



**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 29<sup>th</sup> 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 2<sup>nd</sup> 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>

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>

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***

4. Engaging All Voices – MJC Shared Governance Document Discussions and Academic Senate Handbook

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

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.

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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 21<sup>st</sup>, there will be an Accreditation update.

On Thursday the 22<sup>nd</sup> 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.***

***15 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

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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

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