

Academic Senate Meeting Minutes February 16, 2017

Present:

Heather Craig (President)
Glenn Tozier (Vice President)
Lynn Kragelund (Secretary)
Sunny LeMoine(ASCCC Delegate)
Robynn Smith
Alfred Hochstaedter
Susanne Muszala
Adria Gerard
Sandra Washington
Kathleen Clark
Amber Kerchner
Elias Kary

Absent:

Jacque Evans
Merry Dennehy
Mark Clements
Abeje Ambaw
James Lawrence
Student Representative: Dan Schrum

Visitors:

Jon Knolle
Kiran Kamath
Anthony Villareal
Larry Walker

Called to Order at 2:33pm

Opening Business

1. **Public Comments/Welcome**
 - a. Larry Walker - announced an upcoming event, please see calendar for more information.
2. **Approval of Minutes from February 2nd, 2017**
 - a. No edits, minutes approved

Reports

1. **President's Report Notes**
 - a. See notes above

- b. **AAAG meeting - motion to delete any classes that have not been offered in 2 years.**

Discussion: Serious concerns about deleting courses that are not offered every 2 years, especially for departments like the Art Dept.

Catalog revisions are due March 1st. Need to approve a revision to the Catalog Rights Policy. Will have a special AS meeting to address this revision next Thursday at 2:30

2. **Committee on Committees**

Hiring Committee for Dean of Student Services - Marina

Anthony Villarreal

Alethea DeSoto

Kathleen Rozman

ACTION:

AG moves to approve the Hiring Committee for Dean of Student Services - Marina

SW seconds

Unanimous approval with no abstentions

3. **Flex Day Committee Report- Anthony Villarreal**

- a. Comments will be shared with the presenters and not with the college at-large. The AS needs to see the comments to understand what had value for planning for future flex days.
- b. Only 60 people did the survey, and many of them stated they did not attend the breakout sessions.
- c. Would like more - teaching topics, more collaboration, can we move the administrators speakers later in the morning because it is often negative information.
- d. Will ask the foundation for more funding for breakfast.
- e. Can have dedicated reviewers for the breakout sessions? Individuals that are tasked with with evaluating the session.
- f. It is in the contract, faculty must attend flex days or do some alternative or take an absence.

Old Business

1. **Single Course Equivalency Procedure ACTION**

Draft Equivalency Procedure

Edits - remove "celebrity" from procedure. Under appendices, on equivalency application there is a mention of Form C - would like to add that form.

ACTION:

AH moves to empower the AS president to give final approval of the procedure with needed edits and thank the Equivalency Committee for all of their hard work.

SM seconds

Unanimous approval with no abstentions

2. California Guided Pathways Project Application - Beccie Michael ACTION

California Guided Pathways Project Website Homepage

(Application, model description, and participation agreement can be downloaded from links on the AS home page.)

ACTION:

AH moves to endorse the application of MPC in the guided pathways project

SL Seconds

Discussion: We should be a part of the project and is the next logical step for many of our current initiatives. Under the strong workforce plan MPC included some money for training with guided pathways even if we aren't selected for this project.

Unanimous approval with 2 abstentions: RS and EK

New Business

1. Accreditation External Evaluation Report- Catherine Webb, Rosaleen Ryan and Kiran Kamath

External Evaluation Report

Action Letter

Kiran Kamath: We are still fully accredited, but "Sanctioned" with 22 recommendations. Timeline for addressing the recommendations need to be completed by March 2018, but a report will need to be sent in December 2017. 4 areas of recommendations= student learning & outcomes assessment, planning and evaluation, technology, planning and institutional effectiveness. Developed a plan to address these areas.

PRIE - Catherine Webb, Co-chair as an administrative appointment, will begin meeting soon. The AS can appoint another faculty member for the committee. PRIE will be working on many of the recommendations. Dean of PRIE will go to the board for approval next week.

Asking the senators to come together as faculty leaders to meet the recommendations. Please read through the recommendations and identify how each of you can help.

Discussion: Discussion about the Dean of PRIE, cost of the dean, and if this position was created in response to the accreditation. The AS role in approving new administrative positions is not the purview of the AS because that is an operations issue. 10+1 does not allow the AS to have control over the creation of administrative positions. The AS should say something about the creation of the new dean position and not stay silent.

There are groups on campus that advise on operational matters, including the President's Advisory Group. Faculty should let their divisions know who speaks for them on the operational committees. If we keep adding administrators, will that increased cost hamper the goal of increasing our FTES/FTEF goal of 17.5? Explanation was given that the 50/50 - rule = at least 50% of funds need to be used directly in the classroom. That is the real restriction for monies spent on administration vs. faculty. MPC is below the state average for number of administrators.

All the senators do not oppose the creation of the dean of PRIE. The role of this dean is very different than the VP of advancement. Perhaps the ongoing feeling of mistrust between the faculty and administration is creating faculty resistance to more administrators. Senators hope that the trust issue can be addressed going forward.

We have never before been on Probation for an accreditation, has something changed with the process or is this due to MPC failings? One issue, MPC's assessment of Student Learning Outcomes are not at the level of expectation for ACCJC. And MPC has not made enough progress toward full compliance in this area. Also, there is an increased emphasis on collecting and using data.

Will there be official MPC response to the media reports on the probation status? All the PR is going through the president's office and attention is being given to PR.

2. Learning Assessment Committee Update and Request for Survey Participation- Fred Hochstaedter

The original plan (just as a reminder):

<https://drive.google.com/a/mpc.edu/file/d/0B4kFtq5vJTn4SmZ2c291dU5FVG8/view?usp=sharing>

Assessment Toolbox:

<https://drive.google.com/drive/folders/0B4kFtq5vJTn4ZG1uSC0zVGt2cVU?usp=sharing>

This toolbox includes a new FAQ and a new Assessment Techniques document.

Reminders: the above items are available on the AS page of the main MPC website. How can the AS support faculty in understanding and accomplishing their reflections.

Discussion: The links are terrific! Where can faculty find when their assessment plans are due? That list is on the AS site with the links. John Skellinger and Catherine Webb are in charge of giving permissions for TrackDat. Let the AS know what is needed from SLO. Need to move towards valuing this process, and move away from compliance as the motivation. The entire MPC community needs to embrace this process and faculty can help change the overall attitude toward assessing SLO's.

Future Agenda Items

1. **Revision of Bylaws (pending revision by executive committee)**
2. **Instruction-Counseling Collaboration Update - Amber Kerchner and Susanne Muzala**
3. **Student Equity Funds - LaKisha Bradley**
4. **Review process of allocation of CTE Strong workforce funds – CTE committee**
5. **Review of Process for Formation of New Campus-wide Committee and/or Sub-committee (CTE committee, instruction-counselor collaborative)**
6. **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](#)

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

[ASCCC Document on Maximum Class Size](#)

8. **Calendar for review and evaluation of policies, procedures and processes related to 10+1**

[Review of Proposed Academic Affairs Board Policies](#)

Meeting adjourned at 4:20pm

Respectfully submitted,

Lynn Kragelund MSN, RN