



**ACADEMIC SENATE MEETING
APPROVED MINUTES
September 20, 2018**

Members Present: Curtis Martin (President), Chad Redwing (Vice President), Andrew Kranzman (Secretary), Steve Amador (Parliamentarian), Hans Hauselmann (Legislative Analyst), Aishah Saleh, Annaliese Hausler-Akpovi, Austin Adams, Belen Robinson, Cheryl Mulder, Deborah Martin, Elizabeth Hondoy, Eric Ivory, Gisele Flores, Holly Nash-Rule, Jennifer Macias, Jim Howen, Kerri Stephens, Kevin Alavezos, Margaret Kingori, Noah Wilson, Rich Dyer, Rodolfo Andrade, Roger Smith, Stella Beratlis, Theresa Rojas, Theresa Stovall, Titiana Stovall, Tristan Hassell

Members Absent: Mark Robertson

Guests Present: Alexis Zaragoza (ASMJC Vice President), Allan McKissick (Faculty Liaison to the Board), Jennifer Zellet, Mike Smedshammer, Rob Stevenson, Steve Collins, Tina Giron

C. Martin commented that Interim President Steve Collins has been in multiple situations with the college and has been associated with the college for 61 years since 1957.

S. Collins commented that he was the third president of the Academic Senate when it was being just started and was surprised and pleased to receive a phone call from the Chancellor asking if he was interested in being Interim President. He wants to do all he can to support the work of the Academic Senate and MJC.

We thank Steve for his visit to the Academic Senate.

Alexis Zaragoza (ASMJC Vice President), was congratulated for being appointed to California Community College Board of Governors to be one of their two student representatives.

C. Martin welcomed back Annaliese Hausler-Akpovi from Literature & Language Arts, and welcomed Deborah Martin, from Science, Math and Engineering, Rich Dyer from Allied Health, and Gisele Flores from Family & Consumer Science for their first semester on Academic Senate.

C. Martin brought the campus course, "Knowledge is Power", an ASCCC Online Course on Participatory Governance once again to the attention of the Senate and also for the new Senators. The link was pointed out on the agenda and C. Martin briefly went over the reasons for taking this online course.

I. APPROVAL OF ORDER OF AGENDA ITEMS

There was a request to move the Guided Pathways report to right before the Guided Pathways – Schools, 1st Reading.

M/S/C (Th. Stovall, Ti. Stovall) Move to approve the Order of Agenda Items. As there was no objections, the Order of Agenda Items was approved.

II. APPROVAL OF THE MINUTES (April 26, 2018)

M/S/C (Th. Stovall, Ti. Stovall) Move to approve the minutes of April 26, 2018. As there was no objections, the minutes of April 26, 2018 were approved.

III. CONSENT AGENDA

- a. Appoint Claudia Ramirez, Joe Nomellini, Marcos Garcia, and Layla Spain to the FT Tenure Track Counseling Hiring Committee.

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- b. Appoint Tania Adkins, Kelly Butler, Laura DeFreitas, Jill Ramsey, Catherine Rasmussen and Marcos Garcia to the Instructor of Nursing positions (both Tenured and One Year Temp) Hiring Committees.
- c. Appoint Linda Stephan, Gisele Flores, Amy Carnahan Cook and Ariana Gonzalez to the Instructor of Child Development Hiring Committee.
- d. Appoint Tonya Robinson, Jennifer Macias, Janet Fantazia and Leta Love to the Instructor of Nursing/ADN Program Director Hiring Committee.
- e. Appoint Janet Fantazia, Jennifer Macias, Vie Champa and Kelly Butler to the Instructor of Nursing/CAN Program Director Hiring Committee.
- f. Appoint Curtis Martin and Demitri Keriotis to the OEI College Implementation Team.
- g. Appoint Andrew Hayes (PSYCHOLOGY/ANTHROPOLOGY/SOCIOLOGY), Anthony Frias (FACILITATOR), Belen Robinson (FACILITATOR), Ben Riley (FACILITATOR), Bill Hobby (AG) Kim Bailey (AG), Claudia Ramirez (FACILITATOR), Curtis Martin (HISTORY), Dana Hanlon (FACILITATOR), Debbie Gilbert (ENGLISH), Dimitri Keriotis (FACILITATOR), Erin Herold (ENGLISH/LIT/LANG), Gagandeep Dhaliwal (PHYSICAL SCIENCES), Gisele Flores (FAMILY/CONSUMER SCIENCE), Jim Howen (INDUSTRIAL ELECTRONICS/ELECTRICIAN/ELECTRO MECH/COMPUTER ELECTRONICS), Joe Nomellini (FACILITATOR), John Zamora (COMPUTER SCIENCE), Joseph Akpovi (LOGISTICS/SUPPLY CHAIN MANAGEMENT), Kelly Butler (NURSING/MEDICAL ASSISTANT/NURSE ASSISTANT/RESPIRATORY CARE), Kevin Alavezos (OFFICE ADMINISTRATION/ and will assist in other areas), Layla Spain (FACILITATOR), Martha Estrada (FACILITATOR), Michael Jackson (FACILITATOR), Natalie Hassell (FACILITATOR), Rob Stevenson (ART), Steven Miller (POLITICAL SCIENCE), and Tony Pacheco (LANGUAGES), as Guided Pathways Faculty Discipline Experts.
- h. Re-appoint Rob Stevenson to the Academic Senate Executive Board for a one year term.
- i. Appoint Chad Redwing as faculty co-chair of Accreditation Committee.
- j. Appoint Lori Marchy as Academic Senate Representative to the Instruction Council.
- k. Appoint Jim Howen, Randy Thoe and Dan Cummins to the Instructor of EMS Hiring Committee.

