

## Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

### Minutes 10/13/16

2:10pm – 4:10pm

Room 2-10

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

No.	Item/Topic	Presenter	Time	Action
1	Call to Order			Procedure
2	Introductions Members Present: Monica Malamud, Dani Behonick, Doug Hirzel, Lisa Palmer, Sandra Mendez, Diana Tedone, Sarah Aranyakul, Denise Erickson Members Absent: Hyla Lacefield, Sarah Harmon Guests: Supinda Sirihekaphong and James Carranza		1	Information
3	Adoption of Agenda		1	Approved
4	Adoption of Consent Agenda		1	Approved
<b>Consent Agenda</b>				
<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 from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.</i>				
4.1	Approval of Minutes: 9/22/16			
4.2	Revisions to Board Policies: 1.02 Organization of the Board; 2.08 District Participatory Governance Process; 2.12 Employee Rights and Protections; 2.45 Conflict of Interest; 3.16 Equivalency to Minimum Qualifications; 7.41 Disabled Student Programs and Services; 8.33 Auxiliary Services			
4.3	Committee Appointments: A. Patty Hall to screening committee for Director of ¡Eso! Adelante Project grant; B. David Meckler as HSS rep to PBC; C. Monica Malamud as HSS rep to ASGC			
<b>Public Comment</b>				
5	Questions/comments on non-agenda items	Public	5	Information
<b>Regular Reports</b>				
6.1	President's report	Hirzel	10	Information
	A. Science division rep is vacant as Hoffman is no longer available B. Please respond to President Moore's survey about Arts & Olive or other college-wide community event C. Deadline for new positions is Oct. 24 – submit to your dean D. Deadline for requests for reassigned time is Jan. 26 – submit to your dean E. Kathy Blackwood will be presenting our college/district budget at PBC on Oct. 19			
6.2	Treasurer's report	Aranyakul	5	Information
	<i>Dues-paying faculty is down from 40 to 36.                      Carry over from last year: \$5974                      Estimated incomes (2016-2017): \$3600                      Projected expenses (2016-2017): \$7420                      Projected balance to next year (2017-2018): \$2,154                      We need to solicit more contributions from faculty by showing the value of AS                      Denise: dues pay for speakers and supplementary travel funds                      Sarah: rewards for outstanding faculty and staff                      Doug: retirement gifts</i>			

