



**ACADEMIC SENATE MEETING  
APPROVED MINUTES  
SEPTEMBER 3, 2015**

**Members Present:** Curtis Martin (President), Chad Redwing (Vice President), Bill Anelli (Secretary) Deborah Laffranchini, Allan McKissick, Belen Robinson, Bob Droual, David Chapman, Ellen Dambrosio, Eva Mo, Gail Brumley, Heidi Meyer (sub for Jacqueline Faris), Jim Howen, Jim Stevens, Kevin Alavezos, Lonita Cordova, Mike Adams, Lisa Riggs, Paul Berger, Shelley Circle, Tommy Ledesma (President of ASMJC)

**Members Absent:** Elizabeth David, Steve Amador

**Guests Present:** Al Smith, Andrea Craddock, Brenda Thames, Florida Arias, Hans Hauselmann, James Todd, Michelle Christopherson, Leticia Lasota (ASMJC) Michelle Vidaurri, Patrick Bettencourt, , Tracey Potts

C. Martin briefly reminded Senators of their role and responsibilities as Academic Senate Reps. Senators are to make sure their divisions receive all the information distributed at Academic Senate, and are consulted before they vote on Academic Senate action items. Senators' vote should generally reflect the will of their division.

C. Martin is committed to have two readings of resolutions and other action items that come through Academic Senate. The Chancellor's Office has placed some very unrealistic deadlines so there may be exceptions to that commitment. Other than those emergencies, President Martin is committed to sufficient, deliberate, and timely debates on issues. However, he reminded Senators that decisions also needed to be reached in a timely manner.

**I. APPROVAL OF ORDER OF AGENDA ITEMS**

**The Order of Agenda Items were passed with no objections.**

**II. APPROVAL OF THE MINUTES (April 30, 2015)**

A. McKissick suggested some minor corrections to the Apr. 30, 2015 minutes.

**There were no objections to the corrections and the Minutes of April 30, 2015 were approved.**

**III. CONSENT AGENDA**

1. Approve Summer Appointments  
(see attachment dated September 3, 2015)
2. Substantive Change Proposal for Respiratory Care
3. Substantive Change Proposal 2015 – Distance Education
4. Task Force on IRRD –Initiation, Revitalization, Reduction and Discontinuance – Chad Redwing

**The Consent Agenda was passed with no objections.**

**IV. ACTION/DISCUSSION ITEMS**

- A. New and Continuing Business
1. Election for Adjunct at Large (2 vacancies)

There are three candidates for this position – Andrea Craddock, Hans Hauselmann, and Duane Brooks. The top two candidates with the highest votes will get the position. R. McKenzie has agreed to run the election as he is familiar with YFA electronic voting process being used for this election. The election results will be announced at the October 1 meeting.

**M/S/C (A. McKissick, B. Droual) Move that the rules be suspended in this case to accept the two largest vote getters be given the two offices.**

Motion was approved by more than 2/3rds vote.

2. Election for Faculty Representative to the Board

C. Martin reported that M. Christopherson submitted her application months ago but nothing was able to be done because it required the vote of YFA, and the MJC and Columbia Academic Senates. YFA and the Columbia Academic Senate have already voted in favor of M. Christopherson. MJC Academic Senate is the last constituent to vote. C. Martin briefly went over the responsibilities of the position and the qualifications of the candidate.

**Vote was taken by acclamation of a single clap to elect Michelle Christopherson to the position of Faculty Representative to the Board.**

M. Christopherson gave a brief history of her 36 years at Modesto Junior College.

### 3. Faculty Diversity – Al Smith

Al Smith currently sits on Instruction Council, Student Success and Equity Committee, is faculty advisor for the Black Student Union (BSU), and is a proud single parent.

A. Smith stated his presentation began as a letter he previously wrote and shared with other faculty. Since then he was encouraged to make it public.

A. Smith read this letter to the Senate. The letter gave a brief history of himself during his time at MJC. He has been on committee after committee and participated and hosted on event after event all in the pursuit of student and faculty equity. When he was hired he was the first Black hired for full time academic instruction in 25 years. He shared his impression of the hiring history at YCCD. This institution still does not understand ethnic equity. There are not enough Black and Latino educators and educators with disabilities. For every disproportionately impacted group there is lack of faculty representation for that group. Student contact is the only indisputable way to increase productivity at the district as well as retention and successful outcomes for every student. If you cannot hire ethnic equitably you cannot provide student equity.

