

Cañada College Academic Senate

<http://canadacollege.edu/academicsenate>

2:10pm – 4:00pm

Room 2-10

Minutes 09/13/18

Members Attending: Daryan Chan, Sarah Aranyakul, Doniella Maher, Denise Erickson, Anne Nicholls, Diana Tedone-Goldstone, Hyla Lacefield, Candice Nance, Po Tong, Denise Erickson

Guests: Rebekah Taveau, Leonor Cabrera, Dave Meckler, James Carranza, Max Hartman, Janette Linares, David Eck, Allison Hughes, Karen Engel

Meetings of the Academic Senate are open to all members of the public. Materials are posted on the meeting page of the Senate website.

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Lacefield		Procedure
2	Introductions	Lacefield	1	Information
3	Adoption of Agenda <ul style="list-style-type: none">- Include 7.1 Counseling tenure committees.- Include 7.1 Katie Osborne tenure committee- Include 4.16 to 7.1, need to add Paul Naas to Melinda Day's tenure committee- Add Business as 7.11- Add 4.2 to regular agenda	Lacefield	1	Action Approved unanimously
4	Adoption of Consent Agenda <i>(note, faculty one year 1 and 2 of tenure review are using the new 3 faculty committee structure, faculty on their 3rd and 4th year are using the old 4 faculty structure)</i> <ul style="list-style-type: none">-- Take off 4.16 and add it to 7.1- Take off 4.2 and 4.3	Lacefield	1	Action Approved

Consent Agenda

All items on the consent agenda may, by unanimous vote of the Academic Senate members present, be approved by one motion after allowing for Senate member questions about a particular item. Prior to a motion for approval of the consent agenda, any Senate 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.

4.1	Approval of Minutes: 05/24/18
4.2	Accounting FT Faculty Hiring Committee Faculty: Candice Nance (Chair, Business) Faculty: Daryan Chan (Counseling) Discipline Expert: Rosemary Nurre (CSM Accounting Faculty)
4.3	Business FT Faculty Hiring Committee Discipline Expert: Candice Nance (Chair, Business) Faculty: Daryan Chan (Counseling) Faculty: Evan Innerst (Math)
4.4	Hyla Lacefield Leadership Conference registration/lodging/travel \$1020.17
4.5	Museum of Tolerance Faculty attendees <ul style="list-style-type: none">- Diana Tedone- Gerardo Pacheco
4.6	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza Natalie Alizaga, Psychology, 1st year Four-year (discipline expert): Ami Smith (Psychology) Four-year: Jessica Kaven (Communication Studies) Two-year: Robert Lee (Sociology)
4.7	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza Gerardo Pacheco, ESL, 1st year Four-year (discipline expert): Alicia Aguirre (ESL) Four-year: Rebekah Taveau (ESL) Two-year: Katie Schertle (ESL)
4.8	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza Danielle Pelletier, ESL, 1st year Four-year (discipline expert): Alicia Aguirre (ESL) Four-year: Rebekah Taveau (ESL) Two-year: Doniella Maher (English)

4.9	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza Maureen Wiley, English, 2st year Four-year (discipline expert): Salumeh Eslamieh (English) Four-year: Yolanda Valenzuela (English) Two-year: Jessica Marshall (Anthropology)
4.10	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza David Eck, Philosophy, 3rd year Four-year (discipline expert): Dave Danielson (Philosophy, CSM) Four-year: Lezlee Ware (Political Science) Three-year: Jessica Kaven (Communication Studies) Two-year: Michael Hoffman (Math)
4.11	HSS Division Tenure Evaluation Committee Memberships- Dean James Carranza Julie Carey, ESL, 4th year Four-year (discipline expert): Katie Schertle (ESL) Four-year: Susan Gangel (English), Replacing Jenny Castello Year Four: David Clay (English) Two-year: Alicia Aguirre (ESL)
4.12	Science and Technology Tenure Evaluation Committees- Dean Adam Windham Ellen Young, BIOL (hired 2018, new committee, 1st year) <ul style="list-style-type: none"> · Nathan Staples, BIOL (committee chair) · Dani Behonick, BIOL (discipline expert) · Susan Mahoney, ENVS
4.13	Science and Technology Tenure Evaluation Committees- Dean Adam Windham David Monarres, MATH (hired 2016, revised committee, 3rd year) <ul style="list-style-type: none"> · Evan Innerst, MATH (committee chair + discipline expert) · Rafael Rivera, RADT · Jeanette Medina, CHEM · Rich Follansbee, MATH (replacing Susan Mahoney for Years 3-4)
4.14	Science and Technology Tenure Evaluation Committees- Dean Adam Windham Cheri Markt, ENGR (hired 2016, revised committee, 3rd year) <ul style="list-style-type: none"> · Ray Lapuz, MATH (committee chair + discipline expert) · Carol Rhodes, BIOL · Rich Follansbee, MATH · Michael Hoffman, MATH (replacing Cathy Lipe for Years 3-4)
4.15	Gerardo Pacheco guest speaker honorarium for ESL 912, Carey. \$100
4.16	Business Design and Workforce Tenure Committees—Dean Leonor Cabrera Melinda Day, (ECE) last year of tenure:

