

## Cañada College Academic Senate

<http://canadacollege.edu/academicsenate>

### Minutes 5/11/17

2:10pm – 4:00pm

Room 2-10

*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		<b>2:12</b>	Called to Order
2	Introductions Members present: Doug Hirzel, Hyla Lacefiled, Sarah Harmon, Dani Behonick, Sandra Mendez, Sarah Aranyakul, Diana Tedone, Monica Malamud, Denise Erickson Guests: Leigh Ann Shaw, VP Anderson, Doniella Maher, student representatives		1	Information
3	Adoption of Agenda		1	Approved (unanimous)
4	Adoption of Consent Agenda		1	Approved (unanimous)

#### 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: 4/27/17			
4.2	Appointment of Michael Hoffman as AS rep to AFT-District Faculty Workload Committee			
4.3	Appointment of Carol Rhodes to replace Amelito Enriquez on CalSTEP PSC search committee			
4.4	Appointment of Nadya Sigona from Counseling division to PBC as SS Division rep			
4.5	Approval of Resolutions: <ul style="list-style-type: none"> <li>• Establishment of Secure Digital Media Server</li> <li>• Revision to Assessment Cycle</li> <li>• Maintaining and Growing the Fulltime Faculty Workforce</li> <li>• Faculty Vacancy Process</li> </ul>			

#### Public Comment

5	Gifts and appreciation to Doug Hirzel for his work as AS president. Malamud: AFT isn't signing statement on compliance with ED code 87482.3 (requires negotiations of standards for reemployment preferences for part timers) because our district isn't in full compliance. Jeopardizes SSSP funding.	Public	2	Information
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#### Regular Reports

6.1	President's report	Hirzel	5	Information
	A. Susan Mahoney will be the Honors Transfer Program Coordinator for 2017-18 through 2020-21 B. Jeanne Gross retiring effective May 26, 2017 with 22 years of service C. \$150M proposed for governor's budget toward "Guided Pathways" D. Strategic initiatives for EMP will be approved at PBC May 17 E. Express deepest gratitude for outgoing officers and senators: Sarah Harmon, Dani Behonick, Sandra Mendez			

6.2	Treasurer's report Last meeting tomorrow for approving curriculum	Aranyakul	5	Information
6.3	Curriculum Committee	Behonick	5	Information
6.4	Professional Development All is well. We have a balance to carry forward.	Erickson	5	Information
<b>Senate Business</b>				
7.1	Outstanding Faculty and Staff Awards	Harmon	15	Voted and approved
	Note: Many faculty and staff members were nominated and it was difficult to choose. Outstanding FT Faculty Member: Dani Behonick Outstanding PT Faculty Member: Elizabeth Barille Outside Classified Staff Member: Soraya Sohrabi			
7.2	Future meeting day/time for Academic Senate	Lacefield	15	Forthcoming survey
	Hyla: Thursdays are difficult; she would prefer alternate Wednesdays, opposite PBC. One of the candidates for VP cannot serve on Thursdays. She will send around survey eliciting availability. Doug: Wednesday opposite PBC would make the president's schedule more open and flexible for teaching. With the current schedule, the AS president cannot teach MTWTH afternoons. Leigh Anne: CSM meets alternate Tuesdays; Skyline alternates on Thursday with another meeting.			
7.3	Establish Election Committee for fall VP election Nominations for VP will close on the first day of classes. Election will be held immediately after for 7 days. Diana and Sarah A. will be the election committee.	Harmon	5	Approved with abstention of Sarah A. and Diana
7.4	Establish Executive Committee for summer 2017 (acting for AS during the summer to advise AS President over the summer; according to Leigh Anne, email presence is adequate) E.C. for summer 2017 will be Doug (or Sarah H. in Doug's absence), Denise, Diana, and Hyla	Hirzel	5	Unanimous with abstention of new committee members
7.5	Professional Learning Plan and other PD-related developments including establishing an ad hoc workgroup to develop the "Flexception" August Flex day breakout proposal	Lacefield Hirzel	15	No action taken
	<p>Hyla: We need clear and transparent explanation of flex day programming process Dani: We should discuss purpose of flex days. Denise: Erin sent an email to solicit proposals, which also defined purpose and theme of flex days. Leigh Anne: District AS president sends out memo, which lists 9 areas of flex from Title 5. Hyla: Two issues, 1) how does Flex day work (process, legality, requirements); 2) conversation about what we want it to be. Conclusion: No one volunteered to lead a breakout session for August Flex; Hyla will work with Erin to request a brief explanation of 'what is Flex?' on August Flex day. AS can revisit in the fall semester this idea of a breakout session for a later Flex day.</p> <p>CIETL coordination/Faculty PD coordination confusion: administration is offering to fund 0.2 FTE reassigned time for a faculty PD coordinator; however, it isn't the CIETL proposal. In the fall, AS will need to work with faculty across campus as well as the Office of Instruction to figure out roles and responsibilities of this coordinator. Professional Development is part of the 10+1 items that are under AS purview listed in Title 5; AS needs to hear from, and represent, all faculty to figure out how a faculty coordinator can support our professional development. Note: There is money from IEPI PRT grant for redesigning CIETL space. Dani: Reassigned time proposal review process has issues. IPC sends recommendations to the VPI who makes the decision to either fund, fund at reduced levels, or not fund. This time, the administration changed</p>			

