

Council Members in Attendance:

Patty Dilko, Martin Partlan, Lezlee Ware, Paul Roscelli, Jenny Castello, Katie Schertle, Karen Olesen, Daniela Castillo, Leslie Sachs, Monica Malamud.

Senate Members and Guests in Attendance:

Anniqa Rana, Susan Gangel, Elizabeth Terzakis, Pamela Ward-Smith, David Clay, Linda Haley, Robert Lee, Ray Lapuz, Thomas Mohr, Marilyn McBride, Alicia C. Aguirre

Call to order: 1:35

Adoption of Agenda: Martin made a motion to approve the agenda. Lezlee seconded, no discussion. (unanimous).

Approval of the minutes: Monica moved to approve, Second: Martin, no discussion. (unanimous)

Public Comment:

- A. Nurse Leslie. Informational. Affects Health Center budget. Assembly Bill 192. Student Fees. She offered sample letters to write to the governor and a letter from Ron Galatolo completely supporting it.
- B. Nurse Leslie. Health Center and PTK are organizing a walk against breast cancer Oct 22. Passed brochures. Special Guest Speaker for the event is Dr. Denise Swett - Oct 23 12:30
- C. President Mohr - Katrina Help Initiative. Date, place, what? Email Maggie.
- D. Ray Lapuz: Friday September 23 - SLO Assessment Cycle workshop- 9:00-3:00.
- E. Patty Dilko: The ECE Department is co-sponsoring a conference with The San Mateo Association for the Education of Young Children and KQED, at Cañada on October 8. This will be a professional conference for all people who are interested in working with young children. Attendance is expected to be between 400 and 500. Cañada is offering .5 units for attendance.

Old business:

- A. Committee Appointments: **Presidential Search**
 - a. Committee discussion about the time that it will take and the process. Alicia and Paul stated that it would take considerable time to review applicants and during the interview stage.
 - b. Names brought forth by Katie (humanities): Jenny Castello, Elizabeth Terzakis, Linda Haley, Alicia Aguirre, and David Clay.
 - c. Names brought forth by Paul (business): Dani Castillo, Dick Claire and Paul Roscelli
 - d. No Science Div. names
 - e. Discussion about the criteria for each position open before choosing who's better suited for what.

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- i. Years of experience, balance out people with many years of experience and newer years.
 - ii. Adjunct Faculty perspective could be important (Lisa Palmer), consensus.
 - iii. Someone with a deep historical perspective. Senior Faculty Member. (Patty Dilko)
 - iv. Somebody with a fiscal analytical background.
 - v. Someone who has been involved in governance
 - vi. Active in the greater Redwood City community
 - f. Appointments were postponed until next meeting.
- B. Committee Appointments: **Dean of Humanities Search**
- a. Names brought forth by Katie: Jenny Castello, Suzan Gangel, Lisa Palmer, Anniqua Rana, David Clay, Elizabeth Terzakis, Lezlee Ware, Anthony Perez, Yolanda Valenzuela, and Bill Morales. The division rep was instructed to lead the division in a further discussion so that they could determine criteria and Pick three! After the next Monday's meeting. Alicia pointed out that next Monday may not be the best forum to discuss this topic at the meeting with the current dean. Patty recommended that they could leave it until the end of the meeting.
 - b. Discussion about the process.
- C. **Student Support Services Faculty Coordinator for new Federal Grant -** Volunteers David Clay and Judy, Motion to appoint them. Martin made motion to appoint David Clay and Judy Liteky, Jenny Castello Seconded. Unanimous.
- D. **MOT FALL -** Jenny Castello moved to appoint Kathy Sammut and Linda Haley, Lezlee seconded –Unanimous.
- E. **Dean of University Center** – Lezlee made a motion to appoint Dave Patterson, Monica seconded. Unanimous.
- F. **EOPS Coordinator** — Jenny Castello moved to appoint Pamela Ward Smith and Nonan Villanueva, Lezlee seconded. Unanimous.

New Business:

- A. **Discussion of 05-06 Senate Priorities** – Patty lead a discussion about Senate priorities for 2005 -2006. She mentioned that it has been practice to survey faculty at the beginning of the year to find out what the hot spots and/or faculty interests might be. This year it seems, however that we won't have a lot of wiggle room. Our first priority must be to hire a fabulous President. Along with a lot of hiring, we must focus on: Accreditation, Student Learning Outcomes and Assessment. This will leave little room for other activities. Patty asked that we consider not polling faculty at this time while leaving the door open for faculty to come forward with topical issues at any time during the year. Discussion, Lisa Palmer asked if the Child Study Center issue might be one such topical issue and if so what the Academic Senate's position would be. Patty said that Senate could have a position on the opening of the Child Study Center in Building #22, and that this is exactly the type of thing that Senate should address on a case by case basis

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- rather than creating a long list of priorities that we would have difficulty accomplishing due to the high demand of Accreditation, hiring and SLOAC's.
- B. Orientation to Accreditation Process** – Marilyn McBride and Alicia Aguirre. Alicia is faculty co-chair of the process. Marilyn is the manager co-chair. (two handouts). Timeline (see exhibit A). Recruitment and all college meeting mentioned. Timeline is a document that will be changing. Accreditation Standards Summary (see exhibit B) – Level of documentation required has increased considerably. So we need to start building a library of documentation to include in the process (minutes of committees and ad hoc committees). The volunteer and appointment process will be brought through Academic Senate. Two people on each standard to act as co-chairs but each standard will have different requirements (1 and 3 being the biggest), so each committee will vary in size depending on the needs of the standard. It's all going to be about documenting "Dialogue and Evidence." Closing Comment, Patty mentioned that Senate will be continually involved with a discussion about the appropriateness of the process and information shared. If you are interested in learning more about the State Senates position on the Faculty's Role in Accreditation you can read their position statement at:
<http://www.academicssenate.cc.ca.us/Publications/Papers/AccreditationStandards2005.html>
- C. Office Renovations** – Information was shared about the packet with the prices taped on the door. The prices were retail price... the actual price is 55% cheaper. Patty has email from Anne Daley with the relevant information which includes discounts and value-added items such as design services, installation, a 15-year on-site parts and labor warranty, in addition to student scholarships based on a percentage of their annual volume with the District.

