



ACADEMIC SENATE MEETING  
APPROVED MINUTES  
January 23, 2020

**Members Present:** Chad Redwing (President), Shelley Circle (Vice President), Andrew Kranzman (Secretary), Hans Hauselmann (Legislative Analyst), Annaliese Hausler-Akpovi, Austin Adams, Belen Robinson, Bob Droual, Cheryl Mulder, Gabe Tovar, Gisele Flores, Jennifer Macias, Jesus Navarro, Jim Howen, Kerri Stephens, Kevin Alavezos, Layla Spain, Margaret Kingori, Noah Wilson, Rich Dyer, Rob Stevenson (sub for Aishah Saleh), Shaila Christofferson, Stella Beratlis, Steve Amador, Theresa Rojas, Tristan Hassell

Absent: Belen Robinson, Danielle Preciado, Deborah Martin, John Zamora, Marc Anaya, Theresa Stovall, Titiana Stovall

**Guests Present:** Allan McKissick (Faculty Liaison to the Board), Jenni Abbott, Jennifer Zellet, Jim Houppis, Sarah Schrader, Tina Giron

I. APPROVAL OF ORDER OF AGENDA ITEMS

**M/S/C (R. Stevenson, T. Rojas) Motion to approve the Order of Agenda Items with the following exceptions noted. As there were no objections, the Order of Agenda Items were approved.**

ITEM C of reports – We would like to postpone until the arrival of the guest speaker and move that the agenda be kept flexible so guests can be accommodated as they arrive.

II. APPROVAL OF THE MINUTES OF December 5, 2019

**M/S/C (J. Macias, L. Spain) Motion to approve the minutes of December 5, 2019**  
22 Ayes, 0 Opposed, 0 Abstentions

III. CONSENT AGENDA: Appointments: Academic Senate Executive Spring 2020 Additional Appointments: Curtis Martin; Steve Amador, Allan McKissick, Rob Stevenson. Faculty Professional Development Committee (FPDC): Shelley Circle, Andrew Kranzman, Gisele Flores, Annaliese Hausler-Akpovi, Trevor Jackson, Curtis Martin, Steve Miller, Danielle Preciado, Aishah Saleh, Rob Stevenson, Hans Hauselmann, Stella Beratlis, Noah Wilson and Chad Redwing. Cheryl Mulder and Becky Gaines as Spring 2020 Graduation Marshalls. Policies and Procedures (Dec. 2019): Board Policies 6150, 6365, 6450, 6500, 6520, 6530, 6540, 6600, 6620, 6700, 6-8034 and (Jan. 2020): 2015, 6-8005, 6-8015, 6-8017, 6-8019, 6535, 6740, 6750, 6900, 6910.

**M/S/C (R. Stevenson, L. Spain) Motion to approve the Consent Agenda.**  
22 Ayes, Opposed, 0 Abstentions

J. Howen, K. Stephens and N. Wilson arrived after the vote.

IV. PUBLIC COMMENTS:

R. Dyer mentioned the Respiratory Club has a gentlemen by the name of Major Bill White that is 104 years old, is a retired Marine Corp Major and loves cards and wanted all to sign the Valentine card for Major Bill White.

C. Redwing mentioned that it is Trustee Abe Rojas' 85th birthday and for the next Board Meeting something will be put together from the Senate to celebrate his birthday.

T. Rojas also wanted to thank the Academic Senate for the flowers when she was in the hospital.

J. Howen mentioned his son Michael and his wife had a baby Sunday morning, so he is a grandpa again.

**V. BRAINSTORM: Academic Senate Input on Professional Development (Jenni Abbott; Dean, Institutional Effectiveness)**

J. Abbott attended to obtain input from the Senate for a Title V grant that would provide extensive funding for faculty professional development over a period of the next five years. The overall structure was mentioned and needs and desires were requested for professional development to make sure it was included in the grant.

