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| **Academic Senate**  **Meeting Minutes**  **Call to order: 2:39pm** | **Date: April 14, 2017**  **Time: 2:30-4:30pm**  **Location: Manzanita Conference Room 243** |
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| **Members Present**: Tim Elizondo, Colin Thomas, Karin Rodts, Lindsay Laney, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Sylvia Watterson, Stephanie Beaver Alder, Laureen Campana, Maryl Landess, Matt Fox, Kathy Schultz, Tamara Oxford, Joe Manlove . | |
| **Guests:** Michelle Christopherson, Jim Sahlman, | |
| **Absent**: Kirsten Miller, Ted Hamilton, Pam Guerra-Schmidt, Derrick Wydick, Adrienne Seegers, Li Ching Accurso, Erik Andal, Anne Cavagnaro, Rod Harris, Tom Hofstra, Rob Hoyt, Brian Jensen, Ida Ponder, Jeff Tolhurst, Jim Toner, Anca Husher, Randy Barton, Meryl Soto, Jill Olson, Jeff Fitzwater, Micha Miller, Thomas Newell, Rick Rivera, Jim Retemeyer, Tom Johnson, Don Dickinson, Nate Rien, Mike Torok, Kath Christensen,. Raelene Juarez, Craig Johnston, | |
| **Agenda**  **Action and Discussion Items:**   1. Second reading E-Card resolution– Melissa Colon 2. Council and Committee Structure proposal –Wendy Griffiths-Bender 3. Second reading of the MOU for Collaborative Program with MJC– Kathy Schultz 4. ASTRO Prefix for Astronomy class – Kathy Schultz 5. Program Review – Additional fields for Course and Award reviews – Kathy Schultz 6. Second reading of the “Safe Environment” resolution – Erin Naegle 7. Mapping programs SLOs/Institution SLOs – Raelene Juarez   **Reports:**   1. President’s Report – Wendy Griffiths-Bender  * Election winners reminder:   Vice President/President Elect: Nate Rien  Rep at Large: Matthew Fox  Curriculum Chair: Kathy Schultz   1. President – Elect – Erin Naegle  * No Report  1. College Council – Lahna VonEpps  * No Report  1. Curriculum – Kathy Schultz 2. Faculty Board Representative – Michelle Christopherson  * District is in good shape. New trustees are very good and open. * Michelle Christopherson is retiring so, Faculty Board rep. will be open. * Chancellor forums will be available on YouTube forums. It will happen during the week of finals. | |
| |  | | --- | | Move to approve the agenda, as amended, with the addition of 2 items: MEOC – Annika Rogers Whitmer and Accreditation – Nate Rien M/S/P (Kathy Schultz/Melissa Colón, Tim Elizondo, Joe Manlove, Colin Thomas, Karin Rodts, Lindsay Laney, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Sylvia Watterson, Stephanie Beaver Alder, Laureen Campana, Maryl Landess, Matt Fox, Kathy Schultz, Tamara Oxford). |   Move to approve the Minutes from March 24th, 2017 as amended M/S/P (Maryl Landless/Melissa Colón, Tim Elizondo, Colin Thomas, Karin Rodts, Lindsay Laney, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Sylvia Watterson, Stephanie Beaver Alder, Laureen Campana, Maryl Landess, Matt Fox, Kathy Schultz, Tamara Oxford, Joe Manlove). | |

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| **Minutes** | | | |  |  | |
| **TOPIC****: A.** Second reading E-Card resolution– Melissa Colon | | | |  | |  | |
|  | **Discussion**:   * No recommendations have been made yet. | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**:  Move to adopt resolution S17-A (M/S/P): Tim Elizondo, Colin Thomas, Karin Rodts, Lindsay Laney, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Sylvia Watterson, Stephanie Beaver Alder, Laureen Campana, Maryl Landess, Matt Fox, Kathy Schultz, Tamara Oxford, Joe Manlove | **Person Responsible**:  N/A | **Deadline**  N/A | | | |

