



**ACADEMIC SENATE MEETING
APPROVED MINUTES
October 6, 2016**

Members Present: Chad Redwing (Vice President), Shelley Circle (Secretary), Steve Amador (Parliamentarian), Deborah Laffranchini (Legislative Analyst), Aishah Saleh, Allan McKissick, Ashley Yu, Belen Robinson, Elizabeth Hondoy, Ellen Dambrosio, Ginger Charles, Jim Howen, Jim Stevens, Kevin Alavezos, Lisa Riggs, Mike Adams, Nathan Bento, Pamela Kopitzke, Paul Berger, Theresa Stovall, Tristan Hassell

Members Absent: Curtis Martin (President), David Seymour, Elizabeth David, Eric Ivory, Holly Nash Rule, Jennifer Macias

Guests Present: Alfonso Romero (Exec. Vice President of ASMJC), Nita Gopal

Others Present: Kathy Haskin

I. APPROVAL OF ORDER OF AGENDA ITEMS

M/S/C (T. Stovall, P. Kopitzke) Move to approve the order of Agenda Items.

21 Ayes, 0 Opposed, 0 Abstentions

II. APPROVAL OF THE MINUTES (September 22, 2016)

M/S (T. Stovall, E. Dambrosio) Move to approve the minutes of September 22, 2016.

J. Howen mentioned that under the Facilities Council Report, instead of drying trees it should state "dying trees" and at the last sentence "should they fall down" instead of it, since there were two trees.

M/S (A. McKissick, N. Bento) Move to amend the minutes to reflect, under the Facilities Council Report, there was discussion of faculty concerns about whether the decision to take out the Dawn Redwood Tree is premature and whether it was properly watered despite the permits taken out.

M/S/C (A. McKissick, N. Bento) Move to amend the minutes to reflect the above addition to the Facilities Council Report.

21 Ayes, 0 Opposed, 0 Abstentions

M/S/C (T. Stovall, E. Dambrosio) Move to approve the minutes of September 22, 2016 as amended.

21 Ayes, 0 Opposed, 0 Abstentions

III. CONSENT AGENDA

1. Board of Trustees Policies and Procedures: 5500, 3200, 3440, 3516, 3518, 3520, 3530, 3550, 3570, 3600, 3710, 3715, 3750, 3810, 3-8001,
<http://www.mjc.edu/governance/collegecouncil/minutesandagendas.php>
2. Appoint Rob Stevenson Faculty Co-Chair of Instruction Council.
3. Appoint Amanda Schnoor Ag Division representative to Instruction Council.
4. Appoint Curtis Martin, Co-Chair Program Review Workgroup.
5. Confirm Appointment for Daniel Schmidt to the SSEC for Lit/Lang

M/S/C (A. McKissick, J. Howen) Move to pull #1 from the Consent Agenda for discussion and placed in Senate Business.

21 Ayes, 0 Opposed, 0 Abstentions

No objections, the Consent Agenda was approved with #1 pulled for discussion.

IV. PUBLIC COMMENTS - None

V. REPORTS: *Due to time constraints and the volume of work before the Senate, regular reports of the Accreditation Council, Legislative Analyst Report, Instruction Council, Facilities Council, Resource Allocation Council, College Council, Faculty Representative to the Board, Distance Education Committee, Students Services Council, Faculty Professional Development Coordinating Committee, and District Advisory Technology Committee will be provided electronically as an appendix to the minutes. Issues that arise from faculty participation in these committees need to be brought for disposition to the Academic Executive before the publication of the agenda.*

a. ASMJC Senate

A. Romero briefly went over what has taken place so far this semester and what is in store for the Fall 2016 semester for ASMJC.

b. President's Report – Chad Redwing

C. Redwing went over Assembly Bill AB 1690 and the Senate Bill SB 1379 that was signed recently by the Governor and what it means for adjuncts. They now have some negotiating rights, the ability to collectively bargain aspects of their contracts with individual districts and a certain amount of seniority and protection around their evaluation cycles.

Districts that do not follow that regulation will lose student success funding for non-compliance.

Rights that were sought but removed were mentioned and adjunct office hours were lined out and their office hours are not mandated.

c. Outcomes Assessment Report – Nita Gopal

N. Gopal gave a brief report on bridge connections being made between Canvas, eLumen and CurricUNET for faculty to easily move between them. ELumen trainings are being offered online via ZOOM and the latest data has not been pulled yet.

VI. SENATE BUSINESS

A. Resolution F16-A: Faculty Satisfaction Survey Senate Task Force Academic and Professional Matters, 2nd Reading

M/S (T. Stovall, D. Laffranchini) Motion to approve Resolution F16-A: Faculty Satisfaction Survey Senate Task Force on Academic and Professional Matters, 2nd Reading

M/S (L. Riggs, G. Charles) Move to strike out, in the last THEREFORE, after the comma, "at which time the Task Force will be disbanded" and end with 2016.

An extensive discussion took place.

M/S/C (L. Riggs, G. Charles) Move to strike out, in the last THEREFORE, after the comma, "at which time the Task Force will be disbanded" and end with 2016.

