AGENDA

I. Opening Items: (5)
   A. Call to order
   B. Welcome and Roll Call
   C. Approval of Minutes September 2, 2014
   D. Approval of Agenda

II. Public Commentary: (5)

III. Reports: (all 3-minute) (20)
   A. Standing Reports:
      a. ASB
      b. College President
      c. Executive Vice President
      d. Senate President
      e. Senator reports
   B. Committee Reports:

IV. New Business: (55)
   A. Student Success and Support Plan (Veronica Martinez/Kathleen Moberg)
      What faculty input have we received on this draft?
      Discussion (10)
   B. Student Equity Plan (Randy Brown/Anne Ratto)
      What faculty input have we received on this draft?
      Discussion (10)
   C. Student Learning Outcomes (SLO) Committee (Julian Kearns)
      How is the work of this new committee proceeding? What are its challenges?
      Information/Discussion (10)
   D. Faculty Representation at Senate and Senate Bylaws Revision (Bea Lawn)
      We will get an update on the recent action taken. With respect to Senate Bylaws revision, how shall we do the work?
      Information/Discussion (10)
E. Faculty Participation (Bea Lawn)
We will discuss the ideas gathered on faculty participation and shared governance at the May Academic Senate retreat. How should we proceed?
_Discussion/Action_ (15)

V. Closing Items: (5)
A. Open Forum
B. Announcements
C. Items for next agenda by 2:00 p.m. on September 30, 2014
D. Next meeting: Tuesday, October 7 at 2:30 p.m.
E. Adjournment

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**Senate Responsibilities: “10 + 1” (+1 in *italics*, in Senate bylaws)**

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports.
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as mutually agreed upon between the governing board and the faculty senate.
12. Appointments, hiring, status, and assignments of teaching and non-teaching faculty.
13. Criteria for and the establishment, organization, and continuance of departments.
14. Student affairs and activities.
15. Academic freedom.
16. Shared governance as outlined by AB 1725 and other statutes.
MINUTES

ATTENDANCE
Bea Lawn, Herb Spenner, Jen McMillen, Marilyn Chap, Kyle Hull, Sabrina Lawrence, Julian Kearns, Lorraine Burgman, Ali Arid, Rey Morales

GUESTS
Steve Kinsella, Kathleen Rose, Dennie Van Tassel, Veronica Martinez, Ann Catto, Fran Lozano, Randy Brown, Rachel Lopez, Debbie Klein, Karen Warren, Dave DiDenti and Esteban Talavera (minute recorder)

I. Opening Items: (5)
   A. Call to order at 3:35 pm
   B. Welcome and Roll Call led by the senate president
   C. Approval of Minutes September 2, 2014
      MSC (Julian Kearns/Herb Spenner). Vote: unanimous. Approved as presented
   D. Approval of Agenda
      MSC (Jen McMillen/Ali Arid). Vote: unanimous. Approved as presented.

II. Public Commentary: (5)
    None.

III. Reports: (all 3-minute) (20)
    A. Standing Reports:
       a. ASB
          Cave DiDenti, region 4 representative, reported that student trustee elections will be held from September 14th to the 16th in the Student Center.
       b. College President
          President Kinsella informed the Academic Senate that there will be a review of the shared governance process in October. He announced that there will be two administrators appointed to each institutional committee since the sense is that the committees are not as effective as needed. The goal is to get administrators to stay on the committees for two to three years.
       c. Executive Vice President
          Kathleen Rose updated Senate on the program planning process. Program plans are due November 1st. In addition, program review is starting and information will be sent out on the process. Finally, this is the season of evaluations and full-time trained evaluators are needed.
       d. Senate President
          Nominations for employee of the month are being made and Senate is urged to let departments know to keep the nominations coming. At the October 7th meeting there will be discussion on the Coyote Valley Plan. IEC will also be presenting a report and there will be time to discuss the relationship between IEC and Senate. Learning Council and its relationship to Senate will also be
discussed. The parking fee increases was tabled at President’s Council. Also, BP 2011, Board Elections, will be tabled at Senate until the Board has more discussion on it. It was announced that the Senate Plenary for Fall is in Irvine from November 13-15. Those interested in attending can let Bea Lawn know. Lastly, there is a regional meeting on September 26th to discuss the Student Equity Plan.

e. Senator reports

The English Department reported that the Ad-Hoc committee created to look at the impact of grants met. The Social Sciences Department reported that several faculty expressed concern about the two week time frame for students to add a class because it has caused some problems. The concern is that allowing it implies that students can succeed when missing that much class time. The At-Large Senator Kyle Hull reported that he has attended department meetings and received feedback on Professional Development activities and the program planning process. The information will be sent to the senators.

B. Committee Reports:

None

IV. New Business: (55)

A. Student Success and Support Plan (Veronica Martinez/Kathleen Moberg)

What faculty input have we received on this draft?

Discussion (10)

Feedback will be forwarded. The ESL Department and the DRC Department made comments that will be communicated to Veronica Martinez and Kathleen Moberg.

B. Student Equity Plan (Randy Brown/Anne Ratto)

What faculty input have we received on this draft?

Discussion (10)

One concern voiced was whether the items in the plan can actually be carried out by the college. One comment was to increase tutoring and an online tutoring service. Different tutoring models are being reviewed and if possible a presentation could be modeled for the current tutors. Traditional and online students have different tutoring needs. There needs to be a re-evaluation on how to institutionalize the current grant tutoring and SI services. Any comments can be sent to Anne Ratto or Randy Brown.

C. Student Learning Outcomes (SLO) Committee (Julian Kearns)

How is the work of this new committee proceeding? What are its challenges?

