



**ACADEMIC SENATE MEETING
APPROVED MINUTES
JANUARY 21, 2016**

Members Present: Curtis Martin (President), Steve Amador (Vice President/Parliamentarian), Bill Anelli (Secretary), Deborah Laffranchini (Legislative Analyst), Allan McKissick, Ashley Yu, Belen Robinson, Bob Droual, David Chapman, Elizabeth David, Ellen Dambrosio, Eric Ivory, Eva Mo, Hans Hauselmann, Jim Howen, Jim Stevens, Kevin Alavezos, Lisa Riggs, Lonita Cordova, Mike Adams, Pamela Kopitzke, Paul Berger, Shelley Circle, Teri Curtis, Tommy Ledesma (President of ASMJC),

Members Absent: David Seymour, Duane Brooks, Gail Brumley

Guests Present: Bradley Machado (Exec. VP – ASMJC), Michelle Christopherson (Faculty Liaison to the Board)

I. MINI LESSON – Steve Amador

S. Amador provided a mini lesson covering the Rules of Debate and also fielded questions. After the presentation, a discussion ensued about the time allotted in Robert's Rules for each speaker (2x10 minutes). However, given the limited number of meetings and large size of the MJC Academic Senate, it was agreed that the presumption going forward was to limit the allotted time for each speaker to three (3) minutes, and the ability to speak twice only if others had already spoken, and time allowed. It was also suggested that in order to afford more clarity to a debate each speaker identify their position on a matter before they spoke (I am in favor of (or against) this motion/resolution because...).

II. APPROVAL OF ORDER OF AGENDA ITEMS

M/S/C (M. Adams, B. Anelli) Motion to move up the ASMJC Student Report to the top of the agenda before the Consent Agenda. As there were no objections the motion was approved as amended.

III. APPROVAL OF THE MINUTES (December 3, 2015)

As there were no objections the minutes of December 3, 2015 were approved.

ASMJC Report – moved up from Reports.

T. Ledesma mentioned that in fall 2015, ASMJC fed 2,500 students. During the last three days 500 students were fed and are looking to feed 4000-5000 students in the spring 2016 semester. Six projects are in the works and another event will take place in about three weeks where they plan on feeding approximately 1,000 students at that time.

The announcement for caps and gowns being provided for graduates hopefully will go out by Monica Schortner and M. Christopherson, being on the Commencement Committee, will bring it up to the committee as how best to publicize that announcement.

Appreciation was given for the active participation of ASMJC on campus.

T. Ledesma introduced Brad Machado, ASMJC Executive Vice President, who will be attending Academic Senate with him.

IV. CONSENT AGENDA

1. Board of Trustees Policies and Procedures: 3225, 3435, 3560, 3720, 3820, 5030, 5040, 5050, 5110, 5130

A. McKissick requested to remove Policy #3435 from Board of Trustees Policies and Procedures and place as #7 on the Action and Discussion Items.

As there were no objections, the Consent Agenda was approved as amended.

V. **ACTION / DISCUSSION ITEMS**

A. New and Continuing Business

1. Vote for Executive 2016-2017 (Secretary, Parliamentarian, Legislative Analyst) - Election in January 2016

The Rules state if there are no contested candidates for the Executive positions they automatically are appointed. C. Martin chose to have a vote by acclamation of one clap for Shelley Circle as Secretary, Debbie Laffranchini as Legislative Analyst and Steve Amador as Parliamentarian/Vice President of Academic Senate. The Vice President position is for one semester, only as voted at the last meeting. While Steve could do the Curriculum Committee, he could not do College Council and Lonita Cordova stepped up to serve as a Senate representative at College Council.

Vote was taken by Acclamation = one clap, 0 Opposed, 0 Abstentions

2. Program Discontinuance Proposal Review

Curtis Martin mentioned this document, for the moment is for discussion only.

Discussion took place regarding possible modifications to the Program Discontinuance Proposal Review. C. Martin requested that suggestions and recommendations be forwarded to him. Jim Howen presented several written modifications to the Senate and Mike Adams delivered his suggestions to K. Haskin after the meeting.

3. Resolution F15-E: Assessment Exemption Proposal, 1st Reading (Early Placement in High School)

M/S (S. Circle, J. Howen) Move to approve Resolution F15-E: Assessment Exemption Proposal (Early Placement in High School) for a 1st Reading.

