



**ACADEMIC SENATE MEETING
APPROVED MINUTES
March 21, 2019**

Members Present: Curtis Martin (President), Chad Redwing (Vice President), Andrew Kranzman (Secretary), Steve Amador (Parliamentarian), Hans Hauselmann (Legislative Analyst), Aishah Saleh, Allan McKissick, Faculty Liaison to the Board, Annaliese Hausler-Akpovi, Austin Adams, Cheryl Mulder, Deborah Martin, Elizabeth Hondoy, Erin Herold, Gisele Flores, Holly Nash-Rule, Jennifer Macias, Jim Howen, Kerri Stephens, Marc Anaya, Mark Robertson, Rich Dyer, Rodolfo Andrade, Roger Smith, Shaila Christofferson, Theresa Rojas, Tristan Hassell

Absent: Belen Robinson, Eric Ivory, John Zamora, Kevin Alavezos, Margaret Kingori, Stella Beratlis

Guests Present: Amy Yribarren, Antonio Aguilar, Carlee Walsh (ASMJC), Jenni Abbott, Jim Houpis (MJC President), Rob Stevenson, Shelley Circle, Tina Giron

I. APPROVAL OF ORDER OF AGENDA ITEMS

M/S/C (H. Nash-Rule, R. Smith) Move to approve the Order of Agenda Items.

As there were no objections, the Order of Agenda Items was approved.

II. APPROVAL OF THE MINUTES ([March 7, 2019](#))

(J. Macias, H. Nash-Rule) Move to approve the minutes of March 7, 2019.

It was mentioned that Jim Houpis' name was not on the list of attendees at the last meeting.

M/S/C (J. Macias, H. Nash-Rule) Move to approve the minutes of March 7, 2019.

As there were no objections the minutes of March 7, 2019 were approved as amended.

III. CONSENT AGENDA

1. Appoint Tina Akers-Porter as Curriculum Committee Representative in the Online Education Committee.

M/S/C (A. Adams, H. Nash-Rule) Motion to approve the Consent Agenda.

As there were no objections the Consent Agenda was approved.

IV. PUBLIC COMMENTS

Trustee Antonio Aguilar thanked the senators for their dedication to the institution and shared his background. He is an active community member who took an interest in his local school board. Questions were fielded and answered.

Amy Yribarren, Director, Health Services shared the work done on the food insecurities over the last couple of years. The food pantry is available on Thursdays on both campuses through April and they have also collaborated with Emanuel Lutheran church to provide and helping them in marketing their free breakfast as well as the pantry they have started.

In looking forward access is a big concern and they are working on for having more accessible services throughout the week. Location, storage and assistance because it does require administrative work are being looked at.

More Cal Fresh outreach is being done which was part of the funding received last year. This year the funding has been increased and will hopefully be spent on Cal Fresh assistance, actual navigation with the application or helping students apply through the Cal Fresh program. All EOP&S students are eligible for the Cal Fresh program and all that needs to be done is for them to complete the application. The average payout for Cal Fresh is \$200 a month. A partnership with Stanislaus State has been developed, and the MSW program provides two interns that will help with Cal Fresh outreach and the application assistance.

More collaborating with Financial Aid will be done as they can send out the eligibility for Cal Fresh so students are aware of the requirements.

They learned the food pantry through Delta College is student driven and is set up like a grocery store and the students obtain points. MJC is hoping to move in that type of direction.

Questions were asked and answered.

- 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 – Carlee Walsh

Since the last meeting the following events took place: March 11-14, Cesar Chavez Legacy Week, March 13, Women’s Empowerment Luncheon, An Evening with Glenda, March 15, Latino Comic Expo, ASMJC Senate Meeting, March 16, Latino Comic Expo, March 20, FLOW

The following will take place before the next meeting of the ASMJC Academic Senate: March 27, FLOW, March 30, MLK commemoration, April 3, FLOW and April 4, Send Silence Parching (Assist)

- b. Outcomes Assessment Workgroup Report – Nita Gopal, Chair OAW – no report

- c. Guided Pathways Report – Rob Stevenson and Tina Giron (Program Mapping Train the Trainer Retreat, etc.)