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| **TOPIC:**  **B.** Council and Committee structure proposal – Wendy Griffiths-Bender | | | | |  |  | |
|  | **Discussion**:   * Brian was approached with the Senate concern and addressed it * Structure need to be President approved * Effective and clear guidelines must be created * Improvements can be seen in this new structure, however, the word "ten plus one" should be added * Go back and ask to make recommended changes (add 2 boxes one for the academic senate and classified senate) * Pie chart is still there, just smaller * Add line to Curriculum Committee, SLO and DE be linked to Academic Senate * Yellow box need to be deleted * Make color coding of the chart, being similar to the one used for the Pie | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**:  N/A | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC: C** Second reading of the MOU for collaborative Program with MJC – Kathy Schultz | | | | |  |  | |
|  | **Discussion**:   * Status: Doc went through MJC curriculum committee * The MJC senate is going to look at it * Even if the program is approved, it will need to go through the state and may not be starting before summer 2018 * Is there a time limit on the MOU? Yes, if the program is deemed not viable it can be discontinued after 2 years. | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items:** Move to approve the MOU M/S/P (Elizabeth Pfleging, Joe Manlove, Tim Elizondo, Joe Manlove, Colin Thomas, Karin Rodts, Lindsay Laney, Raelene Juarez, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, ErinNaegle, Judy Reiman, Sylvia Watterson, Stephanie Beaver Alder, Laureen Campana, Maryl Landess, Matt Fox, Kathy Schultz, Tamara Oxford | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC:**  **D.** ASTRO Prefix for Astronomy class – Kathy Schultz | | |  | | |  | |
|  | **Discussion**:   * Presented at College Council last week, and the structure was sent back to Senate * Some changes have been made and proposal will be sent back to College Council * The chart should be looking more like MJC structure chart * Chart was developed for accreditation, and would need to be ready by Fall semester * Academic Senate is not broadly visible * Pie chart is deceiving | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**: Move to have Senate President asks Dr. Sanders to remove the #4, (the pie), and have a model more like MJC’s model M/S/P (Maryl Landess, Lahna VonEpps, Kathy Schultz, Erin Naegle Colin Thomas, Karin Rodts, Lindsay Laney, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Craig Johnston, Stephanie Beaver Alder, Laureen Campana, Matt Fox, Tamara Oxford; Sylvia Watterson). | **Person Responsible:**  N/A | | **Deadline**:  N/A | | |
| **TOPIC:**  **E. Program Review – Additional fields for Course and Award reviews – Kathy Schultz** | | | | |  |  | |
|  | **Discussion**:   * During the program review process, it appeared that a lot of courses haven't been offered * Legally, courses who didn't get offered for so many years should be discontinued * Legally, if the class hasn't be offered it cannot be advertised in the catalog * Need some data to show why courses has not be offered * An appropriate time frame needs to be decided 2years is too short but, 5 years (as it has been done in the past) may be too long * Independent studies are different, they need a 5 year review, during the review the faculty can decide to discontinue the course or not * The schedule paper not being available anymore, unless Diana can pull the data, THERE WOULD BE NO WAY TO know why the course has not been offered * Curriculum Committee recommended a 4 year cycle for program review. * If a course is discontinued, there is no fast way to resurrect the course. A course cannot be offered if it is not in the catalog. | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**: N/A | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC:**  **F.** Second reading of the “Safe Environment” resolution – Erin Naegle | | | | |  |  | |
|  | **Discussion**:   * Move to approve the resolution | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items:** Move to approve the resolution M/S/P (Maryl Landess, Lahna VonEpps, Kathy Schultz, Erin Naegle Colin Thomas, Karin Rodts, Lindsay Laney, Raelene Juarez, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Craig Johnston, Stephanie Beaver Alder, Laureen Campana, Matt Fox, Tamara Oxford; Sylvia Watterson) | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC: G.**  ~~Mapping programs SLOs/Institution SLOs – Raelene Juarez~~ | | | | |  |  | |
|  | **Discussion**: N/A | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**: | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC: H.** MEOC – Annika Rogers Whitmer | | | | |  |  | |
|  | **Discussion**:   * Add link to the Chancellor Office * On the 5th whereas changing the language to Columbia college strives to make a safe environment (rather than is a safe environment). | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**: Move to approve the first reading of the “safe environment” resolution, with the correction as noted, and the addition of a link to the Chancellor Office **M/S/P** (Kathy Schultz, Raelene Juarez, Erin Naegle Colin Thomas, Karin Rodts, Lindsay Laney, Lahna VonEpps, Elizabeth Pfleging, Wendy Griffiths-Bender, Melissa Colón, Erin Naegle, Judy Reiman, Craig Johnston, Stephanie Beaver Alder, Laureen Campana, Matt Fox, Tamara Oxford; Sylvia Watterson,Maryl Landess ). | **Person responsible**:  N/A | | **Deadline:**  N/A | | |
| **TOPIC: I.** Accreditation – Nate Rien | | | | |  |  | |
|  | **Discussion**:   * ACCJC has a new President * Some of the faculty from other colleges have similar problems as CC faculty have * 2 type of faculty: those who are involved in the College life, and those who only teach. * A group came to evaluate our college: suggestion have been made to have faculty recite the mission statement at the beginning of meetings | | | | | |
|  | **Conclusions**:  N/A | | | | | |
|  | **Action items**: N/A | **Person responsible**:  N/A | | **Deadline:**  N/A | | |

Adjournment

There being no further business, meeting adjourned at 4:37pm

Record of meeting respectfully submitted by **Bella Lacazotte**