

Academic Senate Meeting Agenda
Sam Karas Room
October 4, 2018

Academic Senate Membership

Present:

Heather Craig (President)
Glenn Tozier (Vice President)
Jacque Evans (Secretary)
Adria Gerard (ASCCC Liaison)
Elias Kary (COC chair)
Susanne Muszala
John Cristobal
Lynn Kragelund
Mark Clements
Bruce Barrie
Molly Jansen
Sandra Washington
Sheila Morales(ASMPC Rep)

Absent:

James Lawrence
Abeje Ambaw
Arick McNeil (ASMPC Rep)
Sunny LeMoine
Laura Cote

Guests:

Christine Erickson
Vincent Van Joolen
Keith Eubanks
Gamble Madsen

1. Opening Business

1. Public Comments/Welcome (2:30-2:35)

Glenn Tozier:: ASAG meeting 3720 agreement. Admin procedure regulates what can be done. Concerns: only mention of privacy is that there is none. Suggestions sent to Michael Midkiff (IT). 3 additions sent on AP3720. Does not seem like it needs to come to the Senate. In consultation with the Academic

Freedom a subcommittee of the Academic Senate, we have agreed that there should be three additions to AP 3720:

- *A statement affirming MPC's commitment to Academic Freedom, privacy in communication, and the freedom to research and write without fear of unjustified inspection.*
- *A procedure detailing under what circumstances the district could inspect, monitor, or modify computer files, emails, or network traffic.*
 - *A process indicating how approvals for Bullet 2 actions above are made.*
- *Explicit acknowledgment that there are exceptions to the user identification statement and examples of such exceptions, such as student evaluations, responses to accreditation surveys, and use of library research databases.*

Christine Erickson: Diane Boynton (Faculty Rep), Stephanie Perkins (Classified Rep), and CE have met and updates on Guided Pathways will be coming soon.

2. [Approval of Draft Minutes from September 20th, 2018 \(2:35-2:40\)](#)

Link to raw draft provided incorrectly. Approval postponed. No motion.

Senators found votes recorded incorrectly. Revisions requested.

2. Reports (2:40-3:00)

1. President's Report Notes

AAAG- presented all proposals for faculty position. 15 proposals are currently standing and there will be 3 net new. Depending on retirements and apportionment 1-3 additional positions will be forthcoming. At next AAAG meeting scoring will take place on faculty positions.

Budget Committee - Met with Health and Welfare committee. All documents are linked on the Intranet. David Martin has been asked to break down budgets by Department which has been very helpful.

PRIE - met and more discussions to come.

2. Committee on Committees

EK (COC chair) - Positions that were available and need to be filled were announced about 2 weeks ago by H. Craig to the Senate. CAC has reached out

to some division chairs in PS, ARC, and LS to ask to nominate someone. Asked Senate to spread the word.

Names of people in mind not announced. Positions available below:

- Academic Senate at large position.
- PAG. Preferably rep. from BUSI or PS, other areas are already represented
- Dean of PRIE. 2 positions needed
- Director of marketing: 1 available (Bruce Barrie volunteered)
- HR Director: 1 position available
- Vice President for Student Services: 4 positions available

Discussion: *Can there be student representation on some of these hiring committees. ASMPC students are required to participate in campus committees. Important for student to be on Director of Marketing hiring committee.*

S. Morales announced that there are a few ASMPC students that are seeking to be a part of committees. S. Morales will forward names of interested students to HC and EK.

3. **CTE Liaison** - No report
4. **Flex Day Committee** - No report. Meeting next week
5. **ASCCC Liaison** - No report
6. **Guided Pathways Liaison**

SM- received email from ASCCC [GP Liaison memo.](#) Webinar on 10-9-18 AS can invite the GP group to the campus to present

7. **LGBTQIA + Diversity Committee**

AG- Met last Wednesday. Will hold 2 more meetings new name =Pride Pack and new logo

8. **Student's First Committee**

SM - Had first meeting yesterday. Will be meeting about once a month. 1st Wed of month @ 11:00. Discussed Catalog process, how is it created. Changes in GE courses that make it difficult for students. Would like more representation from Instructional Faculty and students. Idea is to have Instructional Faculty and Student Services faculty talk about what might be causing barriers for students.

Important to have strong communication to students about what a P/NP means and how it can affect their transcript/transfer/graduation.