21 Ayes, 0 Opposed, 0 Abstentions

M/S/C (T. Stovall, D. Laffranchini) Motion to approve Resolution F16-A: Faculty Satisfaction Survey Senate Task Force on Academic and Professional Matters as revised, 2nd Reading.

21 Ayes, 0 Opposed, 0 Abstentions.

Item #1 pulled from Consent Agenda for discussion.

1. Board of Trustees Policies and Procedures: 5500, 3200, 3440, 3516, 3518, 3520, 3530, 3550, 3570, 3600, 3710, 3715, 3750, 3810, 3-8001.

A. McKissick briefly described the procedural irregularity that took place at the Policies and Procedures Committee in regards to Policy 5500 and how it was handled. At the

June 6, 2016 Policies and Procedures meeting it was announced that it would not be discussed and would be forwarded to subject area experts without coming back to the Policies and Procedures Committee for final wording. No reason given.

M/S (A. McKissick, S. Circle) Motion that Resolved: The Academic Senate opposes the recent revision of Policy 5500, due to procedural irregularities.

There was a short discussion about insufficient due process with the Board regarding Policy #3435 from the last meeting and #5500, and a possible resolution to be drawn up in the future. Minor changes to the motion were suggested and accepted.

M/S/C (A. McKissick, S. Circle) Motion that Resolved: The Academic Senate opposes the recent revision of YCCD Policy and Procedure Policy 5500, due to procedural irregularities.

21 Ayes, 0 Opposed, 0 Abstentions

The remainder of the Policies are to remain pulled until the next meeting as they have not been reviewed yet.

20 INFORMATIONAL ITEMS

a. Fall and spring assessments due by end of Spring 2016 for courses scheduled in the cycle.

21 ITEMS FOR FUTURE AGENDAS: Program Discontinuance; Program Review *eLumen* pilot; Educational Master Plan; Curriculum Alignment between MJC and Columbia; Non-credit education; non-smoking campus; Guided Pathways; and Senate Bylaws and Rules Revision, Program Discontinuance, and Engaging All Voices.

22 ANNOUNCEMENTS – Next Senate meeting – October 20, 2016 – Library Basement, Room 55

23 OPEN COMMENTS FROM SENATORS

M/S (S. Amador, A. McKissick) Move to amend a motion previously passed in the September 22 minutes regarding the Policies and Procedures motion of #3435 by striking out “does not approve” and insert the word “opposed”.

There was a short discussion.

M/S/C (S. Amador, A. McKissick) Move to amend a motion in the September 22 minutes regarding the Policies and Procedures motion of #3435 by striking out “does not approve” and insert the word “opposed”.

21 Ayes, 0 Opposed, 0 Abstentions

24 ADJOURNMENT

M/S/C (M. Adams, S. Amador) Move to adjourn.

21 Ayes, 0 Opposed, 0 Abstentions

Adjourned at 4:51 p.m.

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."

From: Iris Carroll

DE Senate Representatives: Iris Carroll, Leslie Collins, Mary Silva, Vacancy

Date: September 25, 2016

- DEAC recommends that the committee has a Distance Education Senator. Even though DE is not a division, one third of MJC courses are taught online indicating a need for representation on the Academic Senate.
- Starfish portal – Mike lead a discussion of this new software that MJC is considering purchasing. It combines the ability to create online education plans with a robust early alert system. The big attraction for the software is that it includes stronger communication between intervention and the referring instructor. Martha Robles is coordinating this effort this fall. With Starfish, all instructors need to use Canvas to post grades because Canvas feeds directly into Starfish. The committee felt that we need clearer understanding of how these technology decisions are made and the process for prioritizing projects for implementation by IT. Columbia is interested in Elucian.
- Mike reported that he is considering developing a draft policy for faculty/student contact.
- The committee began developing goals for this year. We began by reviewing our membership and decided that we need a student representative, and more inclusive representative from all divisions. We will review our DE Plan at our next meeting and begin updating it.
- Mike reported that we now have a 24/7 help through Canvas.
- We created a subcommittee to look at the issue of Eadd card requests. Ryan Guy, Becki Ganes, Leslie Collins, and Shelly Circle will meet to outline a recommendation that we will forward to the Academic Senate and ultimately to College Council.
- Canvas Training is ongoing and migration is progressing well. See <
<https://www.mjc.edu/instruction/online/canvas.php>> for updates.
- Respondus Lock Down Browser. We are no longer using this browser and are considering replacing it with Proctorio.
- Due to gender identity issues we're experiencing some issues of identities in Canvas. If a student requests a name change in Canvas please let Mike Smedshammer know. He will make the required change and let the instructor know.

Student Services Council Report

9/30/16 Meeting

By Michael Girardi

FAFSA, October 1, 2016 is the new date for students to apply for Financial Aid for the 2017-18 academic year. In past years the date has been in January, so our Financial Aid Office has been sending out this new information via student email, since it is now three months earlier.

A work group is being organized to assist Undocumented Students.

The need to look at improving student assessment testing.

More representation is needed to serve on the SSC.