

## ACADEMIC SENATE COUNCIL MINUTES

AA-216 2:15 p.m.

Monday, October 4, 2004

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

**Present:** Saul Jones (Chair), David Rosenthal (Div. I), Barbara Williams (Div. II), Fritz Pointer (Div. III), Dionne Perez (Div. III), Judy Mays (VP-Student Services), Ron Weston (VP-Faculty Development), Deborah Johnson-Rose (Classified Senate), Kevin Pratt (ASU)

**Absent:** Jose Ortega, Mike Fernandes, Rudy, Emilie Wilson

**Guests:** Mary Anne Anderson

**APPROVAL OF AGENDA:** The agenda was approved.

**APPROVAL OF MINUTES:** The minutes were approved with corrections. It was agreed on by the ASC that minutes will only state "General discussion followed."

**ANNOUNCEMENTS:** It was announced that the October publication of FACC stated that the Governor signed a bill that prohibits employees, who have participated in the Golden Handshake, from returning to work for the District they retired from for five years; or, any other District for one year.

### **STANDING SENATE COMMITTEE REPORTS:**

**Associated Student Union (Pratt)** Kevin reported that events are planned and that he will distribute a calendar of events at the next ASC meeting.

**Middle College High School (Wilson)** No report.

**President's Cabinet (Jones)** Jones reported that the PC met on 9/24. Tim Clow and Lynda Lawrence will continue to revise the Program review program schedule (what departments go and when). They will bring back a revised schedule to next President's Cabinet meeting. The meeting with Music department to discuss their program review report will need to be rescheduled for a future President's Cabinet due to scheduling conflicts. All College Day Program will focus on SLOs. Mack will put SLOs on agenda for the next Council of Chairs and inform departments of their need to develop mission statements and keep minutes of dialogue surrounding departmental development of SLOs. Saul and Tim will engage in SLO dialogue at scheduled Division meetings. The October 13th College Council agenda items will include unfinished business regarding the revised key policy and the smoke-free campus policy. Standing items will include the budget update and the remodeling.

**Operations Council (Jones)** Jones reported that the OC met on 9/27. The large inactive CCC sign over at the PAC is in the way of operations. It needs to be utilized (hung up) or put in storage. Discussions centered on where the sign could be placed. Pictures of the sign and suggested sketches of placement were included. Lt. Paul Lee of CCC police had taken suggestion of the Portable Defibrillator to CCCCD police chief who was in favor of the idea of having a public access defibrillation program. Dean Carlos Murillo-Martinez had originally brought this item to the Ops Council. Council members discussed the pros and cons of having such a program (and the defibrillators) at our college. It was decided that more information would be needed before making a motion on the item. Lt. Lee and Dean Murillo-Martinez agreed to do more research (including district office legal opinion) and the item will be placed on a future Ops Council meeting agenda.

**Career and Technical Training (R. Ramos)** No report.

**Classified Senate (Johnson-Rose)** No report.

**College Council (Jones)** No report.

**District Governance Council (Jones)** Jones reported that the DGC met on 9/21. Acting-Chancellor Gilliland reviewed the Governing Board agenda for 9/29. Tom Smith, VC of Finance, reviewed the 2004-2005 budget. It was the same budget presentation he gave on our campus on 9/20. The RTI annual report item was tabled (Mr. Bugg was not at meeting to present). A proposed new HR Procedure 1040.08, Institutional Code of Ethics was presented. The result of discussion was to send out to constituents for a read through and comments. This will be on next DGC agenda (10/19). A proposed revision to HR Procedure, 1040.07, Unlawful Discrimination and Unlawful Harassment was presented. The discussion centered on the language of the procedure. Sandi McCray (District Office) will compare procedure with language in Title 5. This item will be placed on next DGC agenda. A new subcommittee was formed and was to meet on 9/24 to work out a definition of "consensus" in DGC bylaws to recommend to Governing Board. Since the GB is scheduled to act on this matter 9/29, Acting Chancellor Gilliland will ask the GB for a stay until the 10/27 GB meeting.

**Governing Board (Jones)** Jones reported that the GB met on 9/29. Our information competency requirement was passed the Governing Board. The GB also adopted the 2004-2005 budget (yes, the one that calls for the 7% reduction of faculty salary). Elmer Bugg (Director of RTI) gave his annual report (yes, the same RTI that has had a negative fund balance since its inception). The GB praised his presentation and optioned that the RTI will continue to operate.

**Operations Council (Jones)** No report.

**Career and Technical Training (R. Ramos)** No report.

**Classified Senate (Johnson-Rose)** Deborah reported that Rose Orpilla is the 2004-05 Classified Senate President. The CCC Classified Senate is hosting Job Links in April if there is money available.

**College Council (Jones)** No report.

**District Governance Council (Weston)** No report.

**Governing Board (Jones)** No report.

**Council of Chairs (Rosenthal)** No report.

**FSCC (Zeller)** No report.

**Instructional Technology Committee (Fernandes)** No report.

**Student Services (Mays)** No report.

**Faculty Development Committee (Weston)** Ron reported that there is some concern that the TTIP money to fund Janie Franklin's position has been absorbed by the District Office. He reported that the Holiday Fundraiser will be on a Friday.

**Planning Council (Jones)** No report.

#### **OLD BUSINESS:**

**Faculty Involvement in the Budget Process** Saul will review the faculty involvement at other community college campuses.

**Course Scheduling** Saul said that McKinley thinks this is a management (Deans) responsibility; looking at how classes should be offered. A subcommittee was formed that included Judy Mays, Barbara Williams, and Fritz Pointer, and also, a CIC member, possibly Kenyetta Tribble.

#### **NEW BUSINESS:**

**Women Issues** Mary Anne Anderson, an OB/GYN nursing instructor, just returned from sabbatical which focused on the study of breastfeeding. She said that breastfeeding is down in our nation. She would like to encourage certain departments to include breastfeeding as part of their curriculum. The ASC suggested that she attend the Division meetings and make her presentations.

**Program Review** At the last FSCC session, all three Faculty Senates agreed that academic program reviews can run every five years, though Mary Ulrich (DVC) suggested we all go in line with ACCJC policy of every six years. The ASC asked Saul to support the six year schedule when it returns to the FSCC agenda. Further discussion included department chair stipends that are based on a full time faculty formula. It was suggested that Voc Ed department stipends be increased because of program review and increased work load. This will be returned to the agenda with McKinley and the UF to discuss this further.

**Student Learning Outcomes** Each department must have a SLO mission statement before January 2005. Tim Clow will help any department write them. ACCJC wants a college mission statement.

**HR 1040.8 Institutional Code of Ethics** The District is having the attorneys review this policy to make sure no laws are being broken. It was determined that the policy is too vague. The ASC was asked to send their comments to Ron Weston for presentation at the next DGC meeting.

**HR 1040.7 Unlawful Discrimination and Sexual Harassment** The ASC was asked to send their comments to Ron Weston for presentation at the next DGC meeting.

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

**Respectfully submitted,**

Lynette Kral