarify the Senate’s role and retain specified aspects of the existing governance structure.

October 1, 2012: The eight amendments proposed by the Senate were almost completely rejected in a meeting of the College Council. (Exception: part of one amendment was accepted, resulting in a Senate co-chair for the proposed Instruction Council.)

October 4, 2012: A motion made in Academic Senate to approve *Engaging All Voices* was voted down.

October 8, 2012: President Stearns sent a memo to the “MJC Community” announcing that she was implementing the restructuring plan and governance handbook *Engaging All Voices* (32 days after it was first proposed).
APPENDIX B. Summary of Changes to Governance Document Engaging All Voices Recommended by the Academic Senate.

1. (p.10) Additional member on Instruction Council – Faculty Co-chair.

2. (p.14) Second to last sentence of Role of Faculty paragraph would read, Further information on the roles and rights of the Academic Senate is found in the section entitled Decision-Making on Academic and Professional Issues at Modesto Junior College, and in the California Code of Regulations Title 5, §53200–53206, which is included in an appendix of this document.

3. (p.16) Last sentence would read, The President will consult collegially with the Academic Senate on any budget recommendation with significant implications for Academic and Professional issues.

4. (p. 17) Decision Making on Academic and Professional Issues at Modesto Junior College document moves from appendix to replace paragraph on same topic.

5. (p. 19-20) On College Council rules, maintaining two current rules: Decision-making is by consensus, defined as a decision that all Council members either agree with or can live with. [as opposed to simple majority vote.] and On college academic and professional matters subject to mutual agreement between the President and the Academic Senate, the Council may serve as a venue for developing proposals that would then be submitted to the Academic Senate for concurrence is retained.

6. (p. 21, 23, 25) On Accreditation Council’s role: When such recommendations have significant implications for Academic and Professional issues, the Accreditation Council’s recommendations will also be forwarded to the Academic Senate. Similar additional language for Instruction Council, Student Services Council.

7. (p. 28) Technology Committee – maintain current structure.

8. (p. 29) DEAC Areas of Responsibility, added to last bullet point: All decisions with significant implications for Academic and Professional issues will be communicated to the Academic Senate.

Note: All recommendations were rejected except for part of the first: it was agreed that the Instruction Council would have a Faculty Co-Chair, but not as an additional member.
I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (February 7, 2013 and February 21, 2013)

III. CONSENT AGENDA
A. Appoint Jennifer Hamilton to serve on the Vice Chancellor for IT Hiring Committee
B. Appoint the following faculty to serve on the FSA Discipline Faculty Specialist Committee: Kimberly Kennard for Human Services, Greg Hausmann for Administration of Justice, David Baggett for Plant Science, Flora Carter, Chad Redwing, and Rob Stevenson for Humanities, Richard Serros, Paul Berger, and Rob Stevenson for Art, Michelle Christopherson and Jillian Daly for English, Shelly Fichtenkort for Psychology, Jim McGarry, Nancy Sill, and Linda Kropp for Business, and Christopher Briggs for Reading

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
1. Facilities Council
2. Student Services Council
3. Instruction Council
4. Accreditation Council
5. Resource Allocation Council
6. College Council
7. Program Review
8. District Board Policy 7-8049 Task Force

B. New Business
1. Leadership Training Regional Workshop

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC
VIII. ADJOURNMENT
Members Present: Kevin Alavezos, Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Bruce Anders (On Behalf of Deborah Gilbert), Jennifer Hamilton, Jim Howen, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Estella Nanez, Chad Redwing, Dorothy Scully, Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Layla Yousif, John Zamora

Members Absent: Bill Anelli, Lisa Riggs

Guests Present: Brian Sinclair (BBSS), Susan Kincade (Vice President of Instruction), Heather Townsend (Administrative Secretary for the Academic Senate), Paul Muncy (BBSS), Kevin Sabo (ASMJC)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved without objection.

M/S/C (J. Hamilton, J. Howen) to approve the order of the agenda.

II. APPROVAL OF MINUTES

The minutes of February 7, 2013 were approved without objection.

M/S/C (J. Hamilton, B. Shook) to approve the February 7, 2013 minutes.

III. CONSENT AGENDA

A. Appoint Jennifer Hamilton to serve on the Vice Chancellor for HR Hiring Committee
B. Appoint the following faculty to serve on the FSA Discipline Faculty Specialist Committee: Kimberly Kennard for Human Services, Greg Hausmann for Administration of Justice, David Baggett for Plant Science, Flora Carter, Chad Redwing, and Rob Stevenson for Humanities, Richard Serros, Paul Berger, and Rob Stevenson for Art, Michelle Christopherson and Jillian Daly for English, Shelly Fichtenkort for Psychology, Jim McGarry, Nancy Sill, and Linda Kropp for Business, and Christopher Briggs for Reading

A motion to modify consent agenda item A. was made. Consent agenda item A. was changed to say, “Appoint Jennifer Hamilton to serve on the Vice Chancellor for HR Hiring Committee.”

M/S/C (J. Hamilton, E. Dambrosio) to approve the amended consent agenda.

IV. ACTION/DISCUSSION ITEMS

CONTINUING BUSINESS:
James Todd asked that each council representative read the council charge before providing his/her report to the Academic Senate. He added that he would like to see this done at every meeting.

1. **FACILITIES COUNCIL:**

   James asked for a volunteer to take Jim Howen’s place on the Facilities Council for the next two meetings. Jim cannot make the next two meetings. The next meeting is scheduled for March 18, 2013 at 2:30 in Sierra Room 204.

2. **STUDENT SERVICES COUNCIL:**

   The Student Services Council discussed Spring Fling during its meeting on February 22, 2013. This event will be hosted by ASMJC on Saturday April 6, 2013. The Spring Fling was the main topic which included Orientation, Assessment, and Advising. At the present time students can complete their orientations online. Each division or department should be able to deliver the MJC orientation. We had a discussion on faculty within disciplines taking on an active role in orientation and advising of MJC students.

3. **INSTRUCTION COUNCIL:**

   Rob Stevenson gave a report from the recent Instruction Council meeting. Rob said that one big item was on the last agenda regarding Program Review. A motion was made at Instruction Council to ask Senate to begin a faculty-wide discussion about the types of data that would be needed to conduct a program-level review at the degree or certificate level. A recommendation was also discussed to make Program Review a resource for allocation.

4. **ACCREDITATION COUNCIL:**

   James Todd reported that the council went over the accreditation team Evaluation Report and the letter from ACCJC. Substantive changes were discussed amongst the council. Discussion regarding how to report all of the changes occurred. James said that one of the larger issues discussed among the council members when addressing accreditation is writing out and showing the integrated planning process of how are assessment, program review and resources are helping program improvement. Future models of Program Review were discussed as well. James reported that the Accreditation Council has a lot of work to do between now and October. James reported that a new accreditation team will be coming in October.

5. **RESOURCE ALLOCATION COUNCIL:**
At the March 1, 2013 RAC meeting, the charge and the membership of the council was reviewed and discussed. It was suggested that a person from the Grants Office be added as a member to the RAC—additional conversation on this topic will occur at the next meeting. President Stearns gave an overview of the RAC’s role and the need for the council to develop and implement a process by which unit reviews, outcomes assessment and funding requests are linked. Michael Guerra provided an update on the budget timeline and indicated that we are on track. Rose LaMont reported on the salaries and benefits of our negotiated cohorts as a percentage of total expenditures. Enrollment update information was postponed.

6. **COLLEGE COUNCIL:**

Eva Mo reported that College Council usually comes the Monday after the Senate meeting. She said that much of what was addressed at the College Council were items already discussed at the Senate’s last meeting. Eva said that the next College Council meeting is canceled due to a lack of action items or Board Policies for consideration.

7. **PROGRAM REVIEW:**

Rob said that we are now in the position as a Senate to come up with a recommendation to move forward and hopefully create a new program review at the degree and certificate level. Rob also added that we still need to find a point person for Program Review. Rob asked if anyone has an interest to be part of the study session for program review.

8. **DISTRICT BOARD POLICY 7-8049 Task Force:**

Allan McKissick provided the committee with a document titled 8049 Academic Senates. The document had new language in bold and a strikethrough when language was deleted. Allan read the document to the Senate. The document can be viewed at the following link:


The document will now go to John Leamy at Columbia College for their review.

**NEW BUSINESS:**

1. **LEADERSHIP TRAINING REGIONAL WORKSHOP:**

Jennifer Hamilton, James Todd and Debbie Laffranchini attended the Academic Senate Leadership Training Regional Workshop in Solano. Jennifer mentioned that there was training in the form of scenarios on 10+1. James added that the scenarios from actual issues were good and may use them as
an activity in Senate. Jennifer said the presentation by Phil Smith was really good. His presentation discussed cuts, processes in place for when cuts arise, looking at course sections, schedules, etc., when making cut decisions. Jennifer added that it would be great to see Phil Smith come to Senate for a presentation.

V. REPORTS

STUDENT SENATE

Kevin Sabo thanked James Todd for being a co-advisor during the March in March event. Kevin said that a lot of ASMJC representatives have been heading up to Sacramento to talk with the legislatures regarding the governor’s budget, 8606 Bill, the BOG Waiver, and many other items. ASMJC is in the middle of its election cycle. Posters are around campus now. ASMJC is meeting tomorrow at noon and will discuss the new Science Center and the timeline for faculty to get situated in the new building. Kevin said that Cram Night will be held April 25, 2013. ASMJC is hoping for a higher turnout with faculty this semester. Kevin mentioned that they are also further defining their role and restoring their relationship with the Academic Senate.

FACULTY REPRESENTATIVE TO THE BOARD (position currently in process to fill)

NO REPORT

FACULTY LIASION FOR PROGRAM REVIEW (position currently in process to fill)

NO REPORT

ACCREDITATION INSTITUTIONAL EFFECTIVENESS COMMITTEE

NO REPORT

ASSESSMENT WORK GROUP

NO REPORT

LEGISLATIVE ANALYST

Senate Bill 1440 Update and Worry of Future Transfer Student Problems

In an attempt to fundamentally reform the state’s transfer of students between the California Community Colleges (CCC) and the California State University (CSU) system, the Legislature and Governor enacted Chapter 428, Statutes of 2010 (SB 1440, Padilla). As we all know, the legislation requires community colleges to create two-year associate degrees for transfer. Students who earn
such a degree are automatically eligible to transfer to the CSU system as an upper-division (junior) student in a bachelor’s degree program.

California’s Legislative Analyst Office has recently provided recommendations on how the California State Legislature can provide “additional guidance and clarification to CCC and CSU on their responsibilities, as well as continued oversight to track their progress.” These recommendations can be found at:


Of note, the report finds that “based on the progress to date in matching TMC’s developed last year to CSU majors, it appears that a significant number of community college graduates with associate degrees for transfer could be denied many of the benefits of SB 1440 at some CSU campuses.” For instance, “students could find that SB 1440’s guarantee of priority admission and a 60–unit cap at CSU comes with a long line of asterisks and a short list of degree options within their major to which it applies. Students will have to weigh the conditional guarantees of SB 1440 (as implemented at some CSU campuses) against existing articulation and transfer agreements and other transfer pathways.”

The 2013-2014 Budget, Proposition 98 and Adult Education

Proposition 98 funds K–12 education, the California Community Colleges (CCC), preschool, and various other state education programs. The Governor’s 2013–14 budget provides $56.2 billion in total Proposition 98 funding. This is a $2.7 billion (5 percent) increase from the revised current-year level. Under the Governor’s budget, Proposition 98 programmatic per-student funding is $7,929 for schools—an increase of $360 (5 percent) from the revised current-year level-and $5,969 for community colleges-an increase of $522 (10 percent).

About half of the community college increase is related to the Governor’s proposal to restructure adult education.

According to the California Legislative Analyst’s Office, Governor Brown proposes “a number of changes to the state’s adult education system, including eliminating school districts’ adult education categorical program and creating a new $300 million CCC categorical program for adult education.”

The Legislative Analyst Office response to the Governor’s proposal can be found at:

http://www.lao.ca.gov/analysis/2013/education/prop-98/prop-98-022113.aspx#Adult_Education

Of note is the Legislative Analyst Office’s recommendation that the Legislature “work with the administration to develop consistent delineations of noncredit and credit instruction at the community colleges. To the extent pre-collegiate-level coursework is shifted from credit to noncredit, districts would be eligible for less apportionment funding. The Legislature could decide to keep CCC
funding at the same level, however, which would allow community colleges to accommodate additional students (either in adult education or collegiate courses).”

Furthermore, the Legislative Analyst Office recommends that “the Legislature and Governor address policy differences concerning (1) faculty qualification requirements, (2) fees, and (3) student placement tests. Specifically, we recommend the Legislature amend statute so that faculty no longer need a teaching credential to serve as an instructor at an adult school. By aligning policy for adult schools with that of the community colleges, instructors could readily teach adult education courses with both providers.”
Governor Brown, on the other hand, recommends that Adult Education be taught at the community college level.

Some instructors are worried, including instructors at MJC, that workloads for basic skills instructors at community colleges would change if the Legislative Analyst Office recommendations are adopted. The other main concern for community colleges is that if teacher qualification requirements change we risk, as one instructor suggested, “dramatically” changing “the level of preparedness of students in transfer level classes thus sending “ripples into all levels.”

Survey by the Chronicle of Higher Education and American Public Media Shows Graduates Less Employable Because of Lack of Critical Thinking Skills

An article in the March 4, 2013 edition of The Chronicle of Higher Education analyzes the results of a survey completed by The Chronicle and American Public Media's Marketplace. The survey asked employers about “trouble finding recent graduates qualified to fill positions at their company or organization.” According to the article, “nearly a third gave colleges just fair to poor marks for producing successful employees. And they dinged bachelor's-degree holders for lacking basic workplace proficiencies, like adaptability, communication skills, and the ability to solve complex problems.” For instance, Sine Nomine Associates, which works with high-tech companies like Cisco and IBM, says that graduates lack “fundamental abilities “like how to analyze large amounts of data or construct a cogent argument. It’s not a matter of technical skill...but of knowing how to think.” Read more at:


CURRICULUM COMMITTEE

Policies for Pre-/Co- requisites and Advisories
Committee working on building a list of outcomes so that when these are set, the outcomes are defined and related to skills expected at the beginning of a course.

Content Validity – Course Authors will have to indicate through the curriculum why the pre/co-reqs/advisories are valid. This will be evidence based.

Still thinking of how to implement so that certain areas (English, Math, Sciences) are not overwhelmed.

Transfer Model Curriculum Progress for MJC:

6 TMC approved by CCCCO:

- Administration of Justice
- Art History
- Business Administration
- Communication Studies
- Math
- Music

Submitted, not yet approved

- Kinesiology
- Studio Arts
- Theatre Arts
- Approved by MJC Curriculum Committee
- Geology

In Progress

- Computer Science
- Early Childhood Education
- Elementary Teacher Education
- English
- Geography
- History
- Psychology
- Political Science
- Sociology
ACADEMIC SENATE MEETING
APPROVED MINUTES
March 7, 2013

*Note: March 27th, Wednesday, FH234, 2:30 – 5:30 TMC Workshop (RSVP to Ruth Cranley)

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE

NO REPORT

SENATE PRESIDENT’S REPORT

James has sent the copies of the additional FSAs to John Leamy at Columbia College. James is still finding discipline specialists to review a few applications.

