



**ACADEMIC SENATE MEETING
APPROVED MINUTES
December 6, 2012**

Members Present: Kevin Alavezos, Bill Anelli, David Boley, Paul Cripe, Ellen Dambrosio, Bob Droual, Deborah Gilbert, Jennifer Hamilton, Jim Howen, Allan McKissick, Eva Mo, Mike Morales, Chad Redwing, Lisa Riggs, Dorothy Scully, Burt Shook, Jim Stevens, Rob Stevenson, Theresa Stovall, James Todd, Layla Yousif, John Zamora

Members Absent: Michelle Christopherson, Catherine Greene, Debbie Laffranchini, Adrienne Peek

Guests Present: Kevin Sabo, ASMJC, Mike Sharif, ASMJC

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items was approved without objection.

M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the order of the agenda.

II. APPROVAL OF MINUTES

The November 15, 2012 meeting minutes were approved without objection.

M/S/C (Jennifer Hamilton, Ellen Dambrosio) to approve the November 15, 2012 meeting minutes.

III. ACTION/DISCUSSION ITEMS

1. Announcement of President-Elect and Adjunct Senator-at-Large:

The chair of the nominations committee Robert Stevenson congratulated and introduced Jennifer Hamilton as the new Senate President-Elect and Travis Silvers as the newly elected Adjunct Senator-at-Large.

Rob stated that we did not receive any nominations for the Senator-at-Large position. He said that we will re-open the nominations for this position early in the spring semester.

2. Closing of Nominations for Senate Executive Positions:

Rob announced the final opening for nominations to the Senate Executive Board positions. Rob Stevenson nominated Chad Redwing for the Legislative Analyst position. James Todd nominated Bill Anelli for the Secretary position. Chad and Bill accepted the nominations. The elections for these positions will be held the first meeting in spring. The positions will be filled



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by the elected person on July 1, 2013. James The call for an accepted nomination to the Parliamentarian position has not yet occurred. This position will have to be re-visited at the first meeting in spring.

Allan McKissick announced that he will not continue next semester as the Academic Senate Secretary. The Senate thanked Allan for his service and incredible job as a representative of the Senate. John Zamora announced that Eva Mo has volunteered to step-in as the Secretary for the spring 2013 semester.

3. Accounting Analyst Hiring Committee Appointee:

John Zamora notified the committee that John Sola would like to serve on the hiring committee for the Accounting Analyst position in the Technical Education and Workforce Development Division.

M/S/C (Robert Stevenson, Jim Howen) to appoint John Sola to serve on the hiring committee for the Accounting Analyst position.

4. Spring 2013 Institute Day Program and Schedule:

The Academic Senate Faculty Professional Development Committee's proposal for the Spring 2013 MJC Institute Day program was brought before the Senate for review. Allan asked that the proposal be approved by the Senate, with the understanding that the Institute Day Task Force has limited flexibility for schedule changes.

MJC Institute Day, Spring 2013

(As of 12-6-2012)

Wednesday, January 9th 2013

<i>10a-11a</i>	<i>Blackboard</i>	<i>Mike Smedshammer</i>	<i>FH 111</i>
<i>11a-12n</i>	<i>Comprehensive Emergency Operations Plan</i>	<i>Becky Crow</i>	<i>Forum 101</i>
<i>1p-2p</i>	<i>Working with CISCO Phones</i>	<i>Lue Martin</i>	<i>TBA</i>
<i>4p-5p</i>	<i>Blackboard</i>	<i>Mike Smedshammer</i>	<i>FH 111</i>

Thursday, January 10th 2013 – West Campus MSR

<i>9:30a – 11:30a</i>	<i>Senate / YFA – Open Meeting</i>
<i>11:30a – 1p</i>	<i>Lunch Break</i>



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1p-2p	#1 Workshop - Grant Writing with Jenni Abbott,
#2 Workshop	TBA
2:15p-3:15p	#1 Workshop – James Todd – Institutional Learning Objectives
#2 Workshop	TBA

Friday, January 11th – East Campus Performing and Media Arts Center Main Auditorium

7:45a-8:15a	Gathering and Continental Refreshments
8:30a-9a	Joan Smith and Jill Stearns
9a-9:20a	YFA, Senate, CSEA, Cardoza Award
9:20a-10:15a	James Todd – Assessment
10:15a-10:30a	Break
10:30a-12noon	Keynote – Craig Zablocki
12noon – 1:30p	Lunch Break
1:30p – 3:30p	Division and Department Meetings

Burt Shook wanted the record to reflect a comment made by a fellow colleague at the College. Burt said that his colleague mentioned that he has been disappointed in fact that Institute Day used to be a function for faculty only. Now he says it includes employees from other classifications. He relayed that faculty used to have their own breakfast as well. Burt said that his colleague felt that something has been lost, when it comes to faculty and Institute Day. John Zamora said that the process of bringing faculty together can be discussed at the Senate/YFA open meeting on Thursday, January 10, 2013.

M/S/C (Rob Stevenson, Jennifer Hamilton) to approve the Professional Development Committee's Proposal with the understanding that the Institute Day Task Force has limited flexibility for schedule changes.

5. Faculty Appointments to Councils:

James Todd reminded the Senators of the document he distributed at the last senate meeting. The document outlines the 26 faculty positions in need of representatives. James noted that the document can also be found in the December 6, 2012 Senate minutes. He said that it is best to see Senators on these councils. James stated that whoever is appointed by the Academic Senate, whether a Senator or not, must remember that they are representing the Academic Senate.