Discussion took place of what has happened and what could possibly take place to resolve the problem.

A. Smith handed out a Paper called Student Success & Equity: A Three-Tiered Approach, and there was a short discussion.

### 4. YCCD Contract Faculty Hiring Procedures Document Revision

Curtis Martin mentioned we are looking to revising this document. There will be a Task Force consisting of C. Martin, A. McKissick, W. Griffiths-Bender from Columbia College, K. Pritchard from HR and MJC Faculty. The document is outdated and will be coming to the Senate in October. This document needs to be in our meeting on October 29 for a 2<sup>nd</sup> Reading for approval and then on to the District.

M/S/ (A. McKissick, M. Adams) Motion to direct C. Martin to work with the other agencies on campus, the District and Columbia College, to form a committee to look for possible revisions on YCCD Contract Faculty Hiring Procedures Document for presentation to the Academic Senate.

A comment was made that, by law, this procedure must be agreed upon by Education Code between the Senates and the District. This document possibly needs revisions and strengthening. A brief discussion followed.

**M/S/C (A. McKissick, M. Adams) Motion to direct C. Martin to work with the other agencies on campus, the District and Columbia College, to form a committee to look for possible revisions on YCCD Contract Faculty Hiring Procedures Document for presentation to the Academic Senate.**

18 Ayes, 0 Opposed, 0 Abstentions

### 5. Instituting a Part Time Faculty Award

There was a vibrant discussion on the merits of having some form of official recognition of our adjunct colleagues. Senators agreed that we should first survey the adjuncts on this matter and then refer their recommendations to the Academic Senate.

#### 6. Academic Freedom in the Classroom

Academic Freedom is at the heart of an institution of higher education and bears repeating. Academic Freedom is outlined in the YFA Contract and in the Board policies. Faculty have enormous leeway of the materials they pick and how they organize their classes. There cannot be different rules for adjuncts or full time faculty. C. Martin referred to Article 34 of the contract which specifies what Academic Freedom is and that it does not differentiate between adjuncts and full time faculty.

#### 7. Faculty Handbook – Ellen Dambrosio

E. Dambrosio said that we have an old Faculty Handbook and was asked in the spring 2015 to look at it and found that it really needs an overhaul. She asked if it was really needed and handed out a short survey for feedback. She had previously thought it was for new faculty and in the discussion someone had mentioned they were not new and still wanted a handbook as a place to go for information.

Discussion took place that it be online and faculty could request a hard copy. It would be great to have a resource. B. Thames was asked if a Faculty Handbook is needed for Accreditation and said that it was not required, but could be used as evidence for Accreditation. The majority of the senators voted they would like to see a faculty handbook. E. Dambrosio requested feedback and suggestions on her survey form and to return to her.

### V. INFORMATIONAL ITEMS

1. SSSP Data, Assessment, Program Review, 15/16 Student Equity and SSSP Plan Timeline  
James Todd, Michelle Vidaurri, Florida Arias

Florida Arias, Dean of Student Equity and Student Learning, and Michelle Vidaurri, Interim Director for Student Access and Retention talked about the startup for the Student Orientation module for students. The Orientation Module will be accessible 24 hours a day, 7 days a week to make it easier for students.

M. Vidaurri, called it a jumping off point. They took Title V requirements, looked at best practices and the feedback collected in 2014 and tried to integrate all the components and put a basic outline together (sample was handed out). She requested suggestions, any additions or deletions and email her with these items. The target audience is new students. This will not be the only option, there will also be live orientations as well.

J. Todd mentioned Achieving the Dream meeting that will take place for the whole college; so staff can learn where the college is in terms of getting students through, what success and equity is in terms of the goals the state has.

J. Todd mentioned Program Review and Assessment. Each discipline will get an email if something is needed showing what is still needed, Program Review not done, GELO, or ILO not completed. Sept. 18 and 25 is an open workshop day to complete these items if help is needed, in a computer lab in Founders Hall.

J. Todd said Modesto Junior College was promised the Student Equity Plan Guidelines months ago; it arrived three weeks ago and is due with Board Approval to the California Community Colleges Chancellor's Office by November 23, 2015. Since Academic Senate will not have a meeting on November 5, that is the reason he will be getting it to Academic Senate October 15<sup>th</sup> and 29<sup>th</sup> as it needs to go to College Council for review and to the Board early.