**M/S/C (Th. Stovall, Ti. Stovall) Move to approve the Consent Agenda.
As there was no objections, the Consent Agenda was approved.**

IV. PUBLIC COMMENTS - None

V. REPORTS: *Due to time constraints and the volume of work before the Senate, regular reports of the 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. Associated Students Senate Report – Alexis Zaragoza

ASMJC had a retreat during the summer and was extended due to how well it went. Training was done and completed during the summer. As of this Friday, September 21, they will have a full senate which has not happened for a while.

FLOW (Free Lunch on Wednesdays) will be taking place on both campuses this semester beginning next week. The times are 11-1 on West Campus in the quad between Sierra Hall and Yosemite Hall, 11-12 on East Campus outside of the Student Center. Approximately 400 lunches are given out on

East Campus and approximately 100–200 lunches on West Campus. Approximately 100 vegan or vegetarian options are being offered also.

The Banned Books event will take place, Thursday, September 27, 2018, at 2:30 – 4:00 pm, Founders Hall, Room 176.

The Hispanic Education Conference will take place on Saturday, October 13, 2018, in the MJC Performing Arts Center on East Campus from 8:30 am – 2:00 pm.

ASMJC wants to focus on culture and diversity this year so they are attempting to add week long events to increase awareness. Efforts to bring more local authors to campus are being worked on. One author being scheduled, Erica Ormsby, did a training with ASMJC over the summer, and will be back sometime in Fall 2018. Date to be determined.

In regards to being on the Board of Governors, A. Zaragoza said their first meeting was in San Diego this past weekend. Her full voting rights will not be available until next year. After the senior student representative leaves next year then she will step into that position and have full voting rights at that time and will mentor the incoming student representative. The senior student representative votes but they share a consensus as to what is voted on. Alexis is being trained for the first year but still has access to speak direct with the Chancellor and the Board about questions or concerns. A. Zaragoza was asked by the Chancellor's Office to speak to students at different campuses regarding the details of Guided Pathways.

The Food Pantry was mentioned as being on East Campus outside the Student Center twice a week.

C. Martin mentioned that the VP of Instruction came to the Academic Senate specifically to report on the Instructional Outlook Report and needs to leave early. It was asked if there were any objections if The Instructional Outlook Report was moved up in the agenda to the next item.

As there were no objections the Instructional Outlook Report was moved up in the agenda.

Instructional Outlook Report (Draft) – Jennifer Zellet - moved up from SENATE BUSINESS, Item E.

The Vice President of Instruction shared a draft of the Instructional Outlook Report that comes from the Office of Instruction. The process from the Hiring Prioritization Process requires the Office of Instruction bring forward an Instructional Outlook Report that guides both the construction and proposals from different divisions and it guides the Instruction Council in their evaluation and proposals as positions are prioritized.

This was an updated Draft of what went to College Council. As soon as it was shared in College Council an email was received from the Chancellor's Office giving the updated FON calculations. The FON is the Faculty Obligation Number. It is not a head count of people that qualify as faculty, it is a calculation. The prior FON of 271 was reviewed, and we are at a base of 290.2. We are currently better than compliant at 300. The base is forecasted to increase to 305 for fall 2019 which means we will no longer be compliant if we stay flat. Based on those numbers the district will not be compliant. The higher the number means we can hire.

C. Martin mentioned the 75/25, which is the ideal. This means 75% of classes are to be taught by full timers. That is the minimum of full timers, but you can have as many as you want.

