ACADEMIC SENATE
APPROVED MINUTES
DECEMER 1, 2011

Senators Present: Mike Adams, Kevin Alavezos, David Boley, Paul Cripe, Ellen Dambrosio, Bob Droual, Jennifer Hamilton, Jim Howen, Lee Kooler, Liz McInnes (Alternate SME Rep), Allan McKissick, Eva Mo, Mike Morales, Adrienne Peek, Chad Redwing, Lisa Riggs, Dorothy Scully, Burt Shook, Brian Sinclair, Mark Smith, Jim Stevens, Rob Stevenson, Theresa Stovall, Layla Yousif, John Zamora

Senators Absent: Bruce Anders, Debbie Laffranchini, Estella Nanez

Guests Present: John Bawiec, Iris Carroll, Jim Clarke, Rebecca Ganes, Michael Guerra, Pat James (Co-Director of the @ONE Project and Dean of Library and Technology at Mt. San Jacinto College), Maurice McKinnon, Doug Dyrssen, Mike Smedshammer, Karen Walters Dunlap

I.   APPROVAL OF ORDER OF AGENDA ITEMS

        The order of the agenda items was approved without objection.

II.   APPROVAL OF MINUTES

        The minutes of the October 20, 2011 and November 10, 2011 Academic Senate meetings were approved without objection.

III.   GUESTS/PRESENTATIONS

        A. Pat James, Co-Director of the @ONE Project and Dean of Library and Technology at Mt. San Jacinto College, spoke to the senate about the @ONE Project and provided information on the Distance Education Guidelines for California Community Colleges, associated Title V regulations, and general information on some of the workshops and other resources available through the Project.

        Each year, @ONE offers over one hundred trainings to more than 8,500 participants. Workshops are tailored to the specifics of the community college setting. Thanks to funding from the California Community College Chancellor's Office Telecommunication and Technology Infrastructure Program (TTIP), @ONE programs is able to provide training, online resources, and research for free, or at a very low cost. Some of the workshops are as follows:

        Learn at Lunch Desktop Seminars: These one-hour seminars present emerging issues and best practices in using technology on campus and are conducted with CCC Confer meeting software which allows discussion with instructors and other participants.

Instructor-Led Online Courses: These courses last several weeks and provide an in-depth understanding of how to use specific technologies in an instructional context. Courses include posted materials, links to resources, assignments, and the opportunity to share experiences with CCC faculty and staff throughout the state via discussion boards.

Self-Paced Training: These courses are self-paced online courses featuring many of the same content areas as @ONE's instructor-led sessions. Streaming video is used to demonstrate how technology is being used to enhance learning.

In-Person Institutes: These institutes offer multi-day, hands-on opportunities for faculty and staff to apply specific technology tools to their own work. Workshops are tailored to various technology proficiency levels.

@ONE also offers a bi-weekly electronic newsletter (@ONE eNEWS) which provides information on the latest workshop listings and other services.

B. Michael Guerra, Vice President of College Administrative Services, was introduced to the senate. Mr. Guerra discussed his background, some of the issues and projects that he is currently working on, and his plans for working with the college community to move MJC forward. Mr. Guerra has an "open door policy" and encouraged senators to feel free to schedule a time to meet with him to discuss any issues, ideas, and concerns that they or their constituents may have.

IV.   CONSENT AGENDA

    A. Ratification of CC Resolutions SP11-CC1 and SP11-CC2
    B. Priority-Based Planning Session for January 19 Senate Meeting
    C. Rules changes: Article VII.F (Standing Committees) and Article VII.F.3
       (Professional Development Committee)

The Consent Agenda was approved without objection.

