



**ACADEMIC SENATE MEETING  
APPROVED MINUTES  
MARCH 17, 2016**

**Members Present:** Curtis Martin (President), Steve Amador (Vice President/Parliamentarian), Bill Anelli (Secretary), Deborah Laffranchini (Legislative Analyst), Aishah Saleh, Allan McKissick, Ashley Yu, Belen Robinson, Bob Droual, David Chapman, David Seymour, Elizabeth David, Ellen Dambrosio, Eva Mo, Hans Hauselmann, Jim Howen, Jim Stevens, Kevin Alavezos, Lonita Cordova, Mike Adams, Pamela Kopitzke, Paul Berger, Shelley Circle, Angela Pignotti (sub for Teri Curtis), Theresa Stovall

**Members Absent:** Duane Brooks, Eric Ivory, Lisa Riggs, Mike Morales

**Guests Present:** Bradley Machado (ASMJC Exec. VP), Brian Greene, Eileen Kerr, Gabriel Tovar, Kerri Stephens, Michelle Christopherson (Faculty Liaison to the Board), William Holly

**I. MINI-LESSON**

S. Amador gave a brief Mini Lesson on Introduction of Motions and Amendments

**II. APPROVAL OF ORDER OF AGENDA ITEMS**

There was a motion to take #6 Resolution S16-F: Cycle of SLO Assessment of Action/Discussion Items and move to #1 of Action/Discussion Items.

After a brief discussion, #1 of the Consent Agenda, Resolution S16-A: Revision of YCCD Contract Faculty Hiring Procedures was postponed. There were no objections to the Order of the Agenda Items as amended.

**III. APPROVAL OF THE MINUTES (March 3, 2016)**

It was mentioned that three people from the March 3, 2016 meeting were not mentioned as attending: Theresa Stovall, William Holly and Gabe Tovar. Those names will be added to the unapproved minutes.

**The minutes were approved as amended with no objections.**

**IV. CONSENT AGENDA**

1. Board of Trustees Policies and Procedures: 3435, 3560, 6800, 6700, 6330, 5500, 5020, 5015, 5013, 5010, 4225, 4222, 4105, 4102, 4070, 4021, 6100, 6340

J. Howen requested to pull 3435 from the Board of Trustees Policies and Procedures for discussion. Policy 3435 will be placed at the end for discussion.

M. Adams, due to the Policies and Procedures Committee not being finished with them, moved to pull Policy 5500, 5020, 5015, 5013, 5010, 4225, 4222, 4105, 4102, and 4070.

The remaining policies to be approved are: 3560, 6800, 6700, 6330, 4021, 6100 and 6340.

2. Appoint Joseph Akpovi to the Instruction Council
3. Appoint Michael Schulze to Student Success and Equity Committee
4. Appoint Barbara Adams to Vice President of Student Services Search Committee
5. Appoint Rob Stevenson, Anne Martin, Alejandro Sabre, Erik Maki, and David Chapman to the Music Instructor – Conductor of Choral Activities & Vocal Studies Selection Committee
6. Appoint Jim Sahlman and Michelle Christopherson as Faculty Marshalls at Commencement.

**All those in favor of approving the Consent Agenda as amended.  
23 Ayes, 0 Opposed, 0 Abstentions**

**V. ACTION/DISCUSSION ITEMS**

- A. New and Continuing Business

#6 Moved up in order. Resolution S16-F: Cycle of SLO Assessment, 1<sup>st</sup> Reading

M/S (S. Circle, P. Berger) Motion to approve Resolution S16-F: Cycle of SLO Assessment, for a 1<sup>st</sup> Reading.

C. Martin mentioned this Resolution needed to be discussed first as it may have an impact on the other resolution.  
C. Martin mentioned previously that he would reintroduce a motion.

E. Kerr gave a presentation on our cycle of assessment, and discussed other potential options. Advantages and disadvantages of each new option were discussed in comparison to the present cycle. At the end of the presentation there was a robust and prolonged discussion about the different options, eLumen v. PRNet, accreditation and assessment, assessment and program review, workload issues, the usefulness and/or need for assessment, current issues with implementation and follow through of assessment, and incorporation of assessment into institutional planning.