If you don't meet the FON at the district a stiff penalty is paid annually. It is a projection and won't be finalized. This is the reason why when the faculty hiring prioritization process is gone over we sometimes have to wait until January or so to obtain numbers from the district. Instruction Council is

going to lobby the district because we have to replace everyone. It is not an option. J. Zellet is planning to lobby as replacement positions come through Instruction Council that we be allowed to begin advertising and hiring those positions as soon as they come through.

If there is an increase in the FON in the district, J. Zellet has strategized with the Interim President how they can lobby those positions come to MJC.

The document helps set priorities. The big things working on us are external, such as the funding formula. The recent challenges with our FTES generation and meeting our FTES this fall were soft. We are about 200 below where we were last year at this time. The 70% is our apportionment, our new funding model. The next 20% is our underserved population. We could be funded at more than 100% of that portion of the funding formula, which is why we are here. The last portion of the formula of 10% is where we have the most opportunity for growth. Everything that is done on campus is geared to enhancing completion and helping get the students to their goal. The external factor that is working urgently on us is AB 705 as it effects every discipline on campus. We have the opportunity to create a model that the state says should look like ours. This is where we need to come together and design something for students that helps them meet their goal.

Consider how this document supports Instruction Council in its decision making and helps faculty in their divisions, because this is about faculty hiring prioritization. Constituents should review the document and provide feedback to their representatives.

M/S (Th. Stovall, Ti. Stovall) Move to approve the Instructional Outlook Report (Draft) for a 1st Reading.

J. Zellet's aim is that this document be a state of MJC. This is an institutional decision that will be made together if we all understand all the information. There is a companion piece that was not run off. It is an Excel document on the Instruction Council and College Council website that shows all hires since the FON. (This will be put on the Academic Senate website)

M/S/C (Th. Stovall, Ti. Stovall) Move to approve the Instructional Outlook Report (Draft) for a 1st Reading.

26 Ayes, 0 Opposed, 0 Abstentions,

D. Martin stepped out of the room prior to the vote.

- b. Guided Pathways: Tina Giron, Rob Stevenson Moved to below B – Guided Pathways – Schools in Senate Business
- c. Accreditation Report – Chad Redwing

A timeline for completion of the Accreditation Report was discussed.

If your program has increased substantially in online offerings, contact James Todd. Your program may need to file a substantive change report for ACCSC.

The DE Advisory Committee is looking at the Regular and Effective Contact (REC) review procedures.

The Curriculum Committee and the Online Education Committee (OEC) will be looking at the Distance Education Addendum to ensure we are documenting the Regular Effective Contact.

Patrick Bettencourt is currently gathering all the correspondence of training and effective practices that deal with REC for the Accreditation report.

Faculty that are teaching online are encouraged to enroll in Mike Smedshammer's Regular and Effective Contact Canvas Course. A \$500 stipend is available.

d. President's Report – Curtis Martin –

C. Martin mentioned one of the big things that is taking place, besides Accreditation, is the Presidential Search. There are 4 faculty members on the search committee, a YFA representative, and three Academic Senate representatives. The first meeting took place two weeks ago, the search announcement went out on September 10 and the interviews for the finalists will be November 29 and 30th. By the December or January 2019 Board agenda a new President will be selected for MJC, as Steve Collins was only hired through February 2019.

VI. SENATE BUSINESS

A. MJC DE Plan Draft 2018-2023, Revised 4/20/18, 2nd Reading – Mike Smedshammer

M/S (Th. Stovall, Ti. Stovall) Move to approve the draft of the MJC DE Plan for 2018-2023 for a 2nd reading.

Original, from page 13. New language in blue

1) Adding the Hybrid Modality Option to Career Technical Education Moving Career Technical Education to Online (hybrid) Modality

a. Strong Workforce (SW) funding will support the development of a CTE cohort transfer model for adult learners to aimed at increasing the completion rates of CTE certificates in CTE programs. Taught by discipline faculty interested in exploring various delivery models, the cohorts are expected to feature options such as The model will be offered in a compressed term lengths, hybrid delivery mode, with students meeting one night per week and completing certificate courses in 5 to 7 week terms, and evening classes. Students will complete a percentage of the each course online,. They will moving through the sequence courses as a cohort with embedded support services. The Instructional Designer salary will be supported by SW funding through December 2020 to develop dynamic course modules that CTE faculty can adapt for individual courses. Developed modules can be adapted by other faculty, once designed. CTE disciplines include Allied Health, Child Development, Business, Computer Graphics/Computer Science, Agriculture, Industrial Electronics, Advanced Manufacturing, and other skills-based programs. After the SW funding period, the Instructional Designer will work directly with all faculty to design dynamic modules for online courses.

