

## Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

### Minutes 8/25/16

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	Hirzel	1	Procedure
2	Introductions and orientation to ASGC Members present: Michael Hoffman, Dani Behonick, Hyla Lacefield, Sarah Harmon, Sandra Mendez, Sarah Aranyakul, Anna Miladinova Members absent: H/SS rep, Denise Erickson Guests: VP Anderson, President Moore, District Academic Senate President Leigh Anne Shaw	Hirzel	15	Information
3	Adoption of Agenda		1	Adopted
4	Adoption of Consent Agenda		1	Adopted
<b>Consent Agenda</b> <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: 5/20/16			
4.2	Committee Appointments: A. Radiologic Technology FT Faculty screening committee: Martin Partlan, Rafael Rivera, Jeanette Medina (with Sally Health and Janet Stringer) B. Tenure-track evaluation committees for Fall 2016—Doug presented; two corrections were made C. Curriculum Committee reps from Counseling: Melissa Alforja, Jenna French			
<b>Public Comment</b>				
5	Questions/comments on non-agenda items	Public	5	Information
<b>Regular Reports</b>				
6.1	President's report A. Welcome to new FT faculty: Christine Langley – RadTech (temporary 1 year) [G. Anderson: this was funded by Fund I after the candidate for the permanent job changed her mind; this is not a substitute and didn't need to follow the usual hiring process], David Eck – Philosophy, Gena Rhodes - Personal Counseling, Daryan Chan – Counseling, David Monarres – Math, Cheri Markt – Engr-CIS B. Summer appointment to Workforce Development Director (fully grant-funded) screening committee: Lale Yurtseven, Hyla Lacefield (grant funded) C. Summer appointment to Instructional Technologist screening committee: Jessica Kaven D. Online Instruction Coordinator (one year): announcement was sent to all faculty according to <a href="#">the process</a> outlined in the Participatory Governance Manual. <b>DH is seeking</b>	Hirzel	15	Information

	<p><b>faculty volunteers, in addition to Dani Behonick, to screen the applications.</b> Deadline for applications is Monday, 8/29/16.</p> <p>E. Open faculty positions on college governing councils: PBC needs faculty from Science division, HSS division and an at-large faculty rep. Voting on matters that are important to faculty will occur without faculty voice if these positions remain vacant. <b>There are only 3 faculty currently serving on this committee (out of 22 people).</b></p> <p>F. <b>There is also a vacancy on the college professional development committee (planning flex days, etc.).</b></p> <p>G. Program Review is required this year for all departments within the Science Division and the Business, Design &amp; Workforce Division. Data packets and training will be provided beginning October.</p> <p>H. Changes to assignment of failing grades: Due to changes in federal rules around financial aid, <b>if you are assigning a F or NP grade to a student who has stopped attending/participating in your class, you will need to update the “Last Attend Date” in WebSMART for the student to the actual date they stopped attending.</b> If the student continued to attend class, but failed the class anyway, just leave the date that is already there.  <b>Lacefield:</b> it’s fairly easy to re-add a student if they have been dropped. G. Anderson: if grades have been assigned, it’s not as easy. The state would prefer that we drop students who have missed too many classes.  <b>Leigh Anne Shaw:</b> international students may lose their Visa.</p> <p>I. Hirzel met with President Moore this week and shared with her faculty’s concerns about hiring of FT faculty, over-workload, buildings 1 and 23, support for CTE and arts, among other issues.</p>			
6.2	Treasury: We have \$6,464. We have about \$4,000 coming in, and we didn’t spend the money from last year.	Aranyakul	5	Information
6.3	Academic Committee for Equity & Success (ACES): The DREAM center will be opened August 31, 2016. The ACES inquiry project is still running, now annual rather than semester-long research period. May 5 <sup>th</sup> folks will present their projects and classroom research. ACES has helped fund books, computers, and calculators, available for students in the library. Pro-active registration is now being done by ACES. G. Anderson: strong increase in returning students over the summer; approximately an 8% increase in returning students, attributable to pro-active registration.	Hoffman	5	Information
6.4	Curriculum Committee: first meeting is Friday, September 9 <sup>th</sup> . Curriculum proposals and task list will be discussed. Handbook was updated over summer; distance ed and honors review process and timing were revised; working on pedagogical class max. and how to implement it.	Behonick	5	Information
6.5	Professional Development: we have lots of funding; folks	Erickson	5	Information

	should apply.			
<b>Senate Business</b>				
7.1	Recommended replacement of math faculty. Denise Hum transferred to Skyline. The position was posted. Hoffman: we have one fewer full time position. We need better representation in our faculty. Denise was working on STEM, Path to Calculus, math instruction improvement.	Hoffman	15	Approved with one abstention
7.15	Review of the role and history of the Academic Senate. (See PowerPoint). AS is part of the 10+1 governance agreement. The Board listens to us on the matters under our purview and normally accepts our recommendation. If/when it disagrees, they explain their disagreement in writing. Hirzel says the AS website is full of "great stuff," including awards. Leigh Anne Shaw: recommendation that we become a representative senate rather than a "Senate of the whole," as this is how we operate. Upcoming vote on this.	Hirzel	20	
7.2	Dean of Counseling screening committee appointment: faculty-wide solicitation of volunteers to serve – Sandra Mendez and Lorraine Barrales-Ramirez volunteered	Hirzel	5	Approved with one abstention (S. Mendez)
7.3	Division reports and concerns <b>Lacefield:</b> Business division is very enthusiastic about class size limits; faculty have done hands-on recruitment in the community and offered classes (economics) in the evening. Web design class was cancelled; only 10 students enrolled. The administration did listen about some necessary classes. <b>Palmer:</b> In H/SS, many students in English were turned away; no funding available for sections to meet student need.	Division Reps	20	Discussion
7.4	Setting ASGC goals for 2016-17: <b>Lacefield:</b> the Cañada website needs to be fixed, particularly broken registration links <b>Hirzel:</b> the college is hiring someone at Skyline to make the website mobile friendly; the web work has been assigned to a new temporary person <b>Lacefield:</b> volunteered but was not part of selection committee <b>Barrales-Ramirez:</b> the website has become decentralized and not all of us have the appropriate expertise for creating our own pages <b>Barrales-Ramirez:</b> EOPS can purchase access code only if it's purchased at our bookstore; about 300 students per semester are EOPS <b>Behonick:</b> used books are much less expensive but the access code must be purchased separately with a credit card Doug will bring back a summary of the EMP survey See website for list of priorities for 2016-17 We need to start recruiting candidates for VP and P of AS <b>Harmon:</b> dissatisfaction with district distance ed training. Faculty need DE training; district gave no direction or coordination on how to train faculty on Canvas implementation, so there was much confusion across district	All	20	Discussion

	among the faculty. Interim Instructional Designer position wasn't renewed until two weeks into the summer, and for fall only August was approved. AS needs to push on distance ed. There is no district faculty guide on DE. <b>Hirzel:</b> more faculty leadership development; see ASCCC conference listed below			
<b>Other Reports</b>				
8.1	Upcoming Governance Meetings Cañada Planning & Budgeting Council (9/7)			
8.2	Upcoming Conferences <a href="#">ASCCC Academic Academy</a> : <i>Better Together: Faculty Collaboration for Improved Student Services, Increased Student Equity, and More Effective Educational Pathways</i> (10/7-8, Costa Mesa)			
9	Adjourn	Hirzel	1	Adjourned at 3:55
	Next Meeting			Sept. 8, 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 2016 – 2017 academic year:**

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: Lisa Palmer; Treasurer: Sarah Aranyakul; Curriculum Committee: Danielle Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: vacant; 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