

Academic Senate

Executive Board Meeting

Monday, October 9, 2006
3:00-5:00

Room 1108

Minutes:

Executive Committee members present					
X	Cathy Anderson	X	Terry Bailey	X	Candace Byrne
	Stephen Concklin		Lois Cushnie (N/V)		Kendall Crenshaw
X	Leo Fong	X	Lenore Frigo		Karen Henderson
	Pamela Hanford	X	April Howell		Jason Kelly
X	Guy Klitgaard	X	Ron Marley	X	Susan Meacham
X	Peggy Moore (N/V)	X	Ray Nicholas	X	Frank Nigro
X	Randy Reed	X	Terrie Snow		Robert Soffian
X	Maureen Stephens	X	Ramón Tello	X	Andrea Williams
	Dave Wright (N/V)				

Other Faculty Present					
X	Kathryn Gessner	X	Terry Turner	X	Carolyn Borg (for Kendall Crenshaw)
Guests					
X	Kevin O’Rorke	X	Lucha Ortega	X	Catherine Jackson
X	Tom Orr				

1. Call to Order. President Frank Nigro called the meeting to order at 3:00.

2. Approval of Minutes – 9/25/06 (1 attachment)

Susan Meacham moved approval of the 9/25/06 minutes as distributed. Lenore Frigo seconded. April Howell corrected a misstatement from the previous meeting: Kevin Fox is not working with the Business Division group piloting a method to report SLO assessment data. The motion as amended was approved unanimously.

3. Reports

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

Since Instructional Council did not meet last week, there was no report.

b. Update from the ad hoc faculty development subcommittee (Candace Byrne; no attachment)

The ad hoc Committee on Professional Development has been meeting to fulfill their charge: determine the composition and responsibilities of a standing Senate committee on professional development. The group (Chuck Spotts, Maureen Stephens, Ron Marley, Tom Morehouse and Candace Byrne) has determined the recommended committee composition and is revising a draft detailing responsibilities of both committee chair and committee. The recommendation may well be ready to submit to the Senate before the November 27 deadline.

c. Update on the Fall Senate Plenary Session (Frank Nigro; 1 attachment): *The attachment will be clarified at our meeting. No need to print it up.*

Frank reported that Lenore Frigo and Ron Marley will be attending the statewide Senate fall plenary session, Lenore as Shasta College's voting representative. Frank reviewed some of the resolutions that area meetings will consider this weekend. At the statewide fall plenary, delegates discuss and vote on revised resolutions, which convey the focus of Senate work state-wide. Frank asked everyone to contact Lenore if there was a particular resolution that was near and dear to their hearts.

d. Other: Frank Nigro noted that Mark Smith and the welding program were highlighted in this morning's *Redding Record-Searchlight*.

4. Discussion/Action Items

a. Wait list proposal (Tom Orr, Kevin O'Rourke; 1 attachment): *Attached is a proposal by a joint subcommittee to re-work the school's wait list policy. The subcommittee is proposing points 2-4 be implemented on a pilot basis for the new procedure for Spring 2007. Tom and Kevin will answer questions about how the policy would work and solicit input and, of course, our blessing.*

Tom Orr reported on the charge of this joint administration/faculty subcommittee: defining what a wait list is and what its purpose is, then identifying timelines and procedures for implementation of wait lists. He stated that although the committee still has work to do, it wants to get Senate consideration of the attached preliminary recommendations to implement in the spring '07 schedule. Refinements will continue to be made.

Frank Nigro thanked the committee for bringing this revised policy and procedure to the Senate. Orr stressed that the recommendations brought today form a pilot project, which, if implemented, would be evaluated with an eye towards improving the procedure.

Discussion centered on the concern that students not on a waitlist could add before waitlisted people if openings occur. O'Rourke confirmed that waitlisted classes will be FROZEN—that is, Datatel will be set so that no one can add classes with waitlists after midnight before the first class meeting, unless s/he has an instructor's signature.

Another concern was possible confusion for faculty, students, and Admission/Records personnel, because some students (those on waitlists) will need faculty signatures after just one class meeting, while others (those adding classes still open) would require faculty signature after the second class meeting.

After discussion, the Senate agreed that approving such policy and procedural changes is not within our responsibility and that therefore we had no need to vote.

Frank Nigro stressed that the Senate appreciates being informed of the new policy and procedures. Orr requested input from faculty as the new approach is implemented. Finally, Kevin O'Rourke and Peggy Moore agreed to write a statement to explain new policy and procedures to faculty.

b. Math/English Requirements – Implementation Team (all; No attachment): *If we formed a team to work on implementing the Math/English requirements, who would serve on it? Bring your thoughts and ideas.*

Frank Nigro stated that he would like to take up the suggestion to form a Math/English Implementation Team to begin work on the fall '09 implementation of the new math and English graduation requirements. The team would identify issues involved in implementing the new requirements but may stop short at this point of identifying alternate courses to meet these requirements. This team would include English and math faculty as well as faculty from vocational areas most affected by the new requirements and classified staff who review transcripts to see that graduation requirements are met. Kendall Crenshaw has already expressed an interest in serving, and other suggestions included Cindy Dupre, Mark Smith, Terry Bailey, Phyllis Pollock or Sheree Whaley, Dave Bush and Kevin Fox (because of his experience teaching high school) and/or another high school teacher. Frank will approach these people to form the team.

5. Other: Student Senate has requested faculty participation in tricycle races for homecoming week, this Thursday, October 12, at noon in the quad. No pedalers immediately rolled forward, and Frank was left to solicit volunteers outside of those present.

6. Adjournment: The meeting was adjourned at 4:38.

7. Next meeting: ***Monday, Oct. 23, in Room 1108.***