

## **Approved 2-27-2013**

### **Meeting Minutes for Wednesday, February 20, 2013**

#### **West Campus, BC 214, 3:00 – 5:00 pm**

Members Present: Angel Cardenas, Stan Bursten, Gordon Coburn, Steve DaVega, Melanie Eckford-Prossor, Jack Friedlander, Chris Johnston, 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, Dan Wrentmore

Members Absent: Cindy Bower, Debbie Mackie

Guest(s): Ignacio Alarcón, Cornelia Alsheimer (IA/Senate Liaison), Priscilla Butler

#### **1.0 Call to Order**

##### **1.1 Public Comment**

Former Academic Senate President Ignacio Alarcón spoke on behalf of Agenda item 6.1d, the petition to modify the Academic Senate constitution and said most of it made sense except for the proposal to have the Executive Vice President of the college not serve on the Academic Senate steering committee. Speaking from experience, as former Academic Senate President, professor Alarcón stated the model has served the college and the Academic Senate very well and noted many of the EVP's valuable contributions at steering.

##### **1.2 Approval of Agenda**

M/S/C To approve the 2-20-2013 agenda (Bursten/Eckford-Prossor)

#### **2.0 Reports**

##### **2.1 President Report (Dean Nevins)**

President Nevins reported it has been business as usual; attending many meetings where the emphasis has been on the budget. President Nevins reported he has been asked to review/research if there is an equivalency between MFA and PhD and has forwarded the task to the Academic Policies committee.

##### **2.2 Academic Policies Liaison (Gordon Coburn)**

Senator Coburn reported AP continues to work on the grievance policy.

##### **2.3 Faculty Development Liaison (Laurie Vasquez)**

Senator Vasquez reported the Staff Professional Development group (the In-Service planning committee) plans to meet with the Faculty Development committee for a follow up on Spring In-Service and discuss plans for the Fall 2013 In-Service. FPD also plans to discuss: a) The possibility of taking on the Faculty Grant presented by Kathy Molloy at their last meeting; b) A merger with CTL; c) The draft BP/AP Faculty Development Policy.

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

Senator O'Connor reported CPC discussed: a) The Educational Master Plan and how to organize/coordinate that effort and the two phase project headed by Mathew Lee, Pasadena City College and consisting of interviews, developing documentation and strategic goals; b) Program Review request ranking where P&R and ITC to look at instructional items for new, replacement and other and, DTC to look at campus technology and, EC plus to look at non instructional items; c) Facilities issues are now a part of Program Review and how to proceed with unfunded deferred maintenance items and new items – of note, this has been taken away from the faculty (P&R) review process; f) Workgroup to be formed to develop the criterion for the process of requesting/ranking new classified staff positions; g) The EVP has requested four temporary contracts: English, English Skills, Mathematics and Counseling; h) Approved the membership addition of the Manager's Group to CPC; g) Approved the Governance Guide.

##### **2.5 Planning and Resources Liaison Report (Kenley Neufeld)**

President-elect Neufeld reported on the Facilities/Security/Safety/Parking committee and announced a) A S.W.A.T team would be on campus next Wednesday with a presentation in the Sports Pavilion and also touring the campus and some of larger classrooms; then, from 5-9 p.m., a S.W.A.T. exercise would be held in the closed Campus Center; b) 4 new electrical charging stations have been installed on the West Campus and (recommended) to be reserved for staff only until 10 a.m.; c) Better notification methods are being worked on for maintenance/construction occurrences to take place; d) Door access cards going out for bid for classroom and exterior doors.

P&R discussed the new West Campus building and recommendations were forwarded to the user group (which focuses on the use not looks of the building) with respect to room size, configuration, door locations and accessibility.

2.6 IA Liaison Report (Cornelia Alsheimer-Barthel) – no report given

2.7 EVP Report (Jack Friedlander) – no report given

### **3.0 Unfinished Business - Action**

3.1 BP 4160 / AP 4160 Establishing, Modifying or Discontinuing Programs (Attachments A and B)

Recommendation: that a full review be held by the committee to Establish/Modify or Discontinue a Program one year after implementation to allow for any appropriate suggestions/modifications to be made.

M/S/C to approve BP/AP 4160 (Neufeld/DaVega) Unanimous

### **4.0 Action**

4.1 Accreditation Task Force Special Report (See: <http://goo.gl/k6Euw> )

President Nevins explained the ACCJC have a very specific way of doing business and would not include an executive summary.

M/S/C To adopt/approve the Accreditation Task Force Special Report (Neufeld/DaVega) 4 abstentions

4.2 Mission statement (Attachment C)

Senator Wrentmore reported the Business Division did not like the proposed Mission statement. They felt the proposed statement was too aspirational and believed a mission statement should state the purpose of the college and a handout of the proposed Business Division version was presented.

M/S/W To not approve the proposed Mission statement (Wrentmore/McDowell) withdrawn

Senator Wrentmore asked to withdraw the motion and another motion was suggested.

M/S/D To approve the handout/substitute in lieu of the proposed Mission statement (Wrentmore/Schultz) 2 abstentions

President-elect Neufeld stated we should be asking how the Mission statement drives/implicates decisions made on the budget, programs and how we serve our students. Discussion focused on language modification to the proposed Mission statement. Core principles to be placed on next agenda with recommended language change.

Amended statement: SBCC provides students a diverse learning environment that inspires curiosity and discovery, promotes global responsibility and fosters opportunity for all.

M/S/C To approve the Mission statement as amended (Bursten/Coburn) 1 abstention

M/S/D To consolidate the approved amended Mission statement (DaVega/Coburn) 1 abstention

4.3 BPAP Approved Board Policies (2013 FEB 01 BPAP) (See: <http://goo.gl/4ZKi0> )

- BP 6325 Payroll
- BP 6500 Property Management
- BP 6540 Insurance
- BP 6900 Bookstore
- AP 6325 Payroll
- AP 6340 Bids and Contracts
- AP 6370 Contracts - Personal Services
- AP 6500 Property Management
- AP 6540 Insurance
- AP 6900 Bookstore – Pulled not a part of the vote

Recommendation: to pull AP 6900 and wait for the Student Senate to draft recommended language.

M/S/C To approve all 4.3 agenda items with the exception of AP 6900 (O'Connor/Morris) 1 abstention

## **5.0 Unfinished Business - Discussion**

none

## **6.0 Discussion**

### **6.1 Petition to Modify the Academic Senate Constitution (Attachments D and E)**

President Nevins reported there has been a petition to modify the Academic Senate Constitution and the process for right now, according to the Constitution, is to request the authority from the Academic Senate to establish a committee to review the proposal.

M/S/ To approve the request to establish a committee to review the request to modify the Academic Senate Constitution (Bursten/Cardenas)

## **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)

A motion may also be Tabled and Withdrawn