

## **Academic Senate Meeting Minutes May 18, 2017**

### **Present:**

Heather Craig (President)  
Glenn Tozier (Vice President)  
Sunny LeMoine(ASCCC Delegate)  
Lynn Kragelund (Secretary)  
Kathleen Clark (CTE Liaison)  
Abeje Ambaw  
Mark Clements  
Merry Dennehy  
Jacque Evans  
Elias Kary  
Susanne Muszala  
Sandra Washington  
Robynn Smith  
Adria Gerard  
John Cristobal for Alfred Hochstaedter  
Armando Dimas (ASMPC Rep)

### **Absent:**

James Lawrence  
Amber Kerchner

### **Visitors:**

Michael Gilmartin  
Kathleen Rosman  
Eric Ogata  
Jon Knolle  
Dean Long

## **Called to Order at 2:36 pm**

### **I. Opening Business**

#### **A. Public Comments/Welcome (2:36)**

Eric Ogata - Forum yesterday hosted by Dr. Tribley and Dr. Crow, the terms FTES and enrollment numbers were used interchangeably, which can be misleading or manipulative. Also, the advanced apportionment report mentioned by Dr. Crow, were not the most recent. He stated he used them to show what we could have done, but the most recent numbers are not as high. These inconsistencies erode trust in the administration.

Kathleen Rosman (ARC)- Troubled after the AAAG meeting by the administration not addressing the two DOM positions that will be unfilled this summer. **ADD NOTES to minutes?**

EK - Repetitive issue brought up with these two comments: erosion/picking sides between faculty and administration. It is important for the AS to recognize we are all in a leadership position on campus. Public comments or visitor input should not be a part of our main meeting and decision making process. HC - perhaps a retreat to discuss AS meetings and overall goals.

MC - response - The AS role is so important now, more than ever. I agree that we should limit outside influence. And process is so important, we need to maintain our process and team approach.

HC - response - Emotions are running high, but the administration does not respond to the intense emotions. We should return to the process of how things should be done and clarify when it is not done. There are legitimate concerns on campus that the AS needs to address.

AG - Some problems on campus don't have a procedure or process to guide them.

## **B. Approval of Minutes from [May 4, 2017](#) (3:05)**

## **II. Reports**

### **1. President's Report (3:06)**

- a. **PAG - see agenda regarding Succession Board Policy**
- b. **President's Cabinet - discussed Learning Assessments and meeting the ACJC recommendations. The two that are in the AS purview: Learning Assessments and AS/Union role clarification.**
- c. **AAAG - discussed the division restructure and especially the empty DOM positions that are not being filled.**
- d. **Summer Institutes through ASCCC - if anyone is interested, there are funds available. Let HC know if interested. There is also an adjunct institute.**
- e. **HC requesting help with**
- f. **AS Retreat - emergency meeting/retreat next Thursday for all senators that are available. Thursday at 2:30 - 4:30 pm - emergency meeting and retreat.**

### **2. Committee on Committees (3:17)**

- a. **Clarification on how to notify faculty that have been approved for positions on a committee. Will plan to include the names of committees and their membership at Fall Flex. A spreadsheet with committee membership is under development.**

### **3. Instruction- Counseling "Student's First" Goal Group (3:20)**

- a. **Report on Recent Activities distributed**

## **III. Old Business**

### **1. Discussion of division restructure (3:22)**

**a. AS Resolution Regarding Division Restructure - was open for editing by the AS over the past two weeks.**

*Discussion: Who will this go to? Is there any follow up? Response (HC) - Recommendations are made to the Board or Administration or the campus at large. The AS cannot mandate what the administration does with the restructure. We can address the resolutions to whomever we would like: Board, president, campus, etc. Who we think most needs to hear the message.*

*The AS needs to be more visual with this issue. Encourage the AS president to share the resolution in multiple meetings: to the Board, president, deans, division chairs.*

*Need clarity regarding rules for resolution format. SL will look for any restrictions.*

*Edits discussed and made to the resolution document.*

*Concerns over the practicality of resolving that the deans need to be in the same building as their divisions. Communication is key, their location would not be as important if the deans were communicating clearly and frequently. Having deans interacting with students would be beneficial and help them better support the division and their students. Change wording to instead of office, encourage interaction.*

*Feedback from Jon Knolle re: last resolved - dictates what the dean's should do, how they do their jobs. Disrespectful and outside the AS purview.*

*HC will send an all-user's email with the resolution.*

**ACTION**

**RS moves to approve this resolution with minor edits to be made by executive committee and English faculty, and then to distribute.**

**SM seconds**

*Further discussion: was the first whereas changed to include the Title 5 language? That will be edited to include that language.*

**Unanimous approval with one abstention (JC)**

**IV. New Business - Discussions Deferred due to extensive discussion on the resolution above.**

1. **Review Board Policies from Student Services (4:15) - Review these policies and will approve at the emergency meeting next Thursday.**
  - Comparison of CCLC and Draft BPs
  - BP4230 **Grading Academic Record Symbols**
  - BP4231 **Grade Changes**
  - BP4235 **Credit By Examination**
  - BP4240 **Academic Renewal**
2. **PRIE Committee Report**
3. **Annual Report - 1<sup>st</sup> read**

4. Discussion of Curriculum Advisory Committee Procedures and
5. Discussion of Senate-MPCTA MOU

#### V. Future Agenda Items

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

Meeting adjourned at 4:18

Respectfully submitted,

Lynn Kragelund MSN, RN