

## Cañada College Academic Senate Governing Council

<http://canadacollege.edu/academicsenate>

### Minutes 10/27/16

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 Members Present: Doug Hirzel, Dani Behonick, Hyla Lacefield, Denise Erickson, Sarah Aranyakul, Lisa Palmer, Sandra Mendez, Monica Malamud, Ana Miladinova Members Absent: Sarah Harmon Guests: Jose Covarrubias (ASSC), Leigh Anne Shaw (DAS), Leonor Cabrera, Heidi Diamond, Matt Lee			Procedure
2	Introductions		1	Information
3	Adoption of Agenda		1	Motion: DB, seconded Approved (unanimous)
4	Adoption of Consent Agenda		1	Motion: DB, seconded Approved (unanimous)
<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: 10/13/16			
4.2	Revisions to Board Policies & Procedures: 6.13 and 6.13.1 Curriculum Development, Program Review and Program Viability			
4.3	Recommendation to fund \$100 speaker honorarium for Dr. Dennis Grahn of Stanford University and AVACore Technologies – Thermoregulation and Human Physiology (10/27)			
4.4	Recommendation to place proposed revisions of senate bylaws to a college-wide vote (week ending 11/7)			
<b>Public Comment</b>				
5	Discussion of length of position proposal discussions (3 days/ 2 hours each).	Public	5	Information
<b>Regular Reports</b>				
6.1	President's report	Hirzel	10	Information
	A. ASCCC Plenary resolution voting occurs on Nov. 5. Please provide any feedback/concerns to DH. <a href="http://www.asccc.org/file/resolutions-packet-fa16-area-meetings-session-v2docx-0">http://www.asccc.org/file/resolutions-packet-fa16-area-meetings-session-v2docx-0</a> B. Met with IPC's Jessica Kaven and ACES Michael Hoffman to refine proposed changes to program review prompts. Expect to have SPOL updated by Nov. 1. College-wide announcement will follow reminding people which programs are required to do program review this year. All programs are encouraged to do annual planning and resource requests using SPOL's Planning module. C. Meetings of building 1 faculty-staff with architects and district have resumed. A second team room has been added – located adjacent to the fields. Concerns have been raised about noise between gym and			

	<i>fitness center. Discussions and planning meetings with district and architects will continue through fall. Miladinova: concerns remain about swing space. Shaw: the Board is excited about the revised plan especially the roof.</i>			
6.2	Treasurer's report	Aranyakul	5	Information
	<i>No update.</i>			
6.3	Curriculum Committee	Behonick	5	Information
	<i>Curriculum is coming in slowly. Interior design and accounting are doing well; not so much the rest of us. Dani will be at min. quals. meeting tomorrow; curriculum committee will solicit a new chair campus-wide.</i>			
6.4	Professional Development	Erickson	5	Information
	<i>All is well.</i>			
<b>Senate Business</b>				
7.1	Strong Workforce Program – context and update on where we are heading	H. Diamond	20	Information
	<i>State chancellor is offered grant funding for CTE; our college is getting \$800,000 to create more and improved CTE programs. Tentatively, Nov. 1 there will be an announcement soliciting ideas to apply for funding from the grant; applications due Dec. 2nd. Friday, Nov. 18<sup>th</sup> there will be a training for analyzing labor market data. Student services also has a component; equity and under-represented groups will be taken into account. Effective Monday, 10/31/16 Alex Kramer will be new director for workforce development and community outreach, grant funded (compiled from 3 grants). He has regional expertise and is eager to work with faculty to help align with community needs.</i>			
7.2	Athletics Department report	Matt Lee	20	Information
	<i>1971 baseball team was our first and only state champ team. Students are encouraged to be full time, as was that team. COLTS learning community success and retention rates were higher than campus average (Retention 93% as compared to 83%; Success 89% as compared to 63%). Building 1 provides 180 hours daily in the fitness center; about 600 students are served yearly. Dance show is coming up on December 9<sup>th</sup>, with involvement of the community. The new building will offer more opportunities to develop dance and athletics.</i>			
7.3	Analysis of new FT faculty position proposals	All	30	Action
	<p><i>The college decided to put all positions forwarded regardless of funding source. Two of them are counselors who are currently in FT roles (Basic Skills funding; CWA); if the basic skills funding goes away, we would remain committed to funding those positions. We will probably prioritize the other 6 faculty positions. The president expects prioritization from AS and will discuss with us if she has different priorities. She sees it as a dialogue and will share her views.</i></p> <p><b>Accounting:</b> <i>has taken off with online courses. Load and fill rates are increasing. Advisory committee advises more courses in "midlevel skills" such as advanced Excel. Accounting faculty with MBA can teach BUS, ACTG, management, and CBOT courses. Can share their FTEF. Want to offer more robust breadth of courses; accounting adjuncts are rare. We discussed the benefits of having the accounting position be formulated as a replacement/augmentation for Carolyn Jung's position rather than a new position.</i></p> <p><b>Biology:</b> <i>Same plea as for the last few years. Need for someone to focus on GE and specifically GE pathways (sustainability, social justice, CWA, honors). Currently almost all pathways courses are being taught by adjuncts. Currently have enough FTES for 8 FT faculty but only have 4. Stable enrollment in GE courses and majors; enrollment in allied health has been declining since peak in 2011.</i></p> <p><b>EOPS:</b> <i>Currently 2 people doing it PT, Lorraine and Sarah, both of whom now have director roles. Many students have needs; enrollment is growing. Funding is based on numbers of students served. Will be 40% fund 1. Program needs stability; students need support. The program has direct impact on students. Currently close to 400 students; want to grow it to 500. The new FT person will replace the position shared by Lorraine and Sarah. This is a match: state supports the program based on numbers of students served.</i></p> <p><b>MATH:</b> <i>Not yet discussed; similar situation as English.</i></p> <p><b>MEDICAL ASSISTING:</b> <i>Was being run by adjuncts, all of whom have retired. Necessity for a FT person to make sure it complies with regulations and to coordinate and teach. Need for someone who does administrative</i></p>			

	<i>medical assistant because we can't pay enough to attract an RN/faculty member.</i>			
<b>Other Reports</b>				
8.1	Division reports and concerns <i>Monopoly tournament on November 5<sup>th</sup>: come. Pedagogical course maximums proposal has gone to curriculum, which is trying to work out implementation plan. Issue is how the process for a pilot should work.</i>	Division Reps	15	Information
8.2	Upcoming Governance Meetings A. College Planning & Budgeting – Nov. 2 B. District Participatory Governance – Nov. 7 C. College-wide analysis of new position proposals – Nov. 8-10			
8.3	Deadlines: A. Requests for Reassigned Time for 2017-18 are due Jan. 26 – submit to your dean. B. Biennial program review (S&T Div., BDW Div., CWA, HTP) and everyone's annual plans are due in SPOL by the end of February			
9	Adjourned 4:10 pm	Hirzel		<b>Action</b>
	Next Meeting <i>We will be participating in the new position proposal discussions. If feasible we will prioritize faculty positions immediately following the discussions.</i>			Nov. 10, 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