

ACADEMIC SENATE MEETING

DRAFT Minutes

May 17, 2012

**I. Opening Business**

**A. Call to order and roll call**

- Alfred Hochstaedter, President (AH)
- Kathleen Clark, Vice President (KC)
- Mark Clements, COC – (MC) - ABSENT
- Stephanie Tetter, Secretary (ST)
- Alexis Copeland – (AC) - ABSENT
- Anita Johnson (AJ)
- Brian Brady (BB)
- Catherine Webb (CW)
- Chris Calima – (CC)
- Jamie Dagdigian/Robynn Smith – (JD)
- Kelly Fletes (KF)
- Kevin Raskoff/ Andres Durstenfeld – Heather Faust (HF)
- Mike Torres (MT) - ABSENT
- Steve Albert (SA)
- Sue Hanna (SH)
- Susan Joplin (SJ) – ABSENT
- Steven Belding, ASMPAC - ABSENT

Guests:

- Doug Garrison, Superintendent-President
- Celine Pinet, Vice President, Academic Affairs
- Caroline Carney, Co-Chair, Basic Skills Committee

**B. Approval of Draft Minutes from May 3, 2012**

- Amendment to minutes re ASCCC report suggested
- Motion to approve (SH)
- Second (CW)
- Approval –unanimous with 5 abstentions: SA, JD, CC, HF, AJ

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**II. Reports**

**A. President/SLO Coordinator/Committee report: -**

- a. College Council report:
  - i. The policy on smoking was approved, allowing smoking only in designated areas (parking lots). Smoking huts were discussed as one option for implementation. FH opinion is that the idea for huts will evaporate like smoke/fade away.
  - ii. First reading of the SLO response to ACCJC.
- b. Foundation annual report as distributed at the President's address to the community applauded. FH distributed copies to Senators who did not attend the presentation.

**B. COC (FH): - no report**

**C. Flex Day Report (KF):**

- a. Draft schedule discussed:
  - i. May have massage on Friday
  - ii. Wellness track to address stresses suggested for a future flex day.
  - iii. Foundation providing "breakfast," no lunch provided
  - iv. SA comment: flex is evolving into something he really likes: "things get done"

**D. Mentoring/Evaluation Report (HF)**

- a. Handout distributed, listing things to consider when looking at the role of a mentor vs. that of an evaluation committee
- b. SH: what's next? Will this be adopted across campus?
- c. SA: we mainly follow HR, this is an example of what is done by Life Science Division
- d. AJ: English department has done some mentoring, primarily informal and need-based, much of it with adjunct faculty

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- e. Consensus this is a conversation starter for future discussions

**E. Academic Affairs/Student Services Collaboration (KF)**

- a. Looking at options to bring instructional faculty into orientation activities, giving students more of an overview of activities in each division.
- b. Fall will be a time for planning
- c. AJ noted the Humanities Division is planning for MPC's 65<sup>th</sup> celebration/Open House, scheduled for October 6<sup>th</sup>. Possible activities to include taping speeches, having a language fair. These activities could carry over to spring
- d. CC noted it is good to show students Counseling and Academic Affairs work together, e.g. Early Alert Program

**III. Old Business**

**A. Education Master Plan Second Reading (AJ, KC)**

- a. Celine Pinet, VP of Academic Affairs, encourages Senators to read the unit plans and Strategic Initiatives
- b. Feedback on unit plans will go through the Program Review process
- c. Motion to approve (AJ), Second (SH), Unanimous approval
- d. Email on the topic should be sent to Dr. Pinet

**IV. New Business**

**A. Change to Academic Senate Bylaws**

- a. Motion to approve proposed change SA
- b. Second KC
- c. Discussion: noted that other needed changes to the bylaws should be dealt with in fall. Agreement this will be addressed at the first Senate meeting

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d. Unanimous approval

**B. Proposed Technology Resolution – HF**

a. This is a first reading

b. Discussion:

i. AJ asked about the phrase “major stages” (of planning process) – planning for what? This isn’t clear

ii. SA: what we are trying to say is the faculty does not get asked about technology issues before it is too late, this is to address that

iii. FH: technology issues are in flux at MPC, and as of today the planning process is confused.

iv. Agreement that decisions have been made without any input from faculty. ST noted this technology is not only an issue that affects Academic Affairs, as Student Services faculty and staff have also been affected.

v. Distinction between the pedagogical issues of instructional technology and the hardware

vi. FH stated colloquially that the main point of this resolution is to say that the Senate is extremely upset

vii. Faculty feels strongly we have no say in matters related to technology

viii. It is essential that we have the academic foundation and pedagogical options to make choices for our students (AJ noted this is analogous to choosing which textbook to use with a class).

ix. SH asked where we can go next with this

c. Wordsmithing of the document ensued

d. Dr. Garrison asked to speak, with a preface

i. Preface:

