

**Draft Cañada College Academic Senate
Governing Council Minutes September 15, 2004**

Council Members in Attendance: Romy Thiele, Patty Dilko, Martin Partlan, Lezlee Ware, Dick Claire, Annie Nicholls, Rich Follansbee, Karen Olesen

Guests in Attendance: Jagu Patel, Sharon Finn, Carolyn Jung, Marilyn McBride, Susan Gangel

1. Call to Order: 120pm

2. Adoption of the Agenda

3. Approval of Minutes: Martin made a motion to accept the minutes. Romy seconded the motion. Motion passed.

4. Public Comments:

ASGC discussed the possibility of entering an ASGC team in the Fun Run on Oct 21st. The team will be coordinated by Romy Thiele, all that are interested please contact her.

Fall Plenary is coming and Patty suggested that a Governing Council faculty member attend—it is a great learning experience. It was also noted that there is supposed to be a representative from every college in attendance to vote on critical issues that the State Governing Council will then act upon.

It was noted that the Phi Theta Kappa honor students are going to, as a kick off for the President's Project which this year will be a drive to raise money to send children with cancer to summer camp, will be serving all classified, faculty and administrators a Luau Lunch on November 3rd. Please put this date in your calendars now.

5. Old Business:

5.1 Committee Appointments: Jennifer Helton, Frank Young, Lezlee Ware were put forward to serve on the hiring committee for a one-year replacement person in history while Prof. Helton is on maternity leave. Patty moves to approve these names. Discussion ensued. The name were approved with one Prof. Claire registering a dissenting vote based on concerns that the not all appropriate faculty were consulted and the agreed upon process was not followed. Moreover, with the recent reorganizations that have occurred over the recent past at Canada College, it was mentioned that the administration and faculty must make a conscious effort to not exclude members of “related disciplines” when looking at hires in certain areas (e.g. economics and anthro should be included in the consultation process when looking for a new historian and, conversely, political science and anthro should be considered if a new hire in economics is put forth). A memo of understanding to the administration, and campus faculty will follow.

With respect to the hiring committee for a one-year full-time replacement in the area of counseling, Dick Claire will look into the extent of a process for this position and ensure that it has been followed. Karen Olesen expressed a desire for a speedy resolution.

Your Governing Council for the 2003-2005—working for you!

President Richard Claire (x3215); Vice-President Patricia Dilko (x3115); Treasurer Martin Partlan(x3355); Secretary Paul Roscelli (x3414); Curriculum Chair Romy Thiele (x3211); Professional Personnel Chair Barbara McCarthy(x3473); College Council Faculty Sub-Committee Chair vacant; Humanities Rep Lezlee Ware(x3441); Workforce Rep vacant; Student Services Rep Karen Olesen (x3415); Science Rep Rich Follansbee (x3257).

**Draft Cañada College Academic Senate
Governing Council Minutes September 15, 2004**

In accordance with the new bylaws, it was noted the faculty division reps to the college council need to appoint their Committee Chair/Rep to the GC—and then attend the GC meetings. Patty will follow up.

Per instructions from Humanities faculty, Patty made a motion to appoint Susan Gangel as the third Humanities rep to the Curriculum Committee. Her nomination was seconded by Martin and passed unanimously.

5.2 ASGC Priorities. Martin Partlan passed out a draft survey of faculty priorities that, when final, will go to the full time faculty for feedback to this body. Discussion ensued. A final draft will come to the GC next week.

6. New Business:

6.1 Service Learning Project: Adjunct History Professor Patel offered a presentation about “service learning.” A discussion ensued. Professor Patel was asked to come back with some additional information regarding cost, relevance, curriculum etc... Info about the Service Learning Project that is currently being offered at CSM is available at <http://www.gocsm.net/csmconnects/service/index.html>

6.2 Program Review Process. ASGC had a discussion about how faculty will begin to implement the new process and how the new document will be used. The discussion revolved around whether we should “batch disciplines together” (e.g. all social sciences) or look at each discipline as a stand-alone discipline (e.g. only history). Patty reported that the curriculum committee suggested that departments in coordination with their supervising Dean should be given the option to coordinate their reviews with other departments/disciplines as they felt it was appropriate. A motion was made to draft an action plan reflecting the last review date of each department and a schedule that would include all departments in a 6 year cycle. Lezlee seconded the motion. The motion passed.

7. Standing Committee Reports:

7.1 Finance: no report

7.2 Curriculum: Curriculum Report for 9/14/04:

One of the committee's goals is to maintain paperless, Jose Peña demonstrated how the committee members will review the submitted course outlines online through accessing a shared folder. Each member will be able to review them from their office computers rather than using hard copies.

Patty Dilko, Academic Senate Vice President, distributed a draft copy of the program review packet. She discussed the purpose and cycle of departmental program reviews.

The draft includes annual/biannual data forms, which will be helpful in collecting information in preparation for the comprehensive review occurring every six years.

The committee reviewed the course proposal timelines for 2004-2005 and April 12, 2005 has been designated for reading the program review reports.

Your Governing Council for the 2003-2005—working for you!

President Richard Claire (x3215); Vice-President Patricia Dilko (x3115); Treasurer Martin Partlan(x3355); Secretary Paul Roscelli (x3414); Curriculum Chair Romy Thiele (x3211); Professional Personnel Chair Barbara McCarthy(x3473); College Council Faculty Sub-Committee Chair vacant; Humanities Rep Lezlee Ware(x3441); Workforce Rep vacant; Student Services Rep Karen Olesen (x3415); Science Rep Rich Follansbee (x3257).

**Draft Cañada College Academic Senate
Governing Council Minutes September 15, 2004**

7.3 College Council: No report although it was noted that Diane Eyer and Margie Carrington were appointed as co-chairs for 2004-2005.

7.4 AFT: no report

7.5 FACCC: no report

7.6 Academic Integrity: It was determined that there was no need for ongoing reporting since this committee has completed their work on the new Academic Integrity Policy and Procedures.

7.7 Professional Personnel: no report. It was noted that a flyer would be distributed to all faculty members as a reminder of the Oct. 15th deadline for Trustee Development and certain parts of Program Development.

8. Matters of Council Interest: None noted

Upcoming meetings: First and third Wednesday of every month 1:15pm in 17-107.
10/6, 10/20, 11/3, 11/17, 12/1, 1/19, 2/2, 2/16, 3/2, 3/16, 4/6, 4/20, 5/4, 5/18.

Agenda: To request that an item be added to the agenda please contact one of the governing council members no later than one week prior to the next meeting (see above for the dates of upcoming meetings)

View past minutes at: <http://www.canadacollege.net/about/academicsenate.html>

Your Governing Council for the 2003-2005—working for you!

President Richard Claire (x3215); Vice-President Patricia Dilko (x3115); Treasurer Martin Partlan(x3355); Secretary Paul Roscelli (x3414); Curriculum Chair Romy Thiele (x3211); Professional Personnel Chair Barbara McCarthy(x3473); College Council Faculty Sub-Committee Chair vacant; Humanities Rep Lezlee Ware(x3441); Workforce Rep vacant; Student Services Rep Karen Olesen (x3415); Science Rep Rich Follansbee (x3257).