

Draft: Canada College Academic Senate  
Governing Council Minutes September 22, 2005

**Council Members in attendance:** Paul Roscelli, Martin Partlan, Patty Dilko, Lezlee Ware, Katie Schertle, Jenny Castello, Monica Malamud, Karen Olesen

**Senate members and guests in attendance:** Ray Lapuz, Frank Young, Anthony Perez, Susan Gangel, Pamela Ward Smith, Elizabeth Terzakis, Chuck Carlson, Dean of Sciences; Victoria O'Donnell, David Clay, Lisa Palmer, Yolanda Valenzuela.

**Adoption of agenda:** Jenny moved to adopt the agenda, Lezlee seconded, motion passed.

**Approval of the minutes:** made a motion to approve the minutes with the following amendments, seconded.

- The minutes were amended to say “Patty explained that the decision had been made to deny all requests for extensions to the program review schedule in 2004-2005.”
- Lezlee Ware wanted the minutes to reflect that she had reported that the CA Academic Senate Leadership Conference that she attended in June was scholarly and very worthwhile.
- Under Matters of council interest item f) should read “curriculum chair.”
- Leslie Sachs should be listed as a senate member in attendance rather than Governing Council member.
- Lisa Palmer should have been listed as a senate member in attendance.

**Public Comment:** Student Learning Outcomes workshop will be Friday, September 23<sup>rd</sup> at CSM.

## **5 Old Business:**

### 5.1 Committee (and other) Appointments:

Dean of Humanities: After extensive deliberation at the division level, Katie made a motion to appoint: Bill Morales, Frank Young, Jenny Castello and Lisa Palmer. Lezlee seconded the motion and the motion passed unanimously.

#### President Search:

The group reviewed the factors used that had been discussed at the last meeting by which they wanted to determine the committee's composition:

- One person from each division
- Years of experience, balance out people with many years of experience and newer years.
- Adjunct Faculty perspective could be important.
- Someone with a deep historical perspective. Senior Faculty Member
- Someone with a fiscal and analytical background.

#### **Your Governing Council for the 2005-2007—working for you!**

President Patty Dilko (x3115); Vice-President Martin Partlan (x3355); Treasurer Lezlee Ware (x3441); Secretary Daniela Castillo (x3407); Curriculum Chair Jenny Castello (x3472)); Professional Personnel Chair: Vacant; Humanities Rep Katie Schertle(x3314); Workforce Rep Paul Roscelli (x3414); Student Services Rep Karen Olesen (x3415); Science Rep: Vacant.

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- Someone who has been involved in governance
- Active in the greater Redwood City community

A healthy discussion ensued about these factors and other process questions. The following is a summary:

Susan Gangel raised a concern about limiting the role of younger faculty on the presidential search committee. Anthony Perez asked for more education about the process. Chuck thought we should get clarification about the rules and regulations. Elizabeth echoed a concern about a conflict of interest. This concern about a potential conflict of interest was raised more than once. The Council decided to continue these important discussions at further meetings and proceeded to action.

Lezlee Ware made a motion to appoint Martin Partlan from the Science Div. Jenny Castello seconded the motion and it passed unanimously. Paul Roscelli was nominated from the Business Div, Jenny seconded the motion the motion passed with one abstention. Monica Malamud made a motion to appoint Lezlee Ware from the Humanities Div. Karen Olesen seconded. The motion passed with one abstention. The committee will include: Patty Dilko, Karen Olesen, Martin Partlan, Lezlee Ware, and Paul Roscelli.

University Center Dean selection committee: Karen made a motion to appoint Yolanda Valenzuela as the second faculty member on the selection committee for University Center Dean, Karen seconded and the motion passed unanimously. David Patterson had been appointed to serve at a prior meeting.

Safety Committee: nominations--none were forthcoming so it was asked that the division reps please take it back to their respective divisions.

MOT: One appointment to the MOT is available.

College Council: Martin made a motion to appoint Nathan Staples as Science Div. Rep. Lezlee Ware seconded, motion unanimously passed. Karen Olesen made a motion to appoint Chuck Carlson as the part-time rep to College Council. Katie Schertle seconded, motion passed unanimously. Lezlee Ware made a motion to appoint Sharon Finn as the Business Div Rep to replace Ron Trugman, Karen Olesen seconded and the nomination passed unanimously.

5.2 SOLAC: Ray Lapuz handed out a draft of a philosophy statement for SLOACs at Cañada. The GC was asked to reflect on this document and be prepared to discuss and vote upon at the next meeting. Patty raised the issue of commonality of SLOAC documents across the district. Ray said that he would forward the CSM and Skyline documents for our review.

5.3 Program Review update. The office of Instruction revised the program review documents over the summer to make them easier to use and in consultation with Ray and Patty, to include stronger language regarding Student Learning Outcomes and

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Assessment. GC reviewed the draft documents and suggested some language changes that would make the document easier to understand. GC also recommended that we change the timeline to reflect the need for having the most current stats available before we begin our bi-annual review. Katie made a motion to accept the program review documents as amended, Lezlee seconded and the motion and it passed unanimously. Governing Council would like to thank the Office of Instruction for their support with this process.

**6 New Business:**

6.1 State Academic Senate Awards and Appointments. Patty brought forward the list of Awards available this year. The Exemplary Program Award is specifically designated for Transfer Programs and Patty suggested that we nominate one of our outstanding transfer programs. Please contact Patty if you have questions or suggestions regarding this award. General information can be found at the State Academic Senate web site:  
<http://www.academicssenate.cc.ca.us/LocalSenates/Awards/Exemplary.htm>

6.2 Introduce Victoria O'Donnell: The new Dean of Sciences came to introduce herself and give us some insight into the division's direction. Expansion of vocational careers was discussed. Governing Council was appreciative of Victoria for her interest in Senate.

6.3 Senate/AFT Bay Meadows: A social is scheduled for Friday Oct 14<sup>th</sup> at Bay Meadows. The Club House opens at 5:30 pm. Tickets can be reserved from Annie Nichols. The first twenty- five faculty tickets will get a \$10 discount. Tickets are limited so get them fast--the deadline for reservation is Sept 29<sup>th</sup>. M

**7. Committee Reports:**

7.1 Finance: Lezlee will finish her budget spreadsheets for next meeting. She has talked with Maggie Souza about our funds. Lezlee proposed that we draft a reimbursement policy.

7.2 Curriculum: Committee had their first meeting. It was an orientation.

7.3 College Council: Monica reported that our college is mandated to raise enrollment 4.5% year to year. This translates into roughly 160 students for the year.

7.4 AFT: Thursday Oct 13<sup>th</sup> the AFT co-chairs from the other two campuses are going to be attending the next Senate meeting to discuss AFT participation.

7.5 FACCC: No report

7.6 Professional Personnel: No report

7.7 District Shared Governance: Two topics that will be covered in near future will be: enrollment management and a mutual respect policy.

**Matters of council interest:**

Monica wanted the minutes to reflect that the Office of Instruction has placed the enrollment information on the web.

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**Motion to adjourn:** 4:00PM

**Upcoming meetings: second and fourth Thursday** of every month 1:30pm in 17-107;  
10/13, 10/27, 11/10, 12/8, 1/26, 2/9, 2/23, 3/9, 3/23, 4/27, 5/11.

**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>**

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