

Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

Minutes 2/12/15

2:10pm – 4:00pm

Room 3-104

Meetings of the Governing Council are open to all members of the campus community. Materials are posted on the meeting page of the ASGC website.

No.	Item/Topic	Presenter	Time	Action
1	Call to Order 2:15	Hirzel	1	Procedure
2	Introductions Members Present: Doug Hirzel, Anne Nicholls, David Meckler, Alicia Aguirre, Dani Behonick, Katie Schertle, Hyla Lacefield, Diana Tedone, Sandra Mendez Members Absent: D. Erickson (attending conference), M Hoffmann Guests: ASCC rep Raghad Adabdaljawad, Dean Rana, Candice Nance, Leonor Cabrera, Martin Partlan, Dean Johnson, Elsa Torres, Paul Naas, Ronda Chaney, Diana Tedone, Denise Hum, Yolanda Valenzuela, Paul Roscelli, Elizabeth Terzakis, Peggy Perruccio	Nicholls	2	Information
3	Adoption of Agenda -- Meckler motion to approve passes unanimously KS motion to approve passes unanimously	Nicholls	1	Action
Consent Agenda <i>All items on the consent agenda may, by unanimous vote of the Governing Council members present, be approved by one motion after allowing for Council member questions about a particular item. Prior to a motion for approval of the consent agenda, any Council member, interested student, citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.</i>				
4.0	Approval of Consent Agenda KS motion to approve consent agenda passes unanimously	Nicholls	1	Action
4.1	Approval of Minutes: 12/11/14			
4.2	Board Policies: 2.02 Chancellor of the District, 7.23 Athletics, 8.15 Purchasing.			
Public Comment				
5	Questions/comments on non-agenda items Leonor Cabrera read statement [appended] Hirzel – Brown Act prohibits us from discussing public comments but the issue can be added to a future agenda for discussion Candice Nance: there is an immediate need for high-level tech support for Moodle	Public	10	Information
Subcommittee Reports				
6.1	President's report – <ul style="list-style-type: none"> • Denise Hum appointed to Evaluation Guidance Committee to replace Hyla Lacefield • Approved new faculty screening committees - ENGR-CIS 	Hirzel	5	Information

	<p>Screening Cmte: Amelito Enriquez, Ray Lapuz, Cathy Lipe, Alison Field; LD/DRC Counselor Screening Cmte: Karen Olesen, Yolanda Valenzuela, Sarah Aranyakul, Transfer/Honors/General Counselor Screening Cmte: Sandra Mendez, Nick Martin, Lorraine Barrales-Ramirez, Jessica Kaven</p> <ul style="list-style-type: none"> • Approved tenured faculty evaluation committees (appended to minutes) • Cañada COLTS did not receive the ASCCC Exemplary Program Award. Winners can be found at asccc.org. • Faculty Screening Committee – Board Procedure; will be approved by DAS in March; comments to Hirzel/Nicholls • President Buckley would like to have an open, no agenda, round table conversation with faculty. Timing and venue? • DPGC approved the new Resource Allocation Model to be effective for 2015-16 fiscal year • DAS is still working on sabbatical resolution, equivalency and minimum qualifications procedures, and will be engaging in discussion about curriculum copying and competition between the three colleges 			
6.2	Treasury – \$13,034 on hand	Aguirre	5	Information
6.3	Academic Committee for Equity & Success (ACES) Hyla: ACES is working in small groups to develop Prof Dev proposals, such as Hyla working w/ ESL. Other current issues being addressed: faculty unawareness of academic probation risks and process, writing skills, etc.	Lacefield	5	Information
6.4	Curriculum Committee AST/ADT templates released twice a year; state mandates that you must offer the ADT if you have an existing local degree; if you fail to do so, you can no longer offer your local degree March 26 is Curriculum Committee’s deadline for next year’s Fall catalog. Prof Valenzuela: could we have more workshops? DB: January Flex workshop was offered but was poorly attended. Encourage faculty to use their Curriculum reps for training.	Behonick	5	Information
6.5	Professional Development – no report, DE at a conference	Erickson	5	Information
Senate Business				
7.1	Impact of ePortfolios – What does current research show are the impacts of requiring students to construct ePortfolios? What can we learn from this at Cañada? POSTPONED DUE TO PRESENTER ILLNESS	Gross	20	Discussion
7.2	Developmental Reading & Writing – A case study in the interconnection between pedagogy, student demand and	Valenzuela	40	Discussion

	<p>scheduling</p> <p>YV: Evening 800-level developmental ENGL/READ courses were canceled due to low enrollment. Since most growth in enrollment is in integrated reading/writing classes (which requires fewer units to complete), the department is going to schedule evening sections in the integrated format and offer Late start classes to see if this attracts more students. This responsive scheduling is being done to ensure access of evening students to this level of coursework.</p> <p>ET: this is a college-level issue, should not be left to only department initiatives. Cutting classes simply because they fall under 20 students should be balanced in the context of overall load</p> <p>DH: FYI - 20 student minimum is set in Board Policy which allows for exceptions to be made; Office of Instruction has asked for guidance on what constitutes an exception; each semester the college gains greater clarity in developing that guidance</p> <p>KS: late start courses do fill – evidence for sixteen week semester</p> <p>DJ: we do schedule evening classes every semester, so access is there; access would be a concern if we didn't offer the courses</p> <p>HL: MART definitely has many late adders or people late to register and so classes should not be canceled prematurely. Concerned about disproportionate impacts on a students who must take a particular sequence of courses.</p> <p>ET: Don't cancel classes first and ask questions later. Take into account culture of the class type and major.</p> <p>YV: please support experiments such as the English dept is trying with its evening developmental classes.</p> <p>PR: select one dept for full protection from cuts and run an experiment.</p> <p>Raghad Adabdajawad: small classes can and do work</p> <p>DH: encourage faculty to communicate with deans throughout the process of determining class cancellations</p> <p>DJ: FYI - 169 sections with enrollments under 20 have been preserved; Office of Instruction will present transparency document explaining why these courses were "saved"</p>			
7.3	<p>Honors Transfer Program – A report on the current state of the program and revisions to program requirements</p> <p>The program has made changes to the completion requirements to reduce roadblocks for students. Has been assured by the VPI that 1-3 honors courses will be protected from cuts if they fall below the 20 student minimum.</p>	Kaven	15	Information
7.4	<p>Program Review Task Force – On behalf of IPC we are recruiting faculty to provide feedback on this year's instructional program reviews. Faculty from each division are needed.</p>	Hirzel	5	Information
Other Reports				
8.1	Important deadlines			