A short discussion took place in favor of the resolution.

M/S/C (S. Circle, J. Howen) Move to approve Resolution F15-E: Assessment Exemption Proposal (Early Placement in High School) for a 1st Reading.

23 Ayes, 0 Opposed, 0 Abstentions

4. Resolution F15-F: Multiple Measures Workgroup, 2nd reading

M/S (S. Circle, L. Cordova) Move to approve Resolution F15-F: Multiple Measures Workgroup, for a 2nd reading.

Discussion took place on the sixth "Whereas" regarding the Completion rates and an alternative was agreed to.

M/S (M. Adams, A. McKissick) Move to modify "Whereas #6" to read "*Completion rates for all students are higher at those institutions that use multiple measures*".

M/S/C (M. Adams, A. McKissick) Move to modify "Whereas # 6" to read "*Completion rates for all students are higher at those institutions that use multiple measures*".

23 Ayes, 0 Opposed, 0 Abstentions

M/S/C (S. Circle, L. Cordova) Move to approve Resolution F15-F: Multiple Measures Workgroup, as amended, for a 2nd reading

23 Ayes, 0 Opposed, 0 Abstentions

5. Resolution F15-G: Academic Support for Adoption of Faculty Learning Communities at MJC, 2nd Reading

M/S (B. Anelli, heard but unknown) Move to approve Resolution F15-G: Academic Support for Adoption of Faculty Learning Communities at MJC, for a 2nd Reading.

B. Anelli stated this is a faculty driven study group on reading the best literature on pedagogy otherwise known as SoTL (Scholarship of Teaching and Learning). The only basic requirement is that our readings be based on good scholarship.

Comments were made in favor of Resolution F15-G and a friendly amendment was offered by J. Howen in the BE IT RESOLVED THAT: to read "*The Academic Senate at MJC formally supports this pilot FLC and broadening this opportunity to all faculty*" and was accepted by B. Anelli.

M/S/C (B. Anelli, heard but unknown) Move to approve Resolution F15-G: Academic Support for Adoption of Faculty Learning Communities at MJC as amended for a 2nd Reading.

22 Ayes, 0 Opposed, 0 Abstentions

It was noted that E. Mo left at 5:10 pm, prior to this Discussion.

6. Senate Meeting Time (2:45-4:45 PM? or 3-5 PM?) A Discussion

Curtis stated if no objections, he would like to postpone until the next meeting. If time is available, it will be discussed this time. No objections.

7. Board of Trustees Policies and Procedures: Policy 3435

Allan McKissick mentioned Policy 3435 (Discriminations and Harassment Investigations is about Grievances and Complaints. It is more of a YFA issue, but could affect the way faculty teach. It could affect what you do in the classroom and the way you interact with students. It has been pulled from the Consent Agenda and is being discussed in YFA. This one and others have been pulled from the Consent Agenda and needs to be reviewed by College Council.

C. Martin mentioned there was a discussion in College Council about the meaning of putting something on the Consent Agenda. It was mentioned it should not go on the Consent Agenda due to it giving the impression that it is being approved. It is not to approve them but to be sent to the constituents for review.

The President said if Policy 3435 is on the Consent Agenda she would remove and put it as an Information Item to be taken to the constituents.

6. Senate Meeting Time

Discussion took place regarding having a two hour Academic Senate meeting and the reasons were due to the length of the agenda and the issues being discussed. Many times there is not enough time to give the items being discussed the amount of time needed. Suggestions were given as to the time frame, possibly adding fifteen minutes to the front or the back end of the current time frame.

M/S (A. McKissick, B. Robinson) Motion to extend the current meeting time fifteen minutes to 5:45 pm beginning with the next meeting.

Comments were made in favor of the extension in time frame and a suggestion was made to change the time to 3:30 – 5:30 pm.

M/S/C (A. McKissick, B. Robinson) Motion to extend the current meeting time fifteen minutes to 5:45 pm beginning with the next meeting.

18 Ayes, 4 Opposed, (D. Laffranchini, B. Droual, L. Cordova, K. Alavezos), 0 Abstentions

- A. ASMJC Senate – Tommy Ledesma – Moved up to before Consent Agenda
- B. President’s Report – Curtis Martin
- C. Legislative Analyst Report – Deborah Laffranchini
- D. Accreditation Council –Curtis Martin
- E. Instruction Council – Deborah Laffranchini
- F. Facilities Council – Jim Howen
- G. Resource Allocation Council – Kevin Alavezos
- H. College Council – Chad Redwing, Bill Anelli
- I. Faculty Representative to the Board – Michelle Christopherson
- J. Curriculum Committee – Steve Amador
- K. Distance Education Committee – Eva Mo
- L. Student Services Council – Ross McKenzie
- M. Faculty Professional Development Coordinating Committee and PDCC – Bill Anelli
- N. Outcomes Assessment Work Group – Nita Gopal (OAW)
- O. District Advisory Technology Committee – John Zamora

VII INFORMATIONAL ITEMS

C. Martin discussed that in President’s Cabinet on January 21, 2016 it was stated that MJC will not make the FTES target unless we roll over every single FTES in the summer. The effect would be that during fall 2017 we begin with close to 0 FTES rather than the 766 – 800 FTES that are usually used from summer classes. At President’s Cabinet it was also stated that although the state budget is good, MJC is in a struggle to meet its growth target. If MJC does not meet its 3% growth target it could mean a potential loss of up to \$1.6 million in augmentation provided by the district.

VIII. OPEN COMMENTS FROM THE PUBLIC

IX. ITEMS FOR FUTURE AGENDAS

X. ANNOUNCEMENTS - Next Senate meeting, February 4, 2016

XI. OPEN COMMENTS FROM SENATORS

XII. ADJOURNMENT - Adjourned at 5:45 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."

Legislative Calendar September 2015 – February 19, 2016

- September 11: Interim Study Recess begins
- January 1: Statutes take effect
- January 4: Legislature reconvenes
- January 10: Budget submitted to governor
- January 22: Last day for any committee to hear and report to the Floor bills introduced in their house in 2015. Last day to submit bill requests to the Office of Legislative Counsel.
- February 19: Last day for bills to be introduced

Santa Monica College Faculty v. Santa Monica Community College (Court issues victory for faculty)

- December 30, 2015:
 - SMCC District revoked “preferential status” of three part-time, temporary faculty, telling them they would not be reemployed in the future. The district gave them written notice that they had engaged in misconduct but they refused to provide evidence of the misconduct during the arbitration.
 - The district and its faculty entered into a collective bargaining agreement that grants part-time, temporary faculty who have taught at least five consecutive semesters a preferential reemployment status that can be revoked only upon “written notice” and upon a showing that the faculty member was “guilty of misconduct” as defined in the Education Code. At issue on appeal is whether a community college district’s authority to revoke a part-time, temporary faculty member’s annual reappointment rights is governed by section 87665 of the Education Code or instead by the terms of the collective bargaining agreement negotiated pursuant to section 87482.9. The court concluded that section 87482.9 controls where a district elects to revoke a faculty member’s reappointment right rather than terminate that faculty member. The court reversed the trial court’s order to the contrary, and reinstated the arbitrator’s awards for all three faculty members.

Accrediting Commission for Community and Junior Colleges (part of Western Association of Schools and Colleges – WASC)

- December 2015
- The National Advisory Committee on Institutional Quality and Integrity (NACIQI) has voted to adopt U.S. Department of Education staff recommendations for continued recognition of ACCJC, but limits ACCJC to six month extension.

Accreditation Council Report

By Brian Greene

January 13, 2016

Standards Chairs gave presentations on each of the Accreditation Standards as part of this month's Institute Day activities. Presentations included information about each of the Standards as well as shared the timeline for completing MJC's Self Evaluation Report ahead of our ACCJC site visit in October 2017. This semester the Standards Committees are working in concert with specific Councils to identify processes, practices and evidence that respond to each of the standards. Questions and comments about the accreditation process can be sent to Brian Greene or submitted via the comment box on the [Accreditation Council webpage](#).

Two other items of note:

- The January 14th Accreditation Council meeting was cancelled because a majority of members were unable to attend.

- MJC plans to send a group to the annual Accreditation Institute. This event is organized by the statewide Academic Senate and will be held in San Diego on February 19 and 20, 2016.