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

Susan Kincade mentioned that she had a great meeting with the Modesto Police and Sheriff’s department regarding the opportunity to bring the Post Academy back. Susan is working with the faculty in this area to move forward.

Susan said that an email from President Stearns just came out regarding the YCCD District Council Planning Session on March 29, 2013 at 10 am in the Mary Stuart Rogers Learning Center. Susan added that the purpose of this session is to revisit the mission statement as recommended by the Accreditation Commission.

James Todd announced that the Senate dues of $20 dollars per Senator for the semester are due to Heather as soon as possible.

VIII. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.
DATE: March 21, 2013
TIME: 3:45 PM – 5:30 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (February 21, 2013 and March 7, 2013)

III. CONSENT AGENDA
A. Invite Chancellor Joan Smith and Executive Vice Chancellor, Teresa Scott for a budget presentation on April 4, 2013
B. Appoint the following faculty to serve on the Hiring Committee for the Literature and Language Arts Administrative Secretary position: Jennifer Hamilton, Theresa Stovall and Barbara Jensen
C. Appoint the following faculty to serve as FSA Discipline Specialists: Physical Education: Milan Motroni, Jim Stevens, Sam Young; ESL: Sara Berger; Sociology: Richard Sweeney; History: Eva Mo; Family & Consumer Studies: Pam Guerra-Schmidt, Debbie Laffranchini and Laurie Hatch; Counseling: Theresa Ballance, Hanna Louie and Donna Louie; Health: Steve Aristotelous and Cheryl Mulder; Environmental Technologies: Mary Anne Henriques; Environmental Technologies: Mary Anne Henriques; Autobody/Collision Repair: Jeff Beebe; Welding: Sonny Gumm

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
1. Facilities Council
2. Student Services Council
3. Instruction Council
4. Accreditation Council
5. Resource Allocation Council
6. College Council
7. District Board Policy 7-8049 (First Reading)
8. Leadership Training Regional Workshop
9. Program Review

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board-Brian Sinclair
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

Next Academic Senate Meeting: April 4, 2013
Members Present:  Kevin Alavezos, Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Jim Howen, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Estella Nanez, Chad Redwing, Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Nancy Wonder, Layla Yousif

Members Absent: Bill Anelli, Jennifer Hamilton, Dorothy Scully, John Zamora

Guests Present: Susan Kincade (Vice President of Instruction), Heather Townsend (Administrative Secretary for the Academic Senate), Paul Muncy (BBSS), Andrew Campbell (ASMJC)

I. APPROVAL OF ORDER OF AGENDA ITEMS

District Board Policy 7-8049 for a first reading was moved to the front of continuing business.

*M/S/C (C. Redwing, P. Cripe)* to approve the amended order of the agenda.

II. APPROVAL OF MINUTES

The minutes of February 21, 2013 were approved without objection.

*M/S/C (A. McKissick, E. Dambrosio)* to approve the February 21, 2013 minutes.

III. CONSENT AGENDA

A. Invite Chancellor Joan Smith and Executive Vice Chancellor, Teresa Scott for a District budget presentation on April 4, 2013.

B. Appoint the following faculty to serve on the Hiring Committee for the Literature and Language Arts Administrative Secretary position: Jennifer Hamilton, Theresa Stovall and Barbara Jensen.

C. Appoint the following faculty to serve as FSA Discipline Specialists: Physical Education: Milan Motroni, Jim Stevens, Sam Young; ESL: Sara Berger; Sociology: Richard Sweeney; History: Eva Mo; Family & Consumer Studies: Pam Guerra-Schmidt, Debbie Laffranchini and Laurie Hatch; Counseling: Theresa Balance, Hanna Louie and Donna Louie; Health: Steve Aristotelous and Cheryl Mulder; Environmental Technologies: Mary Anne Henriques; Autobody/Collision Repair: Jeff Beebe; Welding: Sonny Gumm

*M/S/C (E. Dambrosio, L. Yousif)* to approve the consent agenda.

IV. ACTION/DISCUSSION ITEMS

CONTINUING BUSINESS:
1. **DISTRICT BOARD POLICY 7-8049 (FIRST READING)**

   The District Board Policy 7-8049 document with edited changes was discussed. The Senate members discussed the designee verbiage listed within the document. Chad Redwing explained that a designee can be anyone employed by the District. James Todd added that Title V wording, “Consult Collegially” is always about rely primarily or mutually agree. James noted that this document is also being reviewed and/or approved by Columbia College at its next Academic Senate meeting.

   Ellen Dambrosio moved to approve the District Board Policy 7-8049 for a first reading.

   **M/S/C (E. Dambrosio, C. Redwing) to approve the District Board Policy 7-8049 for a first reading.**

2. **FACILITIES COUNCIL:**

   **NO REPORT**

3. **STUDENT SERVICES COUNCIL:**

   The Student Services Council discussed Priority Registration during its meeting on March 8, 2013. Priority Registration Criteria was the main topic which included Orientation, Assessment, and Advising/Educational plan. Students must be fully matriculated, have no more than 100 degree applicable units and be in good academic standing “(2.0 gpa).” “Good standing defined as Not on Academic or Progress Probation for 2 consecutive terms.”

4. **INSTRUCTION COUNCIL:**

   Program Review was discussed. It was reported that the process for the remainder of the year will remain unchanged. Mike Adams and Jeff Netto introduced a draft document for consideration, “The Guiding Principles for Our Council.” A revised draft will be presented at the next meeting. A TMC update was given to the Council. Seven TMC’s have been approved by the CCCCO. Susan Kincade gave the Instruction Council a reminder regarding the Educational Master Plan. Susan reported that the Educational Master Plan will begin to be completed for its 5-year plan.

5. **ACCREDITATION COUNCIL:**

   **No Report**
6. **RESOURCE ALLOCATION COUNCIL:**

At the March 15, 2013 RAC meeting, additional conversation regarding adding a person from the Grants Office to the RAC was further discussed. It was mentioned that in April each Council (Resource Allocation, Student Services, Instruction, Accreditation, and Facilities) will perform a self-evaluation and affirm the structure or make recommendations for changes. It was discussed and decided that the RAC will operate under consensus voting model over simple majority—with the understanding that majority voting might be used if time-sensitive material is presented and a decision must be forwarded to College Council. The possibility of increased parking fees was discussed—Becky Crow was invited to a future meeting for additional information and discussion on this topic. Michael Guerra gave an informational overview of how the 50% Law calculation works. President Stearns reported that she is working with James Todd on creating a group to assist in jump starting the budget development process.

7. **COLLEGE COUNCIL:**

**NO REPORT**

8. **LEADERSHIP TRAINING REGIONAL WORKSHOP:**

Tabled for discussion at a future meeting.

V. **REPORTS**

**STUDENT SENATE**

Andrew Campbell reported that a resolution was passed stating the Student Senate’s confidence in the Academic Senate. Andrew said that we should be working together and not against each other. He also reported that the elections are currently being put together for the Student Senate. The elections will take place April 1, 2013 through April 4, 2013. Andrew reported that the Fire Side Lounge is in the stages of completion. He reported that Cram Night is fast approaching and would love to see as many faculty members as possible attend the event.

**FACULTY REPRESENTATIVE TO THE BOARD** (position currently in process to fill)

**NO REPORT**

**FACULTY LIASION FOR PROGRAM REVIEW** (position currently in process to fill)
NO REPORT

ACCREDITATION INSTITUTIONAL EFFECTIVENESS COMMITTEE

NO REPORT

ASSESSMENT WORK GROUP

PLO pilots are in process. James Todd reported that the assessment data is already published on CurricUNET. James plans to send a message out to alert faculty that assessment data will be more visible to the public and students on the OAW website.

LEGISLATIVE ANALYST

Senate Bill 1440 Update and Worry of Future Transfer Student Problems

In an attempt to fundamentally reform the state’s transfer of students between the California Community Colleges (CCC) and the California State University (CSU) system, the Legislature and Governor enacted Chapter 428, Statutes of 2010 (SB 1440, Padilla). As we all know, the legislation requires community colleges to create two-year associate degrees for transfer. Students who earn such a degree are automatically eligible to transfer to the CSU system as an upper-division (junior) student in a bachelor’s degree program.

California’s Legislative Analyst Office has recently provided recommendations on how the California State Legislature can provide “additional guidance and clarification to CCC and CSU on their responsibilities, as well as continued oversight to track their progress.”

These recommendations can be found at:


Of note, the report finds that “based on the progress to date in matching TMC’s developed last year to CSU majors, it appears that a significant number of community college graduates with associate degrees for transfer could be denied many of the benefits of SB 1440 at some CSU campuses.”

For instance, “students could find that SB 1440's guarantee of priority admission and a 60–unit cap at CSU comes with a long line of asterisks and a short list of degree options within their major to which it applies. Students will have to weigh the conditional guarantees of SB 1440 (as implemented at some CSU campuses) against existing articulation and transfer agreements and other transfer pathways.”

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schools—an increase of $360 (5 percent) from the revised current-year level—and $5,969 for community colleges—an increase of $522 (10 percent).

*About half of the community college increase is related to the Governor’s proposal to restructure adult education.*

According to the California Legislative Analyst’s Office, Governor Brown proposes “a number of changes to the state’s adult education system, including eliminating school districts’ adult education categorical program and creating a new $300 million CCC categorical program for adult education.”

The Legislative Analyst Office response to the Governor’s proposal can be found at:

http://www.lao.ca.gov/analysis/2013/education/prop-98/prop-98-022113.aspx#Adult_Education

Of note is the Legislative Analyst Office’s recommendation that the Legislature “work with the administration to develop consistent delineations of noncredit and credit instruction at the community colleges. To the extent pre-collegiate-level coursework is shifted from credit to noncredit, districts would be eligible for less apportionment funding. The Legislature could decide to keep CCC funding at the same level, however, which would allow community colleges to accommodate additional students (either in adult education or collegiate courses).”

Furthermore, the Legislative Analyst Office recommends that “the Legislature and Governor address policy differences concerning (1) faculty qualification requirements, (2) fees, and (3) student placement tests. *Specifically, we recommend the Legislature amend statute so that faculty no longer need a teaching credential to serve as an instructor at an adult school.* By aligning policy for adult schools with that of the community colleges, instructors could readily teach adult education courses with both providers.”

Governor Brown, on the other hand, recommends that Adult Education be taught at the community college level.

Some instructors are worried, including instructors at MJC, that workloads for basic skills instructors at community colleges would change if the Legislative Analyst Office recommendations are adopted. The other main concern for community colleges is that if teacher qualification requirements change we risk, as one instructor suggested, “dramatically” changing “the level of preparedness of students in transfer level classes thus sending “ripples into all levels.”

**Survey by the Chronicle of Higher Education and American Public Media Shows Graduates Less Employable Because of Lack of Critical Thinking Skills**

employers about “trouble finding recent graduates qualified to fill positions at their company or organization.” According to the article, “nearly a third gave colleges just fair to poor marks for producing successful employees. And they dinged bachelor’s-degree holders for lacking basic workplace proficiencies, like adaptability, communication skills, and the ability to solve complex problems.” For instance, Sine Nomine Associates, which works with high-tech companies like Cisco and IBM, says that graduates lack “fundamental abilities” like how to analyze large amounts of data or construct a cogent argument. It's not a matter of technical skill...but of knowing how to think." Read more at:


CURRICULUM COMMITTEE

NO REPORT

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE

The Committee is asking the Senate to get people to start working on Institute Day. They currently have no volunteers. The Committee is working on their Professional Development website. Eva asked the Senate to go to the site and report back to Eva Mo or Peggy Kroll with feedback. The site can be viewed at the following address:

www.pdcc.sites.mjc.edu

SENATE PRESIDENT’S REPORT

James Todd emphasized that he has been focusing on making sure that we meet 10+1 priorities. James said that he is also working on accreditation issues regarding budget processes. He asked the Senators to email him with constructive criticism or suggestions.

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

The meeting was adjourned at 5:31 p.m.
I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (March 7, 2013 and March 21, 2013)

III. CONSENT AGENDA
A. Invite Jill Stearns, President; Susan Kincade, Vice President of Instruction; Michael Guerra, Vice President of College Administrative Services; and, Brenda Thames, Vice President of Student Services for a budget process discussion on April 25, 2013.
B. Appoint Curtis Martin as the Faculty Liaison for Program Review

IV. Guest Presentation
1. Chancellor, Joan Smith and Executive Vice Chancellor, Teresa Scott: District Budget Presentation

V. ACTION/DISCUSSION ITEMS
A. New Business
1. Hiring Prioritization

B. Continuing Business
1. District Board Policy 7-8049, Second Reading
2. Facilities Council
3. Student Services Council
4. Instruction Council
5. Accreditation Council
6. Resource Allocation Council
7. College Council

VI. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

Next Academic Senate Meeting: April 25, 2013
VII. ITEMS FOR FUTURE AGENDAS

VIII. OPEN COMMENTS FROM THE PUBLIC

IX. ADJOURNMENT
Members Present: Kevin Alavezos, Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Deborah Laffranchini, Allan McKissick, Eva Mo, Mike Morales, Estella Nanez, Chad Redwing, Dorothy Scully, Burt Shook, Travis Silvers, Rob Stevenson, James Todd, Nancy Wonder, John Zamora

Members Absent: Bill Anelli, Lisa Riggs, Jim Stevens, Layla Yousif

Guests Present: Heather Townsend (Administrative Secretary for the Academic Senate), Paul Muncy (BBSS), Tania Adkins (Allied Health), Iris Carroll (Library), Brian Sinclair (Faculty Liaison to the Board)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items were approved without objection.

M/S/C (J. Hamilton, J. Zamora) to approve the order of the agenda.

II. APPROVAL OF MINUTES

The minutes of March 7, 2013 and March 21, 2013 were approved without objection.

M/S/C (J. Hamilton, E. Dambrosio) to approve the minutes.

III. CONSENT AGENDA

A. Invite Jill Stearns, President; Susan Kincade, Vice President of Instruction; Michael Guerra, Vice President of College Administrative Services; and, Brenda Thames, Vice President of Student Services for a budget process discussion on April 25, 2013.

B. Appoint Curtis Martin as the Faculty Liaison for Program Review.

M/S/C (J. Zamora, J. Hamilton) to approve the consent agenda.

IV. GUEST PRESENTATION: Chancellor, Joan Smith and Executive Vice Chancellor, Teresa Scott

Chancellor Joan Smith and Executive Vice Chancellor Teresa Scott gave a presentation on the District Budget. Joan reported that not a lot of changes have occurred since the last budget forum. She said that the budget currently looks stable for this year and going into next year as well. Joan also reported that the good news is that we do not have a February surprise, but we are still waiting for the May revise. Joan said the only thing that may impact our budget a little bit is we are looking at a possible increase in health benefits. Joan said that she will not have all of the information regarding a possible increase until the end of April. Teresa and Joan are planning to meet with a consultant in regards to the health benefits soon. Joan said that this increase will not affect us next year but it will affect us the following year. Joan and Teresa are working hard to prepare for this possible increase. Joan reported that benefit information meetings will start in the fall to prepare. She asked that a Senate representative be appointed to attend these meetings.
Teresa Scott gave a PowerPoint presentation on the Yosemite Community College District budget forums. Teresa reported that the presentation has not changed much since it was given in February. She added that the Senate will meet next week to vote on some of the policy issues, and the May revise will not be announced until May or June. Teresa said that when these two items are developed, more information regarding the budget will be available. Joan added some good news regarding the budget. Joan said that last time we had three levels of cuts from the January budget until now. This time around we have zero cuts.

