

Academic Senate

**Open Meeting**

Monday, May 09, 2005 \* 3:00-5:00 \* Room 1108

**MINUTES**

Executive Committee members present					
<b>x</b>	<b>Cathy Anderson</b>	<b>x</b>	<b>Toby Bodeen</b>	<b>x</b>	<b>Carolyn Borg</b>
<b>x</b>	Dave Bush	<b>x</b>	David Cooper	<b>x</b>	Kendall Crenshaw
<b>x</b>	Jeff Cummings	<b>x</b>	Kevin Fox	<b>x</b>	Scott Gordon
	Pamela Highet	<b>x</b>	Vickie Kimbrough	<b>x</b>	Gary Lewis
	<b>Sue Loring</b>	<b>x</b>	Warren Lytle		<b>Ron Marley</b>
<b>x</b>	Susan Meacham		Michael Pitcher	<b>x</b>	Frank Nigro
<b>x</b>	Marsha Ray		Alan Spivey	<b>x</b>	Chuck Spotts
	Ramon Tello	<b>x</b>	Terry Turner		Laura Valvatne
<b>x</b>	Andrea Williams		Dave Wright		

Other faculty present					
x	Marc Kemp	x	Stephen Concklin		
Guests present					
x	Jane Harmon	x	Brian Spillane		

1. Call to Order: Meeting called to order at 3:00 p.m.

2. Approval of Minutes –04/25/05 (1 Attachment). Chuck Spotts moved approval; Warren Lytle seconded. The motion carried unanimously.

3. Reports

a. Faculty Learning Academy- *Terry Turner and Brian Spillane*

Terry Turner, Lemoine Waite, and Brian Spillane will be organizing the Faculty Learning Academy, which is due to run this August 10-11, right before Flex Day.

Terry and Brian noted that this event was aimed to give the circa 20 new employees coming to Shasta College a sense of our commitment to and enthusiasm for teaching and student learning.

Rather than lecture to the new hires for these two days, Terry and Brian envision a series of interactive workshops that include people from various areas of campus, including faculty, staff, administrators, and even a student panel. Kevin Fox, for example, will give a brief presentation on the Senate's work on SLOs; Frank Nigro and Cindy Sandhagen will give one on using instructional technology and on online classes; others will give workshops and presentations according to their areas of expertise.

Cathy Anderson suggested that we dedicate the Flex Day breakfast to the new hires, and use it as an opportunity to welcome them aboard. Another suggestion was that the new employees be given name tags to wear on Flex Day.

4. Discussion/Action Items

a. Elections (No Attachments): *We elect President, Vice President and Secretary. Vickie leads the voting.*

Cathy Anderson was nominated for the position of president. No other nominees were forthcoming. The Senate voted unanimously to reinstate Cathy as president.

Vickie Kimbrough was nominated for the position of vice president. No other nominees were forthcoming. The Senate voted unanimously to reinstate Vickie as vice president.

Frank Nigro was nominated for the position of secretary. No other nominees were forthcoming. The Senate voted unanimously to reinstate Frank as secretary.

b. Cheating Policy (Attachment will be sent by Frank): *The subcommittee working on the cheating policy is ready to present the first draft.*

Frank Nigro and Marc Kemp presented the work of their subcommittee on the academic honesty policy. The subcommittee consisted of these two as well as Lenore Frigo, Carolyn Singh, and Laura Valvatne.

The subcommittee considered all sections of the 2005-2007 Course Catalog that pertain to Academic Honesty. Frank reviewed the changes made to the section on page 26 on Academic Honesty. There were a couple of small changes here. For example, they took out the part about academic dishonesty being defined as “willful and intentional” fraud. There was discussion about whether the examples given of academic honesty violations were comprehensive enough. It was felt they were.

Scott Gordon moved approval of the changes to page 26. Susan Meacham seconded the motion. The motion carried unanimously. Cathy noted that these changes can go immediately to Caryn Bailey for inclusion in the next catalog.

Frank then moved to the changes to Board Policy on pages 28 ff. of the Course Catalog. Many of the changes were minor, but the subcommittee added a procedure specifically on academic honesty violations to BP 5515. It was decided that since this is not a procedure, it should appear as an administrative procedure (AP 5515 perhaps?).

The Senate wordsmithed specific changes to the procedure. Frank agreed to rework the procedure as per the Senate’s request, and to bring it back to the Senate for further consideration.

Some of the changes being suggested will have to be run by the school’s legal counsel to see if they’re legal.

c. SLO Cycle (Attachment will be sent by Kevin): *The SLO subcommittee is proposing some revisions to the approved SLO cycle.*

This item was postponed till the next meeting.

d. TRCs (1 Attachment): *Proposed changes to TRCs and TRCs for new faculty*

Terry Turner moved to approve the ongoing tenure committees except for the four indicated below; Susan Meacham seconded the motion. The motion carried unanimously.

The following ongoing tenure committees were not approved at this point:

*Phylissa Eisentraut*: There was a concern that Jim Gilbertie was from a field not very closely related to Phylissa's field. Cathy will check with Brian Spillane for possible alternatives.

*Kele Fitzhugh*: There was a concern that Mark Smith was from a field not very closely related to Kele's field. Cathy will check with Gary Houser for possible alternatives.

*April Howell*: There was a concern that John Cicero was already on two beginning committees. Cathy will check with Sharon Lowry for possible alternatives.

*Paul Calkins*: Marc Kemp is listed as replacing Kathryn Gessner on this committee, but no reason is cited for this change. We need to know why this has changed. Cathy will check with Brian about this change.

With the new tenure committees, Cathy reiterated that we want to make sure that the tenure committees mirror the hiring committees as much as possible, and that we have a gender on the committees when possible.

Warren Lytle moved to approve the new tenure committees except for the one indicated below. Marsha Ray seconded the motion. The motion carried unanimously.

*Brad Rupert*: Sonny Stupek may need to be switched with Dave Wright. Cathy will check with Gary Houser about this change.

5. Other

6. Adjournment: Meeting was adjourned at 5:05.

7. Next Meeting: 3:00 pm, May 23, 2005 in Room 1108.