	<p>Annie Nichols, Chair (Coop-Ed) Sarita Santos, discipline expert (ECE) Elsa Torres (Interior Design)</p>			
4.17	<p>Business Design and Workforce Tenure Committees- Dean Leonor Cabrera Ritu Malhotra, Medical Assisting, first year: Paul Roscelli, chair (ECON) Ronda Chaney (FASH) Sandy Frojelin, discipline expert, Registered Nurse, works part-time for Rad Tech</p>			
4.18	<p>Hiring Selection Committee for Dean of Academic Support and Learning Technologies (ASLT) Valeria Estrada (Library) Lezlee Ware (Politics, Online Instruction Coordinator)</p>			
4.19	<p>Hiring Selection Committee for Vice President of Administrative Services Alicia Aguirre (ESL, Accreditation Co-Chair, Coordinator of ESL Department) Diana Tedone (Library)</p>			
Public Comment				
5	<p>Questions/comments on non-agenda items</p> <p>Daryan- Film premier viewing at theater right now. Please come if you have time.</p> <p>Hyla reads email from Paul Naas (will forward for minutes)</p> <p>Denise Erickson- Letter from Paul is collective process. If you would like to be on email list to learn how to participate send Denise your private email. Can send your private email to her district email.</p> <p>Hyla- Politics not part of 10+1, but can share information at Academic Senate.</p> <p>Candice- Concerned about Ubers and ride sharing on campus, several safety issues in the last few weeks. Administration needs to work with ride</p>	Public	5	Information

	sharing companies to get designated ridesharing place on campus.			
Regular Reports				
6.1	<p>President's report</p> <p>District Academic Senate was this Monday. Discussed consulting other Academic Senates about political matters.</p> <p>How workforce is handled on other campuses.</p> <p>Email today asking for someone to serve on District Budgeting Planning Committee, meets on Tuesdays at 2pm. If anyone interested contact Hyla and Diana.</p> <p>Please email both Hyla and Diana if want to email Academic Senate.</p>	Lacefield	5	Information
6.2	<p>Treasurer's report</p> <p>\$7,525</p> <p>\$25.01</p> <p>-Get numbers from Sarah</p> <p>Hyla- wants to encourage part-timers paid to be involved in Academic Senate. In future discuss give adjunct stipend out of Academic Senate funds.</p>	Aranyakul	5	Information
6.3	<p>Curriculum Committee</p> <p>Departments on Curriculum Cycle for this year:</p> <p>CHEM, DRAM, EDUC, ENVS, GEOG, GEOL, KINE, LIBR, METE, PHIL, PHYS, PLSC, PSYC, VARS</p> <p>Deadline to submit is 10/25 to effect fall 2019 catalog. Candice encourages you to start early because there are a lot of details.</p>	Nance/Schertle	5	Information
6.4	<p>Professional Development</p> <p>Get budget on 15th of Sept.</p>	Erickson	5	Information

