

DRAFT
ACADEMIC SENATE COUNCIL MINUTES
AA-216 2:15 p.m.
Monday, September 17, 2001

CALL TO ORDER: The meeting was called to order at 2:25 p.m.

Present: Saul Jones (Chair), Don Head (BSSAT), Fritz Pointer (CAH), Carol Stanton (NAS), Jim Ulversoy (PE), Suzanne Huey (Instr. Services), Rita Ruderman (MCHS), Judy Mays (Student Services),

Absent: Deborah Johnson-Rose (Classified Senate), Liz Xiezopolski (FSCC), Peggy Fleming (Faculty Development)

Guests: Mike Anker, Travis Mason-Bushman

APPROVAL OF AGENDA: The agenda was approved.

APPROVAL OF MINUTES: The minutes were approved with corrections.

ANNOUNCEMENTS: Saul announced that an All College Business meeting was called earlier today at noon in the Fireside Room by President Carr to announce a proposed management reorganization, whereas; Division Chair positions would become Dean positions, Assistant Dean positions would become Senior Dean positions, and the Dean position would become a Vice President position. He announced that a faculty meeting was held immediately afterwards whereas; the faculty voted a proposal to reject the management reorganization. He announced that a letter would be distributed to all faculty to sign requesting the Governing Board to remove the proposed management reorganization plan from the Board agenda.

STANDING SENATE COMMITTEE REPORTS:

Associated Student Union (Morales) No report.

Middle College High School (Ruderman) September 19 will be Back-To-School Night at MCHS. It was asked whether a student should attend the ASC meeting. It was suggested that it would be better if the student attended the Student Services meetings. An Advanced Placement Grant has been received that will enable students to take BioSc 110 and BioSc 100 Lab as AP courses. An Introduction to Dental Assisting class has been offered for MCHS students. A Tech Prep grant has been received for an Introduction to Nursing class. A Digital High School grant has been received.

President's Cabinet (Jones) The Cabinet reviewed most of the Validation Committee reports. It is being requested that some of the programs be reviewed again in one year. The PFE budget was reviewed. A Self-Study workshop will be held September 24. The Validation will be done on All College Day, January 11.

Operations Council (Jones) Campus security, card locks, and energy conservation issues were discussed. Saul was asked by the AS to take the issue of student IDs to the Operation Council.

Career and Technical Training (B. Williams) No report.

Classified Senate (Johnson-Rose) No report.

College Council (Jones) The Strategic Planning groups gave progress reports. The initial draft of the report should be ready in January.

District Governance Council (Jones) A new Board Policy "Statement of Cooperation" was discussed before going to the Board.

Governing Board (Jones) The final budget was presented by John Hendrickson.

Council of Chairs McKinley Williams passed out a list of department chair stipends and loads, and a list of faculty evaluation rotation at the Council of Chairs meeting. Scheduling of classes were discussed. McKinley is creating a block schedule draft. Some faculty are using block scheduling and some are not, therefore creating havoc on room scheduling. Departments need to discuss class scheduling.

FSCC (Xiezopolski/Jones) The FSCC discussed general education outcomes and Datatel grade entry. Faculty are having problems putting grades in. Apparently, each time you log in, you only have 15 minutes to enter the grades before it automatically logs you out. It was raised to 20 minutes. The time limit is for student privacy. If you need more time, you need to call and they will log you on longer. It was requested by ASC that the information on the time limit be sent to the faculty. Most faculty weren't aware of the time limit. The instructor title issue was discussed. John Celesia and Leverett Smith will talk to the other colleges about coming into agreement with CCC. Saul reported to the FSCC on the Committee for Process Improvement. The hiring of a

management position without faculty presentation was discussed. More advanced notice is needed so faculty can make arrangements to participate on the hiring committee.

Instructional Technology Committee (XXX) Mike Fernandes is the new Instructional Technology chair.

Student Services (Mays) The Student Grievance form is now in final stages. There are other policies in the catalog that need updating.

Faculty Development Committee (Fleming) No report.

Planning Council (Jones) A Student Satisfaction Survey created by Tim Clow will be administered by trained student aides in randomly chosen classrooms. The survey will take approximately 15 - 20 minutes to answer.

NEW BUSINESS:

Box 2A- Locally at our campus, nine retiree positions are available (Medical Assisting, English, PE, CCT, CIS, Registered Nursing, EIS, and CNA) District level - there were no gains or losses for any of the colleges.

Program Review - Fall 2001 - Program Review dates are not confirmed.

College Strategic Plan - This was discussed above in the College Council report. This is the planned direction of the college for the next three years. An electronic version is a possibility.

Distribution of 2001 - 02 PFE Funds - The District has the funds and will be distributing them.

Student Use if Allocated Campus Funds - \$16,000 is being used for campus beautification by the ASU to paint the cafeteria and buy new furniture.

A request from the Academic Senate to invite someone from Security to come to the next ASC meeting to discuss a disaster plan, inventory of supplies, harassment of students and faculty, etc.

ADJOURNMENT: The meeting was adjourned at 3:45 p.m.

**Respectfully submitted,
Lynette Kral**