



ACADEMIC SENATE MEETING
APPROVED MINUTES
October 17, 2019

Members Present: Chad Redwing (President), Shelley Circle (Vice President), Andrew Kranzman (Secretary), Aishah Saleh (Parliamentarian), Hans Hauselmann (Legislative Analyst), Annaliese Hausler-Akpovi, Austin Adams, Bob Droual, Cheryl Mulder, Danielle Preciado, Deborah Martin, Erin Herold (sub for Theresa Rojas), Gabe Tovar, Gisele Flores, Jennifer Macias, Jesus Navarro, Jim Howen, John Zamora, Kevin Alavezos, Layla Spain, Noah Wilson, Rich Dyer, Shaila Christofferson, Stella Beratlis, Steve Amador, Theresa Stovall, Titiana Stovall

Absent: Belen Robinson, Kerri Stephens, Marc Anaya, Margaret Kingori, Tristan Hassell

Guests Present: Allan McKissick (Faculty Liaison to the Board), Curtis Martin, Nancy Carranza (ASMJC), Rob Stevenson, Susan Yeager

I. APPROVAL OF ORDER OF AGENDA ITEMS

M/S/C (T. Stovall, Ti Stovall) Motion to approve the Order of Agenda Items

23 Ayes, 0 Opposed, 0 Abstentions

A. Kranzman requested to move the ASMJC Report to the first order of Business following Public Comments due to Nancy Carranza has to leave.

M/S/C (T. Stovall, Ti Stovall) Motion to disapprove the motion made to approve the Order of Agenda Items and move the ASMJC Report to following Public Comments and reapprove the amended Order of Agenda Items.

23 Ayes, 0 Opposed, 0 Abstentions

II. APPROVAL OF THE MINUTES (September 19 and October 3, 2019)

M/S/C (T. Stovall, Ti Stovall) Motion to approve the September 19 and October 3, 2019 minutes.

23 Ayes, 0 Opposed, 0 Abstentions

III. CONSENT AGENDA

1. *Online Education Committee Appointments: Iris Carroll, Professor-Library; Steven Miller, Professor-Political Science; Mary Silva, Professor-Counseling; Rebecca Ganes- Professor - Psychology*
2. *Policies and Procedures Review: 6307 – Debt Issuance and Management; 6315 – Warrants, 6325 – Payroll; 6400 – Financial Audits; 6-8013 – Control of Fixed Assets; 6-8014 – Transaction Employees-District; 6-8022 – Periodic Financial-Statistical Reports; 6-8029 – Debts to the College(s) District; 6-8040 – Claims for Money or Damages*

M/S/C (T. Stovall, Ti Stovall) Motion to approve the Consent Agenda.

23 Ayes, 0 Opposed, 0 Abstentions

Erin Herold, Shaila Christofferson, and Stella Beratlis arrived after the vote took place.

Moved up from REPORTS:

- a. ASMJC – Nancy Carranza

Saturday, October 19, 2019, Football Homecoming will take place with Associated Students volunteering at the event.

Wednesday, October 23, 2019, FLOW will take place, Pizza Hut will be served.

Friday, October 25-27, 2019, the Associated Students will attend the California Community College Student Affairs Association (CCCSAA) 2019 Student Leadership Conference. They will network with other student bodies of California Community College System, and will create student and professional development while advocating for the field of student affairs and student leadership. CCCSAA stimulates effective working relationships in the field and strengthens professional status by establishing criteria for professional training.

IV. PUBLIC COMMENTS

C. Redwing mentioned that Holly Nash-Rule was going to attempt to be a part of the meeting by video, but she was ultimately unable to join.

V. PRESENTATION: Susan Yeager, Vice Chancellor of Fiscal Services (Fiscal Allocation Model)

Susan Yeager briefly went over the Fiscal Allocation Model (RAM) being worked on through the District Fiscal Advisory Council (DFAC). The current RAM has been in effect for five years and will be reviewed to see if still meeting the needs of the institutions, both colleges, Central Services and YCCD as a District. There is belief that the current RAM is not meeting the current needs. The District Fiscal Advisory Council (DFAC) has full representation of all constituency groups and information is being given to the constituents groups to bring feedback back.