Teresa presented the following PowerPoint presentation to the Academic Senate:


Allan moved that:

*The Executive Board investigate and report to the Academic Senate about the process by which the District Budgeting process was established.*

*M/S/ (A. McKissick, _) to approve the motion.*

The motion was discussed amongst the Senators. Allan stated that he would like to see the process clarified to make sure the process is in compliance. A second to the motion was not recorded. A vote was not taken.

V. ACTION/DISCUSSION ITEMS

NEW BUSINESS:

1. Hiring Prioritization:

J. Todd reported that K. Alavezos, J. Todd, R. Stevenson, N. Sill and Jennifer Hamilton met with Susan Kincade, Jill Stearns and Brenda Thames who presented a model on Resource Allocation. J. Todd said that we will discuss this model in Senate within the next few weeks. J. Hamilton noted that the model was very similar to what we have had before. J. Todd reported that the conversation during that meeting quickly turned to a discussion on hiring. It was discussed that several retirements have occurred recently across different divisions. J. Todd said that we are looking at many retirements and filling these positions. He said that what we do not currently have a fully developed hiring prioritization and process that works with the new council structure. We will have to rely on our current resource allocation and program improvement model for the short term. J. Todd reported that there are nine retirements to be replaced, three one-year additional appointments for growth, and the Library will also get a permanent tenure-track position. He said that one idea is that the retirement positions will go back to the divisions to decide what those positions could become. He added that his understanding of the hiring prioritization is that divisions usually voted historically on the positions and sent those recommendations forward through the process for final approval by the Senate. J. Todd told both Jill and Susan that the deans would need to meet with some type of faculty group so that they can formulate a final list to be sent over to the Senate for ratification. This would meet the basic requirements of our current process, and an idea would be to have all deans meet with the Instruction Council to satisfy our established procedures.
Allan McKissick motioned:

*The MJC Academic Senate maintains its position on Resolution FL11-C and directs all representatives of the Senate to proceed accordingly.*

**M/S/P (A. McKissick, J. Zamora) to approve the motion.**
17 AYES
0 NAYs
1 Abstention

Jennifer Hamilton motioned:

*To direct the Instruction Council and Deans meet to consider one-year temporary replacements while the Senate and College Administration create a hiring process in the fall.*

Allan added an amendment to the motion:
*This motion is not meant to refer to the Library position, which is a full-time tenure track position.*

Chad proposed a friendly amendment to add to the beginning of Jennifer’s motion:

*In order to integrate hiring prioritization with the new college mission and shared governance structures, as well as student demographic and demand data in budget and planning processes.*

Allan proposed a friendly amendment that we also add the word clarify a hiring process in the fall.

The amended motion reads as follows:

*In order to integrate hiring prioritization with the new college mission and shared governance structures, as well as student demographic and demand data in budget and planning processes, the Academic Senate directs the Instruction Council and Deans meet to consider one year temporary replacements while the Senate and College Administration create and clarify a hiring process in the fall. This motion is not meant to refer to the Library position, which is a full-time tenure track position.*

**M/S/C (A. McKissick, P. Cripe) to approve an amendment to the motion.**

**M/S/C (J. Hamilton, E. Mo) to approve the motion.**

**CONTINUING BUSINESS:**

1. **FACILITIES COUNCIL:**

NO REPORT
2. **STUDENT SERVICES COUNCIL:**

   NO REPORT

3. **INSTRUCTION COUNCIL:**

   Summary: March 26, 2013 Instruction Council
   Prepared by: Debbie Laffranchini, Academic Senate Representative

   A First Reading for Guiding Principles occurred with changes agreed upon. At the next meeting the agreed-upon changes will be forwarded for the Second Reading.

   VP Kincade solicited other community college Program Review templates, seeking best practices in Program Review. She did check to determine if the submissions were under any sanctions by Accreditation. She presented several packets from the community colleges that responded.

   A discussion regarding Best Practices in enrollment management ensued with a movement toward combining summer and fall enrollment, possibly occurring in March or April, so we aren’t enrolling for fall semester in July, thus losing the opportunity to attract a population of students who have enrolled in institutions with earlier enrollment dates.

   Meetings will be conducted to examine our current web sites to improve accessibility and navigation within each page. Faculty, staff, and students will have the opportunity to contribute ideas to improve the sites.

   Future topics: Next meeting we will look at our charge for our council and examine if we are meeting our charge. We will also look at our Education Master Plan, looking at our expectations for the Educational Master Plan.

4. **ACCREDITATION COUNCIL:**

   NO REPORT

5. **RESOURCE ALLOCATION COUNCIL:**

   NO REPORT

6. **COLLEGE COUNCIL:**

   NO REPORT

V. REPORTS

   **STUDENT SENATE**
MJC Academic Senate Legislative Analyst Report April 4, 2013 Submitted by Chad Redwing

I. Access to California Community Colleges Sharply Reduced

A new report published by the Public Policy Institute of California suggests that “California’s community colleges must develop new sources of revenue and find more cost-effective ways of delivering courses in order to bridge the gap between education supply and demand.” According to a recent Chronicle of Higher Education article, the report, “based on community-college reports and a survey last fall of more than 100 senior administrators throughout the system, found that unprecedented cuts in state support for community colleges from 2007 to 2012 had reduced access to education and sent enrollments plunging to a 20-year low. The cuts totaled $1.5-billion in 2011 dollars.” Although, Proposition 30 helped avoid systemic budget cuts, “the size of the increase pales in comparison to the size of the cuts in recent budgets,” the report says. “Among the solutions that others have proposed are consolidating community-college districts, enlarging class sizes, and providing more online courses, but the authors point out that each has its limits and pitfalls.” The report suggests that new fee scenarios have some potential: “A sliding scale or increase in fees that accompanies increases in grants could increase total revenues, hold low-income students harmless, and allow colleges to enroll more students.”

Read the entire article at:


II. The New University of California: AB 1306

A recent Chronicle of Education article explores AB 1306: “A bill being considered this month by the California Assembly would create a fourth division of the state's higher-education system that would provide no instruction and would issue college credit and degrees to any student who could pass a series of examinations.” AB 1306 was introduced by Assemblyman Scott Wilk (R). “It would create the "New University of California," an institution with no faculty and no tuition that, like the University of California, would be governed by a board of
11 trustees and one chancellor. The Assembly's Committee on Higher Education will consider the bill on April 23.”

“Under the legislation, the university would allow students to obtain the necessary knowledge and skills to pass the exams from any source, including paid courses, self-directed study, and massive online open courses, known as MOOCs. Once a student felt prepared, he or she would pay a fee to take an exam and, upon passing it, would receive academic credit. The student would earn a degree after obtaining "sufficient academic credit in prescribed courses."
Read more about AB 1306 at:

And

http://www.dailycal.org/2013/04/01/bill-proposes-fourth-state-university-system/ 2

III. Community Colleges Can Benefit from Alumni Relations

According to a recent Chronicle of Higher Education article, “Four-year colleges have long made a high priority of maintaining relationships with their alumni, who offer a durable source of support for their alma maters. That hasn’t been as much the case at two-year colleges, where even what constitutes an alumnus—someone who earned an associate degree? A guy who took a class once?—varies from institution to institution.”
The results of a new survey, conducted by the Council for Advancement and Support of Education, highlight “both the often feeble job that community colleges do in cultivating their alumni and the benefits for those that do it well.”
“According to data gathered from 133 institutions that responded to the survey, about 46 percent of community colleges dedicate only one full-time employee to alumni relations. At about 35 percent of colleges, that single employee works part time.”

IV. The State of Public Post-Secondary Education in California

A nice overview of the current state of public post-secondary education in California appeared in a recent New York Times editorial. The editorial states that “the same California State Legislature that cut the higher education budget to ribbons, while spending ever larger sums on prisons, now proposes to magically set things right by requiring public colleges and universities to offer more online courses. The problem is that online courses as generally configured are not broadly useful. They work well for highly skilled, highly motivated students but are potentially disastrous for large numbers of struggling students who lack basic competencies and require remedial education. These courses would be a questionable fit for first-time freshmen in the 23-campus California State University system, more than 60 percent of whom need remedial instruction in math, English or both.”
The editorial goes on to say that “the story of how the state’s fabled higher education system got to this point is told in a troubling analysis by the Public Policy Institute of California, a nonpartisan think tank. In simplest terms, the state has been de-emphasizing higher education spending for decades while shifting more money to other areas, most notably corrections. The net result is that despite growing demand, spending on higher
education over the last decade has declined by 9 percent while expenditures for corrections and rehabilitation have shot up by more than a quarter.

Read the entire editorial at: http://www.nytimes.com/2013/03/31/opinion/sunday/resurrecting-californias-public-universities.html?_r=3&

OUTCOMES ASSESSMENT WORK GROUP

NO REPORT

CURRICULUM COMMITTEE

Please note the following highlights from the April 2nd Curriculum Committee meeting:

✓ Fast track for placing courses in disciplines expires on May 1. The form can be found here: http://curriculum.comm.mjc.edu/disciplinesform.htm
  1. Fill out the form
  2. Gets submitted to Curriculum Specialist
  3. Upon approval is placed on consent agenda
✓ TMCS – 8 Approved, Kinesiology pending, Geology IGETC only
✓ Independent Study Course Outlines – Committee working on standardizing form and establishing policy with regard to independent study.
✓ No more TMC workshops this semester. There will be some offered in the fall (probably at Institute Day)
✓ Curriculum Review Matrix 2013-2018 found here:

  http://curriculum.comm.mjc.edu/Reports/MATRIX_FINAL_2013_02.05.pdf

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE

PDCC and FPDC Report, April 4, 2013

Professional Development Coordinating Committee, Faculty Professional Development Committee

PDCC Workgroup

Attachments

1. Action Plan to Create MJC Center For Professional Development Committee DRAFT
2. California Community Colleges Student Success Initiative Professional Development Committee Recommendations
MJC Center for Professional Development

The PDCC workgroup continues to refine its action plan. Currently the workgroup is aligning the plan with the CCCSSIPDC recommendations from the State Chancellor’s office. Although the MJC Action Plan was created before the recommendations were published, the PDCC is happy to see that the plan aligns well with the state recommendations. Keep in mind that the plan is still in DRAFT form. The PDCC is open to all comments and recommendations. If you have any, please give them to Eva Mo, or to anyone else on the PDCC committee.

Institute Day/Week

The Institute Day Committee is still looking for members and more importantly, it is looking for your ideas about what Fall Institute Day should look like. The PDCC will be sending out a survey in April. Please fill it out to help us shape a successful and meaningful Institute event.

Flex

The Faculty Professional Development Committee (FDPC) is currently working on revamping the system for flex workshop approval (not to be confused with independent flex approval processes that go through the dean). The intent is to create a rubric to make the process and criteria more transparent. However, because the State Chancellor’s office is currently working on updating flex criteria within the next few months, the FPDC will hold off in making major changes until the new criteria and recommendations are published. The FPDC recognizes that the current system needs an overhaul. In the meantime, the FPDC requests that all applications for flex workshop approval are submitted three weeks prior to the workshop event. As we rethink the approval process, the FPDC welcomes all comments and suggestions.

Please check out the PDCC website. This is a work in progress and the PDCC seeks your input.

http://pdcc.sites.mjc.edu/

Action Plan to Create

MJC CENTER FOR PROFESSIONAL DEVELOPMENT
by September 2014 (end of Title V)

NOTE: Italics identify Proposed Recommendations for Professional Development from the California Community Colleges Student Success Initiative Professional Development Committee.

- Prepare Executive Summary of PDCC action planning process and recommendations (GB, PK – April 3, 2013)
  - Present to PDCC at April 3 meeting
  - Continue with Program Review to create a Center for Professional Development (CPD)

- Meet with the President to present Executive Summary and identify executive team leader who will drive the Initiative. (PDCC Task Force – April/May 2013)
Recommendation #7 – Establish a strong leadership role for professional development in the Chancellor’s Office.

- Create a process for review and evaluation of a CPD plan that is supported by all constituencies (Chairs of representative groups – Fall 2013)
  - Resolutions created and approved by all constituencies.

Recommendation #4 – Include all employees in the Professional Development Program.

- Align the plan to create an MJC Center for Professional Development with college educational master planning
  - Include a business plan for the 1 – 3 years after the Center is open.
  - Continue process of creating fully functional virtual presence with web-based portal for PD activities.

Recommendation #1 Adopt a California Community College Professional Development Vision Statement.

Recommendation #3 – Require all colleges in the CCC system to participate in the CCC Professional Development Program for a minimum of 5 days.

Recommendation #8 – Establish a professional development virtual resource center through the Chancellor’s Office that will enable colleges to access high quality resources easily and cost efficiently.

- Seek resources to sustain the MJC Center for Professional Development
  - Include budget and plans for staffing (Director and support staff)

Recommendation #5 – Establish a CCC Professional Development Fund to support local colleges in the planning, coordination and implementation of professional development activities.

- Create a survey to identify professional development needs at MJC (PDCC and shared governance groups – Spring 2014).

- Create a dashboard of indicators for what will be accomplished once the Center is established (Barbara Adams, Spring 2014)
  - Centralized planning and cross-campus opportunities (Show results – what are the benchmarks? Statistics – numbers of trainings, involvement of each group, type of training)
  - Improved student success – what are the indicators?
  - Improved campus climate, morale, and motivation (Campus Climate Survey)
  - Campus-wide dissemination and reporting of PD activities by participants
  - Stronger connection with community, UCM, CSUS, K-12, and CCCCO.
  - Employment contract language includes requirement for ongoing PD.
  - Awards for employee development and excellence are showcased
  - Center houses support services for DE, technology, PD, leadership and diversity.
  - FLEX is moved to the CPD

Recommendation #2 – Change the name of the CCC Flexible Calendar Program to the CCC Professional Development Program

- Plan for opening of Center for Professional Development – Fall Institute Day 2014
  - Fully staffed, centrally located “sanctuary” for teaching, learning & professional development
  - PDCC becomes Professional Development Advisory Committee
Recommendation #6 – Establish a system-wide Professional Development Advisory Committee to work in conjunction with the Chancellor’s Office in providing leadership for professional development in the CCC system.

Report on the California Community Colleges Student Success Initiative Professional Development Committee Recommendations:

http://extranet.cccco.edu/Portals/1/ExecutiveOffice/Consultation/2013_agendas/March/attach_pdc_recommendations.pdf

ADMINISTRATION REPORT

NO REPORT

SENATE PRESIDENT’S REPORT

NO REPORT

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

The meeting was adjourned at 5:40 p.m.
DATE:        April 11, 2013
TIME:        3:45 PM – 5:30 PM
PLACE:       ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (APRIL 4, 2013)

III. ACTION/DISCUSSION ITEMS

A. New Business

1. Senate Rules/By Laws Revise
2. Institutional Review Board

B. Continuing Business

1. Hiring Prioritization
2. Facilities Council
3. Student Services Council
4. Instruction Council
5. Accreditation Council
6. Resource Allocation Council
7. College Council

IV. REPORTS

A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

Next Academic Senate Meeting: April 25, 2013
Members Present:  Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Bruce Anders (In place of Deborah Gilbert), Jennifer Hamilton, Jim Howen, Barbara Jensen, Deborah Laffranchini, Allan McKissick, Greg Hausmann (In place of Kevin Alavezos), Mike Morales, Chad Redwing, Lisa Riggis, Dorothy Scully, Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Layla Yousif

Members Absent: Bill Anelli, Kevin Alavezos, Eva Mo, Estella Nanez, John Zamora

Guests Present: Susan Kincade (Vice President of Instruction), Heather Townsend (Administrative Secretary for the Academic Senate)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was amended. Hiring Prioritization was moved before New Business Item 1.