Committee Reports:

- A. Finance: Budget Presentation** – Lezlee \$2114.00 in the account. Doesn't include this year's money (\$1100 from the district and \$2000 from the college). This years projected expenditures: 2 Plenary events (Fall and Spring), Leadership Conference, Curriculum Conference, Tenure Recognition, end of the year par-tay, end of the year Curriculum lunch (2), classified recognition, Great Teacher's Conference, retiree recognition (possibly 4). Academic Senate has an off-campus account with Wells Fargo (\$8 per month), she suggested moving to a credit Union (Redwood City, Credit Union, only \$1 one-time fee as long as we keep \$100 balance. Jenny moves to move the Senate account to the Redwood City Credit Union, Monica seconded. Discussion about the two signatures issue. Unanimous.
- B. Curriculum:** First meeting on the 13th. Orientation and things, with lunch.
- C. College Council:** has not met yet.
- D. AFT** –Karen, Patty and Elizabeth attended the AFT retreat. Patty offered one of our meeting times if they wanted to have an AFT meeting, they chose October 13 however we don't have an agenda from them yet. Karen volunteered to do an

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Evening at the Racetrack AFT/Senate social event again (tentative date Oct. 14th), the group discussed how to fund it. She asked: Does this governing council want to contribute to offset the cost of the ticket? Motion to contribute by Lezlee, Jenny seconded. Unanimous. We will discuss amount at next meeting

- E. **FACCC** – Pamela – conference Oct 6-8th. She's going to the conference and she is also recruiting for new members at Cañada.
- F. **Professional Personnel** – No report
- G. **Constitution Revision** – Paul and Lezlee will begin working on some revisions to the constitution for Senate consideration later in this semester.

Matters of Council Interest:

- A. **Extensions for program review?** - Monica – There were no extensions granted to individual programs last year as decided by AS. Patty explained why and how the decision was made. Monica commented that the timelines aren't working because faculty members do not have statistical information in a timely manner. Patty mentioned that the new forms have been updated and will be submitted to Senate for review at the next meeting.
- B. **Paul introduced** Professor Robert Lee the new Cañada sociologist. General introductions followed.
- C. **Paul spoke about the Student Learning Programs and Services Accreditation Standard** – He mentioned that the person that gets appointed to the Accreditation Standard #2 should read the documents and question the concerns and closely evaluate what it means to create standards here at Cañada. Ray Lapuz pointed out that all faculty members should read the larger Accreditation document that goes into depth about the each of the standards. Ray put forward the idea of a committee for establishing writing institutional level academic standards. Patty suggested that the SLOAC Advisory Committee should take the lead on institutional standards.
- D. **Lezlee, went to the Faculty Leadership Institute** at Hayes Mansion (loved the place), highlights of things covered: Effective Communication, Legislative Issues, Non-Credit, Faculty to Faculty conflict resolution, Faculty Hiring, the Brown Act, Budget comparison of all Community Colleges.
- E. **Meeting Time** - Patty – 1:30 pm
- F. VP Marilyn McBride announced that she was going to fund the **Accreditation Chair** through the instruction office. This is really good news for Senate leadership as it frees up 3 units per semester for us to support other Senate activities. We thank Marilyn, and note that this now brings us into alignment with our sister colleges to the north. Discussion about Unit allocation. One for Budget Planning Rep, one for President, and Paul's recommendation for the third: District Shared Governance Rep. Martin moves to approve the above unit allocation, Lezlee seconds for the first two separately. Monica requests clarification on #2, Patty explains, discussion ensued, discussion and clarification on third item. Lezlee moves to approve the third unit allocation, Paul seconds. Discussion on

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- what the other task will be for the third unit. Voting, all in favor (4), Opposed (3)
.Unanimous for two, discussion and vote for third and motion carries.
- G. Additional appointments... **Note in the minutes** - Patty noted that we need a part-time Rep to College Council, Chair for the Personnel Committee, and Science Rep to Senate.
Karen moved that we assign Paul for the Budget and Planning meetings, Martin seconded, no discussion, Unanimous. Paul moved that we assign Martin to the District Shared Governance Fall Semester, Lezlee Seconded. No discussion, Unanimous. Paul moves to appoint Lezlee for Spring Semester, Katie seconded, no discussion, unanimous. Paul Moves to have Ron Trugman be appointed member of college council for Business, Workforce and Phys Ed. Lezlee second. Unanimous.
- H. **Karen** – AFT is still looking for a Section Chair or Co-Chairs. There are 3 Units release time available for assuming this responsibility. The two other campuses share the units between two folks, and this seems to work well.

Motion to Adjourn: 3:45 pm Martin moves – Paul seconds.

Upcoming meetings: second and fourth Thursday of every month 1:30pm in 17-107; 9/22, 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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