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1. He shares the Senate's frustration
  2. Two years ago he asked for a task force to address this (Senate noted that our reluctance to participate in a task force was based on our belief that the existing structure included a Technology Committee that wasn't doing its job, and that the Senate's message was "technology Committee: do your job". This has not been done, ST noting Technology Committee may meet in fall)
  - ii. We need to develop a 12-month governance structure. Otherwise "necessity bumps up against desire," and things don't get done when Senate etc. are only meeting 7 months out of the year.
  - iii. He has been waiting all semester for the return to him of the best structure for technology, and as it hasn't happened, he is about to go forward on his own, as he wants to start the process over the summer. In order for the faculty to have a consultative role, his plan is to present to the campus early next week his plan for what he thinks should happen.
- e. Next steps
- i. Motion to move forward – KC
  - ii. Second: HF
  - iii. Discussion:
    1. Logistics preclude it being a resolution as this is the last Senate meeting
    2. Modification of language, strengthening it to more strongly express the Senate frustration re technology, including message that the Senate "insists"
    3. Relabeling the proposed resolution as a statement will allow FH to present it to Administration immediately
  - iv. Approval: unanimous

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**C. 2011-12 Academic Senate Annual Report**

- a. Draft presented (FH)
  - i. Note need to add mention of Robynn Smith/Jamie Dagdigian and their contributions, particularly during fall 2011
  - ii. Note to correct spelling of KF's name
  - iii. Note that Catherine Webb will not be Senate Vice President next year; will be Secretary. SA noted role of secretaries; ST expressed appreciation of his comment.
  - iv. Note to add mention of the active engagement of President FH

**D. Presentation of the 2011-12 MPC SLO Assessment Report**

- a. FH noted how this links resource allocation to program review. The report has been signed by DG and FH, and is a key piece of evidence in MPC's response to ACCJC.

**E. Continuing Education (JD)**

- a. JD noted that the only real charge of the committee/task force was to come up with recommendations to the President, and they are finalizing this
- b. Group met weekly
  - i. Group had many discussions of best practices, noting unique attributes of MPC
  - ii. Topic breakdown related. Examples:
    1. Committee membership and charge
    2. Outcomes
    3. Meetings and structure
    4. Mission
    5. Vision for Continuing Ed program

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6. Workforce Development

7. Contract Training

- iii. Spent considerable time looking at hypotheticals re community education more than contract ed or technical training. (There is a committee that will meet with discussions related to the Strategic Initiative on CTE – it is a different group)
- iv. Legal issues need to be addressed
- v. Looked at national programs, e.g. Ed2Go
- vi. Possibly 4-5 pilot courses (agreement with current instructors)
- vii. Laura Franklin will be Administrator leading the Continuing Ed effort
- viii. Recommendation will include formation of an advisory board

c. Discussion

- i. In response to a question from SA as to whether there were CCCs, which the group felt were successes in this area, JD noted there are some that succeed in different ways. Fro example, San Diego is big in Adult Ed, but this isn't adaptable to MPC. The Gavilan model may be a good one.
- ii. Tricky in Art areas due to insurance and equipment issues, among others
- iii. FH noted College Council is waiting for information

F. Basic Skills Report – Caroline Carney presented a report on Basic Skills, showing a PPT she had given at Cabrillo College

- a. MPC can't handle the huge demand/need in this area
- b. PASS program (learning community)
  - i. Successful
  - ii. Sunsetting

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- iii. Imposed without buyin, reliance on adjuncts
- iv. We will see if Math and English want to come up with a learning community model, after this program ends
- c. Kurzweil program
  - i. No longer will be funded
- d. Faculty mentoring
  - i. Math Learning Center active, note that faculty coordinator for MLC (Brett Enge) is leaving MPC
- e. Counseling
  - i. New counselor will have part of load dedicated to BS
- f. Math successes
  - i. Many students got up to transfer level. CC sees this as direct result of having MLC
- g. Other activities
  - i. Flex sessions
  - ii. Get-togethers
  - iii. Distribution of calendars
  - iv. Early Alert program
  - v. LibGuide development for Basic Skills faculty (will be completed by July 1)
  - vi. Workshops
  - vii. Smart Pens
- h. Next year

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- i. CC will be co-chair for another year
- ii. Kim Shirley will have more involvement, be co-chair
- iii. Laura Franklin still Administrator to oversee, but less active role

G. Distance Education Update – Dr. Pinet

- a. Judee Timm retiring, Catherine Webb will be new DE coordinator
- b. CW noted she has a background in training, specifically corporate training focused on web delivery and online instruction. She has experience with Moodle, has been spending time coming up to speed on ICDE activities. Sees next steps somewhat limited by resources available, but has ideas to help students as they come in the door. Wants to have a strong student-centered approach.

**V. Future Agenda Items: Bylaws Revision**

**Meeting adjourned at 4:37PM**