

Approved 02-13-2013

Meeting Minutes for Wednesday, December 5, 2012 - DRAFT

West Campus, BC 214, 3:00 – 4:30 pm

Members Present: Cindy Bower, Stan Bursten, Gordon Coburn, Steve DaVega, Melanie Eckford-Prossor, Jack Friedlander, Chris Johnston, Debbie Mackie, Jennifer Maupin, Paul McDowell, David Morris, Bronwen Moore, Kenley Neufeld, Dean Nevins (President), Kathy O'Connor, Justin Perocco (student rep), Gail Reynolds, Sally Saenger, Jan Schultz, Patricia Stark, Laurie Vasquez

Members Absent: Angel Cardenas, Dan Wrentmore

Guest(s): Cornelia Alsheimer (IA/Senate Liaison), Priscilla Butler, Lori Gaskin, Art Olguin, Erick Pirayesh (*Channels*)

1.0 Call to Order

1.1 Public comment

Stan Bursten requested the psychology department replacement position be added to the first spring 2013 Senate agenda for reconsideration. Paul McDowell stated he would like to have all replacement positions not ranked or filled added to the agenda for discussion.

1.2 Approval of Agenda

M/S/C To approve the Agenda (Saenger/Bursten)

1.3 Approval of Minutes 11-28-12 (Attachment A)

M/S/C To approve the 11-28-12 meeting Minutes (Bursten/Johnston) 1 abstention

2.0 Reports

2.1 President Report (Dean Nevins)

President Nevins announced a) The GDR would be hosting a farewell, today, for the outgoing Board of Trustees members; b) President Nevins wanted address some faculty issues and ways to help our faculty members with a number of items, such as not getting final grades in on time.

2.2 Academic Policies Liaison (Gordon Coburn)

Senator Coburn reported AP had a very constructive meeting with visiting guests, Dean Nevins, Ignacio Alarcón and Erin O'Connor who clarified the difference between grievances addressed by the Instructors' Association and those the Academic Senate would address. The I.A. covers contract issues/disputes and the Academic Senate covers faculty v faculty issues/disputes.

Appendix F Faculty Grievance Policy identifies the types of grievances and procedures and AP to continue their review of the policy.

2.3 Faculty Development Liaison (Laurie Vasquez)

Senator Vasquez reported the Faculty Professional Development committee has been at work developing workshops for the Spring 2013 in-service.

2.4 Curriculum and Instructional Policies Liaison Report (Kathy O'Connor)

Senator O'Connor reported COI had reviewed the Online College Program review and discussed Online Class Evaluations.

ITC discussed next steps after receiving the preliminary Lab Advisory Group report.

CPC a) Announced their retreat for January 23, 2013 to work on College Mission statement; b) Discussed Prop 30 and Governors Budget and what SBCC may expect; c) Campus Audit report and compliance issues and the need for a classified person to handle all the required Chancellor's Office reporting; d) First reading of the special ACCJC report and response to imposed sanctions; e) New resource document "SBCC Resource Guide to Governance and Decision Making" to be available early 2013; f) To allow for all areas to be informed of positions to be replaced and possible reallocations/modifications if/where needed, the ECC plus the Academic Senate and CSEA President's to review requested classified replacement positions and report to CPC.

2.5 Planning and Resources Liaison Report (Kenley Neufeld)

President elect Neufeld reported the Partnership for Student Success (PSS) has completed their annual report; for the full report go to www.sbccc.edu/PSS then scroll down to [PSS Evaluation: Year 6](#). PSS continues to demonstrate strong success rates for all students who use the Partnership programs, especially among basic skills students.

Facilities, Safety, Security & Parking committee discussed access to East Campus and possible revamps that may include removing meters, and needing I.D. card to lift traffic arm and enter campus. Improvements made: a) 2A had parking curbs removed; may happen campus wide; b) Received 10 new AED (automatic external defibrillator) machines; c) CERT (community emergency response training) for training Safety Marshalls was held and to be continued spring 2013; d) Expect campus wide emergency drills to be held each semester.