A RAM basically states that it has a certain amount of money and how it will be allocated. Some districts take the current model, based on SB 361, and others were based on the prior funding formula. Other ways districts allocate their expenditures were mentioned. YCCD has begun this year to fund the institutional wide expenditures first off the top, then percentages assigned to Central Services and both colleges.

The DFAC has been looking at RAMs from various districts and found components in each they preferred and other components they did not. It was asked of the constituency groups to take the bulleted characteristics and pros and cons from each RAM to constituent groups and inform DFAC of their preferences and dislikes about each RAM. Using the components that are selected, a prototype would be put together and you would be able to see how the components work together or not and would continue putting up prototypes and ultimately come upon an agreed upon RAM.

This is a negotiated item and no agreements will be made without YFA and CSEA involved in the process. It needs to be taken into account there are expenditures related to personnel that increase every year, including PERS and STRS, steps, medical and including any raises. COLA is the only increase given many years and there are years when it is not given.

The new RAM is intended to be a three year model with the possible beginning schedule of early 2020.

Questions were asked and answered.

VI. *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, Outcomes Assessment Workgroup, Pathways Implementation Team, AB705 Workgroup and District Advisory Technology Committee will be provided electronically as an appendix to the minutes. Issues that arise from faculty participation in these committees which require Academic Senate discussion need to be brought for disposition to the Academic Executive before the publication of the agenda.*

- a. Associated Students Senate Report – Nancy Carranza – was moved up before Public Comments
- b. MJC President Report – Jim Houpis – not in attendance
- c. District Fiscal Advisory Committee Faculty Report – Kevin Alavezos – no new report
- d. Curriculum Committee Report – Shelley Circle

YFA informed Curriculum Committee/Barbara Adams that any new courses proposed will have to fill out a form, do the documentation and go through the process regarding class capacity, per Collective Bargaining Agreement (CBA), and be approved by the Deans, faculty and YFA before that course can be submitted to the Curriculum Committee with documentation attached.

- e. Academic Senate President Report – Chad Redwing

C. Redwing welcomed Gabe Tovar, who will be replacing Eric Ivory from Counseling.

C. Redwing also wished Aishah Saleh, Happy Birthday, who had a birthday earlier this week.

There will be four or five resolutions this semester. Those who write resolutions this semester will be invited on December 12 to celebrate their accomplishments at Camp 4.

C. Redwing had a meeting before the Academic Senate meeting with George Boodrookas who will attend the November 14, 2019 Academic Senate meeting. He will be speaking about potential classroom projects to coincide with the 100th Anniversary Celebration for MJC. Those interested in serving on that new committee can let George know at that time.

It will be almost a month before the next Academic Senate meeting, and if anyone would like to meet with anyone on Exec. or all of Exec., please make an appointment to do so.

C. Redwing mentioned having conversations with the Chancellor, the President and several high schools in the area who are interested in the dual credit process.

There are three ways to provide dual credit on our campus.

1. There is an early college model in which students come to the college to take a course
2. There is the CCAP agreement from AB 82 that is going into effect now. In this approach, high school teachers would be hired as adjuncts if they have minimum qualifications.
3. Existing MJC faculty would go onsite to teach courses at the high school.

H. Hauselmann mentioned in the Legislative Analyst Report he handed out that there a review of CCAP and dual enrollment; we need to keep our eyes on the Academic and Professional Considerations.

It was also brought up the AB 1313 in the Legislative Analyst Report that prohibits any postsecondary educational institution from withhold a student's request for transcripts if money is owed to the institution by that student.

VII. ACTION ITEMS

1. [Resolution F19-A](#): (Second Reading) Teaching the Incarcerated and Formerly Incarcerated at Modesto Junior College

M/S/C (T. Stovall, Ti Stovall) Motion to approve Resolution F19-A: Teaching the Incarcerated and Formerly Incarcerated at Modesto Junior College for a second reading.
25 Ayes, 0 Opposed, 1 Abstention (Jim Howen)

2. [Resolution F19-B](#): (Second Reading) Academic Calendar 2020-2021 and Intersession Taskforce

M/S (J. Zamora, T. Stovall) Motion to approve Resolution F19-B Academic Calendar 2020-2021 and Intersession Taskforce

It was mentioned that recently YFA Representative Council unanimously endorsed this resolution, and that Columbia College Academic Senate passed an equivalent resolution. Associated Students is opposed to any plan that would move back the ending of the spring 2019 semester and not include intersession or spring break.

