

Academic Senate

Executive Committee Meeting

Monday, October 23, 2006
3:00-5:00

Room 1108

Minutes:

Executive Committee members present					
X	Cathy Anderson	X	Terry Bailey	X	Candace Byrne
X	Stephen Concklin		Lois Cushnie (N/V)	X	Kendall Crenshaw
X	Leo Fong	X	Lenore Frigo	X	Karen Henderson
	Pamela Hanford		April Howell	X	Jason Kelly
X	Guy Klitgaard	X	Ron Marley	X	Susan Meacham
	Peggy Moore (N/V)	X	Ray Nicholas	X	Frank Nigro

X	Randy Reed	X	Terrie Snow		Robert Soffian
X	Maureen Stephens	X	Ramón Tello		Andrea Williams
	Dave Wright (N/V)				
Other faculty present					
Guests present					
X	Catherine Jackson				

Agenda:

1. Call to Order: Frank Nigro designated this meeting an Executive Committee meeting and called the meeting to order at 3:00 p.m.

2. Approval of Minutes – 10/9/06 (1 attachment)

Lenore Frigo moved and Ramon Tello seconded approval of the minutes from the October 9, 2006, meeting. The minutes were approved as distributed.

3. Reports

a. Report from Instructional Council (Susan Meacham; no attachment)

Susan Meacham reported highlights from last week's Instructional Council meeting:

- Peggy Moore introduced Dennis DeRoss, new interim dean for Fine Arts and Communications.
- Gary Lewis came briefly to the meeting to announce that the building which was formerly occupied by the Department of Justice Crime Lab is now available for college use; he also announced that the local public TV station KIXE is interested in working in partnership with TV production classes.
- Susan was asked to extend an invitation to faculty to attend a workshop on workplace harassment; spaces can be reserved by contacting Human Resources.
- Kevin O'Rourke brought in an item regarding late registration and add forms, which item will come to the Senate for discussion at the next meeting. O'Rourke has received over 200 requests for late registration this semester, some as late as last week, all of which he has refused.
- In another information item, the LRC seeks to discover what professional journals faculty have individual subscriptions to, because there may be a way for the LRC to subscribe or to hold copies for wider viewing.
- The IC again discussed whether faculty office hours need to be held all five days of the week and answered no. The contract specifies "instructional duties" on five days of the week.
- Peggy Moore informed the IC that the College has received approximately \$50,000 for Basic Skills support and asked for requests for expenditures for this purpose.
- Finally, the IC was informed that summer schedule submission has moved from October to December.

In discussion that followed Meacham's report, Ron Marley spoke of the Crime Lab facility and its problem with asbestos. He estimates it will take ten years to solve that problem.

4. Discussion/Action Items

a. Tenure Review Committees (1 attachment): *Brian Spillane will fill in as the dean on the Fine Arts tenure committees. Senate again must approve any such changes.*

Frank Nigro reviewed the Faculty Contract language regarding TRCs. The language indicates that the Senate Executive Committee approves tenured faculty on TRCs. Cathy Anderson moved to recommend

- that the Senate point out to the administration sec. 5.9.2.2 of the Faculty Contract to the effect that the Senate does not have a role in approving administrators on TRCs

- and that administration review applicable contract sections to determine whether Dr. Spillane is a “supervising administrator” (5.9.2.1 in the Faculty Contract) for these faculty.

Ron Marley seconded. The motion was approved.

2. Hiring Priorities List (1 attachment): *The Senate needs to review the list developed by the Faculty Hiring Priorities Committee and make recommendations. The Excel attachment is the list itself. The process the committee used to come up with the list is the second attachment. The entire Faculty Hiring Priorities Procedure can be reviewed at <http://www3.shastacollege.edu/senate/Hiring%20Priorities%20Procedure%20adopted%204-2006.pdf>.*

Frank Nigro reviewed the Faculty Hiring Priorities Procedure document approved last April. This is the first semester where we are using it. Discussion centered on the intent of the new policy’s directive that the Senate review the hiring priorities list and present its recommendations to the Superintendent/President. Consensus emerged that we need the data used by the Faculty Hiring Priorities Committee in order to make reasonable recommendations. Discussion then moved to the question of how the Hiring Priorities Committee arrived at the rankings and whether they used a procedure which could be replicated. Stephen Conklin, Jason Kelly and Cathy Anderson agreed to develop a formula the Senate can use for prioritizing. Frank will approach the Faculty Hiring Priorities Committee to obtain the data they used so that the Senate can apply it in the formula the group develops.

- c. Forestry Science and Technology Program (1 attachment): *Curriculum has approved this new program. The Senate usually relies upon the Curriculum’s recommendation when approving/not approving new programs.*

Terry Bailey moved and Susan Meacham seconded approval of this program. The motion carried unanimously.

5. Other:

Ray Nicholas discussed issues from a recent California Community College Occupational Education Council meeting he attended. The group continues working towards seamless articulation from high school through community college to a four-year degree. Further, curriculum is being developed statewide for various occupational fields. The intent is to produce modularized vocational courses, which can be implemented quickly as local needs are identified. Another item of discussion was the new math and English requirements for the AA and AS degrees; vocational instructors favor these enhancements to degree requirements.

6. Adjournment: The meeting was adjourned at 4:10.

7. Next meeting: *Monday, Nov. 13, in Room 1108.*