R. Stevenson briefly went over the Counseling Facilitator and Faculty Discipline Expert job descriptions and briefly touched on the stipends that will be available.

Nearly everyone that was trained last year at the Guided Pathways volunteered to return this year. R. Stevenson briefly went over the order of events that will take place after a pilot group will be working through April on preliminary materials and what will be taking place on May 13 and 14. The conversations with the departments will take place on August 19, 20 and 21. The idea would be for the discipline experts and the counseling facilitators who would be working together to help departments begin on a first draft or be on the way to a first draft of program profiles that describe different aspects of a program.

d. President's Report – Curtis Martin

C. Martin re-iterated to Theresa Rojas, the good job done on the Latino Comics Expo and hopes it will be an annual event. C. Martin found it was more than cartooning and comics. Some of the exhibitors went beyond cartooning and comics into other categories. It was stunning to see the variety and depth of the art.

Theresa Rojas thanked the ASMJC students for their assistance and professionalism at the Latino Comics Expo. Every discipline was represented. She has been involved with the Latino Comic Expo since 2014 and many who were there said this is an expo they attend. The exhibitors related they felt so appreciated and felt the energy of the room. Students got involved in lengthy conversations with the exhibitors who were taking time to have these conversations.

VI. SENATE BUSINESS

A. Know your Trustee: Antonio Aguilar – moved up under Public Comments

B. [Revised Program Review Template](#), 2nd Reading

This Senate has already approved the process for Program Review which is still standing. The process does not say anything about the template. It says that we will have program review every two years. A template has been made that is more sustainable and meets the needs of the institution in a better way. Hopefully for faculty it means it is a much shorter labor intensive task. The due date for Program Review is September 15, 2019.

M/S (E. Herold, J. Macias) Motion to approve the Program Review Template for a 2nd Reading.

An amendment was moved and seconded and discussion took place. After a lengthy discussion the amendment Failed.

M/S (H. Nash-Rule, C. Mulder) Motion to amend the top of page 2, to add "*and please cite sources*" to read *(be specific in the discussion of student data and please cite sources)* and add at Question 4 after competencies "*; and how are they relevant to careers in your discipline or industries for which you help prepare students?*" to read *How well are students meeting program learning outcomes, skills, or competencies; and how are they relevant to careers in your discipline or industries for which you help prepare students?*

M/S/C (H. Nash-Rule, C. Mulder) Motion to amend the top of page 2, to add "*and please cite sources*" to read *(be specific in the discussion of student data and please cite sources)* and add at Question 4 after competencies "*; and how are they relevant to careers in your discipline or industries for which you help prepare students?*" to read *How well are students meeting program learning outcomes, skills, or competencies; and how are they relevant to careers in your discipline or industries for which you help prepare students?*
23 Ayes, 0 Opposed, 0 Abstentions

M/S/C (E. Herold, J. Macias) Motion to approve the Program Review Template as amended for a 2nd Reading.
23 Ayes, 0 Opposed, 0 Abstentions

C. [Resolution S19 – A: Creation of Teaching and Learning Center at MJC, 1st Reading](#)

M/S (A. Adams, M. Robertson) Motion to approve Resolution S19-A: Creation of a Teaching and Learning Center at MJC for a 1st Reading.

A. Kranzman mentioned that a Teaching and Learning Center would centralize and expand current professional development for classified professionals, faculty, and administrators. He shared a proposed draft that outlines the proposed function, duties, and potential offering. A survey will be sent out regarding current professional development activities in your division and area and what you would like to see offered in relation to professional development.

M/S/C (A. Adams, M. Robertson) Motion to approve Resolution S19-A: Creation of a Teaching and Learning Center at MJC for a 1st Reading.

23 Ayes, 0 Opposed, 0 Abstentions

D. Board of Trustees Policies and Procedures: (January 2019 previously pulled) 5-8068, 5-8081 (February 2019 previously pulled) 2725, 3300 <https://sp-portal.yosemite.edu/committee/policycommittee/Constituency%20Group%20Review/Form/s/AllItems.aspx> (due to shortness of time the discussion was tabled for Policies 5-8081 and 3300)

Board Policy 2725 – Board Member Compensation

The policy is about stipends for the Board and the proposal is \$400 per month. We want a Board where middle class and working class citizens and students can be involved in governance and is feasible for them to do so. It is amazing the amount of homework and prep work, and research is done before attending the Policies and Procedures meeting and discussing the policies and procedures. The Board not only voted for the faculty raise, they also voted enthusiastically.