C. Martin promised to include in the PowerPoint presentation the additional options presented from the Senate floor and send the revised presentation to senators for distribution and review among their constituents.

M. Adams proposed an amendment to the motion as follows.

M/S (M. Adams, A. McKissick) Move to strike the second and third Therefore's in Resolution S16-F: Cycle of SLO Assessment for a 1<sup>st</sup> Reading.

After discussion A. McKissick made an amendment to the amendment.

M/S (A. McKissick, S. Circle) Move in the first Therefore, third line, to strike everything after assessment data.  
M. Adams accepted as a "Friendly Amendment".

**Call to previous question** was called by J. Howen. Non-debatable, 2/3rds vote.

J. Stevens arrived prior to the vote.

24 Ayes, 0 Opposed, 0 Abstentions

Vote on Friendly Amendment to the Amendment took place.

**M/S/C (A. McKissick, S. Circle) Move in Resolution S16-F: Cycle of SLO Assessment, in the first Therefore, third line, to strike everything after assessment data.**

23 Ayes, 1 Opposed (D. Laffranchini), 0 Abstentions

**M/S/C (M. Adams, A. McKissick) Move to strike the second and third Therefore's in Resolution S16-F: Cycle of SLO Assessment with a Friendly Amendment.**

24 Ayes, 0 Opposed, 0 Abstentions

**M/S/C (S. Circle, P. Berger) Motion to approve Resolution S16-F: Cycle of SLO Assessment with amendments, for a 1<sup>st</sup> Reading.**

24 Ayes, 0 Opposed, 0 Abstentions

1. Resolution S16-A: Revision of YCCD Contract Faculty Hiring Procedures, 1<sup>st</sup> Reading – Postponed due to changes not provided as yet.

2. Resolution S16-B: Assessment Data and Faculty Evaluation, 2<sup>nd</sup> Reading

M/S (L. Cordova, B. Anelli) Move to approve Resolution S16-B: Assessment Data and Faculty Evaluation, for a 2<sup>nd</sup> Reading.

A comment against the motion was made.

**M/S/C (L. Cordova, B. Anelli) Move to approve Resolution S16-B: Assessment Data and Faculty Evaluation, for a 2<sup>nd</sup> Reading.**

23 Ayes, 1 Opposed (J. Howen), 0 Abstention

3. Resolution S16-C: Cycle of SLO Assessment and Program Review, 2<sup>nd</sup> Reading

C. Martin wanted to postpone until the outcome of S16-F: Cycle of SLO Assessment was made.

**M/S/C (J. Howen, S. Circle) Move to postpone Resolution S16-C: Cycle of SLO Assessment and Program Review, 2<sup>nd</sup> Reading to the next meeting.**

24 Ayes, 0 Opposed, 0 Abstentions

**M/S/C (Heard, but unknown, S. Circle) Move to adjourn.**

24 Ayes, 0 Opposed, 0 Abstentions

Adjourned at 5:45 p.m.

4. Resolution S16-D: Adoption of *eLumen*, 1<sup>st</sup> Reading
5. Resolution S16-E: Online Educational Resources, 1<sup>st</sup> Reading
6. Resolution S16-F: Cycle of SLO Assessment, 1<sup>st</sup> Reading – Moved up in order to number 1
7. Engaging All Voices: Survey Results and Governance Councils – A Discussion

## VI. REPORTS

- A. ASMJC Senate – Tommy Ledesma
- B. President's Report – Curtis Martin
- C. Accreditation Council – Brian Greene
- D. Legislative Analyst Report – Deborah Laffranchini
- E. Instruction Council – Deborah Laffranchini
- F. Facilities Council – Jim Howen
- G. Resource Allocation Council – Kevin Alavezos
- H. College Council – 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

- A. Program Review is due March 30<sup>th</sup>
- B. Fall and spring assessments due by end of Spring 2016 for courses scheduled in the cycle.

## VIII. OPEN COMMENTS FROM THE PUBLIC

### IX. ITEMS FOR FUTURE AGENDAS

1. Program Viability and Discontinuance

### X. ANNOUNCEMENTS – Next Senate meeting – April 7, 2016

### XI. OPEN COMMENTS FROM SENATORS

### XII. ADJOURNMENT

Accreditation Council  
March 10, 2016  
By Brian Greene

All four Standards committees are making progress towards completing the templates we're using as an initial step in the self-evaluation process. Initial drafts are due at the end of this month.

