



ACADEMIC SENATE

Adopted Minutes

January 9, 2013

ASSC 1421

9:00 am – 12:00 pm

1. Call to Order

President Gunther called the meeting to order at 9:05 am.

2. Roll Call:

Susanna Gunther, President

Sabine Bolz, Kevin Brewer, Nick Cittadino, Lue Cobene, Catherine Cyr, Joe Conrad – *ex officio*,

Erin Duane, Les Hubbard, LaNae Jaimez, Katherine Luce, Amy Obegi, Teri Pearson-Bloom,

Ken Williams, Connie Adams - Admin Assistant

Absent/Excused: Dale Crandall-Bear *ex-officio*, Lisa Giambastiani, Amanda Greene, Scott Parrish,

Michael Wyly

Guests: Jowel Laguerre, Annette Dambrosio, Dan Ulrich

3. Approval of Agenda – January 9, 2013

Motion to approve – Senator Williams; Seconded – Senator Brewer; **Passed** – unanimous

4. Approval of Minutes – November 25 & December 2, 2013

Deferred

5. Comments from the Public

None

6. President's Report

No report

7. Superintendent/President's Report

Accreditation: The Commission is meeting today and tomorrow to make decisions for schools in this region and Colleges will hear results within a month. DE Coordinator Dale Crandall-Bear, Accreditation Coordinator Annette Dambrosio, IVP Diane White and S/P Laguerre met to review what has been done since the report, whether or not the report reflected everything or the team missed some of the DE and equity information and evidence. S/P Laguerre wrote to the Commission stating that all standards have been met and current work continues. He made a strong case showing the College is actually exceeding the standards.

Nursing Department: S/P Laguerre reported that Glen Burgess brought the Nursing department challenges to his attention. Due to Academic Senate and College support and completion of the self-study through tremendous work by the Nursing Department, the College received the good news yesterday that the Board of Registered Nursing extended a five-year accreditation approval to the College nursing program.

Academic Realignment: S/P Laguerre spoke with different groups about the planned academic realignment to disband the School of Human Performance & Development and the placement of its programs in other areas. An athletic director, requested by coaches for a long time, will be hired. The director will help with fundraising, determining what other sports should be added, if football should be brought back, and provide support for current sports. The director will focus

completely on athletics and will report to the Dean of Student Services. Kinesiology, Nutrition and Dance will be placed in the School of Health Sciences. Child Development and Family Services (CDFS) will report to the School of Social and Behavioral Sciences which will increase that dean's workload.

8. Interim Vice President's Report

No report

9. Information/Discussion Items

9.1 Administrative Hiring Update – S/P Laguerre

The search has begun for Health Science and Social and Behavioral Science deans. Ads are placed for one month. S/P Laguerre would like the search completed by March for the best chance of hiring the people needed.

Once athletics is added to Student Services, conversation will take place to discuss potential addition of a Student Services vice president. In response to CTE faculty support concerns, S/P Laguerre explained that when Dean Morinec was placed in charge of the Vacaville Center, part of the condition was to create a CTE support position using Perkins funds. A new position should be in place and hired by August and that person will report to Dean Morinec.

9.2 Faculty Hiring Update – IVP White

In IVP White's absence, S/P Laguerre reported full-time faculty hiring is moving forward and advertisements have been placed for the top ten positions that were approved by the Academic Senate in November.

9.3 Faculty Hiring Committees Update – S/P Laguerre

S/P Laguerre announced the committees should be formed soon.

9.4 Assessment Committee

Deferred due to IVP White's absence

9.5 Accreditation Update – Annette Dambrosio

Accreditation Coordinator Dambrosio spoke of the need to institute Accreditation Standards as part of the SCC culture. She noted that the task shouldn't be that difficult if we document many tasks that are already being done here. It has been three months since submission of the ACCJC Follow-Up Report and up to four months can lapse before the Commission's report is sent to the College, therefore we need to be continually documenting what we do. She has continued to review past SCC Accreditation reports and will be eventually putting together a grid for S/P Laguerre and IVP White to help her find out what needs to be done as we examine our history. She is currently spending much of her time assisting Equity and DE committees as needed, as these three areas must continue to document progress. Again she noted that Student Equity and Staff Equity have to be part of the College culture, rather than Plans simply put on our shelves. Equity needs to be a more conscious part of our strategic proposal process, for example, and overall College planning. Coordinator Dambrosio will continue to ensure that student equity, staff equity, and DE plans are being implemented, and work to assist that other Recommendations remain in compliance.