M/S/C (D. Boley, P. Cripe) to amend the order of the agenda.

M/S/C (J. Hamilton, D. Laffranchini) to approve the agenda as amended.

II. APPROVAL OF MINUTES

The minutes of April 4, 2013 were amended. L. Yousif and J. Stevens were not present at the April 4, 2013 Senate meeting.

M/S/C (J. Hamilton, B. Anders) to approve the amended minutes.

III. CONTINUING BUSINESS:

1. Hiring Prioritization:

R. Stevenson went over the Instruction Council motions document from the April 9, 2013 council meeting. The document can be viewed at the following link:


R. Stevenson reported that he was presenting the faculty hiring prioritization motion and list from the Instruction Council to the Senate for discussion and a possibility of action. J. Todd added that he had met with the president two weeks ago regarding the process for hiring. He reported that we would have to pass a hiring prioritization that would go to the President and the College Council for discussion and/or approval. J. Todd noted that he would need a list of faculty members who would like to volunteer to sit on the hiring committees for the restoration and retirement replacement positions by April 22, 2013.
B. Shook shared a concern that certain departments have had retirements in the past which have never been filled. He said that those retirements may hurt a department more so than, for example, the Business Administration retirement that has happened this year. B. Shook was wondering why those past retirements are not being considered also as temporary hires? R. Stevenson said that the reason for this is that the retirements which have occurred most recently are a part of the budget for the next fiscal year. The retirements that have happened previously are no longer a part of the budget. R. Stevenson said that this is just a temporary one year solution to keep an instructor in the classroom. B. Shook said that when the final prioritization list is compiled, these positions will not end up on the list. He said that he thinks that these positions, after a year, will be grandfathered into the budget and move immediately to the top of the list as a priority.

D. Laffranchini added the criteria used by the deans to come up with the list. The following criteria were used:

1. Bottleneck
2. Impact Students
3. Cost Effective

A. McKissick moved:

Approval of the recommendation of the Instruction Council for hiring one-year full-time faculty FTES stabilization positions for the 2013-2014 academic year with the understanding that future permanent full-time positions should be filled according to a process in which the Academic Senate and YCCD agree. This motion does not alter our reaffirmation of Resolution FL-11C or our support for a full-time tenure track Library position.

M/S/C (A. McKissick, E. Dambrosio) to approve the motion.

Ayes 19
Nays 1
Abstentions 0

R. Stevenson added that he would like discuss faculty hiring over the summer or in the near future to come up with a new and more streamlined process. He also reported that he had discussed Resolution FL-11C with the Instruction Council.

A. McKissick reported that that the landscape version of the Program Improvement through Outcomes Assessment, Program Review, & Resource Allocation chart with noted edits was approved August 16, 2012 by the Academic Senate. A. McKissick noted that the IAC and AIE were mentioned within the chart. He also noted that the approved chart said the following:

The College Council receives final recommendations from the RAC. The President makes a final authorization of funding for prioritized resource requests. However, any budget recommendations with implications for Academic and Professional matters (e.g., faculty hiring prioritization or program suspension) will first be submitted to both the Academic Senate and the YCCD Board designee for review and collegial consultation. Each funded item is recorded in the system and the authoring unit is required to provide feedback on the
effectiveness of each item in a future PR cycle, thereby closing the loop on how Resource Allocations have influenced Institutional effectiveness.

J. Hamilton requested that this document be emailed for purpose of the minutes. The document/chart can be viewed at the following link:

http://outcomesassessment.sites.mjc.edu/documents/program_improvement_DETAILED.pdf

C. Redwing commented that we need to be proactive as faculty to begin working on a Resolution to ask the Board to find creative ways to incentivize people to make their retirements official earlier in the academic year. He said that even if these processes exist, we will go through these problems every single year if people retire in April. D. Laffranchini said that President Jill Stearns has brought this up in College Council. She said that Jill used an example from her previous college where a $5,000 bonus was given to those who announced their retirements in August for the next academic year.

B. Shook added that we need to revisit the Hiring Committee make-up rule. He said this would be a great opportunity to modify the rules to favor faculty in the Hiring Committee process.

IV. ACTION/DISCUSSION ITEMS

NEW BUSINESS:

1. Senate Rules/Bylaws Revise:

R. Stevenson explained the process when amending the Senate Rules and Bylaws. He said that when it comes to an amendment of the Senate Rules it is by simple majority and the amendment needs to be distributed to the members prior to the meeting where an amendment is finalized. He reported that the Bylaws require a first and second reading for an amendment, which takes at least two meetings.

The Senator’s reviewed the document, “Proposed Amendment to Senate Rules,” The document discussed the following:

4. Institutional Effectiveness and Planning Committee

To facilitate meeting the obligation of the District to rely primarily on the advice of the Academic Senate on accreditation issues, as well as mutually agree on institutional planning and budget processes, the Institutional Effectiveness and Planning Committee, a standing committee of the Academic Senate, makes recommendations to the Academic Senate and the College President including:

- Accreditation criteria for institutional effectiveness
- College processes for institutional planning and budget
- Program review
- Student Learning Outcomes (SLO’s)
- Evaluation and assessment of the college planning and budget process
J. Todd reported we currently have two committees under Academic Senate that we want to merge. One is called the Accreditation Institutional Effectiveness Committee (AIE) and the other is the Planning and Budget Committee (PBC). J. Todd wants to merge these two committees into one committee, the Institutional Effectiveness and Planning Committee. He would like to see this new committee meet at least once a semester or as needed. He said it will be nice to have a formal body that can make recommendations on accreditation, institutional planning and budget processes, program review, student learning outcomes and assessment and evaluation of our planning and budget process.

J. Hamilton moved to approve the proposed amendment to the Academic Senate rules.

M/S/C (J. Hamilton, D. Laffranchini) to approve the motion.

The proposed changes to the Bylaws are:

**Article VI. Executive Board**

**Section 1. Membership**

The Executive Board shall consist of the officers of the Academic Senate. (Refer to Article IV Sections 1 and 2). The President may also appoint up to three additional Executive Board members. These members must be Senators or Senate appointees from shared governance councils. Such appointments require ratification by a majority vote of the full Senate. Terms shall not exceed one year, however, the appointments are renewable and subject to ratification.

R. Stevenson read aloud the membership changes. J. Hamilton added that these changes are important for people who are on these councils but are not part of the Executive Board membership. These changes will help to give that direct link and accountability for being a Senate appointee to those committees.

J. Hamilton moved to approve the changes for a first reading.

M/S/C (J. Hamilton, P. Cripe) to approve the changes to the Bylaws as a first Reading.

Ayes 20
Nays 0
Abstentions 0

2. **Institutional Review Board:**

C. Redwing reported that YCCD Policy 48074, Human Subject Research Protection states that each college must have their own Institutional Review Board for projects that deal with human subjects in order to protect them. He announced that Columbia College does already have this in place but MJC does not. J. Todd reported that we have documentation, but it is not fully completed. L. Yousif added that she was part of the last Institutional Review Board and remembers that the document is not complete.
C. Redwing moved:

To Direct the MJC Academic Senate President to appoint and reaffirm faculty to serve on MJC’s Institutional Review Board in order to finalize MJC’s Human Research Protection procedures and review and approve applicable research projects.

M/S/C (C. Redwing, L. Yousif) to approve the motion.

CONTINUING BUSINESS:

1. FACILITIES COUNCIL:

   NO REPORT

2. STUDENT SERVICES COUNCIL:

   B. Shook reported that the last meeting was a field trip to the West Campus where council members took the English, Reading and Math assessment tests. He reported that he felt the tests were very rigorous and if they are taken in the same day, it can be a long process. He announced that a Student Services Council meeting will take place tomorrow. The council members re-visited the priority registration procedures. B. Shook mentioned that Brenda Thames, the Vice President of Student Services, had asked council members how their constituents would feel about some type of priority registration given to merit scholarship students.

3. INSTRUCTION COUNCIL:


4. ACCREDITATION COUNCIL:

   NO REPORT

5. RESOURCE ALLOCATION COUNCIL:

   P. Cripe reported that the council had discussed the proposed parking fees. Becky Crow came to give a presentation. He said that the feeling, after listening to Becky’s report, was that there is a real serious money shortage. He said that a recommendation was made that as many groups as possible listen to the presentation as well.

   J. Hamilton moved to:

   At some future date, we invite Becky Crow to come and talk to us about the proposed parking fees as well as record the presentation for others to view.

   M/S/C (J. Hamilton, D. Laffranchini) to approve the motion.
6. **COLLEGE COUNCIL:**

   NO REPORT

V. **REPORTS**

   **STUDENT SENATE**
   
   NO REPORT

   **FACULTY REPRESENTATIVE TO THE BOARD** (position currently in process to fill)
   
   NO REPORT

   **FACULTY LIASION FOR PROGRAM REVIEW**
   
   NO REPORT

   **LEGISLATIVE ANALYST**
   
   NO REPORT

   **OUTCOMES ASSESSMENT WORK GROUP**
   
   NO REPORT

   **CURRICULUM COMMITTEE**
   
   NO REPORT

   **FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE**
   
   NO REPORT

   **ADMINISTRATION REPORT**
   
   NO REPORT

   **SENATE PRESIDENT’S REPORT**
   
   NO REPORT
VI. ITEMS FOR FUTURE AGENDAS

Dorothy Scully added that she would like the Senate and the Instruction Council to look at the plus/minus system again at MJC.

VII. OPEN COMMENTS FROM THE PUBLIC

J. Todd and J. Hamilton will be attending the Senate Plenary meeting in San Francisco next week. The April 18th Senate meeting has been moved to April 25, 2013. We will talk about the College budget process. The President and Vice Presidents have been invited to present.

VIII. ADJOURNMENT

The meeting was adjourned at 5:46 p.m.
ACADEMIC SENATE AGENDA

DATE: April 25, 2013
TIME: 3:45 PM – 5:30 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (APRIL 11, 2013)

III. GUEST PRESENTATION: Jill Stearns, Susan Kincade, Michael Guerra

IV. ACTION/DISCUSSION ITEMS

A. New Business

   1. Hiring Committee Appointments
   2. Spring Senate Plenary 2013

B. Continuing Business

   1. Hiring Prioritization
   2. YCCD Board Policy 7-8049
   3. Program Review Study Session
   4. Facilities Council
   5. Student Services Council
   6. Instruction Council
   7. Accreditation Council
   8. Resource Allocation Council
   9. College Council

V. REPORTS

A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

Next Academic Senate Meeting: TBD
Members Present: Kevin Alavezos, Chris Briggs, David Boley, Paul Cripe, Ellen Dambrosio, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Barbara Jensen, Deborah Laffranchini, Allan McKissick, Eva Mo, Estella Nanez, Chad Redwing, Bruce Anders (Replacement for Dorothy Scully), Burt Shook, Travis Silvers, Jim Stevens, Rob Stevenson, James Todd, Nancy Wonder, Layla Yousif

Members Absent: Bill Anelli, Mike Morales, John Zamora

Guests Present: Heather Townsend (Administrative Secretary for the Academic Senate), Paul Muncy (BBSS)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved without objection.

*M/S/C (J. Hamilton, B. Anders) to approve the order of the agenda.*

II. APPROVAL OF MINUTES

The minutes of April 11, 2013 were amended. B. Shook noted an inaccurate date on page two of the document. P. Cripe reported that his statement was not accurate in the minutes. P. Cripe asked that the minutes be edited to reflect the correct information.

*M/S/C (J. Hamilton, J. Howen) to approve the minutes as amended.*

III. COLLEGE BUDGET PRESENTATION (J. STEARNS, K. KINCADE, M. GUERRA):

J. Todd announced that due to a scheduling conflict the presentation will be rescheduled for a future meeting.

IV. ACTION/DISCUSSION ITEMS

NEW BUSINESS:

1. Hiring Committee Appointments:

   J. Todd announced the hiring committee appointments. They are outlined in the table below:

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Hiring Committee Appointees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice</td>
<td>Greg Hausmann Dale Hoagland</td>
</tr>
<tr>
<td></td>
<td>Kevin Alavezos Alternate: Nancy Sill</td>
</tr>
<tr>
<td>Economics</td>
<td>Curtis Martin John Zamora</td>
</tr>
<tr>
<td></td>
<td>Debi Bolter Alternate: Eva Mo</td>
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<tr>
<td>Geography</td>
<td>James Todd Bill Anelli</td>
</tr>
<tr>
<td></td>
<td>Nancy Sill Alternate: Richard Higginbotham</td>
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### ACADEMIC SENATE MEETING
### APPROVED MINUTES
### April 25, 2013

<table>
<thead>
<tr>
<th>Business Administration</th>
<th>Nancy Sill Linda Kropp</th>
<th>Kevin Alavezos Nancy Backlund (possible alternate or on committee)</th>
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<tbody>
<tr>
<td>Photography</td>
<td>Robert Stevenson</td>
<td>Brian Sinclair</td>
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<td>Tom Duchscher</td>
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<td>Speech</td>
<td>Todd Guy</td>
<td>Leslie Collins</td>
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<td>Jim Sahlman</td>
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<td>Lit/Lang</td>
<td>Christopher Briggs</td>
<td>Charles Mullins</td>
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<td>Janelle Gray</td>
<td>Shelley Circle</td>
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<td>ESL</td>
<td>Ruth Luman</td>
<td>Sara Berger</td>
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<td>Michael Akard</td>
<td>Jennifer Hamilton</td>
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<td>Math</td>
<td>Jaymes Michelena</td>
<td>Paul Cripe</td>
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<td>Dan Alcantra</td>
<td>Leticia Cavazos</td>
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<td>Director of Workforce Training and Development</td>
<td>Nancy Backlund</td>
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<td>Agriculture</td>
<td>Dale Pollard</td>
<td>Todd Conrado</td>
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<td>Gail Brumley</td>
<td>Amanda Schnoor</td>
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<td>Marlies Boyd</td>
<td>Mike Morales</td>
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<td>Bill Hobby</td>
<td>John Mendes</td>
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<td>Steve Amador</td>
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Discussion ensued regarding the amount of faculty members that can be appointed to a Hiring Committee. The YFA contract language was discussed regarding the total number of faculty members who can sit on a Hiring Committee. The YFA contract language says the following, “The selection committees shall consist of at least two full-time faculty members selected by the division/subject areas, and an appropriate administrator.”

J. Howen moved to approve the Hiring Committee appointees.

**M/S/C (J. Howen, A. McKissick) to approve the list of appointees.**

J. Todd mentioned that the Library position is not part of this list currently. He said that there is currently a question regarding where the funding is coming from for this position. A. McKissick asked if there was any jeopardy for the Library position. J. Todd said that a question about where the funding will be coming from and the exact job description. A. McKissick said that he is hearing concern.

Allan McKissick moved:

The Academic Senate President is directed to work with the librarians and all other appropriate parties to deal with any concerns that our library staff has about the hiring of the Library position.

**M/S/C (A. McKissick, B. Shook) to approve the motion**
It was announced that P. Mendez, Dean of Technical Education & Workforce Development, called one of the Executive Board members during the meeting to add faculty to the list of Hiring Committee appointees.