Approximately \$100,000 is received for the Basic Skills Initiative. Last year it was decided to hire a Basic Skills coordinator and that is being done right now with part of the money. The rest may be tutoring, help fund First Time in College students, possibly things that came out

of the Retreat if funding is needed. This will be brought to Academic Senate on September 17 and October 1 for a 1<sup>st</sup> and 2<sup>nd</sup> reading. It is actually due to the Chancellors Office on October 1 and could be mailed that night after approval.

The Student Success and Support Program Plan and a non-credit plan is due on October 30 which does not require Board approval but requires Academic Senate approval. It is different than last time as it will be asked what is being done to improve your program from last year or data elements that need to be input. This will be coming to Academic Senate on October 15 and 29<sup>th</sup>.

J. Todd to work with C. Martin to schedule some workshops with people who would like to work on this. Possibly J. Todd can send out the draft prior to workshops for review. J. Todd could send out the draft with highlighted changes.

## **VI. REPORTS**

### **a. ASMJC Senate – Tommy Ledesma**

T. Ledesma, President of ASMJC, mentioned he wants ASMJC to be out an about, revamp and restart. There will be two events in the future to raise money for a food pantry. There will be a lunch, \$25 - \$35 with all proceeds going to the food pantry and attempting to have two comedians come to MJC in late October – early November with proceeds also going to the food pantry. T. Ledesma introduced Leticia Lasota as ASMJC advisor and mentioned that Bryan Justin Marks is the new Dean for ASMJC. Currently they are interviewing for eight vacant positions.

T. Ledesma offered ASMJC's help to Academic Senate.

- b. President's Report – Curtis Martin
- c. Legislative Analyst Report – Deborah Laffranchini
- d. Accreditation Council – Brian Greene – No Report
- e. Instruction Council – Deborah Laffranchini
- f. Facilities Council – Jim Howen – No Report
- g. Resource Allocation Council – Kevin Alavezos – No Report
- h. College Council – Curtis Martin
- i. Faculty Representative to the Board – Bill Anelli
- j. Curriculum Committee – Chad Redwing or Barbara Adams
- k. Distance Education Committee – Eva Mo – No Report
- l. Student Services Council – Ross McKenzie
- m. Faculty Professional Development Coordinating Committee and PDCC
- n. Outcomes Assessment Work Group (OAW) – No Report
- o. District Advisory Technology Committee – John Zamora

## **VII. ITEMS FOR FUTURE AGENDAS**

## **VIII. ANNOUNCEMENTS**

## **IX. OPEN COMMENTS FROM THE PUBLIC**

## **X. OPEN COMMENTS FROM SENATORS**

## **XI. ADJOURNMENT** Adjourned at 5:40 pm

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

CONSENT AGENDA

1. Approve Summer Appointments
  - A. Appoint Bonnie Hunt, Alan Roth, Chad Redwing, Janet Fantazia and Brian Greene to the Respiratory Care Baccalaureate Task Force.
  - B. Appoint to the Minimum Qualifications and Equivalency Committee: Rob Stevenson – Chair, Eileen Kerr, Chad Redwing and as an Alternate Milan Motroni.
  - C. Appoint Jenny Netto, Nathan Bento and Michael Schulze to the Administrative Technician Hiring Committee.
  - D. Appoint Noah Hughes, Suzanne Hulsey and Milan Motroni to the Instructor of Astronomy & Physics – Tenure Track 2015-16 Hiring Committee
  - E. Appoint David Ward, Bob Droual and Lisa Riggs to the Instructor of Anatomy/Physiology – Tenure Track 2015-16 Hiring Committee.
  - F. Appoint Barbara Adams to the Accreditation/Assessment Process Specialist Hiring Committee.
  - G. Appoint Lisa Riggs, Tania Adkins, and Kelly Butler to the Instructor of Nursing – MJC – Temporary 2015-16 Hiring Committee.
  - H. Appoint Shirley Buzbee, Amy Duffy and Eric Fischer to the Instructor of Medical Assisting – Tenure Tract – 2015-16 Hiring Committee.
  - I. Appoint Linda Stephan, Cheryl Williams-Jackson and Laurie Hatch to the Instructor of Child Development – 1 year Temporary – 2015-16 Hiring Committee.
  - J. Appoint Steve Miller, Bobby Hutchison and Melanie Berru to the Instructor of Political Science – Tenure Track Hiring Committee.
  - K. Appoint Nancy Sill, Shelley Akiona and Kevin Alavezos to the Instructor of Accounting – Tenure Track Hiring Committee.
  - L. Appoint Melanie Berru and Elizabeth Hondoy to the Associate Dean of Campus Life & Student Learning Hiring Committee.
  - M. Appoint Gerald Wray and Jeff Weaver to the Machine Tool Technology Hiring Committee.
  - N. Appoint Allan McKissick, Leslie Collins, Todd Guy and Curtis Martin to the Instructor of Communication Studies/Assistant Director of Forensics Hiring Committee.
  - O. Appoint Curtis Martin, Iris Carroll, Al Smith and Mike Smedshammer to the Dean of Equity & Student Learning Hiring Committee.
  - P. Appoint Erick Peterson, Susan Kerr, and Stephen Choi to the Instructor of Anthropology – Temporary 1 Year 2015 – 2016 Hiring Committee.
  - Q. Appoint Steve Amador to the Director of Center of Excellence Hiring Committee.