	<ul style="list-style-type: none"> • Requests for Reassignment Proposals due from Deans to Office of Instruction – Feb. 17 • Applications for Honors Transfer Program Coordinator position due to Office of Instruction – Feb. 20 • New faculty position proposals due from Deans to Office of Instruction – Feb. 26 • 2014-15 Program Reviews due from Deans to Office of Instruction – Feb. 27 • Participation in Museum of Tolerance – Mar. 1 			
8.2	Upcoming Conferences & Events <ul style="list-style-type: none"> • ASCCC CTE Regional Meeting – Feb. 27 • ASCCC Academic Academy – Mar. 13-14 • ASCCC Online Education Regional Meeting – Mar. 20 • Spring Plenary – Apr. 9-11 • 4C/SD Reboot 2015 – Apr. 16-17 • Museum of Tolerance – Apr. 19-21 			
8.3	Division reports on matters of Council interest	Division reps	5	Information
8.4	Reports from Planning Councils, committees, AFT	Various	5	Information
9	Adjourned 4:09	Hirzel	1	Action
	Next Regular Meeting			Feb. 26, 2015

Academic Senate Governing Council for the 2014 – 2015 academic year:

President: Doug Hirzel; Vice President: Anne Nicholls; Secretary: David Meckler; Treasurer: Alicia Aguirre; Curriculum Committee: Dani Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: Katie Schertle; Science and Technology Division: Michael Hoffman; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Center: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez

Tenured faculty evaluation committees for Spring 2015

Counseling Division

Sandra Mendez, Karen Olesen, Robert Lee (for Lorraine Barrales-Ramirez)

Science & Technology Division

Rich Follansbee, Rafael Rivera, Denise Hum and Nathan Staples

Business, Design and Workforce Division

Paul Roscelli, Paul Naas, Val Goines (for Ronda Chaney)

Ronda Chaney, Val Goines, Anne Nicholls (for Patty Hall)

Ronda Chaney, Anne Nicholls, Paul Naas (for Carolyn Jung)

Leonor Cabrera, Ronda Chaney, Val Goines (for Anne Nicholls)

Humanities and Social Science Division

Katie Schertle, Alison Field, Jessica Kaven, Denise Erickson, David Clay, Michael Stanford, Dave Meckler, Susan Gangel, Alicia Aguirre (for Jenny Castello, Alicia Aguirre, Bob Lee, Lisa Palmer, Susan Gangel, Dave Meckler, Bill Morales, Denise Erickson, Jessica Marshall, David Clay)

*approved as long as committee members Aguirre, Gangel, Meckler, Erickson, and Clay do not evaluate someone who is also evaluating them

Athletics, Library and Learning Resources Division

None this year

Public Comment Statement

Redwood City, February 12, 2015

Subject: Setting Course Enrollment Maximums in Cañada College

Dear Colleagues,

In order to achieve the educational goal set forth by our College mission, and taking into consideration various resolutions adopted by The Academic Senate of the California Community Colleges, we are here to urge the Academic Senate of Cañada College to give priority consideration to the setting of class enrollment maximums. This activity is the responsibility of the discipline faculty, it is to be carried out by the curriculum committee acting on the name of the Academic Senate, and will provide clarity of purpose and continuity in our efforts to deliver quality educational opportunities to the population we serve.

Most California community colleges are funded based on student time in real or virtual seats in courses: the greater the enrollment, the greater the reported full-time equivalent students (FTES), which usually results in greater funding at the local level. The enrollment management plans on many campuses have been responding to FTES enrollment funding caps by arbitrarily increasing class caps in order to increase perceived efficiency (Quote from the Academic Senate resolution 13.09, fall 2009). We at San Mateo Community College District for the most part do not depend on state apportionment to fund our educational enterprise; therefore the decisions regarding class size should be fundamentally based on the principles established by the aforementioned resolution which states:

“That the Academic Senate for California Community Colleges recommend that discipline faculty at local colleges determine class caps for each of their courses based on pedagogical and health and safety factors, such as but not limited to the methods of instruction, course modality, objectives and outcomes of the course, the assessment methods as established on the Course Outline of Record (COR).”

We are ready to do our part in this effort and will be very appreciative of your prompt consideration of this issue.

Sincerely,

Leonor Cabrera, Business Program Coordinator
Ronda Chaney, Fashion Program Coordinator
Hyla Lacefield, Multimedia Program
Paul Naas, Multimedia Program Coordinator
Peggy Perruccio, Fashion Design Program
Elsa Torres, Interior Design Program Coordinator