P&R a) Recommendations for two 50 seat, one 40 seat, and as many 36 seat classrooms as possible, with 15 offices, 1 workroom, and 1 conference room for the new classroom building configuration have been made with the goal of having as many classrooms as possible and the architect selection has begun; b) The Long Range Development Plan Changes / Modifications / Additions were discussed and also the Bond Measure efforts.

2.6 IA Liaison Report (Cornelia Alsheimer-Barthel)

Liaison Alsheimer-Barthel reported there is an I.A. survey to rank a variety of possible contract items and closes 12-14-12. A Plenary Session will be held late afternoon of 1-24-2013 to present the results of the survey and contract proposals.

2.7 EVP Report (Jack Friedlander)

Dr. Friedlander announced: a) Good progress is being made with the CE reorganization and wanted to especially thank the credit ESL department because they are being the most affected by this. b) Dr. Friedlander reported our curriculum process is not very centralized and there are many areas of the campus involved. With all the new requirements, demands and deadlines that have been put into place, there is an urgent need for a Curriculum Coordinator and a draft proposal has been drawn up. c) Faculty attendance issues have been brought to his attention and have been on the increase and Dr. Friedlander asked the Senate for guidance on how to get the message out.

3.0 Unfinished Business - Action

3.1 Academic Calendar (Attachments B and C)

President Nevins explained, from the last meeting, there were two items laid on the table for today. The first is an amendment to recommend that we take the week of Thanksgiving Holiday off and have administration think of something to replace the lost time. President Nevins recommended that Senators be given a brief history on how the calendar has evolved over the years, and then they could have an informed discussion with their Divisions to determine how much interest there really is in modifying the academic calendar. To change the calendar would be a real process since the calendar is not really under our purview. The administration would need to be featured front and center on this debate.

M/S/D To table – to not make a decision on the amendment until next (Spring 2013) semester (Maupin/McDowell)

M/S/C To cut off the debate on the amendment for weeklong Thanksgiving Holiday (O'Connor/Schultz)

M/S/C To recommend instituting a weeklong Thanksgiving Holiday and start the Fall semester a comparable number of days earlier (Johnston/Eckford-Prossor)

M/S/C To cut off the debate on Academic Calendar “draft A” (Neufeld/Bursten)

M/S/C To approve Academic Calendar “draft A” with one six week Summer Session (Wrentmore/Schultz)

**3.2 BP 4160 / AP 4160 Establishing, Modifying or Discontinuing
M/S/C To move Agenda item 3.2 to the end of the current Agenda (O'Connor/DaVega)**

**4.0 Action
none**

5.0 Unfinished Business - Discussion

5.1 State Senate Report

Senator O'Connor reported on having attended the state Academic Senate Fall 2012 Plenary. Please review the handout. More detailed information on all topics and final resolutions are available at: <http://www.asccc.org/events/2012/11/2012-fall-plenary-session>

Information and discussion was focused mainly on the complexity of the new Transfer Degrees (TMCs) requirements, parameters, and timeline that the Chancellor's Office has set.

5.2 Course Identification Numbering System (C-ID) (See: <http://c-id.net>)

Senator O'Connor explained the C-ID is a supra numbering system developed for transfer and articulation to a higher institution of education and all course descriptors must be completed by June of 2014. Currently, there are over 340 approved descriptors from a multitude of different disciplines. The process is still in the development stages; and notifications will be made when updates are available.

**6.0 Discussion
none**

7.0 Adjourn

KEY: M/S – Moved/Seconded (motion is disposed of with another motion)

M/S/C – Moved/Seconded/Carried (motion is approved)

M/S/D – Moved/Seconded/Defeated (motion fails)

M/S To Table a main motion and is not debatable and can mean to set a motion aside or kill it

In the United States, *to table* usually means the **to lay [the topic] on the table** or **to move for postponement of consideration**; a proposal to *suspend* consideration of a pending motion. Much less often, it means a motion to "put on the table": a proposal to *begin* consideration (or reconsideration), a usage consistent with the rest of the English-speaking world. The American sense is that the table is like that of a shelf, archive, or long-term storage device, where the topic has been disposed of by sending it to the 'table' and leaving it there.