**AB 1010: Last amended April 27**

AB 1010 (Medina D) community colleges: part-time, temporary employees.

Status: 7/6/2015 – In committee: Referred to APPR. Suspense file.

Summary: Would require community college districts without a collective bargaining agreement with part-time, temporary faculty in effect as of January 1, 2016, to, on or after, January 1, 2016, commence negotiations with the exclusive representatives for part-time, temporary faculty regarding the terms and conditions required by the bill. The bill would specify

minimum standards for the treatment of part-time, temporary faculty to be met by community college collective bargaining agreements negotiated on or after January 1, 2016, that are not exempt, as specified.

Elements to be included in the agreement: (this is not a comprehensive list)

- Evaluation of part-time temporary hire will occur at least once every six semesters
- After six semesters of service, if there has not been a less-than-satisfactory evaluation during the previous six semesters, they are placed on a seniority list for each college that they have an assignment the seventh semester, seniority lists are by campus
- After Semester six (during semester seven) workload will be equivalent to assignment during semester six in the range of 60 – 67% of full-time equivalent load
  - For budget constraints, program needs or more contract faculty hires, reductions will occur first amongst part-time faculty that do not have seniority with rights to equivalent workload for 18 months
- Once placed on the seniority list, if a part-time faculty member receives a less-than-satisfactory evaluation, a second evaluation will be performed the following semester and if also less-than-satisfactory, they lost seniority rights and may be dismissed (all of these are subject to collective bargaining)
- All part-time faculty assignments are temporary, contingent on enrollment and fund, subject to program changes, with no reasonable assurance of continued employment

**AB 626: (April 13, 2015)**

- Would require expenditures of Student success and Support Program Funds to increase The ratio of full-time to part-time faculty under certain circumstances, support funding For part-time faculty office hours, and express the intent of the Legislature that the California Community Colleges Board of Governors work together with the Academic Senate for California Community Colleges and other relevant entities to establish Appropriate goals for a full- to part-time faculty ratio in noncredit education

There are several bills regarding accreditation:

- AB 404: Would add to the duties of the Board of Governors of the California Community Colleges by requiring it to conduct a survey of the community colleges, including consultation with representatives of both faculty and classified personnel, to develop a report to be transmitted to the United States Department of Education and the National

Advisory Committee on Institutional Quality and Integrity that reflects a systemwide evaluation of the regional accrediting agency based on the criteria used to determine an accreditor's status. This bill contains other related provisions and other existing laws.

- AB 1385 ordered for third read: would prohibit the accrediting agency from imposing a special assessment on community colleges to pay for the accrediting agency's legal fees for any lawsuit unless there has been an affirmative vote of the majority of the chief executive officers, or their designees, of all of the community colleges.
- AB 1397 California Community College Fair Accreditation Act of 2015 ordered for third read: The act would require that an appropriate percentage of each visiting accreditation team from the accrediting agency for the California Community Colleges be composed of academics, as defined: The bill would prohibit persons with conflicts of interest, as defined, from serving on a visiting accreditation team. The bill contains other related provisions and other existing laws.