

Academic Senate Meeting Minutes March 2, 2017

Present:

Heather Craig (President)
Glenn Tozier (Vice President)
Sunny LeMoine(ASCCC Delegate)
Lynn Kragelund (Secretary)
Kathleen Clark (CTE Liaison)
Mark Clements
Adria Gerard
Alfred Hochstaedter
Elias Kary
Amber Kerchner
Susanne Muszala
Robynn Smith
Sandra Washington

Absent:

Abeje Ambaw
Merry Dennehy
Jacque Evans
James Lawrence
Dan Schrum (ASMPC Rep)

Visitors:

Kiran Kamath
LaKisha Bradley
Larry Walker

Called to Order at 2:36pm

I. Opening Business

A. Public Comments/Welcome (2:36)

SM - Participated in “Lean from the Middle” training on leadership and change which was very helpful and inspiring. Attended with Diane Boynton and LaKisha Bradley and will work on a project focused on the first year student experience.

RS - Students expressed thanks to the sign on MPC that says we “welcome dreamers”.

- NYC is doing a project where residents read the same 5 books over the next year as an attempt to build community. Could we do something like this at MPC? A book of the year has been used at other institutions with success. Monterey Public Library does a One Book - One City, could join their initiative. AH and MD are using the same book for both of their classes - The 6th Extinction. At a Flex Day several years ago, there was a breakout book review. Perhaps the English Department and the Library could help make a plan.

AH - Attended a workshop on Acceleration that was very useful. The best way to place students is to ask them what grades they got in the subject in High School. Good attendance at the workshop, including some from Cabrillo and Hartnell.

B. Approval of Minutes from February 16, 2017 and February 23, 2017 (2:45)

ACTION

February 16th minutes were read by LK

EK moves to approve the minutes from February 16, 2017

RS seconds

Unanimous approval with no abstentions

Minutes from the Special Meeting on February 23, 2017 are approved.

II. Reports

A. President's Address 3:05pm

AS role in addressing the accreditation recommendations - curriculum.

Discussion: Need students to understand that the sanctions do not have to do with classroom issues. The faculty should keep that in mind and share that information when discussing the accreditation outcome.

AAAG - Jon Knolle presented on:

Dual enrollment - designing programs for high school students to take MPC classes. Good interest from local high schools for programs ranging from autotech, theater,

Dual admissions - possible plan to have students applying to CSUMB that are not yet accepted could choose to live on campus at CSUMB and take GE classes at Marina.

B. Committee on Committees

Still looking for senator to chair COC

C. Announcement of New Senators for 2017-2018 year (3:15pm)

Up for Re-Election:

Sandra Washington - will continue

Amber Kerchner - will continue

Alfred Hotchner - looking for a replacement from physical sciences.

At-Large Seat: Merry Dennehy's

The AS President would like to have one more week to survey the campus for an

At-Large Senator nominations.

LK would like to step down as Secretary,

III. Old Business

A. SLO assessment update - Learning Assessment Committee (3:30)

[The Cycle of Assessment](#)

[The Assessment Toolbox](#)

Toolbox linked above, is available on MPC Online for faculty reference. The toolbox includes:

- Checklist for Writing Program Learning Outcomes (PLO's) - A draft has been created to guide program assessment. Reviewed the checklist.
- Using GEO's as PLO's was not sufficient. Need to add more details to help distinguish programs.
- Would like strong PLO(s) as a foundation as faculty begin utilizing TracDat.

Discussion: For transfer programs, isn't the outcome that the student successfully transfer or are prepared to transfer. Response: need to have more detail about how the student is prepared. Are there examples that we could use to help us formulate ours? Response: Yes, can look at the Cirriucnet or Catalogs for other colleges online and see their PLO's. If a student get's a degree or certificate, those are the programs that need to have PLO's. Many programs already have PLO's, but now will need to formally assess them. What is the schedule for assessment? Response: SLO's must be assessed at least every two years, encourage more often if useful. PLO's should be assessed in the fifth year of the cycle in preparation for program review. The cycle began in Fall of 2016. If faculty need permission to have access to TracDat, they can

request that via tracdat@mpc.edu. If divisions want group or individual trainings on TracDat, please email that support address to request.

IV. New Business

1. Student Equity - LaKisha Bradley and Larry Walker (3:42)

An update on student equity efforts and how to request student equity funding for professional development and project activities.

Student success committee - created plan for funds use around student support that includes: outreach, students with disabilities, foster youth, workshops, first year experience, counseling, trainings/conferences, etc. The plans can be found under the “Student success and support programs - 3SP” and then “Student success and equity” on MPC Online.

The student success committee is a diverse committee with representation from the campus at large. The list of members is on the 3SP webpage on MPC Online.

\$50,000 is available for professional development. There is an online form to request funds for activities that support students. Applicants should look at the list of approved services before applying.

Student Equity

Funds must be used for populations with an achievement gap. If applying for these funds, please read through the application to make sure your application is appropriate. If the project is going to run greater than one year, will need to re-apply for subsequent years. Please apply 1 month prior to event or start of project.

Application has information on what types of projects are appropriate for funds and examples of inappropriate uses. Encourage faculty to think of appropriate projects and look at the application for direction.

B. Guided pathways discussion - discussion deferred

C. Academic Affairs Board Policies (4:10)

These policies were never given to the board for approval. Kiran Kamath is working with a consultant to guide the board policies to better reflect the CCLC recommended policies. Kiran and the consultant have made suggestions for changes.

Previously recommended Board Policies, now updated by Academic Affairs:

BP4021 Program Discontinuance

minor edits

BP4025 Philosophy and Criteria for Associate Degree & General Education

minor edits

BP4040 Library Services

BP4100 Graduation Requirements for Degrees and Certificates

language about “2.0 average” was changed and added a statement that all the courses must be passed. AK will forward this policy to Counseling for review prior to AS approval.

BP4220 Standards of Scholarship

New Policy - Need to clarify if the sections of Title 5 listed, mention the AS, we should add the AS to the policy.

BP4260 Pre-requisites and Co-requisites

The AS president will send the Board Policies that address AS purview to senators via email and will identify key areas to review.

V. Future Agenda Items

1. 2017-2018 Elections
2. Senate bylaws revision
3. Further clarifying roles of Academic Senate and Faculty Bargaining Unit
4. CAC procedures: max course size, reinstating courses, new course request procedure, new program request procedure, updating and review of courses
5. HR procedures: faculty hiring, adjunct faculty hiring, faculty prioritization, evaluation
6. New committees: procedure for institution of, CTE committee(s), instruction-counseling collaborative, campus climate, HR procedure review
7. Categorical funding allocation process
8. Calendar for review of MPC policies and procedures under 10+1
9. Review of Resource Guide to Institutional Decision Making

Meeting adjourned at 4:25pm

Respectfully submitted,

Lynn Kragelund MSN, RN