The new ACCJC Standards are still being examined by the Commission. When officially adopted, Coordinator Dambrosio will have them posted on the College web and help everyone to

be familiar with them. She will continue to work with the Accreditation Task Force and solicit ideas and work to ensure collaboration with ongoing Accreditation work. She has asked Deans to place Accreditation on School meeting agendas, which will allow her to answer faculty questions directly, and help to get all involved in ongoing Accreditation tasks. SCC will make space on its Website to document Accreditation work being done, such as the Academic Senate's continuation of work on the faculty hiring policies. Overall, SCC needs to make sure that our good intentions must be followed by action and documentation. Because writers have different styles, Dambrosio hopes to eventually construct templates to assist with more uniform structures (e.g., bullet point style, monthly updates) for continuous documentation.

Coordinator Dambrosio would like to see the next SCC Accreditation self-study under way this semester because it should be an ongoing process and to allow for collaborative input without rushing before the final Report is due. She distributed a one-page comparison outline of the old and new Standards to give everyone a sense of the changes. She pointed out the language and noted the differences in "intent" she sees. New Standards are more focused and will expect more accountability. Coordinator Dambrosio, IVP White, SLO Coordinator Gene Thomas, and Institutional Research Dean Peter Cammish attended a state SLO meeting that was held here last semester and reiterated that everyone needs to be more accountable for SLOs, especially with regard to quality. Coordinator Dambrosio opined the College has made good progress this past year, but she could not predict what the Commission will say about our ACCJC status.

Comments/Questions:

Dr. Conrad suggested it would be wise to have devoted time to educate everyone on campus about the new Standards and expectations. Coordinator Dambrosio agreed, reiterating that Accreditation needs to become part of the culture. She'll begin by working within the different Schools, workshops can be set up if needed, and easy-access information needs to be placed prominently on the Web. Her job will be to be available as needed and help to initiate ongoing Accreditation work. Senators expressed their appreciation for her good work.

9.6 Faculty Development

President Gunther spoke with Chuck Spillner, Flex Cal Chair and ASC Coordinator, and reported he was supportive of the idea to combine the Flex Cal Committee with faculty development. Senator Jaimez, Senator Cobene, Senator Pearson-Bloom, and Flex Call Chair Chuck Spillner will meet before the end of January and report ideas and Committee plans back to the Senate on February 3.

9.7 Basic Skills Funding – professional development/conferences – Melissa Reeve

Coordinator Reeve was unable to attend today's meeting. Senators briefly discussed the concerns that came up last semester when the full cost for the three coordinators was charged to the Basic Skills budget, leaving little funds for Basic Skills activities and faculty development. President Gunther will contact Barbara Illowsky at the Chancellor's Office for her input. Senator Pearson-Bloom suggested this item also be addressed with IVP White at the afternoon joint meeting.

10. Action Items

10.1 Program Review revisions

The revised handbook and self-study template were emailed last week and hard copies were distributed at the meeting. Coordinator Amy Obegi reported that the documents are not in the ultimate final form, because the Committee continues to review what works and will make changes as needed. Due to some significant changes made last fall, she asked the Academic

Senate to review the revisions and approve this newest version as the next step before spring training begins. Coordinator Obegi reported only a few changes were made since the December Senate meeting report. She pointed out those revisions as follows:

- Page 3, second to last paragraph, “reject” was added to “revise is issued”.
- Page 6, regarding the abridged CTE review, “anecdotally” was dropped from “assess”.
- The document is intended to evaluate the program, not individual faculty members. In large programs, such as Math, it would be cumbersome to list all faculty and what they are doing, so general points of what was done can be documented instead. On page 11, the previous first question about highlighting significant contributions was moved to 4.2.
- Changed 4.1 to describe adequacy of staffing levels, changes requested, future goals etc. Coordinator Obegi expressed her personal concern that deans haven’t put names forward, there needs to be discussions with deans, analysis of what needs to be done, and to look at that more systematically.
- Took out 2.10 instructional quality and 2.11 teaching methodology as these are addressed in student equity and success in 3.1 and in table 1 relationship to college.
- SLOs timeline chart was removed now that the process is in place.

Coordinator Obegi confirmed she has carefully reviewed what departments need to be working on Program Review, since many areas fell behind due to reorgs. Now that the latest realignment has been announced, she will need to revisit the Program Review calendar. Program Reviews will be started this semester by Social & Behavioral Sciences, half of Math/Science (dean suggested in alphabetical order – likely chemistry, biology, geology and horticulture), Counseling, Nutrition, Dance, Kinesiology, and Nursing. After this initial phase of reviews to get current, they will be spaced more reasonably.