In recent years there have been major initiatives from the state that required a lot of participation from faculty, which is good but it takes faculty away from the "teaching" aspect. If the grant is successful, they would like to propose over a five year period a deep dive for faculty to explore new pedagogies, new ways of teaching that include project based learning, contextualized learning across the curriculum as "schools" are being looked at, how general education classes are taken, culturally inclusive pedagogy and content that faculty have done to some degree but few have had time to develop the way they would like.

J. Abbott briefly went over the proposal in more detail. Discussion ensued and suggestions and comments were given.

**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, Professional Development Coordinating Committee, Outcomes Assessment Workgroup, AB705 Workgroup, Pathways Implementation Team 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 Report](#) – Nancy Carranza – not in attendance
- b. [MJC President Report](#) – Jim Houpis

Praise to the Math and English Department for the work being done on AB 705.

Of the twelve positions on the Recommendation to Accept All On-Cycle Replacements & IOR Positions list, upon speaking with R. Stevenson there was one position that was not on the list which was Counseling as it was off-cycle. President Houpis would like to add Counseling to the On-cycle list and remove #6, the Instructor of Health Education and Athletic Training position and after conversations with the Athletic Director to make that a classified position. The president also proposed to remove the Engineering position on the IOR list and add it to the Replacement list, due to it being funded by Strong Workforce categorical funding for two years and become permanent after that. The Instructor of Engineering position must also meet Mathematics minimum qualifications. Concerns were voiced over the Child Development position being on the IOR list and being bumped for the second time. J. Zellet and R. Stevenson explained the circumstances.

**M/S/C (R. Stevenson, T. Hassell) Motion to reaffirm the Instruction Counsel Recommendation to Accept All on-cycle Replacements & IOR Positions with the decided changes made by President Houpis.**

24 Ayes, 1 Opposed (G. Flores), 0 Abstentions

Thanks to J. Zellet and S. Schrader for their hard work in developing the budget needed to teach our classes. President Houpis also reported developing a more thorough communications plan which will include a regular presidential newsletter going out to the campus.

c. [MJC Vice President of Instruction Report](#) - Jennifer Zellet

J. Zellet reported on the Instructional Office's efforts to use data sets to inform scheduling at the college while hitting productivity targets. The productivity measures in each division are three year averages of previous FTES/FTEF targets and overall take into account the diversity of programming in each division. Questions and comments followed regarding the use of productivity measures in decision-making.

d. [District Fiscal Advisory Council Report](#) – Kevin Alavezos

K. Alavezos mentioned that DFAC and RAC have been doing a lot of cross over in the last few weeks and S. Schrader chairs DFAC and sits on RAC and is here to explain what has been taking place in the last few weeks.

S. Schrader briefly went over the current RAM which is based on percentages. Those percentages have changed over the years. The goal of a new RAM is to true up what the allocations should be, which means for Central Services and both colleges. The idea of a revised RAM model is to follow the guiding principles as budgets reflect prioritized values.

e. [Curriculum Committee Report](#) – Shelley Circle – waived until the next meeting

f. [Academic Senate President Report](#) – Chad Redwing – waived until the next meeting

**VII. ACTION ITEMS**

1. [Acclamation of Secretary, Legislative Analyst and Parliamentarian](#) elections; Term of service July 1, 2020 – June 30, 2021: Gisele Flores (Secretary); Aishah Saleh (Parliamentarian) and Hans Hauselmann (Legislative Analyst). A one-clap acclamation took place.

2. [Adjunct at Large](#): Open Call for Nominations/Elections.

Shauna Bennett is unable to complete her term. Nominations are now open for term spring 2020 – spring 2021. The deadline for nominations will be Wednesday, February 5.

3. [Affirmation of Senate Executive and Academic Senate Meetings \(Spring 2020\)](#). Academic Senate: 1/23; 2/6; 3/5; 3/19; 4/2 and 4/16 meetings. Senate Executive: 1/16; 1/30; 2/27; 3/12; 3/26; 4/9 meetings.

