

Academic Senate

MINUTES

Monday, November 10, 2014

3:00 – 4:45 p.m.

Room 1109

| Executive Committee Members Present | | | | | |
|--|--------------------|---|------------------|---|------------------------|
| x | Cathy Anderson | | Mark Blaser | | Keith Brookshaw |
| x | Paul Calkins | | Kendall Crenshaw | | Camilla Delsid |
| x | Richard Fiske | x | Leo Fong | x | Lenore Frigo |
| x | Scott Gordon | x | Debra Griffin | x | Karen Henderson |
| x | Susan Keller | x | Robb Lightfoot | | Jennifer McCandless |
| | Rob McCandless | x | Susan Meacham | x | Ray Nicholas |
| x | Brad Peters | | Mark Racowsky | x | Carolyn Salus-Singh |
| | Terrie Snow | x | Brian Spillane | | Craig Thompson |
| | Don Cingrani (N/V) | | Ron Marley (N/V) | x | Meridith Randall (N/V) |
| | | | | | |
| Other Faculty Present | | | | | |
| x | Teresa Doyle | x | Casey Schurig | | |
| Guests | | | | | |
| x | Marc Beam | x | Will Breitbach | x | Sandra Hamilton-Slane |
| x | Eva Jimenez | x | Joe Wyse | | |

1. Call to order: Meeting was called to order at 3:03pm.
2. Approval of Minutes (Attachment)—October 27, 2014: Susan Meacham moved to approve the 10/27/2014 minutes; seconded by Brian Spillane. 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 Instructional Council (Susan Meacham)
 - i. Susan reported that Instructional Council has not met since the last Senate meeting, but the Faculty Hiring Priorities Committee did meet last week to begin the process of ranking 15 hiring requests; the rankings should be ready for review by the Senate for its December 8 meeting.
 - b. Report from Faculty Excellence Committee (Teresa Doyle)
 - i. Teresa announced that new Professional Development forms and documents are available on several web pages, including the Office of Instruction web page, the Faculty Corner web page, and the Professional Development Committee web page. She also mentioned that the committee still needs faculty representatives from the Health Sciences, PEAT and Non-Instructional; the goal is to get a complete cross-section of all College faculty. The committee has been meeting Tuesday mornings at 11:00. Eva Jimenez requested that the committee consider different meeting times outside of Tuesday morning, which is typically a busy time for CTE instruction, so that more CTE faculty could attend.
 - c. Report from Curriculum Council as needed (Ron Marley)
 - i. No report.
 - d. Report from Student Success Committee as needed (Teresa Doyle)
 - i. No report.
 - e. Report from Scholastic Standards Committee as needed (Don Cingrani)
 - i. No report.
 - f. Report from Textbook Committee as needed (Carolyn Singh)
 - i. No report.
 - g. Report from Distance Education Committee as needed (Carolyn Singh)
 - i. Carolyn Singh reported that Cristina Berisso spoke to the committee about academic dishonesty and proctoring of exams for online classes. Ken Cooper and Paul Burwick will be conducting workshops on academic integrity with online courses.
 - h. Report from College Council (Robb Lightfoot)
 - i. Last week's meeting primarily focused on the Strategic Plan Task Force.
 - i. Report from Senate President (Robb Lightfoot)
 - i. Robb explained that as Senate President he has been talking to individuals who would be good fits with specific committees that need members. He also announced that we were able to submit to the statewide Academic Senate an Exemplary Program Award nomination for College Connection; he thanked Marc Beam and Carolyn Borg for putting together the application for this. The Fall Plenary will be coming up later this week, and Robb said that he would keep everyone updated on developments. He also provided an update on the Online Educational Initiative. Robb also thanked Richard Fiske for volunteering to attend this week's Board of Trustees meeting in his place. Finally, he mentioned

that the Senate's website does have some broken links that could make it difficult to locate past documents; this is a problem that will be corrected.

5. Informational Items

- a. Sabbatical applications open
 - i. Deadline is January 31, 2015.
- b. Exemplary Program Nominations – College Connection Will Be Submitted
 - i. This has been submitted.
- c. Professional Development Committee – two faculty slots open
- d. Strategic Plan Committee – CTE Rep needed
- e. Anti-Bullying Workshop (attachment)
- f. Sexual Harassment Awareness/Prevention (attachment)
- g. Effecting Positive Institutional Change (attachment)
- h. GIS Competition (attachment)

6. Discussion/Action items

a. Curriculum Actions:

NEW COURSES:

