

## Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

### Minutes 2/25/16

2:10pm – 4:10pm

Room 2-10

*Meetings of the Governing Council are open to all members of the public. Materials are posted on the meeting page of the ASGC website.*

| No.   | Item/Topic   | Presenter | Time | Action      |
|---|--|-----------|------|-------------|
| 1   | Call to Order 2:21   | Hirzel    | 1    | Procedure   |
| 2   | Introductions<br>Members Present: Doug Hirzel, Sarah Harmon, Denise Erickson, Hyla Lacefield, Sandra Mendez, Michael Hoffmann, Diana Tedone<br>Members Absent: Dani Behonick, Katie Schertle, Alicia Aguirre<br>Guests: Diana Bennett, Candice Nance, Leonor Cabrera, Anne Nicholls  |           | 2    | Information |
| 3   | Adoption of Agenda<br>DCM motion to approve approved unanimously   |           | 1    | Action      |
| 4   | Adoption of Consent Agenda<br>DE motion to approve approved unanimously  |           | 1    | Action      |
| <b>Consent Agenda</b><br><i>All items on the consent agenda may, by unanimous vote of the Governing Council members present, be approved by one motion after allowing for Council member questions about a particular item. Prior to a motion for approval of the consent agenda, any Council member, interested student, citizen or member of the staff may request that an item be removed from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.</i> |  |           |      |             |
| 4.1   | Approval of Minutes: 2/11/16 and 2/16/16   |           |      |             |
| 4.2   | Approval to fund Doug Hirzel and Sarah Harmon to the ASCCC Spring Plenary (Sacramento). Conference registration \$495 per person plus transportation and lodging costs.  |           |      |             |
| <b>Public Comment</b>   |  |           |      |             |
| 5   | Questions/comments on non-agenda items<br>LC ghost/obsolete pages on college website linger (ex. ASGC membership lists) (occurs when making searches); DH notes that direct links are current but search results include old stuff. Who could clean this up (excluding archival documents that must be maintained for accreditation)?  | Public    | 5    | Information |
| <b>Subcommittee Reports</b>   |  |           |      |             |
| 6.1   | President's report<br>A. Faculty representation on Arts Taskforce – Attila Elteto and Nathan Staples volunteered to serve as representatives from outside the HSS division<br>Nance: business students could help devise PR plans to promote the gallery.<br>B. Presidential search update – screening committee composition includes the following faculty members: Elsa Torres, Elizabeth Terzakis, Jessica Kaven and Doug Hirzel, committee representative appointed by the Chancellor is Dick Claire; town hall meeting with the committee during Flex Day or via online form. | Hirzel    | 10   | Information |

|                        |  |               |    |             |
|------------------------|--|---------------|----|-------------|
|                        | <p>HL suggests putting link to suggestions form on opening college splash page. [DH follows up with Eugene. Banner now present.]</p> <p>C. New position proposals – five faculty positions, eight staff positions will be evaluated Mar. 2 and 8. ASGC will prioritize the faculty positions at our next meeting. ASGC discussion 10 Mar.</p> <p>D. Enrollment reports – Spring 2016 enrollment management results are posted at <a href="http://canadacollege.edu/enrollment/2016.php">http://canadacollege.edu/enrollment/2016.php</a>; VPI Anderson presented and discussed at Feb. 19 IPC meeting. President Hughes will send out college-wide email about enrollment.</p> <p>E. District’s security study (including discussion about possible presence of armed security) will take about 6-9 months and will involve extensive discussions with faculty and staff.</p>  |               |    |             |
| 6.2                    | Treasury – no report   | Aguirre       | 5  | Information |
| 6.3                    | Academic Committee for Equity & Success (ACES)<br>Big event: pro active registration event will occur the week of May 12; integrated services event. Open to everyone, not just targeted at Basic Skills students. Nance: library events?  | Hoffman       | 5  | Information |
| 6.4                    | Curriculum Committee – no report   | Behonick      | 5  | Information |
| 6.5                    | Professional Development – no report   | Erickson      | 5  | Information |
| <b>Senate Business</b> |  |               |    |             |
| 7.1                    | <p>District Academic Senate Report -<br/>DAS polices/procedures;<br/>- representing faculty views.<br/>All-Faculty meeting on district opening day;<br/>Canvas migration update;<br/>- agreement signed.<br/>3-6 month migration; Skyline jumping ahead; each campus as a team. 20 courses this summer, 180 classes next wave in fall 2016, then 300 in spring 2017. College Migration Team will guide selection of which courses go in each wave. Volunteer basis. June 2017 migration should be 100% complete. SH will be sending a report next wk.<br/>Will be challenging for a time for both students and faculty.<br/>DAS polices/procedures: main issue before DAS is Min quals / equivalency currently a dispute between DAS VP council over ‘emergency’ hire definition. DAS standing firm.<br/>Defining professional achievement an issue.<br/>District-wide Curriculum Consultation 6.13 Prog Rev PIV tabled. Very contentious. (inter-campus consulting on starting new programs) New link between campus curriculum cmtes.</p> <p>DAS retreat in April for by-laws.<br/>Armed campus security; Board had San Mateo sheriff presentation. Will be forums for community, faculty, students.</p> | Diana Bennett | 15 | Information |