J. Hamilton moved to reopen the Hiring Committee appointments.

**M/S/C (J. Hamilton, P. Cripe) to approve the motion to reopen the Hiring Committee appointments**

J. Todd reported that the following people would like to be added to the Hiring Committee list. They are as follows:

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Hiring Committee Appointees</th>
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<tbody>
<tr>
<td>Fire Science</td>
<td>Jeff Beebe</td>
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<td></td>
<td>Sean Slamon</td>
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<td>Dave Cummings</td>
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</table>

A motion to amend the Hiring Committee list with the added Fire Science faculty appointees was made.

**M/S/C (J. Howen, B. Shook) to amend the approved Hiring Committee list.**

* Ayes 18
* Nays 0
* Abstentions 0

2. **Spring Senate Plenary 2013:**

J. Todd and J. Hamilton recently attended the Academic Senate for California Community Colleges Spring Plenary Session. J. Hamilton said that she attended a Legislative Analyst Report session about adult education which is being transferred from the high schools to community colleges. She reported that there is flexibility in the funding for adult education. J. Hamilton reported that all community colleges figure out what to do with the funds locally. She said that in 2009 these funds became flexible funds. J. Hamilton said that one example is that if you need more funding for busing, then you could move some of the adult funds over to pay for school buses and not necessarily dedicate all of the funds to adult education. J. Hamilton gave some statistics from DataMart to the group. She announced the following proposed reductions to non-credit instruction areas:

- Courses for older adults
- Health and safety courses
- Home economics

J. Hamilton announced proposed changes to basic skills:

- For English and ESL: Restrict credit instruction to transfer level and course work
- All course work below transfer level will be offered on a non-credit basis
- For Math: Restrict credit instruction to one level below transfer or higher
- All course work two levels below transfer or lower will be offered on a non-credit basis

J. Hamilton reported that the Academic Senate is currently addressing these proposed changes.
J. Todd reported that he attended a MOOCs (Massive Open Online Course) luncheon. On the surface these are great courses and may be better than something a community college could come up with given their low level of funding. J. Todd learned about the political issue of MOOCs. First there are issues with assessment, completion and the social nature of online classes. Second if UC, CSU and CCC use the MOOCs the more we may validate their courses, their system of credit and their revenue stream. He said that they could easily ask people to enroll in their quick certification of completion courses. This would take away from a degree received at a community college.

J. Todd reported that a few new disciplines at Senate Plenary were added to the list. They are the following:

1. Kinesiology
2. Chicano Studies
3. Health Education
4. Peace Studies
5. Pharmacy Technology

CONTINUING BUSINESS:

1. **HIRING PRIORITIZATION:**

   J. Todd reported that the Literature and Language Arts department have agreed through their shared governance process that they would like Reading and ESL added to the one-year temporary replacement list.

   B. Shook asked about the retiree positions that have never been filled and are still lingering. He said that this is a quick financial fix to restore FTES. He said that two possible things may happen. They will maneuver these positions into full-time tenure-track positions or they will shoot to the top of any hiring prioritization list that is developed.

   J. Todd reported that the Senate will come up with a hiring procedure by fall 2013. He also said that we may need a workgroup to look at bringing programs back or moving programs forward.

   P. Cripe called the question.

   **M/S/C (P. Cripe, K. Alavezos) to call the question on discussion**
   
   Ayes 18
   Nays 0
   Abstentions 0

   **M/S/C (B. Jensen, C. Briggs) to add Reading and ESL to the one-year temporary replacement list.**
   
   Ayes 18
   Nays 1
   Abstentions 0
2. **YCCD BOARD POLICY 7-8049:**

   J. Todd reported that J. Leamy, Columbia College Academic Senate President, said that this policy is a slam dunk. He said that we have until August to vote on this.

3. **PROGRAM REVIEW STUDY SESSION:**

   NO REPORT

4. **FACILITIES COUNCIL:**

   NO REPORT

5. **STUDENT SERVICES COUNCIL:**

   1. The discussion of merit/scholarship-based priority was tabled. It was decided that too many stakeholders were missing from the meeting to have a productive discussion.

   2. We reviewed our charge, role, and function.

   3. We discussed the process by which a student could petition for a change in their registration priority status (i.e. petitioning to have their priority reinstated after losing it).

      It was agreed that the petitions committee would handle these requests (possibly making a new form with which to do so). There was some concern re: the composition of the petitions committee, as at the moment it’s primarily staffed by volunteers (as opposed to having a more representative structure).

      The timeline for filing and responding to these petitions was also discussed. It was noted that it would probably take a semester for lost priority to be reinstated – by the time the petitions committee could meet the priority registration period might have ended.

   4. We discussed the possibility of combining summer and fall registration into one session in April, rather than having fall registration in July. No decisions were made. A number of reasons, pro and con, were discussed (e.g. better planning to meet FTE targets, students needing to pay all their fees at once, losing students over the summer months, etc.).

   5. We discussed the time waitlisted students have to add a course once they receive notification that a spot in the class has opened. It was suggested that we tighten the time frame from five calendar days to two business days. It was noted that long turnaround times slowed the auto-add process, but that shorter times would require waitlisted students to constantly monitor their e-mail.

6. **INSTRUCTION COUNCIL:**

   Introduction to Guiding Principles – 2nd Reading
Mike Adams led our Guiding Principles discussion. M/S/P

**Instruction Council Charge**
A discussion involving Distance Education’s relationship to this council included perceptions that Distance Education is a different modality of instruction so may not need special consideration in adding to the charge of this council, and an education unit belongs with Instruction. The Engaging All Voices document provides a relationship diagram of councils. Standing Committees should include who they report to in their charge. College Council is going to be taking up Engaging All Voices and make sure we are all on the same page.

A discussion about the inclusion of Budget Development as our responsibility revealed that there may be confusion why this council is dealing with budgets. It was recommended that we change “Budget Development” to “Instructional Budget Development”. Another change recommended was change “Enrollment management” (under the Council charge) to “Oversee enrollment management”. There will be overlap with Student Services. The overlap with other councils may cause confusion. Where are the lines we draw between them? There might be a recommendation to address this in a narrative of the critique of Engaging All Voices.

**Educational Master Plan – Discussion/Report**
James Todd was concerned that this will be of interest to the Accreditation Team in the fall. Because we are not meeting again until fall, James will find volunteers from Academic Senate to make them part of a workgroup or task force over the summer. Individuals from this council can participate as well. The task force would look at other models. How does Strategic Plan differ from Educational Master Plan? What is the driving force? What is short-range goal? Long-range goal? Colleges are required to have Educational Master Plan but not Strategic Master Plan. The question to be answered is “What is the purpose of the document?”

**Distance Education: Course Review Flowchart – First Reading**
**Distance Education Online Course Design Rubric – First Reading**
The rubric is not evaluative but is connected to course assignment because you look at this before the course even begins. This Rubric is intended to guide you through your first online course. This is voluntary for online instructors. This is strongly suggested that the completion of the Rubric be considered as Right of Assignment by Deans. Course assignment is complex.

ADA is a huge responsibility: Web pages need HTML tags to aid the visually impaired. We are recommending that our constituencies see this document and get feedback. We will ask Mike Smedshammer to respond to any questions for our second reading before making recommendations to College Council.
Online courses have an average 10% lower student success across all disciplines. To enhance the teaching and learning experience and help promote student success, MJC uses this process to assign online and hybrid courses to instructors who have not previously taught online.

New online courses are approved by Curriculum Committee for Technology Mediated instruction. Instructor completes online instruction training (see page 15 of the MJC DE Plan).

Instructor self-assesses course using Online Course Design Rubric.

In cooperation with the faculty member, a peer online instructor reviews the course and Course Design Rubric, providing feedback and suggestions as needed.

Division Dean reviews Course Design Rubric & course.

Dean assigns the Instructor to the course in the schedule.*

*In the event that a course needs further revision before being assigned to the class schedule, the Dean and Instructional Designer will work in cooperation with the faculty member to create an action plan.
7. **ACCREDITATION COUNCIL:**

C. Redwing reported that the Accreditation Council has not had quorum to conduct business in over a month. He noted that the Follow-Up Report is due in October. He said that this council in particular is not meeting their charge.

C. Redwing made a recommendation:
Send out an anonymous survey to everyone that sits on these councils to get some kind of informal evaluation of the councils.

8. **RESOURCE ALLOCATION COUNCIL:**

   The RAC made changes to their charter and sent the changes to the College Council for a first reading. They evaluated their performance this year as a council and discussed how best to meet next year’s challenges.

9. **COLLEGE COUNCIL:**

   NO REPORT

V. **REPORTS**

**STUDENT SENATE**

NO REPORT

**FACULTY REPRESENTATIVE TO THE BOARD** (position currently in process to fill)

NO REPORT

**FACULTY LIASION FOR PROGRAM REVIEW**

NO REPORT

**LEGISLATIVE ANALYST**

I. **AB 806 and the “Fifty Percent Law”**

Current state law requires that community college districts spend at least 50 percent of their general operational budget on salaries and benefits of faculty and instructional aides engaged in “direct classroom instruction.” The so-called “Fifty Percent Law” dates to 1961 and was enacted to promote class size reduction for K-12 and community colleges by allocating more funding to hire instructors. AB 806 would redefine the “50 Percent Law” so that additional expenditures could be counted as part of the required 50 percent of the general operational budget spent on instruction. Among the categories that would become allowable as part of the “50 Percent Law” calculations under AB 806 include:

- Counselors (full-time and adjunct)
- Librarians (full-time and adjunct)
- Faculty serving as program directors (e.g. EOPS, DSPS, Transfer Center, Internships)
- Department Chairs
- Tenure Committee Chairs
- Curriculum Committee Chairs
The Association of California Community College Administrators supports the bill and states that this bill would: “make some small but needed adjustments to keep the 50% rule in place but to modernize the definition of true costs directly associated to instruction and include them in the right side of the equation.” College of the Canyons, which also supports the bill, states that “many services that enhance student success fall outside the allowable 50% law expenditures, particularly counselors, and while the Legislature recognized the importance of counseling activities by passing SB 1456, it will be very difficult to implement under the funding constraints created by the 50% law.”

The California Teachers Association argues against the bill, saying it “will dilute the funding spent on classroom instruction, thereby providing a net gain to the amount of monies spent outside the classroom on administration and other purposes.” The Faculty Association of California Community Colleges (FACCC) also opposes the bill and states that “passage of this measure could actually limit the hiring of this corps and/or decrease the percentage of full-time faculty in a district. This is because unless a counselor or librarian is teaching a class, they do not produce Full-Time Equivalent Students, a calculation used by the state to determine funding levels per student.”

Read More at: http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201320140AB806

II. Lessons from California Reported by Dr. Harris at the AACC Meeting

During the annual meeting of the American Association of Community Colleges, Brice W. Harris, chancellor of the California Community Colleges, reported on how California Community Colleges have worked to improve the system’s completion rates at a time of enrollment pressures and budget cuts. Chancellor Harris mentioned some results of the recent “scorecards” published as part of the “student-success agenda.” Chancellor Harris suggested that the results are often “sobering” as 71% of students who were prepared for college completed a degree or certificate in six years, compared with just 41% of those who needed remediation.

“These are issues that people often don’t want to talk about in the light of day,” said Chancellor Harris. He also reported, according to a recent Chronicle of Higher Education article, that “among the recommendations the system came up with are mandatory early counseling in which students outline both education and career goals, dropping reliance on a single test to place students in remedial courses, and changing the registration-priority system to make room for new students and push slackers to the end of the line.”

Read More at: http://chronicle.com/article/Groups-Describe-Efforts-to/138731/

III. Amended SB 520 in Hearing this Week

California Senate Bill 520 would allow students to take online courses offered by private, post-secondary institutions and receive transfer credit within the public higher education system. Senate Bill 520, sponsored by State Sen. Darrell Steinberg, a Democrat who is president pro tem of the Senate, “calls for establishing a statewide platform through which students who have trouble getting into certain low-level, high-demand classes could take approved online courses offered by providers outside the state's higher-education system.” According to a recent Inside Higher Education article, the bill has been amended in the face of pressure: “Academic senate leaders from California’s three higher education systems uniformly opposed the measure...In particular, faculty representatives said they worry the plan would pass off untold thousands of students to for-profit companies -- companies that may not have proven their courses can pass muster. Faculty leaders expressed particular concern that oversight of the process would be left up to a nine-member faculty panel without the expertise to make important judgment calls.”
Last week, Democratic State Senate President Pro Tem Darrell Steinberg amended his bill to give oversight to administrators and academic senates in the three California systems, but there are still concerns that the amendments may not fully address faculty concerns.


OUTCOMES ASSESSMENT WORK GROUP

J. Todd reported that the Modesto Junior College Institutional Learning Outcomes (ILOs) have been developed recently over a three month process by several College students, staff and faculty. The ILOs, which are not finalized, will be announced in the Senate newsletter to the campus on Monday. They will be distributed for the College campus to read and provide input.

CURRICULUM COMMITTEE

Final meeting of the year was April 16, 2013.

Updates:

✓ There were no new additions to TMCs.
✓ Attached document indicated the number of courses reviewed in the last 5-year curriculum review cycle.
  o Note what has yet to be done for Summer ’13
✓ C-ID Fast Track about to expire. Make sure that your courses have C-ID attached (see curriculum website for instructions)

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE

E. Mo reported that the State Chancellor is working on new criteria for FLEX. Because of this, the Faculty Professional Development Committee has decided to hold off on any major changes. She said a FLEX rubric is in the works.

ADMINISTRATION REPORT

NO REPORT

SENATE PRESIDENT’S REPORT

J. Todd announced that this Senate meeting is the last meeting for R. Stevenson and E. Mo. J. Todd reported that things have shifted for faculty. He said that the Board members are recognizing that the faculty members are getting a lot of things done. J. Todd reported that we may meet over the summer but it will be minimal. He said that he will be working on a Senate handbook over the summer.
VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

The meeting adjourned at 5:35 p.m.
I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (APRIL 25, 2013)

III. CONSENT AGENDA:

A. Appoint Debra Bolter and Ruth Cranley to the Accreditation/Assessment Process Specialist Hiring Committee
B. Approve a One-Year Temporary Faculty Position in Counseling
C. Appoint Eric Ivory, Pam Crittenden, Alida Garcia and John Zamora to the Hiring Committee for Counseling
D. Approve Amended Minutes of April 4, 2013 (Minutes updated to reflect the word clarify only in A. McKissick’s motion on page 3)

IV. ACTION/DISCUSSION ITEMS

A. New Business
   1. Instructional Design Coordinator Full-Time Faculty Tenure Track Position
   2. Institutional Learning Outcomes (ILOs)

B. Continuing Business
   1. YCCD Board Policy 7-8049 (Second Reading)
   2. Senate By laws (Second Reading)
   3. Facilities Council
   4. Student Services Council
   5. Instruction Council
   6. Accreditation Council
   7. Resource Allocation Council
   8. College Council

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

Next Academic Senate Meeting: TBD
Members Present:  David Boley, Paul Cripe, Ellen Dambrosio, Debbie Gilbert, Jennifer Hamilton, Debbie Laffranchini, Eva Mo, Chad Redwing, Tina Giron, Jim Stevens, James Todd, Layla Yousif, Barbara Jensen

Members Absent:  Kevin Alavezos, Bill Anelli, Christopher Briggs, Jim Howen, Allan McKissick, Mike Morales, Estella Nanez, Nancy Wonder, Bruce Anders, John Zamora, Travis Silvers

Guests Present:  Heather Townsend (Administrative Secretary for the Academic Senate), Brian Sinclair (Faculty Liaison to the Board)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the order of the agenda

II. APPROVAL OF MINUTES

The minutes of April 25, 2013 were approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the minutes

III. CONSENT AGENDA

A. Appoint Debra Bolter and Ruth Cranley to the Accreditation/Assessment Process Specialist Hiring Committee and add Kathleen Ennis as an alternate.
B. Approve a One-Year Temporary Faculty Position in Counseling
C. Appoint Eric Ivory, Pam Crittenden, Alida Garcia and John Zamora to the Hiring Committee for Counseling
D. Approve Amended Minutes of April 4, 2013 (Minutes updated to reflect the word clarify only in A. McKissick’s motion on page 3)

M/S/C (J. Hamilton, B. Jensen) to approve the amended Consent Agenda

IV. ACTION/DISCUSSION ITEMS

A. New Business:

1. Instructional Design Coordinator Full-Time Tenure Track Position:

The Instructional Design Coordinator Full-Time Tenure Track position was recently announced as an open position by Human Resources. The Senate discussed why they were not initially involved in the process. J. Todd said that this announcement was somewhat of a surprise, noting that it was not discussed in any of the councils that he and Senate representatives have attended. Due to these circumstances, J. Todd said that faculty had contacted him regarding the issue of process regarding the announcement of this position. After doing some
research, he reported that the Senate did approve this position last year as a one-year interim position, and it was due to become a full-time position this year. The issue that faculty reported was one of proper process: the position should have been discussed in the new council structure, as well as reported to the Senate in the current academic year. J. Todd said he was not aware that this position was ready for an announcement as a full-time tenure track position, and that he had not signed the job announcement. For these reasons, he called this special Senate meeting to discuss how to proceed.