V.   ACTION/DISCUSSION ITEMS

    A. Resolution FL11-D: Academic Senate Support for Revision of the "Decision Making
       at Modesto Junior College" Document

The senate continued discussion of Resolution FL11-D: Academic Senate Support for Revision of the "Decision Making at Modesto Junior College" Document which reads as follows:

"Whereas: The *Modesto Junior College Institutional Self Study Report 20ll In Support of Reaffirmation of Accreditation* makes numerous references to the document *Introduction to Decision Making at Modesto Junior College Fall 2008 - Spring 2010* in the discussion of Standard IV. A: Leadership and Governance (385), and

Whereas:	The *Report* describes *Introduction to Decision Making at Modesto Junior College Fall 2008 - Spring 2010* as a document "intended to govern the decision-making processes" at MJC (387), and
Whereas:	The *Report* notes that the *Decision Making at Modesto Junior College* document states that "Senate responsibilities for shared governance have been delegated to the Accreditation/Institutional Effectiveness Committee, the Curriculum Committee, the Planning and Budget Committee, and the Professional Development Committee; this is in contradiction of Academic Senate rules, which are included in the same document." (388), and
Whereas:	Such delegation would also contradict YCCD Board Policy 4103, which references Section 53200 of Title 5 of the California Education Code, and describes the MJC Academic Senate as the body which "represents the faculty in collegial governance related to academic and professional matters," and lists the issues on which the District is obligated to "rely primarily on" or "mutually agree with" the Academic Senate, and the circumstances under which such shared decision making is not required, and
Whereas:	The *Report* states that *Decision Making at Modesto Junior College* document "has not reached the final draft and ratification stage," (387) a statement supported in Academic Senate and College Council minutes, and
Whereas:	Planning agendas in the *Report's* discussion of Leadership and Governance state the commitment that "During Fall 2011, the college will evaluate, revise, and publish an updated version of the *Introduction to Decision Making at Modesto Junior College Fall 2008 - Spring 2010* using a process that incorporates thorough discussion and ratification by campus stakeholders." (389), and
Whereas:	An Academic Senate delegation has been assigned to serve on an MJC College Council Task Force charged with fulfilling that commitment, and MJC President Calderon has proposed expanding that task force to facilitate its efforts,
Therefore:	Be it resolved that the MJC Academic Senate supports the efforts of MJC President Calderon and the MJC College Council to fulfill our college's commitments in revision of *Introduction to Decision Making at Modesto Junior College Fall 2008 - Spring 2010,* and
Therefore:	Be it further resolved that the Academic Senate delegation to the College Council Task force is directed to lend all possible assistance in creating a document that clearly and accurately describes shared-governance at MJC, including the appropriate role of the Academic Senate and its standing committees."

<u>M/S/U (Allan McKissick/Rob Stevenson) to approve Resolution FL11D: Academic Senate Support for Revision of the "Decision Making at Modesto Junior College" Document for a final reading.</u>

B. Resolution FL11-E: Endorse CCCI Response to Student Success Task Force Recommendations

The senate continued discussion of Resolution FL11-E: Endorse CCCI Response to Student Success Task Force Recommendations. The resolution reads as follows:

"Whereas: At its October 15, 2011 meeting the California Community College Independents (CCCI) passed a "Resolution in Response to the Draft Recommendations of the California Community Colleges Task Force on Student Success;" and

Whereas: At its Fall 2011 Fall Plenary Session the Academic Senate for California Community Colleges adopted Resolution 13.15 F11 endorsing in its entirety "The California Community College Independents (CCCI) Resolution in Response to the Draft Recommendations of the California Community Colleges Task Force on Student Success;" and

Whereas: The CCCI resolution highlights in clear, articulate, and detailed terms both the positive aspects of the task force recommendations and the areas in which the recommendations are problematic;

Therefore: Be it resolved that Modesto Junior College Academic Senate endorses in its entirety "The California Community College Independents (CCCI) Resolution in Response to the Draft Recommendations of the California Community College Task Force on Student Success."

