

Academic Senate
MINUTES
 Monday, March 10, 2014
 3:00 – 4:45 p.m.
 Room 1120

Executive Committee Members Present					
	Cathy Anderson	x	Cristina Berriso		Keith Brookshaw
x	Paul Calkins		David Cooper	x	Kendall Crenshaw
	Camilla Delsid	x	Richard Fiske	x	Leo Fong
x	Lenore Frigo	x	Scott Gordon	x	Robb Lightfoot
x	Sue Loring		Jennifer McCandless		Rob McCandless
x	Susan Meacham	x	Ray Nicholas	x	Brad Peters
	Mark Racowsky	x	Carolyn Salus-Singh	x	Terrie Snow
x	Brian Spillane	x	Craig Thompson	x	Don Cingrani (N/V)
	Ron Marley (N/V)		Meridith Randall (N/V)		
Other Faculty Present					
Guests					
x	Lorrie Berry	x	Dan Haskins	x	Joe Wyse

1. Call to order: Meeting was called to order at 3:01pm.
2. Approval of Minutes (Attachment)—February 24, 2014: Paul Calkins moved to approve the 2/24/14 minutes; seconded by Richard Fiske. Motion carried.

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.

4. Report

- a. Report from Senate President (Jennifer McCandless)
 - i. Because Jennifer was absent due to illness, Susan Meacham led the meeting. She mentioned several reminders that Jennifer had asked her to give: 1) Our tenure party will be Friday, 3/21, from 5:30 to 7:30pm at CR Gibbs; for those who plan on attending, please respond to Jennifer's Outlook Calendar message so that she can provide the restaurant with an accurate count. 2) Jennifer sent out an e-mail this morning requesting input on the revisions to the ACCJC standards. 3) To update our 2/24 discussion about peer evaluators, Jennifer found out that Kate Ashbey will not be evaluating the Humanities instructor as originally proposed.
- b. Report from Instructional Council (Susan Meacham)
 - i. Susan reported that the following items were discussed during the last meeting of Instructional Council: There was an update on the progress of the fall schedule; without the need to plan for a finals week, the scheduling process is going much more quickly. The Associate Dean of Foundational Skills and Adult Education position was approved for hiring and will be on the Board agenda this Wednesday; Joe Wyse announced that a grant (Adult Education Planning Grant) would be providing for part of this position's salary. Dual enrollment (high school students taking college courses) was also discussed; Meridith Randall had been at a statewide conference that reflected a paradigm shift in attitudes towards this practice, which is now being promoted rather than merely tolerated. The state legislature is looking into allowing both high schools and colleges to collect apportionment for these dual enrollment students. There were some courses scheduled for curriculum review this year that have not been completed in CurricuNet. Meridith gave an update on the progress with the revision of the mission statement. For its next meeting, Instructional Council will be looking at the budgeting rubric. English and Physics ADTs were approved by the Chancellor's Office. Morris Rodrigue shared ways to calculate hours for part-time employees as it relates to the Affordable Care Act; there have been discrepancies in the multipliers that have been used for instructors who teach non-credit and lab classes; this will not result in any changes to the pay to part-time employees, but how we report to the IRS. However, there will need to be changes in the amount of load that a part-time instructor can carry. There was an update on current hiring; interview periods have been scheduled for positions in Psychology, Chemistry, Math, Family Studies, Political Science, and Nursing, but at this point the positions in Political Science, Administration of Justice, and Family Studies (#2) have not yet been posted. There was a first reading of the revised Enrollment Management Plan. Tom Orr reported that there have been discussions on making changes to the training requirement for tenure review committee members to make it more convenient for faculty by

moving to a 5-year cycle. Finally, it was announced that Shasta College would not be extending our contract with the Small Business Development Center.

