



**ACADEMIC SENATE MEETING
APPROVED MINUTES
February 16, 2017**

Members Present: Curtis Martin (President), Chad Redwing (Vice President), Shelley Circle (Secretary), Steve Amador (Parliamentarian), Allan McKissick, Andrew Kranzman, Ashley Yu, Bob Droual, Chau-Marie Griffiths, Elizabeth David, Elizabeth Hondoy, Ellen Dambrosio, Eric Ivory, Holly Nash Rule, Jim Howen, Kerri Stephens, Kevin Alavezos, Kurt Olson, Mike Adams, Pamela Kopitzke, Theresa Stovall

Members Absent: Belen Robinson, Deborah Laffranchini (Legislative Analyst), Hans Hauselmann, Jennifer Macias, Jim Stevens, Lisa Riggs, Michael Jackson, Paul Berger, Tristan Hassell

Guests Present: Joseph Suratt (ASMJC – Senator of Tech. Education & Workforce Development), Michelle Christopherson (Faculty Liaison to the Board), Jenni Abbott, Nita Gopal

I. APPROVAL OF ORDER OF AGENDA ITEMS

M/S (S. Amador, H. Nash-Rule) Move to rearrange Senate Business to place V.I.E Review: Draft of Educational Master Plan immediately following A. Resolution S17-A.

It was mentioned that due to many faculty job announcements being announced, it would be good to bring the Faculty Hiring Procedures back to the agenda soon.

As there were no objections to the amended Order of Agenda Items, the Order of Agenda Items was approved.

Curtis mentioned that last week, he, K. Pritchard, and W. Griffiths-Bender got together to review the language and minor adjustments to the language and are being made. K. Pritchard was open to how the hiring takes place and C. Martin mentioned the discrepancies have to do with what takes place after a decision is made in the hiring committee.

It was brought up that this is timely, due to the fact that a lot of job announcements are being made without the committees having written them. C. Martin made mention of a few changes that were made.

II. APPROVAL OF THE MINUTES (February 2, 2017) Minutes were postponed until the March 2, 2017 meeting.

III. CONSENT AGENDA

1. Board of Trustees Policies and Procedures: 3505, 3518, 3710, 3715, 3750, 3530, 3515, 4-8074, and 5220

Allan McKissick pulled Policies 3505, 3710, 3715, 3750, 3530, 3515 and 5220 to be reviewed at the end of the agenda and Policies 3518 and 4-8074 were approved.

2. Appoint Kelly Butler, Kathleen Ennis, Iris Carroll, and Susan Cassidy to the Hiring Committee for General Librarian Full Time Tenure Track.
3. Appoint Brian Greene, Leslie Collins, Kathleen Ennis, Iris Carroll, and Susan Cassidy to the Hiring Committee for Systems Librarian Full Time Tenure Track.

There being no objections the Consent Agenda was approved.

IV. PUBLIC COMMENTS

V. REPORTS: *Due to time constraints and the volume of work before the Senate, regular reports of the Legislative Analyst Report, Instruction Council, Facilities Council, Resource Allocation Council, College Council, Faculty Representative to the Board, Distance Education Committee, Students Services Council, Faculty Professional Development Coordinating Committee, and District Advisory Technology Committee will be provided electronically as an appendix to the minutes. Issues that arise from faculty participation in these committees need to be brought for disposition to the Academic Executive before the publication of the agenda.*

a. Associated Students Senate Report – Joseph Surratt

J. Surratt mentioned that (FLOW) Free Lunch on Wednesdays continue on Wednesdays on East Campus. It is planned to hopefully have FLOW on the West Campus in Fall 2017 and Spring 2018. Lunch on February 22 is Costco Pizza and March 21 is Taco Bell. On February 21 the Skills Workforce Career BBQ will take place, celebrating Tech Ed. students, from 11-2 on west campus. ASMJC will host an Experiment with Chemistry Event on February 23, from 11-2, MSR Building on west campus. The African American Education Conference will take place on February 25, from 9-2, MSR Building on west campus. ASMJC postponed approval of the EMP to more thoroughly examine it.

The benches that were previously talked about placing in Founders Hall were mentioned. J. Surratt will follow-up on this.

b. Faculty Liaison to Accreditation Council – Nancy Sill

C. Martin reported for N. Sill. N. Sill wanted to let all know she has been going from committee to committee and from meeting to meeting to get some people to provide feedback. YFA dedicated a whole meeting to Accreditation and found some areas in Standard III that caused them some concern and communicated that concern.

c. Outcomes Assessment Workgroup Report – Nita Gopal, Chair OAW

The booklet on eLumen is ready and will be distributed to faculty soon. N. Gopal attended a conference on Learning Assessment at Valencia College in Orlando, Florida. They are supposed to be the Rock Stars of Assessment. Issues were discussed and all schools that attended face the same challenges as MJC.

The Fall 2016 assessment was stopped at 93% and Spring 2017 assessments will be taking place at the end of the semester. The next challenge with the new cycle that just passed is being decided on how to inform faculty how the new cycle will work.

d. President's Report – Curtis Martin

C. Martin was with N. Gopal at an SLO Workshop in southern California and found that MJC is far beyond what was taking place at the conference.

C. Martin also attended the 36th First Year in College Conference in Atlanta. The conference is for team building and the ten people from MJC that attended the conference achieved those things and obtained the professional development from practitioners, which is very hard to get at other places.

E. David briefly went over what she took away from the conference. C. Martin encouraged faculty to apply for the future FTIC college training. C. Martin mentioned the program has grown from 110 to 520 students and is scaling up for summer and fall to 1200 students.