M/S/C (Th. Stovall, Ti. Stovall) Move to approve the draft of the MJC DE Plan for 2018-2023 for a 2nd reading.

27 Ayes, 0 Opposed, 0 Abstentions

Deborah Martin returned prior to this vote.

B. Guided Pathways – Schools, 1st Reading

M/S (Th. Stovall, Ti. Stovall) Move to approve the Guided Pathways – Schools (Draft) for a 1st Reading.

R. Stevenson went over the process that took place over the summer. This document needs help and attention. It was suggested that constituents review, not rewrite, but make recommendations to the appropriate faculty.

These templates being used are for students that are undecided or undeclared. Before each template, you can now see what majors each area has, instead of the large list that is in the catalog, as well as the first 15 units for each.

If there is a student that knows exactly what they want to major in, they would not go on this template. Those students would be put on what they will be calling a “Program Map” or a “Degree Map” of which that training will take place this semester and that document will be created.

M/S/C (Th. Stovall, Ti. Stovall) Move to approve the Guided Pathways – Schools (Draft) for a 1st Reading.

27 Ayes, 0 Opposed, 0 Abstentions

Please take back to your constituents for review and bring back to the next Senate meeting.

C. Resolution F18-A: Amendments to YCCD Board Policy Procedure 4-8065-Syllabus, 1st Reading

M/S (Th. Stovall, Ti. Stovall) Move to approve Resolution F18-A: Amendments to YCCD Board Policy Procedure 4-8065 – Syllabus, Academic Freedom for a 1st Reading.

A. McKissick gave a brief background and reasons for this Resolution.

A robust debate ensued about the best way to inform students of their academic rights and responsibilities. Suggestions were given to include a syllabus statement on academic freedom.

M/S/C (Th. Stovall, Ti. Stovall) Move to approve Resolution F18-A: Amendments to YCCD Board Policy Procedure 4-8065 – Syllabus, Academic Freedom, for a 1st reading.

25 Ayes, 1 Opposed, T. Rojas, 0 Abstentions

Steve Amador and Annaliese Hausler-Akpovi left prior to the vote, and Tristan Hassell arrived prior to the vote.

Please take back to your constituents for review and bring back to the next Senate meeting.

D. Resolution F18-B: Amendments to YCCD Board Policy Procedure 4-8065-Syllabus, 1st Reading

M/S (Th. Stovall, R. Smith) Move to approve Resolution F18-B: Amendments to YCCD Board Policy Procedure 4-8065-Syllabus, Regular Effective Contact, for a first reading.

M/S/C (Th. Stovall, R. Smith) Move to approve Resolution F18-B: Amendments to YCCD Board Policy Procedure 4-8065-Syllabus, Regular Effective Contact, for a first reading.

26 Ayes, 0 Opposed, 0 Abstentions

E. Instructional Outlook Report (Draft) – Jennifer Zellet Moved up in the agenda following the Associated Students Senate Report.

F. Update on Noncredit online research skills classes - # of enrolled students, etc. Update on submission of LIBR 100 Research Methods & Media Literacy to Curriculum to be approved for CSU GE Breadth Area E Lifelong Learning – Stella Beratlis **(due to shortness of time the discussion was tabled)**

G. Umoja Community Student Leadership Summit – Update, Eric Ivory **(due to shortness of time the discussion was tabled)**

H. Board of Trustees Policies and Procedures: (April) 2010, 2340, 2345, 2350, 2710, 2712, 2735, 7340, 7400 (August) 5012, 5035, 5045, 5052, 5055, 5075, 5120, 5130, 5140 **(due to shortness of time the discussion was tabled)**

ITEMS FOR FUTURE AGENDAS: **Online Education YCCD Board Policy; MJC 100th Anniversary**

vii. ADJOURNMENT 5:49 pm

**Academic Senate Meeting:
September 20, 2018**

NEXT ACADEMIC SENATE MEETING October 4, 2018, Retreat, location to be Ag Pavilion, West Campus

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Modesto Junior College Academic Senate will record the votes of all 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.

Report to Academic Senate: Online Education Committee

Submitted by: Steve Miller

Senate Representatives: Iris Carroll, Rebecca Ganes, Steve Miller

Meeting Date: 9/12/2018

HIGHLIGHTS:

- *The main topic was curricular approaches to address Regular Effective Contact (REC). Patrick and Mike led a discussion on the different ways that we could change the Distance Education Addendum, so that we are documenting how we are ensuring Regular Effective Contact. The Online Education Committee's concerns on this topic will go to Barbara Adams and the Curriculum Committee. Tina Akers-Porter, who serves on both the Online Education Committee and the Curriculum Committee, will be quite helpful for this work.*