D. Boley said that this is not the right time to announce a full-time faculty position. He said that we should be doing interviews in April and not closing in May. D. Boley said that an applicant pool is a big deal. He said that this is a permanent position and could go on forever with the wrong person without the right pool of candidates.

C. Redwing said that he hopes that this is just a miscommunication regarding this position. J. Todd agreed about the difficult timing of opening a full-time faculty position this late in the year. He reported that he had to have a special meeting during the summer session, today, to approve this if the college were to proceed. B. Sinclair said that we need to look at the timing of these open positions during the year. He was also concerned with the pool of candidates due to the timing of the May announcement.

C. Redwing moved the following:

To approve the Instructional Design Coordinator Full-Time Faculty Tenure position while reaffirming that all full-time faculty positions should go through the Hiring Prioritization process and discussed in appropriate councils, including Instruction and College Council.

M/S/C (C. Redwing, L. Yousif) to approve the motion
Ayes 11
Nays 1
Abstentions 0

E. Dambrasio moved the following:

To approve a change to the Request to Announce form for faculty hiring. Change the “Academic Senate Rep” signature space to read “Academic Senate President or Designee.”

M/S/C (E. Dambrasio, J. Hamilton) to approve the motion
Ayes 12
Nays 0
Abstentions 0
2. Institutional Learning Outcomes (ILOs):

   J. Todd distributed the Modesto Junior College proposed Institutional Learning Outcomes documents. He also distributed the spring 2013 Student Learning Outcomes at Modesto Junior College document. The documents can be viewed at the following link:

   http://www.mjc.edu/facultyinformation/acadsenate/ilos_may14_2013final.pdf
   http://www.mjc.edu/facultyinformation/acadsenate/slospringpresentation.pdf

B. Continuing Business:

1. YCCD Board Policy 7-8049 (Second Reading):

   The YCCD Board Policy 7-8049 with suggested changes can be viewed at the following link:
   http://www.mjc.edu/facultyinformation/acadsenate/draft_response_8049academicsenates.pdf

   J. Hamilton moved to approve the YCCD Board Policy 7-8049 for a second reading.

   M/S/C (J. Hamilton, E. Dambrosio) to approve the YCCD Board Policy 7-8049 for a second reading
   Ayes 11
   Nays 0
   Abstentions 0

2. Senate Bylaws (Second Reading):

   The proposed changes to the Bylaws are:

   Article VI.
   Executive Board

   Section 1. Membership

   The Executive Board shall consist of the officers of the Academic Senate. (Refer to Article IV Sections 1 and 2). The President may also appoint up to three additional Executive Board members. These members must be Senators or Senate appointees from shared governance councils. Such appointments require ratification by a majority vote of the full Senate. Terms shall not exceed one year, however, the appointments are renewable and subject to ratification.

   J. Hamilton moved to approve the Senate Bylaws.

   M/S/C (B. Jensen, D. Laffranchini) to approve the Senate Bylaws
   Ayes 11
   Nays 0
   Abstentions 0
3. **FACILITIES COUNCIL:**

   NO REPORT

4. **STUDENT SERVICES COUNCIL:**

   NO REPORT

5. **INSTRUCTION COUNCIL:**

   NO REPORT

6. **ACCREDITATION COUNCIL:**

   NO REPORT

7. **RESOURCE ALLOCATION COUNCIL:**

   NO REPORT

8. **COLLEGE COUNCIL:**

   NO REPORT

V. **REPORTS**

   **STUDENT SENATE**

   NO REPORT

   **FACULTY REPRESENTATIVE TO THE BOARD**

   NO REPORT

   **FACULTY LIASION FOR PROGRAM REVIEW**

   NO REPORT

   **LEGISLATIVE ANALYST**

   NO REPORT
OUTCOMES ASSESSMENT WORK GROUP
NO REPORT

CURRICULUM COMMITTEE
NO REPORT

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE
NO REPORT

ADMINISTRATION REPORT
NO REPORT

SENATE PRESIDENT’S REPORT
NO REPORT

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

The meeting was adjourned at 5:00 p.m.
I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (May 14, 2013)

III. CONSENT AGENDA
A. Appoint John Zamora, Nita Gopal and Emily Malsam to the Instructional Design Coordinator Hiring Committee.
B. Appoint Layla Yousif to the Alternative Media Access Specialist Hiring Committee.
C. Appoint Barbara Jensen to replace Jennifer Hamilton on the ESL Hiring Committee.
D. Appoint Barbara Jensen to replace Charles Mullins on the Reading Hiring Committee.

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
   1. Facilities Council
   2. Student Services Council
   3. Instruction Council
   4. Accreditation Council
   5. Resource Allocation Council
   6. College Council
   7. Program Review
   8. Institutional Learning Outcomes (ILO) – 2nd Reading
B. New Business
   1. Fire Science Position
   2. Faculty Hiring Prioritization Taskforce Update
   3. ASCCC Curriculum Institute Update
   5. Institute Day/Week

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

Next Academic Senate Meeting: August 15, 2013
VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT
ACADEMIC SENATE SUMMER SPECIAL MEETING
APPROVED MINUTES
JULY 23, 2013

Members Present: Allan McKissick, Barbara Jensen, David Boley, Michelle Christopherson (Sub), Ellen Dambrosio, James Todd, Jennifer Hamilton, Jim Stevens, John Zamora, Kevin Alavezos, Layla Yousif, Mike Morales, Paul Cripe, Tina Giron

Members Absent: Bruce Anders, Chad Redwing, Christopher Briggs, Curtis Martin, Debbie Laffranchini, Estella Nanez, Eva Mo, Jim Howen, Lisa Riggs, Nancy Wonder, Paul Muncy, Robert Stevenson,

Guests Present: Andrew Campbell, Brian Sinclair (Faculty Liaison to the Board), Kathy Haskin (Administrative Technician for the Academic Senate), Korey Keith, Susan Kincade (VP of Instruction)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda was approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the order of the agenda

II. APPROVAL OF THE MINUTES

The minutes of May 14, 2013 were approved.

M/S/C (J. Hamilton, E. Dambrosio) to approve the minutes

III. CONSENT AGENDA

A. Appoint John Zamora, Nita Gopal and Emily Malsam to the Instructional Design Coordinator Hiring Committee.
B. Appoint Layla Yousif to the Alternative Media Access Specialist Hiring Committee.
C. Appoint Barbara Jensen to replace Jennifer Hamilton on the ESL Hiring Committee.
D. Appoint Barbara Jensen to replace Charles Mullins on the Reading Hiring Committee.

M/S/C (J. Hamilton, E. Dambrosio) to approve the amended Consent Agenda

12 Ayes
0 Opposed
0 Abstentions

IV. ACTION/DISCUSSION ITEMS

A. Continuing Business

1. Facilities Council – No Report
2. Student Services Council – No Report
3. Instruction Council – No Report
4. Accreditation Council – No Report

Next Academic Senate Meeting: August 15, 2013, 3-5 pm, Ansel Adams, Rm 206
5. Resource Allocation Council

K. Alavezos helped to introduce a graphic entitled “MJC Budget Development and Resource Allocation Process.” It was given by President Jill Stearns as a way to capture and visualize the budget and resource allocation process.

A. McKissick moved the Academic Senate President be directed to communicate with the College President, after the Academic Senate received the graphic entitled “MJC Budget Development and Resource Allocation Process,” and the Academic Senate looks forward to reaching mutual agreement with the President and the Board with regard to the Institutional Planning and Budget Development Process.

M/S/C (A. McKissick, M. Christopherson) to approve the motion.
12 yes
0 Opposed
0 Abstentions

6. College Council

Discussion took place regarding the graph “MJC Proposed Organizational Chart”. This is an Administrative Chart. It was brought to the forefront 3 new positions.

Under Vice President of Student Services, Director, which will help out with Senate and clubs, much as had been before the RIF’s.

Under Vice President of Instruction, Dean of Instructional Services, similar to the position that Tobin Clarke held, overseeing the Library and Distance Education now also coupled with the position that Antoinette Herrera held in Health Services, due to a part of the money is coming from that area. E. Dambrosio mentioned that the Library being under the Dean of Instructional Services make more sense not to be tied to Lit/Lang, as they have a large number of needs as the Library does.

Under Vice President of Instruction, Director of Fire Training Center, proposed as a Certificated Management position. This position was John Sola’s position. The union had an issue due to faculty supervising and evaluating faculty.

James noted that the mood of the room indicated that there was no strong opposition to the proposed chart.

7. Program Review and Assessment

James mentioned that he was been working with Curtis Martin on a draft for a new streamlined Program Review. Should have the first week of August. Deans have been asked for input of what kinds of data will help them make decisions. Drop dates and Student Success rates were discussed.

8. Institutional Learning Outcomes (ILOs) – 2nd Reading

J. Hamilton moved to accept the MJC Institutional Learning Outcomes, the motion was seconded.
The motion was discussed regarding the wording in the section “Creative, Critical and Analytical Thinking.”

J. Hamilton made a Friendly Amendment to accept the amendment with a motion to accept the MJC Institutional Learning Outcome proposed by a multi constituent group with the following minor modifications:

Under “Creative, Critical and Analytical Thinking,” the following minor change to the second statement:

- Develop and expand upon innovative ideas by analyzing current evidence and praxis, employing historical and cultural knowledge, engaging in theoretical inquiry, and utilizing methods of rational inference.

Under “Creative, Critical and Analytical Thinking” ILO, the following additional statement:

- Demonstrate the ability to make well-considered aesthetic judgments.

*M/S/C (J. Hamilton, E. Dambrosio) to approve the motion.*

12 Ayes
0 Opposed
0 Abstentions

a. New Business

i. Fire Science Position

The YFA, Technical Education Division, and College Administration have made a recommendation in regards to the Fire Science Instructor position becoming a Certificated Management position. The position has been almost exclusively run on reassign time, and the recommendation to change the position was run through Technical Education division’s shared governance process. The YFA has directly communicated with the Senate Exec and is also asking for this position shift. S. Kincade said the interest was for this person to be able to work with local partners year-round, go out and obtain/seek the funding, and collaborate with the Fire Science groups.

A. McKissick moved to approve the Fire Science position as a Certificated Management position.

*M/S/C (A. McKissick, B. Jensen) to approve the motion.*

12 Ayes
0 Opposed
0 Abstentions

ii. Faculty Hiring Prioritization Taskforce Update

The group has been discussing how the process will work with Academic Senate and the divisions. Timelines and incentives to announce retirements early have been discussed. Deans have been asked what categories they would like to have on an application sheet. By the Fall, we are trying to get everything in a standardized fashion. Hopefully by next meeting a draft will be done.
iii. ASCCC Curriculum Institute Update

J. Todd and J. Hamilton went to a Curriculum Institute and the big topic of conversation was Unit Values. The Thursday, of Institute week, Aug 22 at 10:00, he hoped a number of senators will be there to discuss Unit Values. Not to necessarily come up with a policy, but to open a discussion regarding Unit Values and courses, given the new State Mandates, new CID’s, new TMC’s, now called ADT’s and talking about it locally and at the State Senate. Need reps from areas to talk about it and get the conversation on the table. Would also like to discuss Student Success and Unit Values.


James spoke with Jill Stearns and she is very receptive to meeting with J. Todd and J. Hamilton to discuss this document. They are also developing an Academic Senate handbook that would go along with Engaging All Voices document. The idea of adding a senator to a few councils was also well received. The handbook would be a training manual for the Senate appointees so when they participate they are aware and understand the expectation of what it means to be a Senate appointee.

If interested for review you can go to the MJC website and under President’s Office, select College Council, select Documents and you will find the Engaging All Voices revised pages.

v. Institute Day/Week

A. McKissick moved to accept the preliminary agenda for Institute Week

M/S/C (A. McKissick, M. Christopherson) to approve the motion.

12 Ayes
0 Opposed
0 Abstentions

13 REPORTS

a. Student Senate

A. Campbell mentioned not much to report on. The new 2013/2014 Administration took office about a month ago. The Student Fireside Lounge was opened and appreciated the good turnout. Looking forward to working with Academic Senate.

b. Faculty Representative to the Board

B. Sinclair reported that he attended the last Board Meeting and it was uneventful and that he had a nice meeting with Joan and it seems to be going well, received positive feedback in regards to the Senate from Joan. He is reporting to the Board when he has meetings, for purposes of showing he is really doing his job, as there were concerns that the position wasn’t assessed.

He briefly went over what this position entails.

c. Legislative Analyst-Chad Redwing – No Report

Next Academic Senate Meeting: August 15, 2013, 3-5 pm, Ansel Adams, Rm 206
d. Outcomes Assessment Work Group (OAW)-James Todd

Already mentioned Outcomes.

e. Curriculum Committee-Jennifer Hamilton – No Report

f. Faculty Professional Development Committee and PDCC-Eva Mo – No Report

g. Administration Report-Susan Kincade

S. Kincade reported that Accreditation is done, and she has started a draft of subsequent change that the Accreditation Committee asked for. A large document was sent out, trying to catch us up from 2010 to present on everything we changed. A Set of Change is needed, so responding to what we have on the strategic plan, and will be submitting in September.

h. President’s Report – James Todd

Goals are: Meetings Aug 15, 29, Sept. 5, Sept 19, and then thereafter 1st and 3rd week of the month. Hope to discuss and pass Program Review, there will be an Assessment Draft Manual, Hiring Prioritization, would like to talk about governance doc, find out if handbook is working.

Next semester, meetings will still be in Ansel Adams 206.

Time for Aug. 15 meeting is 3:00 – 5:00 pm. Time for Aug. 29 meeting is back to 3:45 – 5:30 pm.