The DE Substantive Change Proposal has been revised to address an ACCJC request for additional information. The draft will go through the shared governance approval process before it's re-submitted to the Commission.

Brian served on an accreditation site team that visited LA Southwest College the week of March 7. This is part of the second round of site visits conducted under the 2014 Standards and yielded valuable insight into the process.

Faculty have had several questions regarding the ACCJC Standards. People are welcome and encouraged to contact members of the Accreditation Council or Brian Greene, Faculty Accreditation Chair, for help interpreting the Standards.

Instruction Council  
March 15, 2016

Prepared by Debbie Laffranchini

The meeting was a joint meeting of the Student Services Council and Instruction Council

- Curtis Martin provided a Program Review update
  - Program Reviews must be completed by March 30
- Educational Master Plan
  - The work group consists of Curtis Martin, Jenny Abbott, Brenda Thames, James Todd, John Zamora, Jennifer Hamilton, Nancy Sill, Kevin Alavezos
  - Brenda, Scott, and Brenda will create data sets
  - Planning “charrettes” (focus groups) will be conducted Fridays in April, time TBA
  - Two EMPs were provided: Canada College 2012 – 2017 and Lake Tahoe CCD 2011 – 2017
- Discussion on Accreditation Standard II

Legislative Analyst Report  
Prepared by Debbie Laffranchini

Academic Senate, March 17, 2016

**AB-2412 Community Colleges: Career Technical Education**

- Intent of the Legislature to enact legislation relating to workforce development and career technical education programs offered at campuses of the California Community Colleges.
- Introduced 2/19/16

**AB-2521 Community Colleges: Support for Students with Special Needs: Funding**

- Intent of the Legislature to enact legislation to fund personal, education, and Academic supports for students with special needs attending community colleges
- Introduced February 19, 2016

**AB-1741 California College Promise Innovation Grant Program**

- Multi-year grants to governing boards of CC districts to applications that satisfy The requirements
  - \$25,000,000 from General Fund to chancellor for allocation to CC districts
  - Partnering with one or more school districts to establish Early Commitment to College Program (ECCP)
  - Partnering with one or more school districts to support and improve high school student preparation for college through practices that may include small learning communities, concurrent enrollment, and other evidence-based practices.
  - Utilizing placement and student assessment indicators that include multiple measures of student performance, including grades in high school courses, overall GPAs, results from common assessments, and input from counselors
  - Providing each student who participates in CCP first semester at the community college tuition free
  - Providing students with access to full-time course schedules that include math, reading, and English courses
  - Providing outreach to students regarding the ADT and the CCC Transfer Entitlement Cal grant program
  - Partnering with regional CSU campuses to ensure guaranteed admission and seamless transfer for students who have successfully completed transfer requirements
- Support establishment of regional programs with the goals of increasing college Preparation, college access, and college success
- Amended March 15, 2016

Distance Education Report to Senate - March 14, 2016  
Senate reps on DE: Mary Silva, Iris Carroll, Eva Mo, Leslie Collins

1. MJC Single Portal project still on hold

DE members want to know what is holding up the portal project. Getting MJC a single portal as been in the works for about 7 year, and the committee wants to know why it seems to have stopped. It is understood that a single portal is high priority for the Tech task force, the Tech committee and the DE committee. This is in the DE Master Plan. Benefits include a single sign-in. Currently students have at least 5 different sign-ins, and faculty have 7 to 9 different sign-ins. Managing multiple systems with a single portal will facilitate the transitions of data gathering as well as getting the systems to talk to one another more effectively and efficiently. Last we heard, \$100,000.00 was earmarked for this (equity funds).

2. Canvas

All full time faculty will automatically get 8 "sandbox shells in canvas automatically. Disciplines that have a lot of different course offerings, keep in mind that you will need to "transfer" your courses from blackboard to Canvas by next year, ALL OF THEM. Ideally, at least half of the courses will be in Canvas by Fall, and the vast majority of them by Spring of 2017 (200 of the 300 OL classes offered each semester). There will be very little time for transference after Spring because there is only one Mike, and there are questions about how much time he can devote in the summer.