Coordinator Obegi concluded the discussion, querying if the handbook, with its rubrics and where to find some of the data, can be approved in content for now. She would like to meet with Chief Technology Officer Roger Clague and Institutional Research Dean Peter Cammish to discuss a strategic proposal database where people can enter input. It should be as user friendly as possible as well as offering the ability to access quality and depth of analysis needed for reviews.

Motion to approve the Program Review Handbook and Self-Study Template for use in 2013-2014 – Senator Obegi; Seconded Senator Jaimez; Passed – unanimous.

10.2 Reciprocity Resolution

Senator Cittadino reminded Senators that this resolution was brought to the Senate and discussed a number of times in the last couple years. The purpose of the resolution is basically to allow the College to accept classes from other CCCs in areas where classes aren’t offered here. Dr. Conrad stated the biggest concern is in cases where the College does offer the same named course but, due to higher standards, does not accept what is offered at some of the CCCs, such as has been discussed about the multicultural course. Senator Cittadino replied that tradition has been that most courses are accepted anyway but without a policy. Senator Obegi queried if a list could be made as these kinds of requests come in. Senator Cobene explained the origin of the decision to not accept anthropology courses was partially in response to Berkeley requirements in the 1990s. There was heavy discussion across campus as the College was one of the first CCCs with that course. Senator Bolz reported that cross cultural standards are very specific with emphasis on ethnicities to meet various population groups in the United States. Senator Cittadino replied that it should be open to all cultures. No one was aware of an actual policy but general agreement was that a policy is needed. Senator Cittadino reminded Senators that this resolution is only for the

General Ed Option A. Most schools require intermediate algebra or a course with equivalent rigor. The concern would be whether the alternative meets what is wanted here. President Gunther opined that Math faculty wouldn't likely agree to the resolution because it would go against what they determined previously. Senator Cittadino suggested revising the resolution to state in Math, students need to have Algebra 2 or an alternative course that has to be evaluated by the department. An approved resolution would be forwarded to the Shared Governance Council for approval before submission to the Board of Trustees to become policy. Senator Cittadino explained the current process. If evaluators are unclear about a particular course, they call Gayle Anderson for her determination or go through a petition process by submitting to Admissions & Records, then it goes to the dean, they check with faculty, and it becomes a longer, messy and arbitrary process. Senators agreed that most of the time things work fine and the policy will benefit students but questionable classes need a better process.

Motion to approve the resolution as amended: include Option A specifically; the exception for intermediate algebra alternatives, to meet equivalency they have to be evaluated by the department – Senator Cittadino; Seconded – Senator Jaimez; Passed – unanimous.

11. Reports

11.1 Subcommittees

11.1.1 Accreditation – Annette Dambrosio
See Item 9.5

11.1.2 Basic Skills – Melissa Reeve
No report – Coordinator Reeve unable to attend

11.1.3 Curriculum – Joseph Conrad

Chair Joe Conrad reminded Senators that all ADTs need to be in place by the end of spring semester. There are several that need to be submitted quickly.

One of the first things the Committee did last fall was to approve the new Curriculum Review calendar based on Program Review and reorganizations. This will have to be revisited due to the newest realignment.

Chair Conrad stated he will be unable to attend Senate meetings this semester due to a Monday class he'll be teaching at 3:30 pm. He noted questions can be sent to him and he will also see if someone else can come in his place.

Senator Obegi inquired if resources are available for adjuncts to complete the Film & TV degree. Chair Conrad replied that it won't have to be completed until fall 2015. He pointed out the main challenge is due to course changes based on C-ID requirements. He gave the example that Economics had to be changed for Business to complete their degree. Faculty in some departments will have to work on course changes for degrees in other departments.

11.1.4 Distance Ed – Dale Crandall-Bear
No report

11.1.5 Program Review – Amy Obegi
See Item 10.1

11.1.6 10+1 Committee – LaNae Jaimez

The next meeting will be held on January 14.

11.2 Treasurer
No report

12. Action Reminders

The afternoon meeting begins at 2:30 pm due to conflict of other meetings scheduled at Senate time.

13. Announcements

Academic Senate rep is needed from HP&D.

Program Review needs reps from Math/Science and Health Sciences.

The next regular Senate meeting will be held on February 3, 3pm – 5pm in ASSC 1421.

14. Adjournment

Motion to adjourn – Senator Pearson-Bloom; Seconded – Senator Brewer; Passed – unanimous.

The meeting adjourned at 10:38 am.