

Cañada College Academic Senate Governing Council

Meeting Minutes for Thursday, October 11, 2012

CIETL Center

2:10 to 4:10 p.m.

Academic Senate Governing Council Members in Attendance: David Clay, Karen Olesen, Sandra Mendez, Leonor Cabrera, Alicia Aguirre, Denise Erickson, David Meckler, Evan Innerst, Ana Miladinova

Academic Senate Members in Attendance: Doug Hirzel, Anniqua Rana

Guests in Attendance: Linda Hayes, Rosa Perez (Counseling Intern), David Johnson, Kim Lopez, student, Dennis Jung

1. Call to Order: 2:13PM

2. **Adoption of Agenda:** Moved/seconded/approved unanimously.

3. **Approval of Minutes 9/27/12:** Moved/seconded/approved unanimously.

4. Public Comment:

Ethnic Studies & Anthropology 200 – Clarification from Professor Roscelli was given about courses listed under Ethnic studies, specifically Anthro 200. The judgment of the Ethnic Studies Committee based on the Course Outline of Record was that the course fit the Ethnic Studies philosophy and definition as stated in the college catalog. and the Ethnic Studies Committee charter.

The Performance Evaluation Task Force will meet on Tuesday; since the Task Force is not required to provide minutes, it was proposed by Prof. Hirzel that the senate get a representative to provide an update to ASGC. Follow up discussion at next meeting.

5. Committee Reports:

5.1 Curriculum Committee: Everything is being entered into the CurricuNet system. Division Reps are available to assist faculty members in learning the new system. Next on the agenda will training on course repeatability.

5.2 Budget Committee: There is a proposal to integrate Budget Committee functions into CPC. The Shared Participatory Governance Handbook and the Equity success scorecard were discussed at the last meeting.

5.3 CPC: Same as above.

IPC – No report.

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SSPC – A summary was created depicting the equipment, facilities, and staff that each program requested based on the Annual Program plans submitted for 2012-13. A list of the Technology Request was forwarded to the VPI on 9/25. Each program leader gave an update on the status with measuring their SLO's. A draft of the Participatory Governance Document Review Process was given out. Also, reviewed the Student Support Assessment Policy and the Student Engagement Plan Process.

CSE – The committee provided input comments to Equity Scorecard and reviewed a draft of the Executive Summary of the Student Equity Plan.

5.4 AFT: No report.

5.5 Professional Personnel & CIETL:

PP – No report. Kurt Devlin and Jo'an Del Rosario have done a wonderful job.

CIETL – Dr. David Hubert will be leading this campus-wide discussion on E-portfolios on Friday, November 2, 2012 from 10:00-2:00 pm

5.6 ASGC Treasury: \$14,287.57 is currently in the Academic senate bank account.

5.7 Technology Committee: No report.

5.8 Basic Skills Committee: Information to be given at a later time. See below.

6. Old and Ongoing Business

6.1 Committee Appointments: Professional Development Committee: selection of faculty representative (Shared position with a Science/Tech faculty member?)

Science/Technology division requests to have a shared position on the Professional Development Committee. Doug Hirzel will be the representative for the Science/Technology position. Motion to: approve the joint appointment of Professors Hirzel and Erickson as representatives to the Professional Development. Moved/seconded/approved unanimously.

Discussion was held about what that position would look like. How is the voting going to occur? The Professional Development Committee proposes that each member will have half a vote on that committee.

The Professional Development Committee representatives have one seat on the ASGC so there is a question of how the one vote will be decided by the two reps.

Motion: The two members will share the vote in the ASGC. In case of disagreement the pair will abstain. Moved/ seconded/ approved unanimously.

6.2 Basic Skills Committee

Voting Members:

1. Student – not identified.
2. BS Writing - Salumeh Eslamieh

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3. BS Reading - Yolanda Valenzuela
4. BS Math - Mike Hoffman
5. CTE Faculty Rep. - Paul Nass?
6. ESL Faculty - Jenny Castello
7. Library - Michelle Morton
8. TRIO/EOPS/College Readiness - Rafael Delgado
9. Learning Support Services - Rita Sabbadini
10. Counseling - Michelle Mendoza
11. Non-Basic Skills Faculty - Alison Field
12. Instructional Administrative - David Johnson
13. Student Services Administrative - Kim Lopez

ASGC approves the Basic Skills committee membership.

7. New Business:

7.1 Review of Participatory Governance Handbook

ASGC reviewed and made recommendations to the Participatory Governance Handbook. The recommendations were recorded by VPSS Richards, and will be included in the handbook. Details of the recommendations were also recorded by the ASGC secretary.

7.2 Review and approve Basic Skills Committee Bylaws & Action Plan

ASGC reviewed Basic Skills Committee Bylaws:

https://docs.google.com/document/pub?id=1FeBMoXB3hiAOTs5qIKg2mdIRaQpz6jZvkOo5b_ktq4

ASGC made the following recommendations:

Mission Statement of Committee – Review mission to reflect current state processes.

Responsibilities - The Committee Chair will be responsible for compiling the Annual Basic Skills Report to submit to the Chancellor's office

Meetings - notice of meetings must be 72 hours to comply with the open meeting act.

Motion to: approve the Basic Skills Committee bylaws with the changes noted above. Moved/seconded/approved unanimously.

Basic Skills Action Plan 2012-13.

<https://www.box.com/s/rtwzc8qxxrixfrv9wy1a>

Report: 3 key categories 1) counseling support for ESL students, 2) coordination, 3) other initiatives, such as SI

The plan recommends professional development training to analyze data on all the different projects BS is working on and think about how to scale projects

State cohort data tool: just new students (e.g. for ESL 400 only 8 listed one semester and 12 another)

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Funding spent primarily on 1) counseling, 2) SI, 3) coordination, 4) program planning and curriculum development, 5) professional development

7.3 Student Performance & Equity Dashboard: A data document from the Committee on Student Equity

The ASGC did a first review of the Student Performance and Equity Dashboard and held a brief discussion.

7.4 Rules and Regulations referred by the District Academic Senate Continued until next meeting:

6.10 Philosophy and Crit #7378

6.12 Definition of Credit #73789E9D

6.13 Curriculum Development #73789F

6.17 Course Repetition [1#7378A0

6.20 Probation, Dismissal #7378A2

6.22 Academic Renewal #7378A3

AP 4020 Program and Curriculum #7378A5

7.5 State Academic Senate Plenary Representatives - This year's Fall Plenary Session will be held on November 8, 2012 - November 10, 2012 in Irvine, CA. David Clay will attend - others interested will be consider at the next meeting.

8. Matters of Council Interest: None.

9. Upcoming meeting: October 25.

10. Adjourn: 4:17PM.

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