<u>M/S/U (Jennifer Hamilton/Mike Adams) to approve Resolution FL11-E: Resolution in Support of the California Community College Independents (CCCI) Response to the Draft Recommendations of the California Community Colleges Task Force for a final reading.</u>

C. Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications Discipline

The senate discussed Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Application at MJC and Approval of Designation of Computer Graphics Applications Discipline. The resolution reads as follows:

"Whereas: The Computer Graphics Applications Department at Modesto Junior College has historically used more rigorous minimum and desired qualifications in its hiring practices; and

Whereas:	Bachelors and masters degrees in Computer Graphics, Digital Media, and related fields are now readily available; and
Whereas:	California Education Code not only expects, but encourages that districts establish more rigorous minimum qualifications than those specified in the official Disciplines List; and
Whereas:	In May of 2009, the California Community Colleges Board of Governors approved changes to Title V, of the California Code of Regulations sections 53407 and 53410 to allow the option of minimum qualification requiring a bachelors degree or associates to also specify degrees in specific disciplines and requisite years of professional experience; and
Whereas:	Processes for codifying these changes at the district level are unclear; and
Whereas:	No disciplines on the official Disciplines List clearly define the Computer Graphics Applications program; and
Whereas:	"Multimedia" is the discipline that most closely matches the scope of the Computer Graphics Applications program; and
Whereas:	The Academic Senate of the California Community Colleges leadership has advised that local colleges may create their own definitions for areas not currently covered in the Disciplines List;
Therefore:	Be it resolved that the Academic Senate of Modesto Junior College officially adopts the attached minimum and desirable qualifications for the Department of Computer Graphics Applications; and
Therefore:	Be it further resolved that the Academic Senate of Modesto Junior College officially places the Department of Computer Graphics Applications in the discipline of "Multimedia."

Minimum Qualifications:

• Bachelors degree in Computer Graphics, Digital Media, Multimedia, Animation, Fine Arts, or related field from an accredited college or university, AND two years of non-teaching experience in a related discipline, or the equivalent.

Desirable Qualifications:

• A Master of Arts or Fine Arts, with an emphasis or concentration in Computer Graphics, Digital Media, Multimedia, Animation, or related field from an accredited college or university.

- Physical or digital portfolio including pieces that strongly demonstrate a sophisticated aesthetic sensibility.

- Demonstrated commitment to keeping current in Digital Arts and changing technologies.

- Demonstrated abilities in conceptual thinking, problem solving, and storytelling.

- Ability to utilize digital media in a manner that integrates technology with aesthetics.

- Working knowledge of a broad range of current industry standard digital media software used in digital imaging, web page design and authoring, non-linear video editing and effects, 2d and 3d modeling and animation, graphics design and page layout, digital sound production, and interactive media.

- Two years of experience teaching at the community college level or higher.

- Versatility with the Adobe applications such as Adobe CS5.5 Suite (or higher) which includes Photoshop, InDesign, Illustrator, Dreamweaver, and Flash.

- A record of research, scholarly and/or creative activity.

- Evidence of an ability to communicate effectively both orally and in writing."

M/S/U (Brian Sinclair/Rob Stevenson) to approve Resolution FL11-F: Approval of Minimum Qualifications for Computer Graphics Applications at MJC and Approval of Designation of Computer Graphics Applications Discipline for a first reading.

VI.   REPORTS

College Council

Allan McKissick presented the report from the November 21, 2011 meeting of the MJC College Council as follows:

Proposed Restructuring of Governance Bodies: There was continued discussion regarding possible restructuring of the College Council and the Academic Senate Planning and Budget Committee.

On behalf of a task force from the Planning and Budget Committee, two draft plans in the form of graphics of organizational charts were presented and discussed. Important features included dividing of the Planning and Budget Committee's functions between a Resource Allocation Committee ("budget" matters) and a restructured College Council, which would take over the planning function of the current committee. (The discussion of restructuring the College Council has been focused on expanding it to make it more

representative of various MJC constituencies.) The College Council made a number of suggestions that may be incorporated into a later draft.

The Academic Senate delegation observed that changes in college governance structures fell under the provisions of the 10 + 1 agreement of our district (YCCD Board Policy 3106) as a "mutually agree item" and required Academic Senate approval. Also, "Planning and Budget Process" in another 10 + 1 "mutually agree" issue. Discussion followed which may help to clarify confusion on these matters. President Calderon announced that he had requested a special meeting of the Academic Senate for December 8 in order to discuss these topics.