M/S/C (J. Zamora, T. Stovall) Motion to approve Resolution F19-B: Academic Calendar 2020-2021 and Intersession Taskforce
26 yes, 0 Opposed, 0 Abstentions

3. [Resolution F19-C](#): (First Reading) Additional Student Data Metrics for Program Review

M/S (J. Navarro, Ti Stovall) Motion to approve Resolution F19-C: Additional Student Data Metrics for Program Review for a first reading

T. Stovall gave a brief summary why this resolution was developed. The concern is that current metrics may not be a complete picture of what takes place in a course at the end of a semester. The resolution is proposing that The Course Success Rate (CSR) data be added to view based on the second census as opposed to the first census.

Discussion took place.

C. Martin suggested the following amendment: *If data is going to be distributed to divisions as a measure of reflection, additional data should be included. If in the future there is a Program Review that includes student success data, such additional data points should also be included.*

M/S/C (T. Stovall, A. Kranzman) Motion to amend the first *Therefore, be it resolved to read as follows: "When data is distributed to divisions to facilitate program reflections, or for purposes of Program Review, additional qualitative and quantitative data metrics are necessary to inform discussion, among them an equation that calculates End of Semester Successful Students ÷ Retention Count = Course Success Rate (CSR) as well as extra and co-instructional factors contributing to attrition, and indiscriminate socio-economic factors*
25 yes, 0 Opposed, 1 Abstention (Jim Howen)

Discussion continued.

M/S/C (J. Navarro, Ti Stovall) Motion to approve Resolution F19-C: Additional Student Data Metrics for Program Review as amended for a first reading
26 Ayes, 0 Opposed, 0 Abstentions

4. Formation of May 2020 (4th-7th) Faculty Retreat Steering Committee

Academic Senate has been given some parameters for a May 4-7, 2020 Faculty Retreat for approximately 90 faculty at Asilomar. It has been given to Academic Senate to help shape the content of how we may explore "Excellence in Teaching and Learning." A parameter for the trip is to ride the bus. The hope was to form a large taskforce/workgroup for those interested in shaping what this conference will look like. Those interested included: All of Exec.: (Chad Redwing, Shelley Circle, Andrew Kranzman, Aishah Saleh, Hans Hauselmann, Steve Amador, Rob Stevenson, Curtis Martin), Annaliese Hausler-Akpovi, Danielle Preciado, Stella Beratlis and Noah Wilson.

The hope was for senators to take back to the divisions to see who else would be interested in joining the taskforce/workgroup.

5. Formation of [Engaging All Voices/Educational Master Plan](#) and [Vision Goals](#) Review and Revision Work Group

The President's Office has asked for representatives for all councils and committees in the official Engaging All Voices document. If you serve on a committee or council that you have identified your representative and get it to the President's Office soon. The understanding is that representative will serve as a voice to the Engaging All Voices Workgroup which will be reconstituted to make proposals for revisions for Engaging All Voices.

6. Formation of Academic Calendar Taskforce (Multi-Semester Planning/Academic Calendar/Intercession and Survey)

A resolution was just passed in which it was agreed to constitute an Academic Calendar Taskforce and to make recommendations about the Calendar compression and Intercession and that group can now be formed. Those interested on being on the Academic Calendar Taskforce included: Curtis Martin, Layla Spain, Andrew Kranzman, Rob Stevenson, Hans Hauselmann, Aishah Saleh and Chad Redwing.

7. Formation of MJC's 100th Birthday Faculty Steering Committee

George Boodrookas will be at the next Academic Senate Meeting, on November 14, 2019. The Foundation is talking about raising money to run a fund raising campaign, have a lot of activities and some that may involve the classroom, so if you could mention this to your divisions and see if there are others who would be interested in being on the MJC's 100th Birthday Faculty Steering Committee. That Steering Committee will be formed at the next meeting after George does his presentation.

