

Academic Senate
Executive Committee Meeting
Monday, April 23, 2007
3:00-4:45 p.m.
Room 1108

Minutes:

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

X	Steve Hansen	X	Sue Loring		
Guests					
X	Catherine Jackson	X	William Cochran	X	Lucha Ortega
X	Joan Bosworth				

1. Call to Order

Frank Nigro called the meeting to order at 3:00 pm.

2. Approval of Minutes – 4/9/07 (1 attachment)

Doug Milhous moved approval of the minutes; Susan Meacham 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 attending, the Senate meeting moved to the next agenda item.

4. Reports

a. Report from Instructional Council (Susan Meacham)

Susan Meacham reported on the following topics:

- Joint committees with Senate: Instructional Council plans to form joint committees with Senate regarding program review and accreditation.
- Tenure Review Committees: A call has gone to deans to assemble TRCs. Because Terry Bailey is the Senate rep to the ITRC, she will be unable to

be on a tenure review committee, so at least that change will need to be made to existing committees.

- Improvements in census day reporting: Kevin O'Rourke expressed thanks for improvements in turning in census reports, which improvements were noted by the state.
- Change of new administrative positions: The proposed grants development position has been replaced with a position as director of marketing. Frank is looking for another faculty representative for this hiring committee.
- Kudos to LRC: The LRC now has a MySpace site, a blog, and is looking to develop an IM site for questions to the reference librarian.

b. Report from the Senate President (Frank Nigro)

- Frank introduced Shasta College's new Vice President, Academic, Dr. William Cochran.
- Frank is seeking Senate representatives for hiring committees for two positions, Director of Marketing and Assistant Director of Small Business Development Center.

c. Distance Education issues (Lenore Frigo; no attachments): *Several meetings ago, Lenore Frigo, chair of the Distance Ed Committee, discussed problems with support for online classes. The Senate asked the DEC to come up with some recommendations. Lenore will give an update on this.*

The Distance Education Committee is examining alternative platforms for online instruction. The new platform choice will likely be piloted in Spring 2008 and could be implemented in summer 2008, when the current WebCT/Blackboard CE6 platform subscription expires. The DEC is also working to identify what support faculty will need in the changeover to the new platform. Lenore also reported that 20 new online courses will be offered in the fall.

d. SLOs (Lenore Frigo; no attachments): *An update on where we are.*

Lenore is working to pull together SLO information for the mid-term accreditation report, which requires data on SLO work department by department campus-wide. She emphasized that there are no requirements for progress, and this report will establish a detailed baseline of SLO work.

e. Other

Lenore reported that she and Robb Lightfoot attended the spring State Senate plenary and will report on it next meeting.

5. Discussion/Action Items

a. Program Review timetable (Frank Nigro; 1 attachment): *We need to approve the Program Review timetable.*

Robert Soffian moved and Susan Meacham seconded to approve the program review timetable. The motion passed.

b. Tenure Review Committees for 2007-2008 (Frank Nigro; 1 attachment forthcoming): *We need to approve the Tenure Review Committees proposed for next year.*

This item was again postponed because the TRCs are not yet assembled.

c. Repeating classes (Lois Cushnie; Dave Wright: no attachments): *Scholastic Standards needs clarification from Nursing and Dental Hygiene if they'll take students who repeat key courses to achieve the desired grade of a B or above.*

Lois Cushnie gave background: Title 5 allows students to repeat a course to improve their "substandard" grade. T5 also allows a third repetition when there are "extenuating circumstances." T5 also indicates that a student cannot repeat a class in which s/he has earned a C or better, except again due to extenuating circumstances, although in this case, the new grade can not be computed in the student's cumulative GPA. In particular, due to competition for entrance into their programs, dental hygiene, LVN and ADN students are particularly impacted. Lois is requesting that, now that the requirement for entrance into the nursing program is a 2.5 GPA, nursing faculty revisit its policy on whether a student's new grade when repeating a course will be calculated in the GPA required for admitting students to the program.

Lois therefore moved "that the Senate request the nursing program and dental hygiene program faculty look at the issue of students repeating courses when they already received a passing grade as well as the issue of students repeating courses for a second time when they receive a substandard grade and these issues' impact on admission into the LVN, ADN and dental hygiene programs and then to publicize what their program admission requirements allow. Nursing and dental hygiene programs are requested to consult with science faculty and the Scholastic Standards Committee in their deliberations." Cathy Anderson seconded the motion. The motion passed.

d. Program review recommendations (Ron Marley, et al.; no attachment): *Our subcommittee on program review will make some initial recommendations about how the program review process can be improved.*

This item was postponed until the next meeting.

6. Other

Frank had distributed the document “AP 5500 Standards of—Academic Honesty” by email. He made one alteration to the document, the deletion of the clause “student may not receive a ‘W’” on both the Instructor Section and the Disciplinary Officer Section of the Academic Honesty Violation Form. Confusion still reigned about the last sentence of the statement of purpose. Candace Byrne, Doug Milhous and Cathy Anderson will give the document one more revision and bring it before the Senate at the next meeting.

7. Adjournment

The meeting was adjourned at 4:30.

8. Next (and last) meeting: ***Monday, May 14, 2007, in Room 1108***