14 ITEMS FOR FUTURE AGENDAS

i. Institute Day/Week
ii. YCCD Board Policy 7-8049 (Second Reading)

15 OPEN COMMENTS FROM THE PUBLIC

None

16 ADJOURNMENT

The meeting was adjourned at 4:50 pm
ACADEMIC SENATE AGENDA

DATE: AUG. 15, 2013
TIME: 3:00 – 5:00 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS

II. APPROVAL OF THE MINUTES (July 23, 2013)

III. CONSENT AGENDA
A. Appoint Joseph Caddell and Mary Roslaniec to the Chemistry Instructional Support Specialist Hiring Committee.
B. Approve 2013-2014 Academic Year Temp. Full time Sociology position
C. Approve the appointment of Leta Love on two Classified Staff Screening Committees.

IV. ACTION/DISCUSSION ITEMS
A. Continuing Business
   1. YCCD Board Policy 7-8049 (Second Reading)
   2. Faculty Hiring Prioritization Taskforce Update
   3. ASCCC Curriculum Institute Update
   5. Program Review and Assessment
   6. Facilities Council
   7. Student Services Council
   8. Instruction Council
   9. Accreditation Council
   10. Resource Allocation Council
   11. College Council
B. New Business
   1. Institute Day Recognition
   2. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook

V. REPORTS
A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Eva Mo
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT

Next Academic Senate Meeting: August 29, 2013
ACADEMIC SENATE MEETING
APPROVED MINUTES
Aug. 15, 2013

Members Present: Allan McKissick, Barbara Jensen, Bill Anelli, Chad Redwing, David Boley, Deborah Gilbert, Ellen Dambrosio, James Todd, Jennifer Hamilton, Jim Howen, Jim Stevens, John Zamora, Kevin Alavezos, Layla Yousif, Mike Morales, Nancy Wonder, Travis Silvers

Members Absent: Bruce Anders, Christopher Briggs, Curtis Martin, Debbie Laffranchini, Estella Nanez, Eva Mo, Lisa Riggs, Paul Cripe, Paul Muncy, Tina Giron

Guests Present: Korey Keith, Brian Sinclair (Faculty Liaison to the Board), Kathy Haskin (Administrative Technician for the Academic Senate)

I. APPROVAL OF ORDER OF AGENDA ITEMS

Due to a couple of people needing to leave earlier than 5pm, J. Todd mentioned that #3 of Continuing Business (ASCCC Curriculum Institute Update) was to be passed for today. He suggested moving #2 of New Business to Item 3 of Continuing Business.

M/S/C (J. Hamilton, E. Dambrosio) Move to approve the order of the agenda items with that modification.

II. APPROVAL OF THE MINUTES

The minutes of July 23, 2013 were approved.

M/S/C (B. Jensen, E. Dambrosio) to approve the minutes

III. CONSENT AGENDA

A. Appoint Joseph Caddell and Mary Roslaniec to the Chemistry Instructional Support Specialist Hiring Committee.
B. Approve 2013-2014 Academic Year Temp. Full time Sociology position
C. Approve the appointment of Leta Love on two Classified Staff Screening Committees.

M/S/C (J. Hamilton, E. Dambrosio) to approve the amended Consent Agenda
12 Ayes
0 Opposed
0 Abstentions

IV. ACTION/DISCUSSION ITEMS

A. Continuing Business
   1. YCCD Board Policy 7-8049 (Second Reading)

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
J. Todd was almost certain that YCCD Board Policy 7-8049 had already been approved for a second reading. He found in prior minutes that it was on the agenda for a Second Reading. He wants to make sure that it was approved.

The document can be viewed in the following link.

http://www.mjc.edu/facultyinformation/acadsenate/boardpolicy7-8049.pdf

A motion was made to approve the YCCD Board Policy 7-8049.

**M/S/C (E. Dambrosio, A. McKissick) Move to approve the motion.**

15 Ayes
0 Opposed
0 Abstentions

2. Faculty Hiring Prioritization Taskforce Update

College Council asked J. Todd to chair a Taskforce for putting together hiring prioritization. J. Todd briefly explained the process, which was very fruitful and productive, and it included several meetings with faculty, deans and ASMJC present. The group is close to having a document to circulate. That document will be sent out for a first reading for the August 29th Academic Senate meeting.

3. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook.

A discussion took place regarding the Outcomes Assessment Workgroup (OAW) Charge and Membership.

Over the last 2 mo. there have been discussions about Program Review, Curriculum and Assessment. A small modification has come forward from the Outcomes Assessment Workgroup. The recommendation in the Charge from OAW is to include Deans and 1 faculty representative from every division, someone from the Curriculum Committee and the Accreditation Assessment Processor Specialist. That is the change in the Charge.

A. McKissick made a motion which was seconded (unknown) to adopt the Outcomes Assessment Workgroup (OAW) charge and Membership with additional language. “Ex-officio” was inserted after the word Dean on the 2nd page, and the Arts, Humanities and Communication division was added to the membership group. A discussion took place regarding the Deans, the place of the Deans in this workgroup and the word ex-officio and how it would or would not pertain.

E. Dambrosio would like to rule against the motion and keep the document as is, given that it seems to be the rule of the workgroup, with the exception of adding of Arts, Humanities and Communications to the OAW Membership. A. McKissick said due to the confusion he would like permission to withdraw the motion.

The document can be viewed at the following link:

http://www.mjc.edu/facultyinformation/acadsenate/oawchargeandmembership1.pdf

**Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206**
A motion was made to accept the Outcomes Assessment Workgroup Charge and Membership with the addition of Arts, Humanities and Communications faculty representative and Dean as members of the Outcome Assessment Workgroup.

**M/S/C (E. Dambrosio, J. Hamilton) to accept the Outcomes Assessment Workgroup Charge and membership with the addition of Arts, Humanities and Communications faculty representative and Dean as members of the Outcome Assessment Workgroup.**

14 Ayes  
0 Opposed  
1 Abstention (Allen McKissick)

The second item was also a recommendation from the OAW. The recommendation and graphic can be found and viewed at the following link:

[http://www.mjc.edu/facultyinformation/acadsenate/assessmentprcurriculum5yearcycle.pdf](http://www.mjc.edu/facultyinformation/acadsenate/assessmentprcurriculum5yearcycle.pdf)

The OAW has planned and discussed the best ways to schedule and incorporate Assessment with Program Review and Curriculum. This graphic and process represent the best alignment the OAW thought possible, considering the 5-year curriculum cycle already in place. There is a small shift in the schedule in assessment that was put into effect last semester, but it was decided that it was best to take one year off to do PLO, Program Review and Curriculum after 4 years of continuous assessment in between.

The proposal was the “CLO-PLO-GELO-ILO Assessment, Program Review, and Curriculum Five Year Cycle.” This will also be in the handbook that will be coming.

**M/S/C (J. Hamilton, D. Gilbert) move to accept the CLO-PLO-GELO-ILO Assessment, Program Review, and Curriculum Five Year Cycle.**

15 Ayes  
0 Opposed  
0 Abstentions


J. Todd, J. Hamilton and Jill Stearns met and have had productive and positive conversations.

One concern discussed was about representation on all the councils. The President agreed to having as many faculty as administrators on all the councils.

Another concern was the budget, the narrative of how the budget works. The President was working on a narrative about the budget.

The third thing discussed was incorporating a clear vision of Collegial Consultation and how it works at MJC between the Academic Senate and the Board/Designee. J. Todd was working on a narrative about Collegial Consultation. There was discussion about the Collegial Consultation narrative, the meaning, the principle and process.

The budget narrative did have some Collegial Consultation, and they worked hard to put more into it. It was a narrative of the $ (dollar sign) graphic that was brought forth at the last Senate meeting. The

*Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206*
President’s narrative would consider how different divisions through their shared governance make recommendations to council; then councils make recommendations to College Council about the Budget.

J. Todd commented that what is written now has had Collegial Consultation throughout the process. Anything having to do with academic and professional issues is done in a manner where the Senate is regularly consulted collegially. J. Todd commented that the Senate is sending reps out as a faculty body, to vote on these councils, and give Senate input on these councils. J. Todd mentioned that what the Senate is looking for is to have as weighty of an input as possible on the budget and to be part of a collegial consultation when it concerns academic and professional matters. If we exercise our right to go to the Board and make a different recommendation, that is what is afforded in Title V.

Academic Senate wants everyone to know before something is sent out what areas have been talked about. The governance document will be on the agenda for the first Senate meeting of the academic year, and it is hoped that some language will go out to constituent groups, including a narrative on the budget, a narrative on Collegial Consultation, and changes to the membership.

The way Collegial Consultation was framed was: Senate is a faculty body and we have to have time to come back from councils, to report to Senate, to deliver the will of the Senate back to the councils. The President was very receptive to that. Further, Collegial Consultation has to happen at every level of this budget building process.

J. Hamilton is working on an Academic Senate Handbook and hopefully will have a draft to look at the first week of the semester.

5. Program Review and Assessment

J. Todd reported that Curtis Martin is finishing some work to make a proposal to the Senate and Instruction Council. The Program Review will reflect the recent 5-year-cycle modifications. Very positive discussions about this are taking place.

6. Facilities Council – Met, No Quorum
7. Student Services Council – No Report
8. Instruction Council – No Report
9. Accreditation Council – No Report
10. Resource Allocation Council

K. Alavezos reported that Resource Allocation Council approved spending approximately $150,000 from 2011 Program Review, a one-time request. Deans reviewed the list to make sure requests were still valid. It was brought to Council and the Council approved spending $99,000-$100,000. $50,000 is to be used for improvement of existing classrooms being updated to SMART classrooms.

11. College Council

There was some debate over some of the organizational chart, some questions about the New Dean position and the funding for it. There were questions how the money from a previous position can be spent. More information is coming.

The ILOs were approved with the changes.

Institute Day and Week schedule were approved. There are several Senate backed days that week.

*Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206*
The annual MJC Student Learning Outcomes and Assessment Day is slated for Tuesday, Aug. 20. That day will include an OAW meeting, an interdisciplinary discussion that will review assessment pilots of PLOs and GELOs, and an open workshop and training for faculty to do assessment modifications, including CLO or PLO changes.

On Wednesday the 21st, there will be an Accreditation update.

On Thursday the 22nd a Course Unit Values discussion will be held, and should be heavily attended by faculty, students, administrators and staff.

B. New Business

1. Institute Day Recognition

For Wes Page

A Proposed Resolution was read:

Whereas Wes Page has demonstrated the highest quality of service as a classified and certificated staff member for 42 years at Modesto Junior College,
Whereas Wes Page has volunteered countless work hours in support of campus programs including Athletics and the Performing Arts,
Whereas Wes Page has contributed his talent in support of numerous community service organizations,
Whereas Wes Page has performed acts of kindness for students, staff and community members,

Be it resolved that the Modesto Junior College Academic Senate hereby proclaims Wednesday, October 30, 2013 as Wes Page Day. On that day, the MJC Senate encourages campus community members to either to dress as their favorite Star Wars character, or to wear their favorite tie in honor of Wes Page’s retirement from the Yosemite Community College District.

Discussion took place regarding having Wes Page Day as Halloween, Oct. 31.

M/S/C (A. McKissick, E. Dambrosio) move to suspend the rules for the official Resolution.
0 Ayes
0 Opposed
0 Abstentions

M/S/C (C. Redwing, J. Hamilton) move to approve this with the fact that this resolution can be clarified and expanded with appropriate input from supervisors and colleagues to include years of service and positions held and explanation of Wes’ fascination with Star Wars.

15 Ayes
0 Opposed
0 Abstentions

2. Outcomes Assessment Workgroup Charge/Membership/Policy recommendations and Handbook

Due to time issues, this item was moved to the position of #3 of Continuing Business.

V. REPORTS

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
A. Student Senate

K. Keith mentioned that Columbia College had a retreat with ASO.

B. Faculty Representative to the Board – No Report

C. Legislative Analyst-Chad Redwing

C. Redwing reported that the California State Legislature has tabled consideration of MOOCs (Senate Bill 520) until at least 2014.

D. Outcomes Assessment Work Group (OAW)-James Todd

Already mentioned Outcomes.

E. Curriculum Committee-Jennifer Hamilton – No Report

F. Faculty Professional Development Committee and PDCC-Bill Anelli

B. Anelli reported that Institute Day is going ok.

Title V formed a committee and ranked and awarded grants for Fall 2013.

Title V’s last semester might be Spring 2014, and mentioned the last opportunity to apply for grants would be this fall for next spring.

G. Administration Report-Susan Kincade - No Report

H. President’s Report – James Todd

James Todd mentioned there will be a Senate/YFA faculty lunch on Friday, Aug. 23, and a lunch on Aug. 22 with FACCC CEO, Jonathan Lightman, which is open to all faculty.

Upcoming in the first two weeks of semester:

Faculty Hiring
Engaging all Voices – Budget Proposal
Updated Assessment Manual & Program Review

VI. ITEMS FOR FUTURE AGENDAS

Ready for move in February

VII. OPEN COMMENTS FROM THE PUBLIC

None

VIII. ADJOURNMENT

The meeting was adjourned at 5:15 pm

Next Academic Senate Meeting: August 29, 2013, 3:45-5:30 pm, Ansel Adams, Rm 206
DATE: AUG. 29, 2013
TIME: 3:45 – 5:30 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS (3:45 pm)

II. APPROVAL OF THE MINUTES (Aug. 15, 2013)

III. CONSENT AGENDA
A. Invite Vice Chancellor Victoria Simmons to address the Senate (3:50 pm)

IV. ACTION/DISCUSSION ITEMS

A. Continuing Business
   1. Program Review and Assessment (3:55 pm)
   2. Facilities Council
   3. Student Services Council
   4. Instruction Council
   5. Accreditation Council
   6. Resource Allocation Council
   7. College Council

B. New Business
   1. Engaging All Voices governance documents (4:10 pm)
   2. Faculty Hiring Prioritization Process (4:45 pm)
   3. Course Unit Value Discussion (5:05 pm)

V. REPORTS
A. Student Senate (5:15 pm)
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Bill Anelli
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC

VIII. ADJOURNMENT (5:30 pm)

Next Academic Senate Meeting: Sept. 5, 2013
Members Present: Allan McKissick, Barbara Jensen, Bill Anelli, Bob Droual, Catherine Greene, Chad Redwing, Chris Briggs, Curtis Martin, David Boley, Deborah Gilbert, Deborah Laffranchini, Ellen Dambrosio, Eva Mo, Haleh Niazmand (temp) James Todd, Jennifer Hamilton, Jim Howen, Jim Stevens, John Zamora, Kevin Alavezos, Layla Spain, Lisa Riggs, Mike Morales, Tina Giron, Travis Silvers

Members Absent: Andrew Campbell, Estella Nanez, Paul Cripe

Guests Present: Mike Adams, Theresa Stovall, Andrew Hayes, Derek Cowell, David Seymour

I. APPROVAL OF ORDER OF AGENDA ITEMS (3:45 pm)

M/S/C (J. Hamilton, E. Dambrosio) Move to approve the order of the agenda items
22 Ayes
0 Opposed
0 Abstentions

II. APPROVAL OF THE MINUTES (Aug. 15, 2013)

The minutes of Aug. 15, 2013 were approved with changes.