- 1) AGEH 10 Plant Identification and Usage – 3 units (This replaces three existing one-unit courses.)
- 2) ECE 60 Advanced Curriculum – 3 units (Replaces four existing ECE courses.)
- 3) INDE 40 Entrepreneurial Manufacturing – 2 units
- 4) INDE 41 Industrial Electronics – 3 units
- 5) INDE 42 Industrial Control Devices – 3 units
- 6) INDE 43 Industrial Motor Control – 3 units
- 7) INDE 44 Industrial Process Control – 3 units
- 8) INDE 94 Industrial Technology Worksite Learning – 1-8 units
- 9) MATH 114 Pre-Statistics – 5 units
- 10) MATH 210A Preparing for Algebra: Course 1A – .5 unit
- 11) MATH 210B Preparing for Algebra: Course 1B – .5 unit
- 12) MATH 210C Preparing for Algebra: Course 1C – .5 unit
- 13) MATH 210D Preparing for Algebra: Course 1D – .5 unit
- 14) MATH 210E Preparing for Algebra: Course 1E – .5 unit
- 15) MATH 230A Preparing for Algebra: Course 2A – .5 unit
- 16) MATH 230B Preparing for Algebra: Course 2B – .5 unit
- 17) MATH 230C Preparing for Algebra: Course 2C – .5 unit
- 18) MATH 230D Preparing for Algebra: Course 2D – .5 unit
- 19) MATH 230E Preparing for Algebra: Course 2E – .5 unit
- 20) MUS 15 History of Rock – 3 units
- 21) MUS 16 History of Jazz – 3 units (MUS 15 and 16 replace existing MUS 11 course)

PROPOSED PROGRAMS:

- 1) AS-T in Geology
- 2) Entrepreneurial Manufacturing Certificate – 17 units (does not require BOT action)
- 3) Industrial Automation and Manufacturing Certificate – 17 units (does not require BOT action)

- i. Cathy Anderson moved approval of the 21 new courses; seconded by Susan Meacham. Motion carried.
 - ii. Cathy Anderson moved approval of the three proposed programs; seconded by Ray Nicholas. Motion carried.
- b. Student Equity Plan
 - i. Sandra Hamilton-Slane explained that this Student Equity report needs to be approved by Senate before it can go on to College Council, so this discussion will be treated as a first reading. The report itself is due January 1, 2015. Sandra highlighted some of the proposals included in second half of the report; most of those involving academics are in Basic Skills. One of the proposals in this plan is the hiring of a new Associate Dean for Access and Equity who will assume much of the responsibility for outreach activities that are currently being handled by the Dean of Enrollment Services. Robb added that this emphasis on student equity has been at the urging of the state legislature. Sandra encouraged faculty to send her any suggestions or questions about the report.
- c. Shasta College's proposal to participate in the BA pilot – first reading
 - i. Robb stated that the timeline for this process is very short. He plans on signing the letter of intent that is due on November 12, but there will be time for discussion about the application, which is due December 19. Eva Jimenez summarized the case for Shasta College offering a BA in Health Information Management (HIM). There is a strong interest in this major, the labor market also supports this, and local businesses are very positive about prospect of graduates with such a degree, so the need and feasibility exist. Joe Wyse added that there is financial support available for the startup expenses, with the hope that the program can be self-sustaining. Meridith Randall pointed out that the Chancellor's Office will select a maximum of 15 colleges to pilot baccalaureate programs, but the Chancellor's Office is so committed to the program's success that only the strongest applications will be approved, even if the total number of selected programs is less than 15; if that is the case, there could be a second round of applications. Robb repeated his concern that because this process is moving so quickly there isn't the opportunity for extensive inquiry, analysis and discussion; he pointed to the financial consequences as a key area of concern, but he also reiterated that he intended to sign the letter of intent on behalf of the Senate, and unless there is clear opposition to offering the program, he anticipates signing the application as well. Eva explained that the application itself will not be made available until November 20, so at this point we don't know what the final application will look like. In response to Robb's concern over the financial impact of the program, Eva explained that these concerns are addressed in the letter of intent by providing evidence of adequate facilities, instructional equipment, etc. that are required to sustain such a program. Robb expressed appreciation for the openness with which this process was conducted, but emphasized the importance of disseminating all the details so all of our constituents can study them and offer input. Ray Nicholas asked, "Are we trying to be a destination by offering this program, or are we serving our community?" Meridith responded that this program can actually serve a wide range of occupations, and there's considerable flexibility for graduates, so she believes this program can be both a destination and an important service to the community. Leonore Frigo asked about the potential for adding other

baccalaureate degree programs that could piggyback on the HIM program and the infrastructure that is put in place to support it; Scott Gordon expressed hope that success with this program would convince the legislature to green light more baccalaureate degree programs at community colleges; he specifically mentioned Nursing as one program with a strong demand. Cathy Anderson asked if the minimum qualifications for faculty who will teach upper division courses would be the same for all faculty. Eva answered that this would still need to be determined. Brian Spillane suggested that the statewide Academic Senate should define this. Lenore asked about the estimated size of enrollment; Scott Gordon anticipated a cohort of about 20 students, but there are still unanswered questions on the fees these students would pay and their impact on FTES. Cathy Anderson moved to support Robb signing the letter of intent; seconded by Scott Gordon. Motion carried.

d. Fall Plenary Resolutions – Nov 13-14

- i. With Robb attending Plenary later this week, he encouraged everyone to send him any input. He promised to keep everyone posted on developments while he is attending.

7. Other?

8. Adjournment: Meeting was adjourned at 3:53pm.

9. Next meeting: Monday, December 8, 2014 at 3:00 pm (Note: This will be our final meeting of the year)