

Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

Minutes 12/10/15

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	Hirzel	1	Procedure
2	Introductions Members Present: Doug Hirzel, Alicia Aguirre, Dani Behonick, Denise Erickson, Katie Schertle, Michael Hoffman, Hyla Lacefield, Diana Tedone, Sandra Mendez, David Meckler, Sarah Harmon Guests: Magnolia, Erin Moore, Yolanda Valenzuela		2	Information
3	Adoption of Agenda Amended and adopted.		1	Action

Consent Agenda

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.

4.0	Adoption of Consent Agenda Approved.		1	Action
4.1	Approval of Minutes: 11/12/15 and 12/1/15			
4.2	Appointments: Philosophy screening committee – Mike Stanford, Lezlee Ware, Jessica Kaven, Dave Danielson (CSM Philosophy) Library Support Specialist screening committee – Diana Tedone			
4.3	Adoption of Resolution: Providing Accurate Data of Course Student Learning Outcomes Compliance			
4.4	Approval to reimburse Candice Nance for transportation to attend the ASCCC's CTE Curriculum Academy (Jan. 14-15) in Napa. Registration and lodging are covered by CCCC's Perkins Leadership Funds.			
4.5	Approval of supplemental travel funds to Carol Rhodes \$460 to attend Plant Epigenetics: Genotype to Phenotype Conference in Taos, NM Feb. 2016			
4.6	Approval of supplemental travel funds for Mike Stanford: \$1,555 to participate in Historical Archaeological Field Training, Jamestown, VA (Spring/Summer 2016) (Long-term Proposal)			
4.7	Approval of speaker honoraria for Topics of Interest speakers: Kristen Parks - "Debunking Myths about Immigration Control and the U.S.-Mexico Border"; and Jason Chang - "God and the Cosmos"			
4.8	NOT ON CONSENT Approval to fund Julie Carey to attend the ASCCC Instructional Design & Innovation conference (Jan. 21-23) in Riverside; Maria V also wants to attend. Discussion: DH: need criteria to rank/approve these requests, or should we continue with "first come first served"? AA: suggests this be an item for the next agenda. DB: sometimes ASCCC conferences limit participation. DB motion passes unanimously.			

Public Comment

5	Questions/comments on non-agenda items DCM: multiple measures placement assessment presented at BOT; DH: yes, board support the idea be adopted across the district.	Public	5	Information
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Subcommittee Reports

6.1	<p>President's report</p> <ul style="list-style-type: none"> A. Faculty reps to VPSS search committee ended up as Gloria Darafshi, Nick Martin, and Michael Hoffman. College forwarded 12 members but District HR informed us that Board-approved limit is 11 so we were unable to include fourth faculty member. B. Regina Blok expressed gratitude for prioritizing FT psychological services faculty. C. District now has a Rubric for Online Education. Procedures are being developed to guide implementation and training. D. District HR is developing initiatives to improve diversity in our hiring and creating a Professional Development Academy. EEO cmte created; will have more rigorous training. E. District Academic Senate continues working toward policy and procedures to ensure consultation among colleges on curriculum/program development. F. PBC Recommendations on proposal to relocate Career and Transfer Centers are posted on PBC website G. SPOL video tutorials and in-person training – canadacollege.edu/programreview 	Hirzel	15	Information
6.2	<p>Treasury Down by 4 dues-paying members. \$10,076 in account currently.</p>	Aguirre	5	Information
6.3	<p>Academic Committee for Equity & Success (ACES) Report appended. Equity Plan cleared BOT. Always to be rough draft/a work progress. Proactive registration event for 400 students. AA: ease of registration a district issue. MH new platform being adopted.</p>	Hoffman	5	Information
6.4	<p>Curriculum Committee Dec 18 deadline for Fall 2016. Update cycle improving. 201 courses need updating; previous report 46 done; 14 in queue; 40 added to queue. Flex Day workshop very productive.</p>	Behonick	5	Information
6.5	<p>Professional Development Long Term projects approved. Anna Budd to participate in UCLA program in writing for TV. Mike Stanford to participate in Historical Archaeological Field Training, Jamestown, VA (Spring/Summer 2016)</p>	Erickson	5	Information
Senate Business				
7.1	<p>NOT ON CONSENT Approval to fund Julie Carey to attend the ASCCC Instructional Design & Innovation conference (Jan. 21-23) in Riverside; Maria V also wants to attend. Discussion: DH: need criteria to rank/approve these requests, or should we continue with "first come first served"? AA: suggests this be an item for the next agenda. DB: sometimes ASCCC conferences limit participation. DB motion passes unanimously.</p>	Hirzel	3	Action
7.2	<p>Appointment of Patty Hall as CTE Liaison to ASCCC. She will report to us occasionally AA: Motion to approve passes unanimously.</p>	Hirzel	5	Action