Because of Leading from the Middle one of the Executive meetings and Academic Senate meetings will be cancelled. February 13 Exec. meeting and February 20 Academic Senate meeting will be cancelled.

4. [Policies and Procedures: \(January 2020\) Review of Board Policies: 3750 Use of Copyrighted Material; 3-8020 Due Process; 5035 Withholding of Student Records / AB 1313.](#)

Policy 3750 – Use of Copyrighted Material has had approximately two years of conversations taking place. It originally went to Policies and Procedures and then to the District and problems were found and Brian Greene, Librarian, took a look at it, made suggestions and it finally went back to Policies and Procedures where it was revised extensively. All at Policies and Procedures Committee approved and thought it was a great revision, felt confident in the way that it took place and it had Brian Greene’s approval and is now very streamlined, clear and to the point.

S. Circle wanted Senate to look at it and it will be going back through Policies and Procedures and moving forward to District Council.

**M/S/C (R. Stevenson, S. Beratlis) Motion to approve Policy 3750 – Use of Copyrighted Material**

24 Ayes, 0 Opposed, 0 Abstentions

Policies 3-8020 and 5035 have been pulled until the next Academic Senate meeting.

5. [Guided Pathways Scale of Adoption Self-Assessment](#)

This document should represent where we are as a college within our Guided Pathways work. It is one step from being finished but rarely being finished and a couple of areas identified. This is a document by which we report to the state and receive our Guided Pathways funding and ask that you take a look at it especially if you were a part of Guided Pathways building and take back to your constituents for feedback and will bring back for a second reading with edits.

**M/S/C (H. Hauselmann, S. Circle) Motion to approve the Guided Pathways Scale of Adoption Self-Assessment for a 1<sup>st</sup> Reading.**

22 Ayes, 0 Opposed, 0 Abstentions

B. Droual and L. Spain left prior to the vote.

6. [Cooperative Work Experience Education Plan](#) (First Reading)

This plan is not suggesting a new work experience class be developed. It is much broader than a class. This is about liability. Many students have zero work experience. MJC currently has classes where faculty members are making arrangements to send a student out for search learning opportunities or other things in the community. One of the forms needed when sending a student out into the community is your responsibility as an instructor, because this is a learning experience. The employer must be worked with to ensure some type of learning will take place. If a student is sent out to a learning experience in the community and something happens to the student and the district is sued, the form is the first thing they will look for and if it is not available the district will be going back to the faculty member. It is about liability.

The State Chancellor’s Office is requiring every college have a plan and state how experiential learning will take place, so we are covered and that everyone knows what is going on. J. Abbott believes that when the plan is reviewed it will show that it contains mostly the rules of the game and define what that means for us in how it is implemented and with the procedures on how we do it. Basically the document is saying we agree these are things we have to do.

**M/S/C (S. Circle, J. Macias) Motion to approve the Cooperative Work Experience Education Plan for a 1<sup>st</sup> Reading.**

22 Ayes, 0 Opposed, 0 Abstentions

ITEMS FOR FUTURE AGENDAS:

1. Teaching and Learning/Applied Creativity and Community Transformation, [ACCT Institute](#) and [Professional Development Survey](#)
2. Curricular Overlap and Collegial Consultation
3. Support Structures for Guided Pathways Schools
4. Academic Senate [Bylaws](#), [Rules](#) and Committee [Service Handbook](#) Work Group
5. Equitable Hiring Practices/ [District Hiring Process](#) for Faculty and High-Profile Educational Leadership
6. [Engaging All Voices/Educational Master Plan](#) and [Vision Goals](#)
7. 100<sup>th</sup> Anniversary of Women's Suffrage Event (3/5)
8. Leading From the Middle Teams on Student Redesign and Data-Informed Institutional Decisions
9. Quiet/Multi-Faith Space
10. Student Exit-Survey / Opt-Out Graduation
11. Adjunct Office Spaces

ADJOURNMENT 5:47 pm

**NEXT ACADEMIC SENATE MEETING: February 6, 2020 / 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.*