

## **Academic Senate Meeting Minutes February 2, 2017**

### **Present:**

Heather Craig (President)  
Glenn Tozier (Vice President)  
Lynn Kragelund (Secretary)  
Sunny LeMoine(ASCCC Delegate)  
Alfred Hochstaedter  
Jacque Evans  
Susanne Muszala  
Adria Gerard  
Sandra Washington  
Kathleen Clark  
Merry Dennehy  
Mark Clements  
Amber Kerchner  
Elias Kary

### **Absent:**

Robynn Smith  
Abeje Ambaw  
James Lawrence  
Student Representative: Dan Schrum

### **Visitors:**

Walt Tribley  
Kiran Kamath  
Beccie Michael  
Kim McGinnis

### **Called to Order at 2:32pm**

#### **1. Opening Business**

##### **1. Public Comments/Welcome**

- i. Dr. Tribley: Praised Flex Days. ACJC Action letter is expected very soon with recommendations for improvements. Asking the AS for assistance with meeting or exceeding the recommendations. A new committee is being formed to focus on these recommendations. Encourage the whole campus to help with the recommendations. Dr. Tribley will be unavailable for the next AS meeting. At the following meeting, will bring information about the function of the new dean of institutional effectiveness.
- ii. AG sent an email about an upcoming speaker at MPC, Katie Hern, who is speaking about the Acceleration project.

- iii. KC: Vita Program is here to work with individuals who qualify for this free Tax Preparation assistance. Accounting students help provide services through this program. Will be here every Thursday night from 5:30-8:30 pm. See flyer in an all users email next week.

## 2. Approval of **Draft Minutes from December 1, 2016**

Edit: Under COC - need to complete a sentence "the president will send to HR ....." Will add clarification about telling HR that a committee may continue with it's charge even if it loses a committee member.

### **ACTION**

**MC moves to approve the minutes with the above correction.**

**SW seconds**

**Unanimous approval with two abstentions: SL and JE**

Update: The AS discussion about the new VP position, would like an update about the statement given to the board. A statement was given to the board at the meeting before break and the response was courteous.

## 2. Reports

### 1. **President's Report Notes**

- i. Inclusion Statement by Andres Durstenfeld - will be emailed to the AS and request feedback.
- ii. Need help with the COC - looking for a volunteer senator to head the COC
- iii. Elections for the AS are approaching. Senate reps need to be selected by March 1st. Will tally votes for the At-Large seat before March 1st.

### 2. **Committee on Committees - membership updates**

- i. **CAC** - Davide Seagal taking over for Tom Rebold
- ii. **Professional Recognition Board** - Frank Rivera joining
- iii. **PRIE** - Diane Boynton and Katherine Webb
  - Three faculty positions on PRIE - maybe looking for another faculty to join, Katherine may fill a non-faculty slot.
- iv. **Safety and Emergency Preparedness Committee**
  - Kari Grasmuck to continue
  - Laura Loop to join
- v. **Basic Skills Committee**
  - Steve Albert

**ACTION:**

**MC moves to approve the above membership changes listed**  
**KC seconds**  
**Unanimous approval with no abstentions**

**Continuing Recruitment for :**

- PAG, Admin. Serviced Advisory group, CAC, and LAC, including a chair for the LAC starting next year. Please encourage faculty to volunteer.

**Administrative Hiring Committees**

**Dean of Instruction/liberal arts**

Lisa Gonzolez, Alan Haffa, and Todd Ritsema

**ACTION:**

**AH moves to approve this hiring committee**

**KC seconds**

**Unanimous approval with no abstentions**

**Director of Marketing and Communication**

Penny Partch and Steve Albert. Can have a third faculty.

**ACTION:**

**JE moves to approve this hiring committee**

**MC seconds**

**Unanimous approval with abstentions.**

**Dean of CTE - need only 3**

Volunteers - James Lawrence, Molly Jansen, DJ Singh, and Carol Karian

*Discussion: During a meeting with CTE faculty, the four faculty above volunteered to be on the committee. However, two faculty above are not tenured. One more tenured faculty, Tom Rebold, volunteered. Is there an issue with non-tenured faculty participating? There is no written requirement for tenure in faculty on a hiring committee. Having diversity on the committee in terms of experience and tenure is felt to be valuable. Concern that faculty still on probation (non-tenure) would spend too much time on a committee instead of on their new role. Move Molly Jansen from the CTE committee to the Director of Marketing and Communication? Jamie Dagdigian expressed some interest in that committee, but unsure about the time commitment.*