7.3	Establish Awards subcommittee – Local funding awards, local recognition awards, ASCCC-sponsored awards. 2 people enough. AA: motion to appoint DE and DCM. Motion to approve passes unanimously, DE and DCM abstaining.	Hirzel	10	Action
7.4	Report from Class Maximum Enrollment taskforce Some responses collected from 3 of the 4 divisions. Perhaps a stronger response would be from an actual tool implementation. Task Force will meet early next semester.	Behonick	10	Discussion
7.5	Report from Use of Senate Funds Taskforce. Survey not implemented yet. MH happy to develop survey if provided a list of what we currently fund.	Lacefield & Aguirre	5	Discussion
7.6	Taskforce on the Arts @ Cañada. PBC concern stemming from the Art Gallery relocation controversy. Coincides with Program Review. HL include digital media. DE: Core of task force should be the arts faculty. DCM: needs real resources to survey students; overlap with marketing. Consensus is to wait for the edited Hamilton report.	Hirzel	15	Discussion
7.7	Developing the college professional development plan; stemming from PBC concern with CIETL. Measure G funded instructional designer and CIETL in part. Past years' effort to develop a plan did not produce much, but did collect information and brainstorming ideas. Erin temporary FT hire. DCM collect both quantitative and qualitative data; case studies. PD a short term fix; lacking a big picture, mentoring arc. DE philosophical developing the academy. SH: MLA planning Comm Col PD programs; incorporate adjunct participation. Long term, collaborative experts not just one session or month long project. Erin took notes!	Hirzel	10	Discussion
7.8	Agenda building for Spring Semester. By-laws – DH to propose ACES, IPC rep positions on ASGC. CEM Use of ASGC Funds Strategic Enrollment Planning Marketing Plan	All	10	Discussion
Other Reports				
8.1	Upcoming Conferences, Events & Deadlines <ul style="list-style-type: none"> • Requests for reassigned time – Jan. 26 • Human Trafficking Awareness – Jan. 27 			
8.2	Upcoming Governance Meetings: <ul style="list-style-type: none"> • District Academic Senate – Dec. 14 • District Committee for Budget & Finance – Dec. 15 • College PBC – Dec. 16 			
8.3	Division reports and concerns	Division Reps	5	Discussion
9	Adjourn. 4:13	Hirzel	1	Action
	Next Meeting			Jan. 28, 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.

President: Doug Hirzel; Vice President: Sarah Harmon; Secretary: David Meckler; Treasurer: Alicia Aguirre; Curriculum Committee: Danielle 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 Resources: Ana Miladinova & Diana Tedone; Student Services: Sandra Mendez

ACES Report 12/10

Equity Plan clears the Board: The Student Equity Plan was completed last week and approved by the board of trustees on Wednesday 12/09. The plan was a collective effort, drawing on activity proposals and writeups from many different programs across the campus. I feel that this iteration of the plan is still a rough draft for a more thorough plan and that more learning needs to happen so that activities can be more concretely tied to the outcomes and goals.

Proactive Registration: A major accomplishment this semester was the proactive registration event, where almost 400 students were given an opportunity to sign up for their spring classes and connect with the various programs that are available to assist them. The effort was led by Patricia Guevarra of BTO and TRIO and Monica Reynoso, the new Basic Skill retention specialist. Counselors, retention specialists, student mentors, financial aid staff, learning center staff and faculty members were mobilized to help students work through their registration effort and fully utilize the college's offerings. Not only does this help students sign up for classes, but it helps us to fill the classes that may otherwise be more vulnerable. As a professional learning activity, participating faculty and staff commented on how surprised they were with the difficulty of navigating the system and the barriers students faced. We encourage all faculty to participate in next semester's proactive registration event.

Inquiry Projects: The ACES Inquiry projects wrapped up the semester last Friday, December 4th with presentations from several groups working on improving outcomes and implementing program changes in ECE, Writing Center, Accelerated Prestatistics, Veteran support services and Reading Apprenticeship in STEM. We are expecting many of these projects to continue into next semester and are planning to change the expected project cycle to be a year long. We're also working with the Budget office to figure out the best way to continue the incentives that have been offered to participating faculty and staff (we've been lacking in student participation). Uniting different classifications into the same incentive structure for purposes of collaboration has proved difficult.

Flex Day: Anniqua Rana and Diva Ward helped to facilitate a session on Appreciative Inquiry during the November 25th Flex activities. A dozen people broke into groups to create summary posters of the various chapters of the book [Appreciative Inquiry: A Positive Revolution in Change by Edwin Thomas](#). The core idea of Appreciative Inquiry is that change can be made by finding the desired outcomes within an organization, or system and working to grow those desired experiences. It is in contrast to the normal deficiency-focused change process that begins with "What's wrong here?" Feedback was overwhelmingly positive with many thinking ahead to how it could be applied in various areas of the campus: from classrooms to programs.

Courageous Conversations About Race: On November 17th, the usual ACES meeting was given over to a special session on “Courageous Conversations about Race”. Dr. Will Walker from the Pacific Education Group led a two-hour session on building shared understanding around race and its impact on human connection. A follow-up meeting is tentatively set for Spring Flex Days. The goal is to build understanding about how our perceptions and experiences of race inform our interactions with each other and students. This understanding can then help lead to actions that will help us to close achievement gaps.