ITEMS FOR FUTURE AGENDAS:

1. Administrative Support Structure and Guided Pathways Schools: Co-existence, Adaptation, or Reimagining? 2. Offering/Growing Completely Online Degree Programs and Nomenclature for Online "School" 3. Academic Senate Newsletter and Other Faculty Outreach Opportunities. 4. Review of New [Program Review](#) Process. 5. Academic Senate [Bylaws](#), [Rules](#) and Committee [Service Handbook](#) (2014) Work Group 6. Teaching and Learning/Applied Creativity and Community Transformation, [ACCT Institute](#) 7. Equitable Hiring Practices/ HR [District Hiring Process](#) For faculty and high-profile administrative positions.

ADJOURNMENT 5:25 pm

NEXT ACADEMIC SENATE MEETING: November 14th, 2019, Library Basement, Room 55

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Modesto Junior College Academic Senate will record the votes of all members as follows: 1. Members recorded as absent are presumed not to have voted; 2. the names of members voting in the minority or abstaining are recorded; 3. All other members are presumed to have voted in the majority.

**ASMJC
Academic Senate Report
17 October 2019**

Saturday the 19th 2019 will be our Football Homecoming and members of AS will be volunteering.

On Wednesday the 23rd we will serve Pizza Hut.

Then, Friday October 25th Up until the 27th; the Associated Students will be in Sacramento at the California Community College Student Affairs Association 2019 Student Leadership Conference.

Where we will network with other student bodies of California; create student and professional development, while advocating for the field of student affairs and student leadership within the CCC system.

CCCSAA stimulates effective working relationships in the field and strengthens professional status by establishing criteria for professional training.

Thank You,

Nancy Carranza
ASMJC Vice President

Report to Academic Senate: Online Education Committee (OEC)

Submitted by: Rebecca Ganes

Senate Representatives: Iris Carroll, Rebecca Ganes, Steve Miller, Mary Silva

Meeting Date: 10/9/19

HIGHLIGHTS:

- * An ad-hoc committee has been formed to investigate online final exam practices, with the goal of creating general guidelines for faculty. Faculty are encouraged to contact their OEC representative to share their thoughts regarding this issue.
- * A banner is being created to display in Canvas that will advertise Pirate Care for students.
- * Iris Carroll will represent OEC on a work group being formed to revise the *Engaging All Voices* document.
- * Online Education Initiative (OEI) grant funding for Peer Online Course Review (POCR) is ending. MJC will continue to train faculty and complete local peer review. Currently, negotiations are underway to determine whether OEI will do the final course review.
- * The standardized “Start Here” module that automatically populates every Canvas shell is being updated. Please send suggestions to Ashli Bumgardner: bumgardnera@yosemite.edu. The revised module will be available for Summer 2020 courses.
- * All faculty are encouraged to investigate NetTutor in Canvas. This professional tutoring service is *free* to students, and addresses both content and writing skills in a number of disciplines. Students can work with a live tutor or submit a paper for feedback. Students receive personalized comments in addition to annotations in their document. NetTutor is a default link on the course menu in all Canvas shells.

RAC Report from the October 4, 2019 meeting

The following items were discussed:

- FTES Update
 - FTES - covered actuals for summer and projections for fall
- 2018-2019 Final Expenditures
 - 18-19 final expenditures, approved for \$1.9 million deficit
- 2019-2020 Final Budget
 - 19-20 budget was reviewed
- Augmentation Request
 - Augmentation request–PTOL augmentation request was approved for the \$3 million with a potential of receiving an additional \$600,000
 - <https://www.mjc.edu/governance/rac/documents/ptolenhancementreqaugmentationreqvi2.pdf>
- Resource Allocation Model
 - The RAC will review, discuss values at next meeting

Additional agendas, minutes, documents are posted on the RAC website--
<https://www.mjc.edu/governance/rac/minutesagendas.php>

Respectfully,
Kevin Alavezos

Technology Committee Meeting
October 15, 2019
By Danielle Preciado

1) An employee survey regarding professional development and technology in the classrooms will be coming out via email soon. Please encourage all employees in your departments to look for and complete this survey.

Respectfully submitted,

Dr. D. Preciado

Adjunct Instructor, Child Development