9. **Equivalency Committee:** No report
10. **LAC**

Keith Eubanks- Extending opportunities to Adjunct for training using PERT money. Adjunct faculty now have the opportunity to get paid to learn more about the assessment process so that they can participate in it. The participation can be added to their experience on their resume. Funds available for these trainings. First one will be at the end of Oct. announcements will come soon. Nov. training dates will be identified soon. Not exclusively for adjunct, but encourage it.

11. **PRIE:** No report
12. **CAC**

Keith Eubanks-

- To remove pre-req to ENGL. courses do not do anything. CAC will remove them for you.
- If a pre-req. is needed you will have the opportunity to request it.
- Pre-req. may work best for 2nd year courses.
- Google Doc. will be sent so that Senate can way in.
- All this will be voted on next week by CAC.

JE: Important that ENGL 111 stay and be available to students who will benefit from having a foundational class before entering ENGL 1A.

AG: Request faculty to add Advisories. Advisory is an option for students. Only a suggestion for students.

3. **Old Business**

1. **Dual Enrollment Update(3:20-3:35)**

Presentation by Dean Knolle on updates to administrative procedures and policies regarding dual enrollment staffing and faculty evaluation.

Alison Shelling is here on behalf of J. Knolle:

- MPC [Dual Enrollment Pathways Summary](#) handed out to Senate. It includes a comparison from Fall 17 and Fall 18 enrollment and sections available. Great increase.
- This year we had an orientation prior to the classes starting with the teachers. It was really helpful for the faculty.

- Selina Ayala-Patlan (Dual Enrollment Categorical Services Coordinator) is no longer with MPC. Currently interviewing for her position.
- Sharon Turner runs the Pathways Tech. Assistant Providers. Working on creating workshops for instructors. H. Craig suggest that a training be done for faculty during Flex Day. Allison will look into making that possible.
- Knolle is setting up time to go out to the divisions to discuss possible courses for 19-20.
- How will the evaluation look like for faculty on these courses? H. Craig is working with Jon K. to break it down. For both college instructor and HS instructor.
- All HS have the same parent agreement form for dual enrollment students. Working on getting it changed and making it easier

4. New Business

1. Senate purpose, purview, and membership(3:35-3:50)

review Academic Senate purpose and membership in [resource guide to institutional decision making](#) (see p15); receive nominations for next Senate President; discuss election of at large senator

Need to add Students First Committee.

Discussion: would like to see strengthened ties between CAC and AS. In other colleges CAC is sub-committee of AS. Good start to have CAC as a standing report. In past policy and procedures were always approved by AS and CAC would carry out technical work. Over time CAC has taken on more approval of process and procedures. What would it look like to put CAC as a sub-committee of AS? One college sends out all-users when programs are changed.

CAC charges are first four of 10+1. SShould be clarified that Resource Members are Non-voting members

Suggest we have discussion of CAC connection with AS on future Agenda.

Senate President volunteers: Are there any nominations? No nominations. Looking to select someone this year.

No Motion

HC - At Large senator will be voted on as well hopefully by next meeting.

**2. Curriculum Committee Administrative Procedure (first read ACTION item)
(3:50-4:00)**

review and consider endorsement of [draft AP](#) to accompany the [existing BP 4020](#) related to clarifying the relationship between student learning hours and units (documenting how units are calculated) in the context of our local curriculum approval authority.

Gamble Madsen- AP 4020 policy brought down from the State. Student Learning Hours and Units of Credit is a draft. If any comments please take it to your divisions.

HG: Update Activity on LHS.

3. Accreditation Update Report (first read ACTION item) (4:00-4:15)

review and consider endorsement of report on progress on recommendation 4: engagement in continuous, broad-based, systematic evaluation, and planning; integration of program review, planning, and resource prioritization and allocation into a comprehensive process that leads to accomplishment of its mission and improvement of institutional effectiveness and academic quality; linking of institutional planning to short-range and long-range needs based on assessment of student learning and student achievement data.

[Presentation from September Board meeting regarding accreditation.](#)

Kiran and C. Webb will attend the next Senate meeting. Accreditation report will go out by Nov. 1st. Report needs to come to Senate and other areas on campus.

The report will come to in Oct. and Senate will need to read it as soon as it is available so that it can be voted on on Oct. 18th.

Recommendation #4 - Integrated Planning. ACCJC is waiting for MPC to do a complete cycle.

Discussion: Program review and resource allocation. Does the rubric apply to all items that have resources allocated to them.

Vote: One read on the accreditation report.

Motion: MC

Second: AG

All in Favor: GT, EK, JC, MJ, LK, SM, SW, JE

Opposed: 0

Abstained: 0