	<p>the proposal into something different from what was proposed. That appears to be a fourth option for the VPI that hasn't been done before.</p> <p>Doug: The VPI didn't change the CIETL proposal – he did not fund it; but is offering to fund something like it. The CIETL proposal included more than just a request for reassigned time; it also requested facilities and the creation of a new faculty PD program what would be separate from the college's PL plan and committee. Creating college-wide faculty coordinator positions is something the Office of Instruction and the Academic Senate have jointly done in the past. When AS Pres became aware of college-wide needs (for example, accreditation, honors, assessment, DE, technical support), he talks with the VPI to define the need and propose the creation of a coordinator role that is then opened up to all faculty. The creation of the Assessment Coordinator and the Online Instruction Coordinator are the most recent examples of this process. [Added note of clarification: These coordinators have to re-apply for and justify their reassigned time through IPC's reassigned time process when the positions next open. That last happened with the Honors Transfer Program Coordinator in 2016.] In this instance, AS hasn't yet worked with VPI to define this coordinator position – that needs to happen in the fall.</p> <p>Monica: We have a process for reassigned time. If the administration has a different proposal, they should develop the job description.</p> <p>Doug: Years ago classified staff felt disenfranchised by CIETL. This is probably similar to how some faculty feel today. Last year PBC created our college-wide Professional Learning Committee as an umbrella to encompass the many groups involved in PD so that no group would feel left out and to comply with AB2558 and receive future state funding. It isn't unreasonable to ask a future faculty PD coordinator to work with the PLC in the same way that ACES has been doing successfully this year. We should be working toward building bridges with our classified staff colleagues and show that PD can be for everyone. There are challenges and we need to make improvements in Flex day and other PD programming – for example, Academic Senate and Classified Senates may want to review/approve flex day programming. Hopefully, in the fall, the new Academic Senate can work together with faculty and other constituents to resolve this issue.</p>			
7.6	Resolution: Opposition to CCCE's Offering of Medical Assisting Program	Hirzel	20	Approved by unanimous vote
	<p>Doug: Presented comparison of college, CCCE and JobTrain clinical medical assisting programs (see online materials). There is a huge disparity in time requirement (2+ semesters vs. 15 weeks) and cost between the programs. But all programs have the same outcome of creating MAs.</p> <p>Hyla: Board for medical assisting says (see online materials) the industry want students to have thorough, 2+ semester training. The CCCE, which is for-profit, is a lot more expensive but students only see that it is shorter. Students don't recognize the significance of the lack of depth and how that is perceived by employers. Both have a certification by exam, but there is a big difference in training. Students and partners may be confused about the differences between the programs.</p> <p>Doug: one MA instructor shared that a local hospital inquired whether Cañada's program had been moved to CSM (where CCCE program is offered).</p> <p>Doug explained the resolution. CCCE considers their program to be different from ours because it is not-for-credit and it reaches students who work. CCCE seems to be unaware that a huge percentage of Cañada students also work and arrange their schedules to fit class offerings.</p> <p>Leigh Anne: add "Cañada College" before "Academic Senate" in resolutions in case other colleges or district want to adopt.</p> <p>Doug: Resolution strongly urges President Moore to rescind college's approval of the CCCE program. AS members may want to personally encourage the president to do so.</p>			
7.7	Discussion of Board Policy 2.30 Political Activity	Malamud	15	Postponed
	<p>Doug has encouraged President Moore to offer training on free speech, academic freedom, and time/place/manner, and appropriate responses to controversial speech. Mitch Bailey is working with Leigh Anne Shaw on policy 2.30 to address Monica's concerns related by Doug at DPGC. The revised policy will be discussed and further revised next fall.</p>			
<b>Other Reports, Meetings and Deadlines</b>				

8.1	Upcoming Governance Meetings A. Planning & Budgeting Council – 5/17			
8.2	Upcoming Events: A. All-College Employee Appreciation Event – 5/19, 12:30-2 p.m. B. Deadline for Senate VP nominations – August 16			
9	Adjourn	Hirzel		Action
	Next Meeting Fall agenda items: Employee Office Technology Device standards and replacement policy; Professional learning for faculty; New instructional program development; Program revitalization and PIV; Guided Pathways & meta-majors			August 24, 2017

*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 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