	<p>Have about 7 short-term proposals in que and will follow through on Monday when get budget.</p> <p>Were able to fund many long-term projects last year but will be able to fund fewer this year.</p> <p>Interested in having presentations to college of long-term proposal results. Committee is working to get that back on forms.</p>			
6.5	<p>ACES</p> <p>Launched equity series a few weeks ago. Watch out for future events. Next one is Oct. 4th. Bring your classes!</p> <p>ACES looking at College Integrated Plan, ACES Goals, and how to coordinate the two.</p> <p>Next meeting is Sept. 18th</p>	Taveau	5	Information
Senate Business				
7.1.1	<p><i>Counseling Tenure Committees- Max Hartman, Dean</i></p> <p>Jenna French (Year 4) Sandra Mendez (Counseling) Lorraine Barrales-Ramirez (Counseling) Gloria Darafshi (Counseling) Sarah Aranyakul (Counseling)</p> <p>Daryan Chan (Year 4) Nick Martin (Counseling) Lorraine Barrales-Ramirez (Counseling) Rhonda Chaney (FASH) Sarah Aranyakul (Counseling)</p> <p>Chris Rico (Year 3) Sarah Aranyakul (Counseling) Lorraine Barrales-Ramirez (Counseling) Allison Field (HIST)</p>	Lacefield	5	Action Passed unanimously

	<p><i>Business Design and Workforce Tenure Committees- Dean Leonor Cabrera</i></p> <p>Melinda Day, (ECE) last year of tenure: Annie Nichols, Chair (Coop Ed) Sarita Santos, discipline expert (ECE) Elsa Torres (Interior Design) Paul Naas (MART)</p> <p><i>KAD- Acting Dean for tenure committee</i> <i>James Carranza</i></p> <p>Katie Osborne (KINE) Jessica Kaven (COMM) Nathan Staples (BIO) Ana Miladinova (Dance) Mike Garcia (Athletics Director)</p>			
7.1	<p>CTE Liaison and Student Voices Faculty Coordinator- approve process for interim position</p> <p>Negotiations with Facebook, who is looking to have new relationships with Canada.</p> <p>Happened without consultations with faculty and Academic Senate first. Many companies have exciting possibilities for students, but without liaison to send out to companies Academic Senate only added after talks occurred. Want to be there while talks are happened to ensure process and curriculum are being respected.</p> <p>Release time funded position. Will be open to faculty to apply once approved.</p> <p>Temporary-interim position because emergency process. Regular position will go out in spring to start in fall.</p> <p>Student Voices will also be interim position for Guided Pathways. Will run focus groups.</p>	Lacefield	5	Action Passed unanimously

	<p>Approve not positions, but process.</p> <ul style="list-style-type: none"> ● Approve positions ● Open for 2 weeks ● Academic Senate selects who we want to interim ● Permanent goes out in Spring <p>Doniella- Do we need these for other potential partnerships such as working with local high schools and charter schools? Would like broader discussion in future on this.</p> <p>Hyla- two discussions should take place, Short-term positions and more long-term positions. Encourage to go back and talk to constituencies about how release time is done.</p> <p>Candice: make clear that CTE position not just about public-private partnerships but can be for other partnerships.</p> <p>Hyla: CTE position will also update faculty on what's going on locally and in state.</p>			
7.2	<p>District Study Abroad Advisory Committee</p> <p>Candidates: 1) Lisa Palmer, 2) Paul Glanting, 3) Alison Field, 4) Jessica Marshall</p> <p>Alison Field wins vote: 4 votes. There were 2 votes for Jessica Marshall, 1 vote for Lisa Palmer and no votes for Paul Glanting.</p>	Lacefield	5	<p>Action Alison Field voted as the Faculty on committee</p>

<p>7.3</p>	<p>Equity Director Position Recommendations</p> <p>Background: giving recommendations after year of discussions. Then VPSS had proposed this position; faculty had responded with interested in having say in the position. This includes, what position duties would entail.</p> <p>Document of recommendations. Soliciting feedback from academic senate on the recommendations: check to agree, circle means revised, and x means disagree.</p> <p>Specific recommendations highlighted including whom the Equity Director is responsible to and the suggested experience and skills.</p> <p>Many discussion and conversations at different governance meetings. Had equity director forum.</p> <p>Timeline: want to send suggestions to President by end of October.</p> <p>Question: Is the document too large to be effective. --Response: creation of document was done in concert with other groups, including President Moore.</p> <p>Question: does recommending “substantial” teaching experience overly limit potential candidates? --Response: doesn’t list specific number of years to ensure some flexibility in reviewing candidates.</p>	<p>Taveau</p>	<p>15</p>	<p>Information/Discussion</p>
<p>7.4</p>	<p>Academic Senate Support of Equity Director Position recommendations</p>	<p>Taveau</p>	<p>5</p>	<p>Action</p>