	<i>Monica: has letters from 2007 when Lezlee Ware was treasurer of AS (PT and FT faculty letters) Doug: after the letter goes out, perhaps the treasurer can send out a yearly letter to new hires</i>			
6.3	Curriculum Committee	Behonick	5	Information
	<p><i>181 courses need to be updated this year; only 11 have been updated thus far; 21 are in the queue (slow pace). There are no November meetings this year, given holidays. Upcoming Curriculum Committee meeting October 14: all are invited (topics: chair succession, enrollment maximums) Upcoming ASCCC Curriculum Regional meeting Friday, Oct. 21 at Skyline: <a href="http://www.asccc.org/events/2016-10-21-160000-2016-10-21-220000/2016-curriculum-regional-north">http://www.asccc.org/events/2016-10-21-160000-2016-10-21-220000/2016-curriculum-regional-north</a> October 28, Dani will be at ASCCC MQ and Equivalency meeting <a href="http://asccc.org/events/2016-10-28-160000-2016-10-28-220000/mq-and-equivalency-regional-meeting-north">http://asccc.org/events/2016-10-28-160000-2016-10-28-220000/mq-and-equivalency-regional-meeting-north</a></i></p>			
6.4	Professional Development	Erickson	5	Information
	<i>All is well.</i>			
<b>Senate Business</b>				
7.1	Appointment of two faculty (and one alternate) to serve on the Dean of Counseling screening committee: select from Alicia Aguirre, Sarah Aranyakul, Gloria Darafshi, Nick Martin	Hirzel	10	<b>Motion: DB, seconded; Approved unanimously</b>
	<i>Rich discussion about the option of having two counselors serve or one counselor and one non-counselor. Also discussed fact that two choices are in their final year of tenure but will be tenured before discussions of candidates begins. Motion: Nick and Alicia to serve, with Gloria as alternate.</i>			
7.2	IPC's proposed revisions to program review prompts and process (see posted document)	Behonick	20	<b>Action Approved</b>
	<p><i>How does a program "get improvement"? Who coaches the department? IPC or AS? The process for following up on program reviews is unclear. Program review is AS 10+1 purview – AS established the process of program review and charged IPC with implementation and evaluation. Perhaps IPC and AS should do a joint review and process. Summer program review work group discussed the option of having VPI follow-up with program review authors during the off-year. Discuss authors' ideas for improvements and action plans. Intent of the meeting is to increase collaboration and support between administration and instructional programs. Should deans be included in the discussion of program improvement? Quick review of some of the proposed changes to program review prompts. Doug will ask the equity committee about how the new proposed equity question differs from the current question 8A. <b>Moved: We will discuss options with our colleagues and come back to this.</b></i></p>			
7.3	Proposed EEO and sexual harassment training; proposed Faculty Diversity Internship Program	James Carranza and Supinda Sirihekaphong	20	Discussion
	<p><i>See Supinda's handout (draft). District EEO committee is soliciting feedback on a proposal to create a Faculty Diversity Internship Program. Faculty mentorship/shadowing of graduate students or other people (e.g. adjunct faculty) interested in teaching in community colleges. Supinda and James Carranza are in the process of developing an internship program, and teaching internships. Possibly 1-2 semesters. Each college would have its own coordinator and a central coordinator at the district office to collect applications. State Chancellor is ready to commit funding. Please send feedback to Supinda. Monica: Given min. quals, a faculty member is responsible for a class, so s/he must be compensated. Carranza: Title V has an exception to min. quals. for faculty interns who are at least halfway to a degree in the field in which they are teaching. Carranza: Adjuncts can also apply, and experienced faculty will be compensated for mentoring. Supinda: We would like to pilot in the fall but perhaps will begin in the spring, after tenure review. Send Supinda feedback or requests to get involved.</i></p>			

7.4	Bylaws revision to convert to a representative senate	Hirzel	10	Discussion
	<i>On opening day, Leigh Anne Shaw explained this issue—see her posted PowerPoint. Doug: posted suggested revision to Cañada’s bylaws online. Doug will send out the proposed revision and request for vote by the week of November 7<sup>th</sup>.</i>			
7.5	What is consultation? What does it mean to participate in governance? When do we want information; when is feedback required?	Hirzel	15	Discussion
	<i>Sandra: Maybe we want to give input where it’s helpful; sometimes it’s just informational. Doug: Maybe we just post the link to the progress reports somewhere so people can review and comment if they want Governance survey results said many people feel uninformed; however, people feel overwhelmed with too much information/reporting</i>			
<b>Other Reports</b>				
8.1	Division reports and concerns	Division Reps	15	Information
	<i>Reports deferred to future meeting.</i>			
8.2	Upcoming Governance Meetings District Budget 10/18, College Planning & Budgeting Council 10/19			
8.3	Upcoming Conferences <a href="#">ASCCC Regional Curriculum Conference</a> 10/21 (Skyline College) <a href="#">ASCCC MQ and Equivalency Regional Meeting</a> 10/28 (Woodland College)			
9	Adjourn	Hirzel		<b>Action</b>
	Next Meeting Deadline for submitting agenda items is Oct. 21, 5 p.m.			Oct. 27, 2016

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate Governing Council will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*

**Academic Senate Governing Council for the 2016 – 2017 academic year:**

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: Lisa Palmer; Treasurer: Sarah Aranyakul; Curriculum Committee: Danielle Behonick; Professional Development: Denise Erickson; Humanities and Social Sciences Division: Monica Malamud; Science and Technology Division: vacant; Business, Design & Workforce Division: Hyla Lacefield; Athletics, Library and Learning Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez