COLUMBIA COLLEGE



**ACADEMIC SENATE MEETING**

**April 23, 2010**

**Council Committee Members:**

**Present:** Erik Andal, Raelene Juarez, Anne Cavagnaro, Brian Greene, Randy Barton

**Senate Members:**

**Present:** Kath Christensen,Melissa Colon, Jeff Fitzwater, Tom Johnson, Craig Johnston, Alicia Kolstad, Maryl Landess, John Leamy, Lynn Martin, Susan Medeiros, Morgan McBride, Micha Miller, Ida Ponder, Karin Rodts, Kathy Schultz, Adrienne Seegers, Laurie Sylwester, Jeri Pourchot, recorder

**Others Present:** Dennis Gervin, VPSL

The meeting was called to order at 1:36pm

# APPROVAL OF MINUTES: for March 26, 2010 and April 2, 2010

# ACTION: The minutes for March 26, 2010 and April 2, 2010 were APPROVED as a group, as submitted

# M/S/P (Greene/Sylwester/ Unanimous)

**GUESTS/SPECIAL PRESENTATIONS:**

**None**

**ACTION AND DISCUSSION ITEMS**

1. **A.S. Constitution and Bylaws-**Brian Greene

\*see handout

Brian reported he met with Maryl Landess last month. Brian and Raelene have put together an outline which was presented at the meeting. Brian asked the Senate to take a look at the timeline over the summer and share feedback. This will be brought back with any changes at the fall in-service for discussion and a draft in September. Hope to have it completed and voted on in October. The current Bylaws state the Whole Electorate has to vote with a 2/3 vote system for passing changes to the Constitution/Bylaws. Jeri will put the timeline on the Senate webpage. Some highlights of discussion were:

* Interim faculty members should not be voting members of the Senate.
* Council members being assigned to areas may not be needed anymore with the advent of email.
* May need to look at how many times the Senate needs to meet during a semester

1. **Resolution SP10E-Faculty Participation in Shared Governance- second reading-Brian Greene**

\*see handout –Exhibit A, Standards of Shared Governance Participation for Columbia College Faculty for changes to wording

# The Senate approved Resolution SP10E-Faculty Participation in Shared Governance-second reading as amended

# M/S/P (Kolstad/Juarez/Unanimous)

1. **District Faculty Hiring Procedures-Brian Greene**

\*see attachment

Alicia and Brian looked at what MJC is using and thought to be the correct procedures. They also looked at MJC’s Resolution, which basically changed only 1 section. After comparing all three they put together this document that would work best for Columbia. The handout does not show all the changes (it would be too confusing). Brian plans to meet with MJC and District over Summer or Fall and work on the procedures. Alicia and Brian invited Tim to the meetings. He was not in attendancetoday, so could not be here to give suggestions. The Senate was concerned with areas and verbiage relating to SLOs, job descriptions & confidentiality. Brian asked that faculty let him know of ideas, questions or concerns.

1. **Orphaned Programs-Equivalency Area Language Change- Raelene Juarez**

\*see attachment for changes

Raelene reported to the Senate that this document had been approved in February but needed more clarification on who would be consulted in the equivalency area of the document.

# The Senate APPROVED changes to the Orphan Programs-Equivalency Area with changes

# M/S/P (Leamy/Landess/Unanimous)

1. **Faculty Scholarship Adhoc Committee-**Tom Johnson

Tom reported to the Senate that the guidelines for the Faculty Scholarship are all over the place and old versions are being used when newer ones have been adopted. He would like to put together an Adhoc committee to take a look at the issues and draw-up some guideline. Maryl reported that there are current guidelines that were adopted in 2005, she and Morgan worked on them together and will get them to Tom. The Senate agreed it is important for these procedures to be available and transparent. Morgan apologized for not having the newest version while she was co-chair of the committee this year. It was decided that Maryl, Anne and those who have worked on these procedures before will work on putting all the different documents together in one document and bring it back to the second senate meeting in the Fall.

# The Senate recommends that an Adhoc committee gather rules, regulations, and procedures, and give direction to the Senate for updating the Faculty Scholarship procedures.

# M/S/P (Landess/Fitzwater/ Unanimous)

**OTHER INFORMATION ITEMS**

1. **Medical Marijuana- Erik Andal**

A faculty member had asked Erik how the College should deal with students who have medical marijuana cards. Erik asked the Chancellor who responded that even though California allows it, it is against Federal Law and the District is not going to break any laws and does not recognize it as a prescription. A random legal voice in the Senate stated that we do not have to take official legal action; police or the Feds can. We would be violating California law by kicking them off the campus. Administration and security decide disciplinary actions, not faculty. The Senate felt it was best to follow the Student Code of Conduct in this situation and treat the student like any other student depending on whether they were misbehaving and disruptive.

1. **Program Reduction-Past President Council-**Raelene Juarez

\*see handout or changes

Raelene reported that she had met with the Past Presidents Council to share with them the suggestions from College Council. The changes made to the document are mostly based on changes with the College’s organizational chart (title changes, etc.). There were a few minor language changes. This document will need to come back in the fall to be voted on by the Senate and then sent forward to College Council.

**REPORTS:**

* **Curriculum-**Randy Barton
  1. Curriculum Timelines

\*see handout. Randy informed the Senate that next year courses submitted after the deadlines may not be seen by the Curriculum Committee. A new petition process is being worked on and will have to be followed if someone wishes to submit a course after a deadline. There are some incorrect dates on the timeline, he will have those fixed and sent out shortly.

2. Membership

\*see handout. There are three positions open on the Curriculum Committee that need to be filled. Please let Raelene or Randy know if you are interested. One of the positions has only 1 year left to fulfill.

3. CurricUNET

Will be available to submit courses during the summer. It will not be sending out notifications since the committee is on summer break.

4. 5 Year Review Deadline Reminder

If you have courses that are out of compliance, you can go ahead and enter them into the system. Remember that all courses that are being taught in the fall must be in compliance or launched in CurricUNET 2 weeks prior to in-service.

* **President Elect-**Raelene Juarez
  1. Accreditation

Raelene thanked everyone who has been so busy working on accreditation and a special thank you to those who will be retiring this year who volunteered to help out this last semester.

* 1. Baker Station Work day and Faculty Retreat

The work day is open to everyone and will be on Friday, August 20, 2010. The Faculty Retreat is the next day, Saturday, August 21, 2010. More information will be coming out towards the end of summer.

* 1. A.S. meeting dates next year

\*see handout-the meetings have moved to an earlier time to accommodate more faculty’s teaching schedule. There will be an extra Senate meeting in the Fall.

* **Board Representative**-David Baggett

absent

* **President**- Erik Andal
  1. Replacement Faculty Positions

CMPSC, BIOL and PSYCH have all been approved for replacement. The screening committees have been put together and are meeting to go out for fall hires. One Senate member asked for Erik to talk to Dr. Smith about not hiring in the fall when the hiring pool tends to be very poor. Erik informed the Senate that he has already spoken to Dr. Smith about this situation and will let her know of the Senate’s concerns. Dr. Smith has advised all committees that they must go out for fall or the position will go to a different department. She also informed Erik that we do not have to hire someone if they are not a good fit with the college. If need to we will go to an interim and try again.

* 1. Goodbye to Lynn Martin and Morgan McBride

Erik thanked Lynn and Morgan for being such wonderful Senators and for their dedication to the college.

**Adjourned:** The meeting was adjourned at 3:10

**Next Meeting:** Fall 2010

No YFA meeting afterwards