

## **MINUTES**

**CALL TO ORDER:** The meeting was called to order at 2:15 p.m.

**Present:** Fritz Pointer (VP), Ellen Geringer (Faculty Development), April Tisby (LAVA), Alissa Scanlin (CLASS), Joe DeTorres (NSAS)

**Absent:** Dionne Perez (FSCC), Chris Tarp (Student Services), Rick Ramos (Career and Technical Training), Manjot Pannu (MCHS), Janelle Hope (ASU), Shondra West (Classified), Sue Van Hattum (NSAS)

**INTRODUCTION OF GUESTS:** Wendy Williams

### **CONSENT ACTION ITEMS:**

**Agenda** of February 11 was approved.

**Minutes** of January 28 were approved.

### **UNFINISHED BUSINESS**

**Mentor Teacher Concept** Alissa Scanlin said that the CLASS division has discussed mentor teachers for their division. Wendy Williams said that she is the informal mentor teacher for the NSAS division. It was suggested that a regular mentor could receive flex credit. It was suggested that new teachers could visit the mentor teachers' classrooms to see how they manage their classrooms. This may be the first teaching experience many new faculty have, and that they need something like "Intern Training." Susan Lee may be a good contact for this type of training. Word needs to get out that the Faculty Handbook is online.

**Finding Resources for Professional Development Discussion and General Development of Teaching and Learning** Ellen Geringer, speaking for Faculty Development, sent Mack the suggestion that there is a need for possibly two local Great Teachers Seminars with spots for 24 faculty to attend each one. Ellen said she has been putting reports and other information in her Ellen Geringer folders in the Outlook Public Folders. She would like to get Discussion Boards started. It was suggested that there be local, rather than distant, conferences; a "boot camp" stipend for leading workshops; or possibly attending a conference and then presenting a workshop on it. It was suggested that the Council ask for a percentage of the money to go towards these conferences. Wendy suggested using the money (Foundation money) to further SLO assessment training. Ellen suggested that release time be assigned for such things as CAG training. A formal request for funds to be used after June 30, if the event is scheduled in summer or fall, needs to be sent to Linda Cherry.

**Across Curriculum Themes – Peace and Non-Violence** The last event was very successful and was a good kick-off of the Peace and Non-Violence theme.

**Enrollment Management Issues** The Chancellor's Cabinet dealt with the grade change fiasco for now. Only three people have access to change grades now. There was a question on how long the documentation to change the grade needs to be kept. The Senate reviewed the Enrollment Management Plan. There was concern with ACES in that you can't choose your own message but only select a message and that you have to address each student separately rather than the whole class as a whole. This continued with discussion on how to use Blackboard for more things, with the possibility of utilizing WebCT for this. There needs to be an easier way to access student records. It was suggested to go to Web Advisor to find ACES for instructors. Alissa didn't think #5 was viable. (Aim for full enrollment in all classes and then open additional sections to accommodate student demand.) Wendy wondered if something similar to PACE could be done for part-time students who need support such as a 2,4, or 6-year plan or start a program for high school students to plan their college program while in high school. This issue will be returned to the next ASC agenda.

### **NEW BUSINESS**

**Standard III regarding faculty evaluations** Wendy Williams said that when she went to the last SLO conference that there was a strong "NO" that the accreditation team is not going to use the SLO for faculty evaluation. She said that at other colleges, the departments will go over the assessment and will write up the evaluation, but that it is strictly confidential. The faculty will not be evaluated on student results but can be evaluated on the use of results to make changes in their presentation of material.

**SENATE STANDING COMMITTEE REPORTS** There were no standing committee reports.

**COLLEGE COMMITTEE REPORTS** There were no college committee reports.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** There were no announcements from the Senate.

**PRESENTATIONS FROM THE PUBLIC:** There were no presentations from the Public.

**NEXT MEETING:** The meetings scheduled for the remainder of the semester are: Mar. 3, April 7, 21, May 5.

**ADJOURNMENT:** The meeting was adjourned at 4 p.m.