Currently, all faculty should have two sandbox shells to play with. To get to your shells, go to <http://rnodesto.instructure.com>

3. OL Evaluation Forms

We are working on revising the OL evaluation forms. If you have suggestions, email them to Mike.

4. DE Addendum Recommendations

We are working with the Curriculum committee to change the antiquated DE Addendum forms.

5. Tutors

There was a long conversation about getting students more help. It was suggested that maybe we can get our Student Success Coaches to help OL students in a face to face capacity. Some online students need more help. It was brought up that MJC offers more training for online students than the majority of California community colleges. We are the only ones to have typing and reading tests to help students decide if OL format is for them. We also have one of the most robust faculty training programs in the state.

Report from Michelle Christopherson, Faculty Liaison to the Board of Trustees

To: MJC Academic Senate and YFA Rep Council

March 16, 2016

1. At the February 24 District Council Meeting, I requested that the YCCD Board Policy and Administrative Procedures Committee link be made more open and accessible for all and that District Council would have two readings on policies and procedures. Chancellor Smith was open to these requests; she did say that it would take some time for the link to be changed. I will report when the change is made.

2. Also, at the February 24 District Council Meeting, we were given a Safety Presentation by John Black, Director of District Security, Compliance, and Emergency Preparedness. This was a shortened form of the presentation that will soon be made available to all YCCD employees. Safety procedures are important to all of us, and we all need information, especially as new procedures are discussed. I urge faculty to attend these presentations when they become available.

2. MJC Commencement is on April 29, and I would like to encourage all MJC faculty to attend. As you know, I have been working on a project to get loaner caps and gowns for MJC Faculty as a way of encouraging more participation in Commencement. I have learned that we already have around 25 caps and gowns that have been donated in the past and are being stored under the care of Anne Shanto, MJC Costume Specialist. The caps and gowns will be put on rolling racks and be available for check out in the Faculty Lounge on a first come, first served basis from **8 am to 5 pm, April 18-22**. The gowns should be dry cleaned and the regalia returned to the Faculty Lounge rolling racks during the week after graduation, **May 2-6**. Our YFA Secretary, Geri Wend, has an office is right near the Faculty Lounge, and she has kindly agreed to answer questions faculty might have when checking out or bringing back regalia.

Additionally, with the help of the MJC Foundation, a letter is going out from me to MJC retirees asking for donations of old regalia and/or money towards the purchase of more loaner caps and gowns. If any actual caps and gowns are donated this semester, they will be added to the ones we have and loaned out starting April 18. It is a little late for us to place an order this year since shipping time for the regalia is usually 6-8 weeks, so any monetary donations will be used to purchase loaner caps and gowns for use starting next year; my hope is we will have more loaner regalia to offer faculty every year.

If faculty are interested in buying their own regalia, there are two sites that I know of: <http://facultyregalia.com> and <http://www.gradshop.com/>.

I would like to thank the following people for helping with this project: Anne Shanto, Mike Sundquist, Geri Wend, and George Boodrookas.

Academic Senate

Curriculum Committee Report

Submitted March 9, 2016

The Curriculum Committee

The Curriculum Committee met on Tuesday, March 8, 2016 at 2:40 PM for their regularly scheduled meeting.

- Committee Actions:
  - Reviewed and approved 11 course proposals (revisions, adoptions, inactivations)
    - 1 course withdrawn at meeting
  - Reviewed and approved 3 requisites requests (maintaining, requesting new)
  - Reviewed and approved 7 local requirement requests (maintaining, requesting new)
  - Reviewed and approved 5 DE proposals (maintaining)
  - Reviewed and approved 3 program proposals (modifications, inactivation)

Respectfully submitted,

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

Student Services Council

February 26, 2016

By Ross McKenzie

Student Services Council held a joint meeting with the Instruction Council to hear a presentation from the folks at Achieving the Dream. This presentation was not as effective as it could be, since half the people in the room had heard the material before at other presentations.

We then spent the rest of the meeting talking about potential changes to the governance structure, since Instruction Council in particular has had great difficulty reaching quorum.