	Options: 1) approve, 2) approve with modifications, and 3) approve specific modifications which would require returning for another meeting, 4) approved to be sent to President Moore and then to be reviewed by Academic Senate afterwards.			Option 4 was passed unanimously
7.5	<p>Oct. 10th Flex Day Schedule</p> <p>All College Opening sessions: 1) Guided Pathways and 2) Accreditation.</p> <p>Concurrent sessions covering variety of topics.</p> <p>Motion to approve the Oct. 10th Flex Day sessions</p>	Meckler	5	Action Passed unanimously
7.6	<p>New Program Review timeline- Program Review deadlines in Fall instead of Spring to better align budget recommendations. Added support included.</p> <p>FCMAT consultants recommended that program review timeline should be changed such that it can more effectively inform budgeting decisions. Example issue: requesting for new people is a separate process from non-person resource requests.</p> <p>Recommendation would be for program reviews and resource requests to become a Fall activity, with the new faculty submission date being in November. New timeline: there's still uncertainty about how to set the various deadlines in the Fall semester.</p>	Engel	15	Information/Discussion

	<p>Would keep website up-to-date and include all program reviews. Questions (Annie): TractDat looks very different Alison: Built new area for program review. Will include old program review in TractDat is SPOL goes away. Annie: Can we start now? Allison: need to get official approval first, hopefully next week.</p> <p>Doniella: Less programs we have to know how to use the better.</p>			
7.7	<p>New Program Review timeline approval</p> <p>Discussion over which software platform to use to submit program reviews.</p> <p>Decision to delay approval of a new fall program review timeline.</p>	Engel	5	Action Motion: Use TractDat Approved unanimously
7.8	<p>Hiring Managers and first round of screening process. Discuss Academic Senate requesting that this not happen.</p> <p>This item has been delayed in order to clarify the established HR guidelines.</p> <p>There were questions about what part of the hiring process “screening process” referred to. There was a question as to what administrative positions “Hiring Manager” referred to.</p> <p>Last April HR had stated that it was permissible for Hiring Managers to be on the first round of the screening process.</p>	Lacefield	5	Action (tabled for next meeting)

7.9	Task Force to provide input on TracDat Tool. Meet Monday or Tuesday before 1pm or after 3pm.	Lacefield	5	Action Passed unanimously
7.10	Secretary Election Committee - Sarah Aranyakul - Anne Nicholls	Lacefield	5	Action Passed unanimously
7.11	Business Position Vacancy -vacancy created by business faculty departure. The business department has shrunk: there had been four faculty. Currently there are only two. There are multiple new program initiatives within Business, including CTE initiatives.	Nance	10	Action Passed 7/8 Candice abstain
7.12	Business FT Faculty Hiring Committee Discipline Expert: Candice Nance (Chair, Business) Faculty: Daryan Chan (Counseling) Faculty: Evan Innerst (Math)	Lacefield	5	Action Passed 6/8 Candice and Daryan abstain
7.13	Faculty Survey discussion of results: Part I- Transparency and Course Offerings Moved to next meeting	Tedone	20	Discussion
7.14	Revising bylaw ARTICLE II: ELECTION OF OFFICERS Moved to next meeting	Lacefield	10	Discussion
Other Reports, Meetings and Deadlines				
8.1	Upcoming Governance Meetings A. Faculty Professional Development Committee B. Professional Learning Committee C. Curriculum Committee D. ACES			

	E. IPC F. Planning and Budgeting Council (PBC)			
8.2	Upcoming Events: Campus moviefest, Artistry in Fashion, Animation Show of Shows			
9	Adjourn	Lacefield		Action

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate 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 for the 2018 – 2019 academic year:

President: Hyla Lacefield; Vice President: Diana Tedone; Secretary: TBA; Treasurer: Sarah Aranyakul; Curriculum Committee: Candice Nance/Katie Schertle; Professional Development: Denise Erickson; Humanities and Social Sciences Division: Doniella Maher; Science and Technology Division: Po Tong; Business, Design & Workforce Division: Anne Nicholls; KAD and ASLT: vacant; Student Services/Counseling: Daryan Chan