- c. Report from SLO Committee (Cathy Anderson)
 - i. No report.
- d. Report from College Council (Cathy Anderson, Sue Loring)
 - i. Sue reported that College Council approved several BPs during their last meeting, but they spent the majority of the meeting discussing the Mission Statement revisions. This discussion will continue on with their next meeting, and after that the finalized version will be sent out campus-wide for review and feedback. Also at the next meeting, College Council will be prioritizing initiatives; this process was delayed because some of these initiatives would be eligible for Perkins funding, so College Council waited to determine this first. There was also a brief discussion about the annual reporting to ACCJC, as well as some revisions to the planning process.
- e. Report from Curriculum Council as needed (Ron Marley)
 - i. No report.
- f. Report from Student Success Committee as needed (Teresa Doyle)
 - i. Ray Nicholas reported that the committee discussed the Enrollment Management Plan in depth. They also discussed the Summer Institute for Math and English, a one-week program that will help a cohort of incoming students build up their math and English skills. There was a report from the College's webmaster on changes to the website that would aid student success; this included a discussion of specific practices like where instructors can post their syllabi online. Susan noted that this matter was also discussed in Instructional Council; some instructors don't want their syllabi posted.
- g. Report from Scholastic Standards Committee as needed (Don Cingrani)
 - i. No report.
- h. Report from Textbook Committee as needed (Carolyn Singh)
 - i. No report.
- i. Report from Distance Education Committee as needed (Carolyn Singh)
 - i. No report.

5. Informational Items

- a. Community and Contract Education – Lorrie Berry
 - i. Lorrie Berry gave a summary of what's being offered through Community and Contract Education, which is no longer part of EWD; now it is downtown under the auspices of HSUC. She pointed to the "Community" tab on the College website home page as the place to find the Community Education homepage. She highlighted some of the continuing education programs offered; these reflect various occupations that require continuing education to ensure that employees stay current on developments in their field; the accreditation is through the various governing bodies that oversee this. Lorrie then described the different summer camps for athletes and children that are being offered through Community Education. There is also the "Triple P" Positive Parenting Program geared towards childcare providers. Other examples of Community Education programs that were created through partnerships with community agencies are ceramics classes and ASL classes; these ASL classes are unit-based, but because they are contract education through the Shasta County Office of

Education, they do not qualify for transcript credit. Lorie then described Business and Industry Training by contract; there are both unit-based and non-unit-based courses by contract. She highlighted the Nonprofit Organizational Management Certificate, a 7-week program designed for the nonprofit community; additionally, there is the Shasta Nonprofit Roundtable, a network of nonprofit groups that collaborate together. Lorie then explained that for its instructors Community Education relies on a mix of adjunct faculty and industry specialists; the 28-hour rule is applied to adjunct faculty who teach community and contract education classes. She encouraged faculty to bring proposals for classes that would serve a community need; these can be offered through Community Education as long as they don't compete with existing classes offered by the College; requests would be run by the division deans, and faculty input would be sought. Ray Nicholas asked about how to handle any potential conflicts between contract education courses that meet an employer's requests and existing courses offered through the College; he was especially concerned about situations where employers ask for a particular course through contract education that would suit their particular needs, but the way the course is to be taught is not consistent with how the existing course in the catalog is taught. Lorie emphasized that although non-unit-based courses can be designed to fulfill a client's needs, unit-based courses must follow our curriculum and standards, and there are guidelines for approving contract education courses. Cristina Berriso inquired about the way on-line courses are handled, and Lorie explained that these are primarily self-paced classes offered through the on-line provider Cengage. Sue Loring asked about the scenario of individuals, as opposed to an organization or employer, requesting a unit-based contract education class to substitute for an existing course, such as an ASL class. Lorie explained that community education courses are open to the public, but contract education is not; so far only public agencies, rather than private companies, have made requests for contract education courses, but she agreed that there should be a policy in place to address this possibility. Susan asked about the number of students enrolled in community and contract education classes, and Lorie estimated that there have been around 4,000 for the year.

6. Discussion/Action items

- a. Vote for Excellent Educators
 - i. Susan Meacham handled the distribution and collection of the ballots to voting members. Sue Loring and Leo Fong counted them. Robb Lightfoot expressed a desire to get more information on the part-time candidates because the details in the applications were not very thorough. Susan acknowledged that our procedure has been to not have discussion during the voting process, so we are limited to what's in the applications. After the votes were counted, the Full-Time Excellent Educator Award went to Heather Wylie, and the Part-Time Excellent Educator Award went to Kylee Duran-Cox. Brian Spillane requested that there be some way to honor the runners-up. Susan stated that she would ask Jennifer to look for a way to do this.
- b. Philosophy AA-T (Attachments)