Logistical and Budget Issues: Karen Walters Dunlap reported that even if there were mid-year cuts, MJC would not be cutting classes. IAC is discussing a possible workload reduction. A task force is looking at the near future usage of East and West Campuses, to be reconciled with needs associated with the new buildings. Ken Hart's projection shows close to a 50/50 split in student usage from East to West when the new science building opens. Scheduling is being done for the new science building to be open next fall with all the science classes and math faculty on West Campus. Karen stated that enrollment is right on track and lower in FTE generation than last year, which was to be expected.

Michael Guerra reported that our district is waiting to hear if the "triggers" are going to be engaged at the state level. He maintained that the college is OK this year and the coming year, but it is the following year that is likely to be problematic. He described YCCD as "well positioned" at this time.

Smoking Restrictions and Security Cameras: Two issues were discussed that are not clearly part of the Academic Senate purview, but the senate's delegation will be asked to contribute to the discussion of these matters in the College Council. First is the possible implementation of greater restrictions of smoking on campus. Also, the Council discussed the desirability of installing security cameras on campus.

Planning and Budget Committee Report

Adrienne Peek presented the Planning and Budget Committee report as follows:

Staffing Requests: The Planning and Budget Committee is in the process of reviewing the Prioritized Staff Lists received in November and making its recommendations for resource allocation.

Budget Forum: the Planning and Budget Committee will be holding a Budget Forum on Monday, December 12 from 3:00 to 5:00 p.m. in the Fireside Lounge.

Integrated Planning Model: Discussion in the Planning and Budget Committee and in College Council continues on how (and whether) to make modifications to the integrated planning process at MJC.

President's Report

Adrienne Peek presented the President's Report as follows:

Meet the President Candidates: The four MJC President candidates will be at MJC next week. Each candidate will spend an entire day at the college and will meet with various groups. In addition to holding two open forums each day (one on East Campus and one on West Campus) senators have the opportunity to meet with each candidate from 9:30 to 10:00 a.m. in Morris Conference Room A.

Special Senate Meeting on December 8: President Calderon has requested that the senate hold a special meeting at which he can discuss realigning some of our governance structures—most specifically regarding our integrated planning model. This meeting has been scheduled for Thursday, December 8 from 3:45 to 5:30 p.m. in the Faculty Lounge.

Faculty Co-Chair for Accreditation: The senate is recruiting candidates to serve as Faculty Co-Chair in preparation for the comprehensive evaluation due in the Spring of 2012. The announcement and job description were sent out earlier this week. Interested faculty may send a letter of application, resume, and supporting materials to the Senate Office with a copy to the President's Office by Thursday, December 15 by 2:00 p.m. The Faculty Co-Chair for Accreditation will be selected at the January 19 senate meeting.

On Course Workshop—May 8-10, 2012: Save the date for this fantastic professional development workshop sponsored by the MJC Academic Senate in conjunction with Title V. The On Course Workshop is designed to provide instructors with dozens of innovative strategies for empowering students to become active, responsible and successful learners. The 3-day workshop will take place from 8:30 a.m. to 4:30 p.m. in the Mary Stuart Rogers Student Center on West Campus.

Faculty Representatives Needed for Two Committees: The Campus Development Advisory Committee (CDAC) still needs a faculty member to serve as the West Campus representative. Meetings take place on the third Friday of each month from 2:00 to 3:00 p.m. in Morris Conference Room B. The ADA Committee is also seeking a faculty representative.

Resolutions Adopted at the Fall 2011 ASCCC Plenary Session: The resolutions that were adopted at the Fall 2011 Academic Senate for California Community Colleges (ASCCC) Plenary Session are currently available on the senate website.

Faculty Holiday Social: the Faculty Holiday Social will take place on Tuesday, December 13 from 4:00 to 7:00 p.m. in the Faculty Lounge.

VII.   ADJOURNMENT

The meeting was adjourned at 5:30 p.m.