Academic Senate

Curriculum Committee Report

Submitted January 20, 2016

The Curriculum Committee

The Curriculum Committee met on Tuesday, January 12, 2106 at 2:40 PM for their regularly scheduled meeting and on Tuesday, January 19, 2016 at 2:40 PM for a special meeting.

- Committee Actions:
 - Reviewed and approved 17 course proposals (revisions, adoptions, inactivations)
 - 7 courses pulled, discussed at meeting, and approved
 - 2 courses pulled, discussed at meeting, and withdrawn by curriculum rep
 - Reviewed and approved 14 requisites requests (maintaining, requesting new)
 - Reviewed and approved 9 GE requests (maintaining, requesting new)
 - Reviewed and approved 20 DE proposals (maintaining, requesting new)
 - Reviewed and approved 2 materials fees requests (increasing, requesting new)
 - Reviewed and approved 8 program proposals (modifications, adoptions, inactivations)

Respectfully submitted,

Barbara Adams, Curriculum Co-Chair (Elected by Curriculum Committee)

IN SIGHT

MODESTO JUNIOR COLLEGE - OUTCOMES ASSESSMENT NEWSLETTER - JAN 2016

By Nita Gopal

Outcomes Assessment: A New Beginning

What's Going On with Outcomes Assessment this spring?

- Beginning Jan 22, eleven workshops have been scheduled for faculty to begin training in eLumen. **Link for the schedule:**
<http://www.mjc.edu/instruction/outcomesassessment/elumen.php>
- Faculty members who have fall 2015 data to enter need to attend at least one of the workshops offered to complete the assessment process.
- All full-time and part-time faculty who did not assess fall 2015 are also encouraged to attend and get acclimated with this new software.
- Faculty will get a chance to sign up/sign in and create assessments.
- OAW (Outcomes Assessment Workgroup) continues to meet every month to work through assessment issues and train in using eLumen.

How Do I keep up with Assessment-Related Information?

1. From the MJC home page (<http://www.mjc.edu/>), click on the Faculty & Staff link.
2. Click on "Outcome Assessment," which will take you to the Assessment site (<http://www.mjc.edu/instruction/outcomesassessment/>)
3. Here, you'll find the names of your reps and other information on outcomes assessment.
4. We'll keep renewing this site as assessment methodology evolves.
5. Also, watch out for assessment-related emails.

Did you know that the faculty role in eLumen requires just three steps? They are: 1) Log in 2) "Add" or create assessment 3) Enter student information (the roster is loaded before you begin), and of course—log out. No "mapping" is required by "Faculty."

A Simple Glossary

Outcomes Assessment: A process of evidence collection that reveals the extent to which a stated out-come has been realized.

Student Learning Outcomes (SLOs): A broad term used for the overall learning we, as a college, expect of our students. (See Page 4 of the MJC SLO Handbook:
http://www.mjc.edu/instruction/outcomesassessment/documents/slo_manual_2013.pdf)

Course Learning Outcomes (CLOs): Statements that express measurable results of student learning (including what a student will be able to do) at the end of a course. (See page 8 of MJC SLO Handbook:
http://www.mjc.edu/instruction/outcomesassessment/documents/slo_manual_2013.pdf)

Program Learning Outcomes (PLOs): Statements that express measurable results of student learning (including what a student will be able to do) after completing a program. (See page 18 of MJC SLO Handbook:
http://www.mjc.edu/instruction/outcomesassessment/documents/slo_manual_2013.pdf)

General Education Learning Outcomes (GELOs): Statements that express measurable results of student learning (including what a student will be able to do) after taking general education courses for transfer or a degree. (See page 28 of MJC SLO Handbook:
http://www.mjc.edu/instruction/outcomesassessment/documents/slo_manual_2013.pdf)

Institutional Learning Outcomes (ILOs): Statements that express measurable results of all-encompassing student learning (including what a student will be able to do) as a result of experiencing various aspects of the college, such as courses, programs, and student services. (See page 42 of MJC SLO Handbook:
http://www.mjc.edu/instruction/outcomesassessment/documents/slo_manual_2013.pdf)

Mapping (or Curriculum Mapping): A process that attempts to align the learning outcomes at the course level to broader/higher levels, such as program learning outcomes , general education learning outcomes, and institutional learning outcomes.

If you have time for some reading—

http://www.chea.org/alliance_publications/committing%20to%20quality-3rd%20edition.pdf