VI. SENATE BUSINESS

A. Resolution S17-A: Establishment of Best Practices for Online Waitlist Enrollment, 2nd Reading

M/S (H. Nash-Rule, T. Rule) Motion to approve Resolution S17-A: Establishment of Best Practices for Online Waitlist Enrollment for a 2nd Reading.

M/S/C (H. Nash-Rule, T. Rule) Motion to approve Resolution S17-A: Establishment of Best Practices for Online Waitlist Enrollment for a 2nd Reading.

22 Ayes, 0 Opposed, 0 Abstentions

E. Review: Draft of Education Master Plan – moved up in the agenda

This is being reviewed for a third time. A final reading will not take place on this, but if there is to be a final reading it will be at another meeting. Jenni Abbott was the lead member of that workgroup so she can field the questions. Suggested changes to the EMP are welcome through February 24, 2017 and sent to Jenni Abbot for edits. Senate will conduct a second reading at the March 2 meeting. It was originally to go to College Council on March 13 for a final reading, but is currently unknown.

Discussion took place about Standard IV and the tie to Engaging All Voices and there are concerns over Engaging All Voices and some would prefer not to wait until after Accreditation is complete to review Engaging All Voices.

Discussion took place about the meaning of wording for four EMP Priorities, especially Priority 2. “Institutional culture growth” is unknown as to the meaning and a proposed revision for Priority 2 was “Institutional Growth and Transformational Change”. Comments about Educational Master Plan or Education Master Plan which both appear in the document. There needs to be consistency. It was suggested Education Master Plan might be more appropriate.

B. At Large Senator - Elizabeth David

E. David was up for re-election at the end of Spring 2017, and no one ran against her. Her term will continue Fall 2017.

C. Elections Results: Adjunct Senator At Large

There were three nominations for Adjunct At Large for the Fall 2017 term. The results of the elections were: Hans Hauselmann and Mark Robertson beginning Fall 2017 for a 2-year term.

D. Review: Draft of Accreditation Report: Standards II and IV

The second part of Standard II was just posted today, so C. Martin is waiting for the other committees to send in their feedback so when it is reviewed, a better copy is reviewed. Unsure if a special meeting is needed, or may need two meetings to cover all the material. Times and days were

discussed. All Standards will be reviewed and C. Martin will work with the Executive to divide the reading of sections of Accreditation Standards to Senate Representatives.

E. Review: Draft of Educational Master Plan – already discussed

VII. INFORMATIONAL ITEMS

ITEMS FOR FUTURE AGENDAS: Defining plagiarism; Use of Pre-Packaged Online Materials from Vendors; Program Discontinuance; Faculty Hiring Procedures; Program Review Pilot and Process; Engaging All Voices Review

VIII. ANNOUNCEMENTS – Next Senate meeting – March 2, 2017 – Library Basement, Room 55

IX. OPEN COMMENTS FROM SENATORS

S. Circle made comments about Professional Development Committee. There has been discussion of having Fall Institute on Thursday and Friday to accommodate the possibility of having Disney back and building some fun community building with a college barbeque to welcome all back to campus and the new semester.

Discussion ensued about customer service that Disney encouraged.

It was brought up there is an Art Gallery opening on 11 Women Photographers taking place tonight from 6 – 9 pm at the Art Gallery.

RE: Policies and Procedures A. McKissick mentioned that he needed to report and correct something from the last meeting. He talked about a law that the District was obligated to report who the minors are in classrooms but actually according to the YFA attorney, that law passed the Assembly but not the Senate. It is not a law. A brief discussion took place.

A. McKissick reported on a couple of other policies and procedures.

Facilities Council

J. Howen mentioned that they were shown pictures of Modesto Ash trees on West Campus that will be coming down. The pictures were to prove that the trees are rotted and are at the end of life. The trees will be coming down by gravity or by chain saws and they would prefer they come down in a safe way. It was mentioned if there are safety issues permission does not need to be obtained to remove them. They are working with Dale Pollard and an outside agency to make the proper choices as they replace the trees, hopefully with varieties that will have staggered lifetimes.

The Veterans Center is planning to put up by the Student Services Building a commemorative piece of art designed by the person that built the 911 Memorial in New York City, paid for by private funds. It is in the discussion stage, the design has been done and the funding has been secured.

X. ADJOURNMENT: 5:43 pm

Report to Senate: Distance Education Advisory Committee, December 12, 2016

From: Mary Silva

DE Senate Representatives: Iris Carroll, Leslie Collins, Mary Silva, Vacancy

Date: December 17, 2016

- June 30th will be the last day for Blackboard. A recommendation by this group to permit faculty to teach using it for early summer classes (Maymester) was declined.
- The E-Add card Workgroup recommends an end to the current system in favor of a consistent process of notification and communication with students as to how to add an online class. Feedback is encouraged and discussion will occur with Columbia before a resolution is brought to the Senate.
- Respondus may be funded. We need to hear if the faculty wants this to happen.
- There will be a \$1200 stipend for those participating in the Spring Online Teaching Cohort. Mike will get this information to faculty as soon as possible.
- The portal and Hobson's Starfish projects have started. The portal will provide a single login and password for the various online services on campus. Starfish is a kind of streamlined early alert program that also integrates with Canvas. Brian DeMoss will create a website in January to keep us up to date with ongoing developments.
- New business for Spring will include discussion of
 - o Proctoring examinations on campus;
 - o Replacing Turnitin with VeriCite as a more robust and less expensive plagiarism tool