- i. Robb Lightfoot moved to approve the Philosophy AA-T; seconded by Richard Fiske. Sue Loring noted that the proposal has unclear formatting for the selection of options. Motion carried.
- c. AP/BP 4020 – Program and Curriculum Development follow-up
 - i. There was no feedback given on this.
- d. Faculty Professional Development follow-up
 - i. Susan reported that Jennifer heard from the current faculty members on Professional Development Committee that they do not wish to serve concurrently on the proposed Faculty Professional Development Committee that would be a subcommittee of the Senate. Ray Nicholas shared concern about yet another committee being created; there’s the potential for overloading faculty with committee service obligations, but Dan Cingrani saw this as making the Senate’s work more efficient; by focusing on specific tasks, such as summarizing and recommending actions, subcommittees can expedite the approval process. But this raises the challenge of getting enough faculty to serve on all these committees. Sue Loring believed that more careful and deliberate examination of what specific functions are needed should guide us in determining the formation of any committee. Richard Fiske asked about looking at other colleges for models of successful systems for faculty professional development. Brad Peters said he sent Jennifer examples of how other colleges handle flex; regardless of the model that we go for, he saw one of our primary goals to be a more streamlined process for requesting approval of flex activity. Lenore Frigo suggested using an ad hoc committee that could set up the system for flex and then be disbanded once that process is completed. Several others expressed support for this approach. Because Jennifer wasn’t present, Susan asked to continue this discussion during our next meeting. She also requested that everyone continue to seek input from their constituents.
- e. Offering Bachelor’s degrees at Community Colleges
 - i. Jennifer had sent a link for the various resolutions being proposed for the plenary session of the state Academic Senate coming up next month. One of these proposed resolutions is 13.01 S14, “Researching the Feasibility of the CCC Bachelor's Degree,” which states that the state Academic Senate is currently not taking a position on the issue of California community colleges offering baccalaureate degrees, but is instead recommending further study on the feasibility of doing this. Because Robb Lightfoot is our delegate to the Area A meeting on March 21 and plenary session on April 10-12, he met with Meridith Randall about this matter. He reported that Meridith was concerned about the fact that offering baccalaureate degrees is not part of our mission; we are serving a different cohort. If Shasta College were to offer baccalaureate degrees, logistically there would be many problems, such as the need to create differential faculty and fees. From her perspective, the concerns outweigh the benefits. Joe Wyse added that he saw flaws in the current legislation, SB 850. His biggest concern involves the funding; we’re simply not going to get the same type of funding as CSUs. He also questioned the feasibility of the proposed plan to select eight college districts and allow them to “test” these programs for a year. Terrie Snow distributed copies of the text for SB 850 for everyone to study. Robb wondered if we could still be able to maintain open-access with these baccalaureate programs added to our mission. However, Ray Nicholas saw this

as a good opportunity to offer programs that don't exist yet; he pointed to the fact that there are certain CTE programs that do not offer baccalaureate degrees here in California, but there are colleges in other states that do offer them. Terrie added that offering baccalaureate degrees would benefit students who live in rural areas because many of them don't want to relocate to attend a CSU or UC. She also mentioned that she attended the Board of Governors meeting in Sacramento last Tuesday, and there was considerable support from several directors of nursing programs throughout the state, as well as from representatives of college districts, such as San Diego and DeAnza. But there was also much opposition to this plan, most notably from the nursing unions. She noted that there were many questions raised with this debate: Is this a matter of changing the mission of community colleges? Would this give more local opportunities? How would this change the make-up of the faculty? Would we need to have more PhDs on the faculty? In general, Terrie said there was a lot of support for this move; she saw this as part of our ability to serve our workforce by giving them the opportunity to earn the baccalaureate degrees that are increasingly becoming essential for employment. She also believed that adding these degree programs would not only increase the number of PhDs hired for faculty, but it would also serve as encouragement for existing faculty to earn their PhDs. Brad Peters noted that the college districts that have come out in support of this are larger ones. Robb wondered how offering baccalaureate degrees would change our accreditation process. Susan asked everyone to look over the list of proposed resolutions and to send any feedback to Robb and Jennifer.

- f. Selection of Faculty to serve on administrative hiring committees
 - i. Jennifer has been hearing from the Faculty Association that they would like to work with the Senate on having input on these committees. Discussion on this will continue with our next meeting, with representatives from FA invited to speak.
- 7. Other?
 - a. Susan reminded everyone about the annual Celebrity Auction Dinner on Friday, March 28.
- 8. Adjournment: Meeting was adjourned at 4:43pm.
- 9. Next meeting: Monday, March 24 at 3pm.