

Academic Senate Special Meeting Minutes **May 25, 2017**

Present:

Heather Craig (President)
Glenn Tozier (Vice President)
Lynn Kragelund (Secretary)
Kathleen Clark (CTE Liaison)
Merry Dennehy
Adria Gerard
Alfred Hochstaedter
Elias Kary
Susanne Muszala
Abeje Ambaw

Absent:

Sunny LeMoine(ASCCC Delegate)
Mark Clements
Jacque Evans
Amber Kerchner
James Lawrence
Robynn Smith
Sandra Washington
Armando Dimas (ASMPC Rep)

Visitors:

Rusha Turner
Catherine Webb
Kevin Hasken

Called to Order at 2:36pm

Opening Business

A. Public Comments/Welcome (2:36)

No comments

B. Approval of Minutes from [May 18, 2017](#) (2:37)

No revisions, minutes accepted

II. Reports

1. Committee on Committees (2:37-2:40) ACTION

- a. John Mickelson needs to step down from the VP of Administrative Services hiring committee. Need a replacement. Looking for a faculty member, the COC has not offered a suggestion yet. HC will do an all users email to ask for volunteers. Some suggestions: Eric Ogata or Twin ???

ACTION

AH moves to let the president and chair of COC to choose and assign a replacement
KC seconds
Unanimous approval with abstentions

2. Learning Assessment Committee (2:46) – feedback on LAC documents below

Google Form for changing SLOs/PLOs

Flow Chart for actions once a SLO/PLO form is submitted.

The Book of Ideas for Assessing Multi-Section Courses

Discussion: Question clarified about change request process in Flowchart. Can you include a hyperlink to guidelines in this flowchart? It is linked on the LAC faculty support web page. The book of ideas was well received. Continued feedback is appreciated, looking to continue to make these resources useful. Will change the book of ideas from draft status to final.

3. Flex Day Committee (2:58) ACTION

Fall 2017 Flex Day Schedule

Discussion: Some concern expressed about having the President's address later in the day, rather than first thing as suggested in a Flex Day evaluation. Can we get rid of the message graphic? Include a "Welcome" by HC and Dr. Tribley. Change breakfast from 0800-0825, with a brief welcome from 0825- 0840.

ACTION

GT moves to approve the Flex Day Schedule above with the change to the breakfast/welcome and removal of the message graphic.
EK seconds
Unanimous approval with one abstention (RS)

III. Old Business

1. **Annual Report (3:05) ACTION**

Discussion: Where does this report go, who is the audience? We need to decide. Traditionally given to the board, shown to ACCJC, but also meant to communicate the actions of the AS to the campus. Suggestion: separate the discussion on 10 + 1 and the ACCJC on the last page. Will move the discussion on resolution #21 to the "Roles" header. Suggestion: need more emphasis on the equivalency process and the work that was done on that issue. Also, need more emphasis on the current state of the college and the resolution created to address the college re-organization.

What is the role of the AS, especially during this time. Pedagogy - we should have mentioned this issue with separating CTE and Transfer. This is a big change in pedagogy. Will discuss more at the retreat.

After the retreat, we may want to add some to the

ACTION

AG moves to empower the president to make edits to the report after the retreat discussions.

EK seconds

Unanimous approval with no abstentions

2. Review Board Policies from Student Services (3:00-3:05) ACTION

BP4230 Grading Academic Record Symbols

BP4231 Grade Changes

BP4235 Credit By Examination

BP4240 Academic Renewal

Will save these approvals for the Fall semester.

IV. New Business

1. PRIE Integrated Planning Flow Chart (3:20) – Catherine Webb, Rasha Turner, and Kevin Hasken

Part of the role of PRIE is to address prioritization and allocation processes, distributed handout with changes to current process. Described the steps in the process. Would like feedback on the process (questions, concerns, clarifications, etc.)

Discussion: What is the current HR staffing plan?

Response: This is an institutional staffing plan for the entire campus and will part of the process. Faculty prioritization process will continue. This HR staffing plan includes but is not limited to faculty.

Suggestion: would like a list of "what if" for hiring instances that fall outside of this process. AAAG does have a process, but may need some additional work on aberrations.

What about labeling the boxes as "identify" and then "prioritize"? This does not always occur in just one venue and prioritization may happen within units, within the department, and with the dean.

Professional Development (PD) - label more clearly, concern about the foundation making the decisions regarding who gets personal development funds.

Response: want faculty to identify need for professional development to help guide response and use of funding including categorical funding.

Concern over the lack of tutors available for most subjects. How could this issue be reflected via this process?

Response - Include the description of the need in the SLO so that they can be captured in the program review and action plan. Can also be in a conversation as part of this prioritization process.

Who will have access to all the data from TracDat and look at the big picture?

Response: that is undecided. It would be beneficial if everyone could see the big picture.

Suggestion: add a timeframe to the process for a response to identified needs.

How will this be implemented if the divisions are restructured? How will equity be ensured with the new structure?

Response: try to look at this from the department level. Wanting all faculty feel that they have a voice.

Expressed appreciation for the process developed and praise for the process and incorporated improvements/additions.

Please send additional comments to one of the Tri-Chairs: Catherine, Rusha or Kevin

Meeting adjourned at 4:05pm

Respectfully submitted,

Lynn Kragelund MSN, RN