The big concern is the student trustee. It is unsure whether the proposal includes the student trustee.

M/S/C (A. Kranzman, T. Hassell) Motion to increase the Student Trustee stipend from the proposed \$100 to \$400 per month, the same amount as the trustees.

23 Ayes, 0 Opposed, 0 Abstentions

Academic Senate approves the referring back to the Policies and Procedures Committee of Policy 2725.

23 Ayes, 0 Opposed 0 Abstentions

Board Policy 5-8068 – Student Publications

M/S/C (R. Smith, H. Nash-Rule) The body of Academic Senate is opposed to the removal of Board Policy 5-8068.

23 Ayes, 0 Opposed, 0 Abstentions

ITEMS FOR FUTURE AGENDAS:

- E. 1. What constitutes a lower-division course? What constitutes a baccalaureate course? 2. The impact of food insecurity on student success: What can we do? 3. Divisions v. Guided Pathways Schools: Co-existence, adaptation, or re-imagining? 4. Academic Senate priorities for 2019-2020. 5. Encouraging the use of Open Educational Resources (OER). 6. ASCCC

Plenary Resolutions. 7. Resolution S19 – B: Taskforce to Develop statement(s) on Teaching and/or Learning Principles. 8. Resolution S19 – C: YCCD Policy and/or Procedure on Student Absences

VII. ADJOURNMENT 5:50 p.m.

NEXT ACADEMIC SENATE MEETING: April 4, 2019, Library Basement, Room 55

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 the Academic Senate: Online Education Committee

Submitted by: Rebecca Ganes

Senate Representatives: Iris Carrol, Rebecca Ganes, Steven Miller, Mary Silva

Meeting Date: March 13, 2019

HIGHLIGHTS

Title 5 Changes:

Changes to various sections of Title 5 of the California Code of Regulations were approved on Friday, February 15, 2019. Changes that will directly impact online instruction at MJC include:

- 1) Online courses *must be compliant* with accessibility laws (Americans with Disabilities Act and Section 508 of the Rehabilitation Act of 1973). To achieve this goal at MJC, we will need to revise curriculum to reflect accessibility requirements and provide training to faculty.
- 2) Regular and Effective Contact (REC) must include *contact among students* in addition to Faculty initiated contact.
- 3) Instructors of distance education *must be trained* in effective delivery methods that are in alignment with local district policies and negotiated agreements.

Accreditation Site Visit:

Two members of the ACCJC Accreditation team will visit MJC on March 28th. Dr. Kevin Bontenbal, one of the three accreditors who originally reviewed our online courses, will examine 15 randomly selected courses for regular and effect contact. Additionally, he will meet with members of the Online Education Committee, and select administrators and faculty. It is anticipated that MJC will pass the review with flying colors!

Hal Plotkin: Online Educational Resources (OER)

On March 29, Hal Plotkin, noted journalist, activist, and Senior Open Policy Fellow at Creative Commons will speak in Library Basement 10 at 1:00 p.m. **We encourage ALL faculty to attend** this inspiring presentation on the profound effect freely available educational resources can have on students.

Peer Online Course Review (POCR)

Because MJC is a member of the Online Education Initiative Equity Cohort, MJC instructors are eligible to participate in an excellent professional development opportunity called "OEI Course Review." This three-week training will prepare instructors to evaluate online courses using the OEI Rubric. A \$500 stipend is being offered for completion of the training. Refer to the email invitation from Mike Smedshammer for details; applications are due by March 18.

March/April MJC POCR Cohort:

March 29-April 19 (in person training April 19 from 10:00-3:00, treats and lunch included)

May/June MJC POCR Cohort:

May 24-June 14 (in person training June 14 from 10:00-3:00, treats and lunch included)

Academic Senate Meeting:

March 21, 2019