|                      |  |                      |    |               |
|----------------------|--|----------------------|----|---------------|
|                      | Cost of textbooks, access codes. Bill 798 Open Resource LC: housing is for faculty/staff and not administration? DB: yes, that will be resolved by the housing cmte. (currently admn have the same 7 yr limit as fac/staff). CN: waitlist should be public. New Skyline units should be ADA compliant. Kathryn Brown (Skyline) is faculty rep on cmte . Statewide CTE Workforce Taskforce, appointed.        |                      |    |               |
| 7.2                  | Proposed Bylaws revisions – Governing Council composition<br><i>deferred to future meeting</i>   | Hirzel               | 15 | Discussion    |
| 7.3                  | Setting Class Maximums – next steps for the taskforce<br><i>deferred to future meeting</i>   | Behonick<br>Schertle | 10 | Discussion    |
| 7.4                  | Proposed new Board Policies & Procedures:<br>6.27.1 – Procedure: DE Regular and Effective Contact. Discussed with revisions noted by SH.<br>6.36 – Policy: Faculty Textbook Selection. DB: non-urgent. Issue – awkward to have fellow faculty member sit in judgement about the appropriateness of colleagues work & textbook selection.<br>6.36.1 – Procedure: Faculty Request to Assign Their Own Textbook | Harmon               | 25 | Discussion    |
| <b>Other Reports</b> |  |                      |    |               |
| 8.1                  | Upcoming Faculty Deadlines<br><ul style="list-style-type: none"> <li>Program review and annual resource requests are due to deans – Feb. 28</li> </ul>   |                      |    |               |
| 8.2                  | Upcoming College/District Meetings:<br><ul style="list-style-type: none"> <li>VPSS Forums – February 24, 2-4 p.m.</li> <li>New Position Prioritization Group 1 – Mar. 2, 2-4 p.m.</li> <li>Town Hall with President Screening Committee – Mar. 4, 1-2 p.m.</li> <li>District Participatory Governance – Mar. 7, 2-4 p.m.</li> <li>New Position Prioritization Group 2 – Mar. 8, 2-4 p.m.</li> </ul>          |                      |    |               |
| 8.3                  | Upcoming Faculty Conferences<br><ul style="list-style-type: none"> <li>ASCCC Academic Academy – Mar. 17-19</li> </ul>  |                      |    |               |
| 8.4                  | Division reports and concerns  | Division Reps        | 10 | Discussion    |
| 9                    | Adjourned 4:04   | Harmon               | 1  | Action        |
|                      | Next Meeting: prioritizing 5 new full-time faculty positions<br><a href="http://canadacollege.edu/planningbudgetingcouncil/staffing-1516.php">http://canadacollege.edu/planningbudgetingcouncil/staffing-1516.php</a>  |                      |    | Mar. 10, 2016 |

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate Governing Council 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.*

**Academic Senate Governing Council for the 2015 – 2016 academic year:**

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: David Meckler; Treasurer: Alicia Aguirre; Curriculum Committee: Danielle Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: Katie Schertle; Science and Technology Division: Michael Hoffman; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez