

**Academic Senate
Executive Committee Meeting
April 13, 2009; 3:00-4:45 p.m.
Room 1108**

Minutes:

Executive Committee members present					
X	Cathy Anderson	X	Terry Bailey	X	Candace Byrne
	Craig Thompson		Megan McQueen		Rob McCandless
X	Leo Fong		Toby Bodeen		Karen Henderson
	Alan Spivey		Jason Kelly	X	Leimone Waite
X	Shelly Presnell	X	Iraja Siva-Das	X	Susan Meacham
X	Doug Milhous		Andrea Williams	X	Ray Nicholas
X	Jennifer McCandless		Terrie Snow	X	Lenore Frigo
X	Brad Peters		Don Cingrani (N/V)		Maureen Stephens (N/V)
	Ron Marley (N/V)		Lois Cushnie (N/V)		William Cochran (N/V)
Other faculty present					
Guests					
X	Morris Rodrigue	X	Lucha Ortega	X	Keith Brookshaw

1. Call to Order
Cathy Anderson called the meeting to order at 3 pm.
2. Approval of Minutes – 03/23/09 (1 attachment)
Doug Milhous moved approval of the minutes from the March 23, 2009, meeting; Lenore Frigo seconded. The minutes were approved as distributed.
3. Opportunity for Public Comment
 - a. This portion of the meeting is reserved for persons desiring to address the executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.
No members of the public were present requesting to speak.
4. Reports

- a. Report from the Senate President (Cathy Anderson)
Cathy Anderson reported that the job description for SLO Coordinator now also includes responsibility for faculty's professional development related to the SLO cycle, authentic assessment, and improvement of instruction as a result of SLO assessment results.
 - b. Report from Instructional Council (Susan Meacham)
Susan Meacham reported that Instructional Council addressed several items on its agenda:
Discussion of attendance and ways various attendance accountings affect funding;
Discussion of irregularity in textbook orders: these are sent out according to who taught the course the previous year. Deans were instructed to work more closely with the bookstore to assure the bookstore has a list of current teachers;
Determination that Angel and pedagogy training now will be organized through the deans. Instructors will be recommended by the deans after assuring that instructors have adequate computer skills to benefit from the training;
Approval of two certificates brought by Morris Rodrigue, one on workplaces skills and the other a GED certificate. These will be forwarded to Academic Senate for its approval;
Notice from Kevin O'Rorke that course equivalency and evaluation of transcripts will be accomplished when students transfer to Shasta College, rather than when they apply for degrees;
Notice from Doug Meline that instructional technology provides insufficient support for online offerings; he described this as "a trainwreck waiting to happen";
Announcement by Bill Cochran that two math teachers will be hired, one new and one replacement for a math department person now permanently assigned to Tehama Campus;
Announcement that the ECE program received national accreditation;
Announcement that a barbeque will be held May 21 at Anderson Park to celebrate achieving FTES goals.
 - c. Report from SLO Committee (Lenore Frigo and Jennifer McCandless)
Lenore Frigo asked to wait until later on the agenda to report on the SLO Committee's work suggesting fall flex day break-outs.
 - d. Reports from College Council, Curriculum Council, Matriculation, or Scholastic Standards Committee
No reports.
5. Discussion/Action Items
- a. BP 5012: Admission of International Students. This BP is being recommended to us by the Matriculation Committee. **This is a second reading.**
Lemoine Waite moved approval; Susan Meacham seconded approval of this policy. Doug Milhous noted inconsistency in the approved tests mentioned in the document, and the decision was made to leave mention of specific tests to the Administrative Policy 5012 accompanying this Board Policy. The BP will make reference to tests "as specified in AP 5012" and eliminate the rest of the paragraph specifying test and test cut-off scores. This change was accepted as a friendly amendment. The motion was not approved.
Suggestions for grammatical changes were made. Susan Meacham moved and Lenore Frigo seconded approval of BP 5012 with these changes. The motion passed.

- b. Constitution and Bylaws for the Matriculation Committee: This Constitution and Bylaws is being recommended to us by the Matriculation Committee. **This is a second reading.**
Susan Meacham moved approval and Ray Nicholas seconded approval of the Constitution and Bylaws of the Matriculation Committee. The motion was passed.
 - c. Senate Bylaws: A proposed revision to the bylaws adding "affiliate committees." **This is a first reading.** Three readings are necessary before voting.
One suggestion was made to alter #7 to read "from at least three departments representing at least two separate divisions."
 - c. Senate Elections: **Discussion only.** An update on our candidates for the at-large positions.
Susan Meacham reported that two additional faculty members, making a total of four, have come forward to run for three positions as at-large representatives and two to run for three adjunct representative positions.
 - d. Fall Flex: **Discussion only.** Tentative plans from Invest in the Our People Committee and the SLO Committee
Lenore Frigo and Candace Byrne presented ideas for a structure and breakout sessions for fall flex. The SLO Committee generated breakout sessions to supplement those generated by Invest in Our People. Candace will forward these suggestions to Pat Demo and the Invest in Our People Committee.
6. Other
Lemoine Waite brought up the dissatisfaction of NRIPS Division about the Cabinet's decision to hire two math instructors. NRIPS had been told that a replacement Auto Machining instructor would be hired if funding allowed. However, Cabinet made the decision to hire a replacement and new math instructor. The new math position had been ranked second among possible new hires, and NRIPS had expected their replacement position to be funded before new positions were considered. The Senate Executive Committee determined to revisit the hiring procedures documents to determine whether revision is appropriate.
Susan Meacham distributed nomination packets for Excellent Educator and asked Executive Committee members to review these in preparation for voting at the next meeting.
Susan also brought forward a request by John Martin that the Senate consider advocating to the Faculty union remuneration for adjunct faculty willing to serve as Executive Committee members. This item will be on a future agenda.
7. Adjournment
The meeting was adjourned at 4:50. Next meeting: **Monday, April 27, 2009 in Room 1120.**