Information/Discussion (10)

The committee is continuing the charge to facilitate a campus-wide discussion on SLO assessment. With the follow up report for accreditation, the committee is trying to develop a web page with a forum for faculty discussion. The committee has established goals for itself which will be included on the website. A survey will be sent out to faculty to find out what support is needed. The biggest challenge of the committee is to get faculty participation in SLO assessment. This is the cornerstone of instructional improvement and a push will be made to include it in the GCFA contract.
D. **Faculty Representation at Senate and Senate Bylaws Revision** (Bea Lawn)
   We will get an update on the recent action taken. With respect to Senate Bylaws revision, how shall we do the work?
   
   **Information/Discussion** (10)
   According to current bylaws, a representative position becomes an at-large position when a department does not send a representative. After many attempts and appeals to the Fine Arts Department, an e-mail to all faculty was sent to see if anyone can step into the at-large position. No one can stepped up as of yet, but the e-mail will be sent again. With respect to revision of the Bylaws, there are certain areas that have gaps or need clarification. They were last revised in September 2001. The question put to the Senate is whether they prefer the whole Senate to work its way through the revisions or delegate the work to a small group of no more than three senators, including the Senate President, which would then do the initial revision and bring it back to Senate for discussion before presenting the recommendations to the faculty. The consensus was to have a small group do the initial work. The Senate President will send out an e-mail to senators to see who is available to help her with this.

E. **Faculty Participation** (Bea Lawn)
   We will discuss the ideas gathered on faculty participation and shared governance at the May Academic Senate retreat. How should we proceed?
   
   **Discussion/Action** (15)
   Background was given on the topic of faculty participation. After the May Senate retreat and discussion on the subject, a list of ideas was compiled. The ideas were read aloud. There were several comments made. 1) President Kinsella’s comments follow: shared governance is a shared responsibility and processes are already in place. What is broken is the Senate’s responsibility and what is missing is that faculty need to do more than sit on committees. As pointed out in the accreditation report, there are too many spectators. If there is no conversation about what is presented at the committees, then the campus is setting itself up for this issue to come back up again. The good news is that this is easily fixed, one person at a time. What is important is not for the President to know the process but for others to know the process Participatory governance is people participating in a proposal and not just reacting to it. 2) A senator commented that the Grant ad-hoc committee had met and discussed ways to make this committee important to the faculty. Senate needs to look at its role differently and have faculty see the committees in a different light. 3) Another comment was that in the past, faculty would come to senate and report, but now that some of the institutional committees have been publishing the respective meeting minutes, this may have had the effect on faculty representatives of thinking that there is no need to come to Senate to report. 4) Another problem pointed out was that: the published meeting dates online are not up to date, so those consulting online do not get the correct information. At the same time, committee meetings are held without checking the meeting times/days of other committees, which creates conflicts and poses a problem for people serving on multiple committees. 5) A senator commented that the administration doesn’t support the work of the faculty in certain areas, so time and effort spent on them is for not valued and amounts to nothing, which gets faculty discouraged. The mission of the Academic Senate is to push academics. Committees are always being added and if their report or findings are not valued, then
faculty tends not to participate. The environment is not set up for encouragement. To this, President Kinsella pointed out that it’s important to focus on the strategies for established priorities and whether the ideas brought forward fit within those strategies. He added that there needs to be a recognition that a thousand different things can’t be done due to resources and demand and that the focus needs to be on our community and what we can do with a small budget. 6) A senator pointed out that strategic planning needs to be aired more efficiently so that faculty knows what the priorities are and then act accordingly. Grants tend to subvert planning that was already laid out and energies and resources go to support grant activities and take away from the other plans that were already institutionalized or in the works. 7) A comment was made on the role that each constituency on campus has and on how these different groups work or don’t work with each other. 8) There was a comment about how initiatives can’t go far without some incentive for part-time faculty to get involved. If there are gaps and places that are broken, then that’s an opportunity to get involved and respond. 9) The goal is to have what Senate is doing be relevant and better. This is not an easy thing because faculty is very diverse. If President Kinsella wants to talk about shared governance, the Senate will participate. It is also possible for Senate to talk about shared governance and faculty participation with department chairs. 10) Vice President Rose commented that the old patterns of behavior and pointing the finger are not working. The Senate needs to look at the existing leverage points which have flowed into different venues. The first step is to recognize that not coming to the table is harmful. Leveraging the decision making is a key point. Discussing incentives and being present is important. 11) It was pointed out that part-time faculty need to be encouraged to participate. There are many factors that inhibit part-time faculty participation. Among them is fear of stepping forward to avoid retaliation or compromising continued employment or full-time employment in the future. There needs to be assurance that those fears are not real and that real discussion on shared governance with those factors in mind. 12) There was a concern that there is turnover on the committees and the new faculty members don’t know how to proceed. Guidelines and information on roles and responsibilities would go a long way in assisting or training new members. 13) Bea Lawn said that Senate should propose some concrete actions with respect to improvement of faculty participation and shared governance so that Senate discussion does not only remain as talk, even if valuable talk. Because there was no more time, she proposed that the item be included in the Oct. 7 Senate agenda. She will re-formulate the bullet points discussed today in light of this discussion. The Senate should come to the Oct. 7 meeting ready to pinpoint a few concrete actions that can be taken with respect to these two issues.

V. Closing Items: (5)

A. Open Forum
B. Announcements
C. Items for next agenda by 2:00 p.m. on September 30, 2014
D. Next meeting: Tuesday, October 7 at 2:30 p.m.
E. Adjournment by consensus at 4:07 pm

Academic Senate Minutes
9/16/2014