**ACTION:**

**HC moves to approve James, Molly and DJ based on seniority**

**JE seconds**

*Discussion: Perhaps program size should be a more important factor than seniority? Carol is an obvious choice if program size is taken into consideration.*

**Yea - KC, JE, AK, SL, AH, LK, GT**

**nay - HC, MC, SM, AG, EK**

**2 abstentions - SW, MD**

**Motion carries**

**VP of Advancement - 2 faculty needed**  
**Deirdre Sullivan, Lyndon Schutzler, Elizabeth Mullins**

*Discussion: Is diversity a consideration? Yes. There were two other faculty that volunteered for any needed committee: Kathleen Rozman and Elizabeth Mullins.*

**ACTION:**

**HC moves to approve Deirdre Sullivan and Elizabeth Mullins**

**JE seconds**

**Unanimous approval with no abstentions**

**3. CTE Liaison Report- Kathleen Clark**

**Strong Workforce CTE Program Funding (add link to powerpoint or handout)**

*Discussion: Concerns over difficulty with collecting employment data for graduates in order to demonstrate improvement. All the CTE programs were asked to fill out a request for grant funding if desired. Requests were reviewed for use of these funds. See handout with the plan developed for the MPC Strong Workforce funding for 2016-2017 that includes funds for a CTE Dean. Application submitted Jan. 1, 2017 by the Strong Workforce Team. How many years will the funds be available? Schools need to show improvement data in order to receive the same allocation the following year. MPC is expecting similar funding next year, but may have a change the following (2018-2019) year.*

**4. Old Business**

- 1. Revision of Bylaws - Discussion deferred**

**Draft bylaws - Please read over bylaws before next meeting**

- 2. Single Course Equivalency Procedure - Discussion deferred**
- 3. Draft Equivalency Procedure**

**5. New Business**

- 1. Instruction-Counseling Collaboration Update - Amber Kerchner and Susanne Muzala - Discussion deferred**

2. **California Guided Pathways Project Application** - Beccie Michael, MPC Foundation, Dr. Tribley, Kiran Kamath, and Dr. McGinnis (*Emergency addition to agenda*)

Would like MPC to be a pilot school for the Guided Pathway Project in California. The Governor has promised funding in the future for schools with Guided Pathways. 15-20 colleges will be selected for this project and will send representatives to 6 institutes over 2 years. Applications due in Feb., with selection announced April.

Pros - High level support, statewide recognition, funding opportunities. This project also ties in with many other initiatives currently at MPC (3Sp, recruitment to completion, enrollment management). Pathways have been very successful at other institutions with positive student response.

This is not a grant, it is a pilot program with a fee to participate. Will need to qualify. The qualification process is looking for college readiness: level of support and interest for this change. Also may look at: nimble with culture change, student demographics, location, etc.

The AS will be asked to sign off on the application at a future meeting.

*Discussion: Is there a requirement for implementation? Not at this time.*

*Is there a requirement for technology? That is part of the readiness assessment.*

*Is there something that we can read that describes the details of the pilot program? Yes, Beccie will send to the AS President.*

*Concern over the loss of exploration opportunities in college by putting students on pathways. Pathways are not locked, can be changed and should help students to have some guidance with room to explore. This project will include best practices with guided pathways, including the idea of branching pathways or having more options for students that don't stay on one pathway. "Meta Major" idea is another similar concept, with more broad pathway that narrows as the students take more advanced courses. Rob Johnson, who is part of this project, has a company that provides guidance and resources on guided pathways. And there are other resources that we could use if not selected for the pilot program.*

3. **Discussion of Future Agenda Item Prioritization - Discussion deferred**

## 6. Future Agenda Items

1. **Student Equity Funds - La Kisha Bradley**

2. **Review process of allocation of CTE Strong workforce funds – CTE committee**
3. **Proactive Discussion Regarding Accreditation Standards – Catherine Webb**
4. **Review of Process for Formation of New Campus-wide Committee and/or Sub-committee (CTE committee, instruction-counselor collaborative)**
5. **Understanding the roles of CAC and Senate in curriculum decisions**

**2016 ASCCC Document on Ensuring Effective Curriculum Approval Processes**

**2016 ASCCC Primer on Effective Curriculum Processes**

**1987 ASCCC Document on Curriculum Committees and Local Senates**

**2009 MPC Curriculum Handbook**

6. **Review of Process for Deciding Maximum Class Size**

**ASCCC Document on Maximum Class Size**

Meeting adjourned at 4:31 pm

Respectfully submitted,

Lynn Kragelund MSN, RN