Draft: Cañada College Academic Senate Governing Council Minutes
Thursday, November 9, 2006

Council Members in Attendance: Patty Dilko, Martin Partlan, Katie Schertle, Jenny Castello, Denise Erickson, David Clay, Doug Hirzel, Arturo Hernandez, Paul Roscelli, Lezlee Ware

Senate Members and Guests in Attendance: Jing Luan, Dick Claire, Jane Nason, Yolanda Valenzuela, Melissa Raby, Dave Patterson, Ana Peng, Karen Olesen, Lesli Sachs, Nonan Villanueva , Anthony Perez, Luis Orozco

1. Call to Order: 1:35 p.m.

2. Adoption of Agenda: Jenny moved. Denise seconded. Motion passed.

3. Approval of Minutes: Denise moved. Jenny seconded. Motion passed.

4. Public Comment: N/A

5. Old Business:
    5.1 Committee Appointments:
        5.1.1 District Distance Ed.: Patty proposed and Denise seconded that Dani Castillo be the second faculty member of this committee.

6. New Business:
    6.1 Distance Education Planning: Distance Education Advisory Committee meeting next week. There are three strands being addressed: Curriculum (integrity, quality), Resources (logistics), Technology (platform).

Comments and questions:
- Have a student forum to show us how they use technology (iPod webcasting, text-messaging, etc.) in order to tap into their knowledge.
- University of Phoenix's Distance Ed program, which is considered the model, is currently struggling. Does this bode ill for our efforts at developing our own program?
- TV courses are problematic, but online Math courses seem to work well.
- Distance learning can help alleviate math anxiety.
- Hybrid courses (e.g. putting some small part of a course online) could be a stepping stone to transferring courses to a total online format. (Time constraints are an issue here.)
- Putting courses online is not just a one-time effort; any time a course is updated (textbook editions, etc.) the online material needs to be revised, which is a huge undertaking. This demotivates instructors to update courses.
- Online courses can be facilitated by anyone, anywhere. Who's to say that our courses wouldn't be outsourced to adjuncts and/or others miles away?
- Lower-income students have logistical reasons (e.g. transportation, day care) for needing the convenience of distance education.
- How can we ensure that the student who is enrolled in the course is actually the person who is online participating, doing the work, and taking the test? What kind of system could be established regarding test proctoring, etc.?

Your Governing Council for the 2006 – 2007 academic year – working for you!
President: Patty Dilko (x3115), Vice President: Martin Partlan (x3355), Secretary: Katie Schertle (x3314), Treasurer: Lezlee Ware (x3441), Curriculum Chair: Jenny Castello (x3355), Professional Personnel Chair: Denise Erickson: (x3352), Business Division: Paul Roscelli (x3414), Student Services: Arturo Hernandez (x3375), Science: Doug Hirzel (x3284). Humanities: Dave Clay (x3379), College Council Chair: Monica Malamud (x3442).

o There isn't enough tech support for creating a single web page. How could we handle developing entire online courses?
o The campus and local libraries could be used as facilities to enhance the integrity of an online program, especially regarding research.
o Not all courses are suitable for an online format.
o Not all instructors are inclined to create/teach in the online format.
o Online courses would need to be developed by us, not outside sources, in order to facilitate teaching by taking idiosyncratic teaching styles into account.
o Rigor must be maintained; the type of course adapted to an online format should be considered carefully in order not to jeopardize our institutional integrity.
o Studying/learning which is removed from the face-to-face format will never be as rich. We should keep this in mind while debating the desirability of online courses and the extent to which we might want to include them in our curriculum.

6.2 Faculty Position Requests: Full-time position requests were presented in brief for the following: Instructors in Dance/Fitness (1), Fashion Design (1), Interior Design (1), Accounting (1), ESL (1), Drama (1), Math (2), Anthropology (1), and Health Science (1) as well as a Psychologist, a Librarian, two Counselors, and a MESA Director. Discussion about individual proposals was not held during the meeting; instead, questions and comments were directed to division reps. Comments about the process of developing proposals within divisions were made. In general, divisions are satisfied so far, although it was noted that departments with limited members had a harder time developing proposals. A question was raised about individual departments' willingness to give up adjunct positions in order to make room for a full time hire. How is this willingness taken into account? It was also noted that we need to see the complete rationale for the final full-time hires once the process has been completed.

6.3 Career and Personal Development Graduation Requirements: A proposal is being developed to establish a competency requirement for certificates and degrees in which students may take a one-unit counseling course regarding career preparation/college success. A waiver/exemption element would be part of this process. Comments: This course should take place toward the beginning of the student's time at Cañada to help them avoid unnecessary pitfalls of their academic experience. Also, this idea should be presented to the District Curriculum Committee. More discussion should take place when answers to logistical questions can be provided.

7. Committee Reports:
7.1 Finance: N/A

7.2 Curriculum: Hours by Arrangement update from the Chancellor's office is forthcoming. Class size issue: Financial ramifications were discussed regarding changing class size and hours by arrangement.

7.3 Planning and Budget: N/A

7.4 College Council: There is a desire to reduce the numbers in this committee and replace one with an adjunct faculty member. Divisions need to discuss this issue when the bylaws revision is distributed.

7.5 AFT: See attached email from Monica Malamud.

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7.6 FACCC: N/A

7.7 Professional Personnel: Sabbaticals are now extended leave at 100% rather than 80%. Funding is in one big pot; therefore, allocation of funds and approval of requests must be carefully considered. Also, money is allocated once a year only, therefore timing of requests must be considered. There is a desire to create consistency among the three campuses.

8. Matters of Council Interest: See attached email from Monica Malamud. Tom Mohr is proposing to hire a professional fundraiser and community developer. He is also looking into replacing the college recruiter. Multi-media lab is being moved to Building 22 for logistical facility reasons while Building 13 is being upgraded. Phi Theta Kappa students are sponsoring a Sri Lanka benefit event, "A Bridge to Peace."

9. Motion to Adjourn: 3:52 p.m.

10. Upcoming Meetings: November 30, December 14. All meetings are from 1:30 to 3:30 in Building 3, Room 104. NOTE: THIS IS A ROOM CHANGE FROM OUR USUAL ROOM.

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 fore the dates of upcoming meetings).

*View past minutes at **http://www.Cañadacollege.net/about/academicsenate.html** .*

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