Rob Stevenson reported that he noticed, while looking over the structure of the Instruction



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Council, was that there used to be one more faculty member listed the last time the document was viewed. Rob noted that it was a representative from LTAC. Rob said that this meant a 50/50 split between faculty and the other constituencies. He said that this is the perfect opportunity to reestablish Library within the structure.

Rob moved to accept the document as the framework for the Senate to make its nominations and appointments to the council structures at MJC.

M/S/C (Robert Stevenson, Jennifer Hamilton) to approve using the document as the framework for the Senate to make its nominations and appointments to the council structures at MJC.

The Academic Senate discussed and voted to accept the faculty members who have volunteered to sit on the proposed councils. They are as follows:

FACILITIES COUNCIL	
NAME	DIVISION
Jim Howen	Technical Education and Workforce
Alejandro Sabre	Arts, Humanities and Communications
Dale Phillips	Business, Behavioral & Social Science

M/S/C (Rob Stevenson, Jennifer Hamilton) to accept these fine faculty members as our representation on the Facilities Council.

RESOURCE ALLOCATION COUNCIL	
NAME	DIVISION
Kevin Alavezos	Business, Behavioral & Social Science
Paul Cripe	Science, Mathematics & Engineering
Iris Carroll	Library and Information Technology
John Zamora	Business, Behavioral & Social Science

M/S/C (Rob Stevenson, Ellen Dambrosio) to accept these fine faculty members as our representation on the Resource Allocation Council.

The Academic Senate discussed the Instruction, Accreditation and Student Services Council's. Jennifer Hamilton noted that because we have populated the lists rapidly, it is currently the first time around and possibly an imperfect system. Rob Stevenson also noted that each volunteer is



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a senate representative. Rob said that these volunteers are filled by the Academic Senate President and out of the discussions of the Senate body.

The dates and times of the Instruction Council were also discussed. Debbi Gilbert said that it seems like it would be advantageous to the Senate to require the council volunteers to at least attend an Academic Senate meeting once a month to report out. Eva mentioned that she thought the divisions ought to have a say as to who is taking a spot on the councils as well. James Todd said that he was ok with waiting to vote on the Instruction Council positions until the first meeting of the spring semester. The Senate agreed and decided to table the discussion and voting of Senate representatives on the Instruction, Accreditation and Student Services Councils until January 2013.

6. District Board Policy 7-8049-Academic Senates:

John Zamora reported that the Policy # 4103 has now been renamed as 7-8049. He reported that this change was done by the District to align with the CCLC (Community College League of California). The numbering system is to better match with what CCLC has.

John reported that the proposed changes to 7-8049 were recently accepted by the Columbia College Academic Senate. John strongly urged Senators to not accept the language that states "Board or its designee." John said that the designee could be pretty much anyone that the Board appoints. Allan McKissick reported that he sees not just a renumbering done but a modification to the policy itself.

John said that he would like to appoint a taskforce to look at the Title V language to see exactly how closely it aligns with policy #7-8049. John wants to work on this over the Christmas break. Volunteers were encouraged to contact John Zamora. Eva Mo said that she would also like to see the taskforce set-up a retreat to refresh faculty on Title V. Eva said that this will also help to strengthen the Academic Senate.

7. PBC/AIE/Senate Bylaws and Rules:

John reported that this item will be discussed further in spring. The Senate will need to take a look at the Bylaws and Rules of the Senate due to the new proposed councils.

8. AA-T & AS-T Degrees, C-IDs, and TMCs:

John wants this item to stay on the agenda because of its importance. James noted that Barbara Adams has planned a TMC workshop in early January for BBSS. Anyone is welcome to



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attend the workshop. He also said that the C-IDs need to be completed. He mentioned that a TMC cannot be approached, if you don't attempt the C-IDs first.

Rob Stevenson said that when it comes to the AA-T or AS-T you need to submit your C-IDs. They do not have to be accepted but at least submitted.

IV. REPORTS

STUDENT SENATE

NO REPORT

FACULTY CONSULTANT TO THE BOARD/DISTRICT COUNCIL

NO REPORT

INSTRUCTIONAL ADMINISTRATOR'S COUNCIL (IAC)

NO REPORT

ACCREDITATION/INSTITUTIONAL EFFECTIVENESS COMMITTEE (AIE)

NO REPORT

ASSESSMENT WORK GROUP

James Todd noted that the minutes and agenda are now listing all of the CLOs that are moving through the work group. He noted that faculty is in charge of the way they write their CLOS. The Outcomes Assessment Work Group (OAW) may pull CLOs from an agenda but this is only to give a recommendation to any edits that may be needed. James said that at the end of the day, it is the faculty member who will decide whether to proceed with what was written or accept the OAW recommendation and make the revision.

CURRICULUM COMMITTEE

NO REPORT

LEGISLATIVE ANALYST

NO REPORT



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PROFESSIONAL DEVELOPMENT COMMITTEE

NO REPORT

COLLEGE COUNCIL

NO REPORT

PLANNING AND BUDGET COMMITTEE

NO REPORT

PRESIDENT'S REPORT

NO REPORT

V. ITEMS FOR FUTURE AGENDAS

VI. OPEN COMMENTS FROM THE PUBLIC

VII. ADJOURNMENT

The meeting was adjourned at 5:40 p.m.