M/S/C (E. Dambrosio, J. Hamilton) Move to approve the minutes of Aug. 15, 2013 with changes
22 Ayes
0 Opposed
0 Abstentions

III. CONSENT AGENDA

A. Invite Vice Chancellor Victoria Simmons to address the Senate (3:50 pm)

M/S/C (E. Mo, K. Alavezos) Move to approve the Consent Agenda
22 Ayes
0 Opposed
0 Abstentions

IV. ACTION/DISCUSSION ITEMS

A. Continuing Business

1. Program Review and Assessment (3:55 pm)

Over the summer J. Todd, C. Martin and S. Kinkade discussed producing a Program Review Template and Philosophy Statement and bringing it to Academic Senate. At the last senate meeting a 5 year Program Review Cycle was approved. They are now in the stages of building a philosophic statement and a manual that will come hopefully over the next month. Hopefully a study session can be planned within the next couple of weeks. If anyone would like to be involved in a study session about Program Review, please give us your names. This study session is to look over the template, and make suggestions to categories, due to Program Reviews will be beginning in November. The biggest challenge will be getting it correct in PRnet so the template looks right.

Next Academic Senate Meeting: Sept. 5, 2013
Curtis Martin mentioned that Program Review is central to all planning and strategic planning for the college. Program Review is the basis for almost every decision making. The document being worked on is based on what this Academic Senate already passed in 2007, approved by the Board of Trustees, approved by the College Council, updating it and putting it in the new cycle. This document is not much different than what was already approved. The data mentioned needs to be tweaked to include more meaningful data and this should be fairly quick work.

J. Todd mentioned that everyone did their Program Review last spring and need to be reviewed to close the loop and get feedback on them. All the Program Reviews will be reviewed across disciplines in the early part of this semester.
The Assessment portion is going to be left on as an action discussion item. Hopefully next week we will get you a copy of the Assessment Manual, which has been recommended by OAW, going to Curriculum and coming to the Senate.

2. Facilities Council – No Report
3. Student Services Council – No Report
4. Instruction Council – No Report
5. Accreditation Council – No Report
7. College Council – No Report

B. New Business
1. Engaging All Voices governance documents (4:10 pm)

M/S/C (J. Hamilton, C. Martin) Move to approve the Engaging All Voices governance document for a first reading.
22 Ayes
O Opposed
0 Abstentions

Discussion was open on the floor on a first reading.

J. Todd mentioned there were 3 kinds of changes in the document. There were additions of members to the councils. There would now be a 4th Academic Senate representative on College Council, an additional Academic Senate Rep on Instruction Council which would be given to the Library, an additional faculty member on Student Services Council for YFA and for Academic Senate and changes in the names on the Accreditation Council.

The 2nd item was a modification to what was “Decision-Making on Academic and Professional Matters”, became “Decision Making and Collegial Consultation”.

The 3rd item was a Resource Allocation piece added.

J. Howen made the point that Career and Technical Education tends to not be prioritized as high as other programs. He was concerned about the Hiring Rubric and how it was established. J. Howen wanted fairness for CTEs and small programs.

B. Sinclair made the point that many small programs have already been decimated on this campus. He would like to see something in the document that would give life back to small programs after many of them had been cut heavily.

After discussion concerning the points that were made by J. Howen and B. Sinclair, Curtis Martin called for the question.

M/S/C (C. Martin, E. Mo) Moved to approve the Call for the Question

Hands were counted to 18, which exceed 2/3rds.

M/S/C (C. Martin, E. Mo) Move to approve the Engaging All Voices governance document for a first reading.
A. McKissick made a motion that The Senate President is directed to discuss a Memorandum of Understanding (MOU) with the college president to develop a mutually agreed upon process for determining any academic program elimination occasioned by financial necessity. The intent was to inform discussion of Engaging All Voices.

More discussion took place about Program Viability policy.

M. Morales said since a motion was made after the main motion was passed, it has nothing to do with anything on the agenda items below, it will be out of order. The only thing to get it back in, if you were on the prevailing side, move to reconsider so you can put a vote back up on the previous one and have as an amendment.

M/S/C (A. McKissick, L. Spain) Motion was made that the Senate President is directed to discuss a Memorandum of Understanding (MOU) with the college president to develop a mutually agreed upon process for determining any academic program elimination occasioned by financial necessity.

21 Ayes
0 Opposed
1 Abstention – Jim Howen

2. Faculty Hiring Prioritization Process (4:45 pm)

If we approve this next week or get it through on the first reading, it would go to College Council.

M/S/C (K. Alavezos, K. Stevens) Move to approve the Faculty Hiring Prioritization Process for a first reading.

Discussion took place regarding this document.

M/S/C (J. Hamilton, E. Dambrosio) Move to approve the Faculty Hiring Prioritization Process for a first reading.

20 Ayes
1 Opposed
0 Abstention

3. Course Unit Value Discussion (5:05 pm)

Table Item B3 until next time

V. REPORTS
A. Student Senate – no report (5:15 pm)
B. Faculty Representative to the Board – no report
C. Legislative Analyst-Chad Redwing – no report
D. Outcomes Assessment Work Group (OAW)-James Todd – no report
E. Curriculum Committee-Jennifer Hamilton – no report
F. Faculty Professional Development Committee and PDCC-Bill Anelli – no report
G. Administration Report-Susan Kincade – no report
H. President’s Report – James Todd – no report

VI. ITEMS FOR FUTURE AGENDAS

VII. OPEN COMMENTS FROM THE PUBLIC – none

VIII. ADJOURNMENT adjourn 5: 34pm (5:30 pm)

Next Academic Senate Meeting: Sept. 5, 2013
ACADEMIC SENATE AGENDA

DATE: September 5, 2013
TIME: 3:45 – 5:30 PM
PLACE: ANSEL ADAMS ROOM 206 — WEST CAMPUS

I. APPROVAL OF ORDER OF AGENDA ITEMS (3:45 pm)

II. APPROVAL OF THE MINUTES (Aug. 29, 2013)

III. ACTION/DISCUSSION ITEMS

A. Continuing Business
   1. Engaging All Voices Governance Document (2nd reading) (3:50 pm)
   2. Faculty Hiring Prioritization Process Documents (2nd reading) (4:25 pm)
   3. Program Review and Assessment (4:50 pm)
   4. Facilities Council
   5. Student Services Council
   6. Instruction Council
   7. Accreditation Council
   8. Resource Allocation Council
   9. College Council

B. New Business
   1. Course Unit Value Discussion (5:00 pm)
   2. Elections (At Large, Adjunct At Large) (5:15 pm)

IV. REPORTS

A. Student Senate
B. Faculty Representative to the Board
C. Legislative Analyst-Chad Redwing
D. Outcomes Assessment Work Group (OAW)-James Todd
E. Curriculum Committee-Jennifer Hamilton
F. Faculty Professional Development Committee and PDCC-Bill Anelli
G. Administration Report-Susan Kincade
H. President’s Report – James Todd

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT (5:30 pm)

Next Academic Senate Meeting: September 19, 2013
Members Present: Allan McKissick, Barbara Jensen, Bill Anelli, Catherine Greene, Chad Redwing, Chris Briggs, Curtis Martin, David Boley, Deborah Gilbert, Deborah Laffranchini, Ellen Dambrosio, Eva Mo, James Todd, Jennifer Hamilton, Jim Howen, Jim Stevens, John Zamora, Kevin Alavezos, Layla Spain, Lisa Riggs, Mike Morales, Paul Berger, Paul Cripe, Tina Giron, Travis Silvers

Members Absent: Andrew Campbell, Bruce Anders, Christopher Briggs, Curtis Martin, Estella Nanez, Kevin Alavezos

Guests Present: Brian Sinclair (Faculty Liaison to the Board), Brian Greene, David Seymour, Derek Cowell, Linda Kropp (Sub), Mike Adams, Robert Stevenson, Ross McKenzie, Theresa Stovall (Sub)

I. APPROVAL OF ORDER OF AGENDA ITEMS

A motion was made and seconded to approve the Order of Agenda Items.

J. Todd wanted to move the President’s Report to the top of Continuing Business.

M/S/C (J. Hamilton, C. Redwing) Move to approve the order of the agenda items with the modification of moving the President’s Report to the top of Continuing Business.

18 Ayes
0 Opposed
0 Abstentions

II. APPROVAL OF THE MINUTES

J. Todd mentioned there are no minutes to approve at this meeting. Since the last meeting was just last week we will email those for review and approve them at the next meeting.

III. ACTION/DISCUSSION ITEMS

A. Continuing Business

1. President’s Report

At the last meeting there was some discussion on how to better incorporate small and large programs.

J. Todd wanted to mention that EAV and The Hiring Prioritization documents took months of collaborative work. Those that weighed in on this, whether they were deans or faculty were from both small programs and large programs. He tried on everyone’s behalf to negotiate as much as he could.

J. Todd wanted to mention what occurred since last week. The previous document declared that deans and faculty would do the hiring prioritization. J. Howen had asked if it could become a 2/3rds majority on whether or not a faculty replacement position could be overturned for the next year. The document was modified. The president is very invested in the council structure and it was proposed that Hiring Prioritization go to the Instruction Council. Deans would come to weigh in and talk about the positions and articulate why the divisions ranked in certain ways; deans would also inform the council about different kinds of data points.

Next Academic Senate Meeting: Sept. 19, 2013
J. Todd is well aware that different data sets can be read in multiple ways. There are positives to the document as it stands: the process includes collegial consultation, and the majority of the Instruction Council is faculty appointed by the Senate. In terms of early announced retirements, maybe the exact position isn’t replaced but it at least goes back to the division. What is on the table is something that the administration will agree to; he doesn’t know if they will agree to changes.

J. Todd mentioned that he hopes this document is read as much for the positives and negatives. If a “No” vote is received, a Hiring Prioritization process may not be in place this year. 1 year temps can be hired until this is locked down.

In terms of EAV, all eight areas brought to the President last year have been addressed in the current document.

Also, A. McKissick asked for a MOU, and J. Todd obtained one.

The MOU reads:

*The Academic Senate President and President of Modesto Junior College agree that establishing a college program discontinuance policy and procedure is a high priority. To that end, they agree to work collegially to draft a program discontinuance policy that relies on the governance structure set forth in Engaging All Voices and is consistent with the principles of collegial consultation defined in Board Policy 7-8049.*

There is a document that was created that is about Program Viability and also addresses discontinuance that could be broader. The issue is that it made it as far as College Council, but a signed document could not be located. If one was found that was signed, this MOU wouldn’t necessarily need to be signed.

2. Engaging All Voices Governance Document (2nd reading) (3:50 pm)

A motion was made and seconded (A. McKissick, J. Hamilton) to accept the Engaging All Voices Governance Document for a 2nd Reading.

There was a discussion held as the divisions voiced their opinions regarding this document.

A. McKissick mentioned that he would like to reword the motion to endorse the EAV Governance Document with an amendment to sign the MOU on program discontinuance.

**M/S/C (A. McKissick, P. Muncy) A motion was made to endorse the Engaging All Voices Governance Document with the amendment to sign the MOU on program discontinuance.**

18 Ayes
0 Opposed
0 Abstentions

**M/S/C (A. McKissick, J. Hamilton) A motion was made to endorse the Engaging All Voices Governance Document with the revision.**

18 Ayes
0 Opposed
0 Abstentions

3. Faculty Hiring Prioritization Process Documents (2nd reading) (4:25 pm)

A motion was made and seconded (B. Anelli, J. Hamilton) to accept the Faculty Hiring Prioritization Process Documents for a 2nd Reading.

A discussion was held regarding this document. Most of the divisions in attendance were in favor of this document; however, a few Senators asked about the possibility of waiting until the next meeting to vote. A. McKissick suggested that the Senate not postpone the vote.
C. Redwing suggested adding a clause that addresses replacement in cases of mortality and medical exigency.

He also suggested adding to the end of #11 “In the spirit of continuous quality improvement, the Hiring Feedback Report will be made available so that the Academic Senate may conduct a formal review of the Hiring Prioritization process to recommend improvements before the next cycle.”

C. Redwing offered a Friendly Amendment.

There was a motion and seconded (E. Mo, L. Kropp) to postpone the vote until the next meeting, Sept. 19.

P. Cripe made a Call to Question.

**M/S/C (P. Cripe, B. Jensen) vote on Call to Question, on whether to debate the motion on the floor.**

- If yes vote – no debate
- If no vote – would debate
- All in favor, Show of hands – it was 2/3rds.
- All Opposed – Show of hands - 3

**Motion to postpone vote until next meeting on Sept. 19.**

- All in favor of postponing this vote – with a show of hands, did not carry
- All Opposed – only simple majority

**Motion on the floor is B. Anelli’s motion to accept the document as is.**

A Friendly Amendment was previously offered by C. Redwing.

J. Howen moved and B. Jensen seconded to amend Page 3, 5A, last sentence, to read “The ranking of positions should be based on a broad account of college needs, **community and workforce needs**, and student success.”

Back to the motion to accept the document as is by B. Anelli, except for the amendments:

Add a clause that addresses replacement in cases of mortality and medical exigency.

At the end of #11 add – In the spirit of continuous quality improvement, the Hiring Feedback Report will be made available so that the Academic Senate may conduct a formal review of the Hiring Prioritization process to recommend improvements before the next cycle.

At 5A, the last sentence be revised to: The ranking of positions should be based on a broad account of college needs, **community and workforce needs**, and student success.

At #2, remove “augmented”, remove “described below” and remove “for consideration.”

P. Cripe made a Call to Question.

**M/S/C (P. Cripe, J. Hamilton) vote on Call to Question.**

- Yes vote – vote now
- No vote – extend debate
- All in favor, Show of hands – exceeds 2/3rds, carried.

**M/S/C (P. Cripe, J. Hamilton) vote to accept this document with a Friendly Amendment that B. Anelli has accepted.**

- 16 Ayes
- 2 Opposed – Linda Kropp, Eva Mo
- 0 Abstentions

4. Program Review and Assessment – next time (4:50 pm)

5. Facilities Council – No Report

Next Academic Senate Meeting: Sept. 19, 2013
6. Student Services Council – No Report
7. Instruction Council – No Report
8. Accreditation Council – No Report
10. College Council – No Report

B. New Business
   1. Course Unit Value Discussion (5:00 pm)

   J. Todd mentioned that he had talked to the President and had a good discussion. There are a lot of concerns across the institution. It might be to our advantage to have a Senate study session that invites people from high course unit value areas and administrators to explore pedagogical options or have a discussion about it. The discussion could be about what we are doing as an institution versus what other colleges are doing. It might be nice to have a discussion exploring different kinds of options or at least describing why we have the things we have in place.

   The President is willing to help. She is willing to put money towards going to visit other colleges, to exploring different kinds of pedagogies. This could be something that is discussed at the next meeting.

   2. Elections (At Large, Adjunct At Large) (5:15 pm)

   There is going to be an At Large and Adjunct At Large Senator election. The announcement will go out tomorrow. The nominations are due Wed., Sept 18th.

IV. REPORTS
   A. Student Senate – no report
   B. Faculty Representative to the Board – no report
   C. Legislative Analyst-Chad Redwing – no report
   D. Outcomes Assessment Work Group (OAW)-James Todd – no report
   E. Curriculum Committee-Jennifer Hamilton – no report
   F. Faculty Professional Development Committee and PDCC-Bill Anelli – no report
   G. Administration Report-Susan Kincade – no report

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC – none

VII. ADJOURNMENT

Adjourned at 5: 32 pm (5:30 pm)

Next Academic Senate Meeting: Sept. 19, 2013