



**Academic Senate
Meeting Minutes
Call to order: 2:05pm**

**Date: November 9, 2018
Time: 1:30-3:30 pm
Location: MCR 243**

Members Present:

- Colin Thomas, Lindsay Laney, Elizabeth Pflieger, Erin Naegle, Judy Reiman, Sylvia Watterson,
 Laureen Campana, Maryl Landess, Matthew Fox, Kathy Schultz, Tamara Oxford, Joe Manlove,
 Kirsten Miller, Pam Guerra-Schmidt, Adrienne Seegers, Erik Andal, Anne Cavagnaro, Rod Harris,
 Ida Ponder, Randy Barton, Jill Olson, Micha Miller, Tom Johnson, Don Dickinson, Nate Rien,
 Mike Torok, Kath Christensen, Craig Johnston, Alicia Kolstad, Kathy Kenna, Kim Robinson,
 Brian Greene, Laurie Sylwester, Tim Elizondo, Lahna VonEpps, Melissa Colón, Stephanie Beaver,
 Derrick Wydick, Li Ching Accurso, Tom Hofstra, Rob Hoyt, Brian Jensen, Jeff Tolhurst, Anca Husher,
 Rick Rivera, Jim Retemeyer, Kimberly Pippa-Tonnesen, Andy Van Hoogmoed, Shane Warner,
 Sean Osborn, Andree Thomas, Rebecca Slate, Marcus Whisenant, Marina Koorkoff, Donald Smith

Guests Present: Allan McKissick

Agenda

Approval of the Minutes:

October 12, 2018

Action Items:

A. None

Discussion Items:

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| A. Mission Statement Review | Nate Rien |
| B. Program Discontinuance (Viability) Review | Nate Rien |
| C. Faculty Hiring Prioritization Rubric Update | Nate Rien |
| D. Plenary Resolutions Update | Nate Rien |
| E. Uniform District Course Numbering | Nate Rien |

Reports:

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| A. President | Nate Rien |
| B. President-Elect | Pam Guerra-Schmidt |
| C. Past President | Erin Naegle |
| D. Curriculum | Kathy Schultz |
| E. College Council | Matthew Fox |
| F. Adjunct Rep | Marina Koorkoff |
| G. Distance Education | Melissa Colón |
| H. Foundation | Tamara Oxford |
| I. Teaching, Learning & Community | Adrienne Seegers/Lindsay Laney |
| J. Student Success Council | Marcus Whisenant |
| K. Institutional Effectiveness Council | Jeff Tolhurst |

Move to approve the Minutes from October 12, 2018 **M/S/P** (Landess/Whisenant **Votes in favor:** Watterson, Landess, Schultz, Oxford, Olson, Dickinson, Rien, Johnston, Robinson, VonEpps, Rivera, Pippa-Tonnesen, Slate, Koorkoff, Whisenant **Abstention:** Ponder, Pfleging, Greene, Sylwester)

Action

ACTION ITEM: A. Faculty Hiring Prioritization Rubric Update		Brian Greene	
Discussion:			
<ul style="list-style-type: none"> • Rubric template was utilized during the Faculty Hiring Prioritization meeting on October 19, 2018 • Two issues arose and have been addressed: <ul style="list-style-type: none"> ○ Wording adjustment to criteria for hybrid courses occurred ○ Criteria for the new rubric was mapped from original criteria document; 4A was missing but it is determined that this portion is not relevant to the rubric (office space/facility availability) <ul style="list-style-type: none"> ▪ No change occurred • Rubric has prior approval for a one year trial period; it is believed the rubric is complete and ready for adoption 			
Conclusions:			
Document was moved from a Discussion Item to an Action Item			
Required Action: Move to approve FHP Rubric as amended M/S/P (Schultz/Olson Votes in favor: Watterson, Landess, Schultz, Oxford, Olson, Dickinson, Rien, Johnston, Robinson, VonEpps, Rivera, Pippa-Tonnesen, Slate, Koorkoff, Whisenant, Ponder, Pfleging, Greene, Sylwester) Motion Carries		Person Responsible:	Deadline:

Minutes

DISCUSSION ITEM: A. Mission Statement Review		Nate Rien	
Discussion:			
<ul style="list-style-type: none"> • The College Mission Statement is to be reviewed every two years for possible update; update not required • Senate Council brought before the Senate body two possible updates to the Mission Statement <ul style="list-style-type: none"> ○ Change 'supportive' to 'holistic' ○ Add Oxford Comma after 'cultural' for document consistency 			
Conclusions:			
It is the desire of the Senate to leave the document as is; suggestions will be brought forth during the next review			
Required Action:		Person Responsible:	Deadline:
DISCUSSION ITEM: B. Program Discontinuance (Viability) Review		Nate Rien	
Discussion:			
<ul style="list-style-type: none"> • Suggested Name: Modesto Junior College and Columbia College Program Viability/Discontinuance: Guiding Principles and Procedures • Policy 4021 was provided at meeting; it is the duty of the Academic Senates of both colleges to create the procedure <ul style="list-style-type: none"> ○ Allan McKissick, Curtis Martin and Nate Rien have worked on these procedures and are bringing before the Senates for review ○ It is the desire of the Senates to bring the procedure process before the Board by January or February 2019 • Procedure question: (III. A.) Request to Form a Program Viability Committee: Who can make this request? <ul style="list-style-type: none"> ○ These request comes before the Academic Senate; the Senate votes to accept or reject the request 			

- It is the desire of the Senate to allow any individual to bring forth a request with justification
- Procedure suggestion: (III. B.) Addition of a fourth option...4) continue the program with revitalization recommendations; this would technically become #2 for proper flow of options
- Recommendation: (III. B.) Addition of a 10th member (a Senate designee) from the opposite college to ensure a common partnership between both colleges during a time of crisis and or peer review of our programs
- Request: Change of District Policy 4021 title from 'Program Discontinuance' to 'Program Viability'

Conclusions:

Updated version will be brought back before the Senate for vote
Senate President will pursue a possible name change to District Policy 4021

Required Action :	Person responsible:	Deadline:
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DISCUSSION ITEM: C. Faculty Hiring Prioritization Rubric Update Brian Greene

Discussion:

- Upon discussion, moving to Action Item; Discussion can be found in Action Item A

Conclusions:

Moving to Action Item

Required Action: Move Faculty Hiring Prioritization Rubric Update to an Action Item M/S/P (Schultz/Landess Votes in favor: Watterson, Landess, Schultz, Oxford, Olson, Dickinson, Rien, Johnston, Robinson, VonEpps, Rivera, Pippa-Tonnesen, Slate, Koorkoff, Whisenant, Ponder, Pflieger, Greene, Sylwester) Motion Carries	Person responsible:	Deadline:
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DISCUSSION ITEM: D. Plenary Resolutions Update Nate Rien

Discussion:

- A link to approved (whether by acclimation or unanimous vote) Resolutions presented at the 2018 Fall Plenary will be added to the Academic Senate page of the Columbia College website for review
- Future Plenary Resolutions will be linked on the Academic Senate page of the Columbia College website

Conclusions:

Required Action:	Person responsible:	Deadline:
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DISCUSSION ITEM: E. Uniform District Course Numbering Nate Rien

Discussion:

- Articulation Officer offered some cons to the idea of uniform district course numbering
 - Equivalency issues continue to exist
 - Less than 1/3 of Columbia's courses share a common course with MJC; 1/5 for MJC
 - The amount of work it would take to re-number every course would be tremendous; MJC would be re-numbering all courses to benefit 1/5 of their courses while Columbia would be re-numbering to benefit less than 1/3 of its courses
 - All courses (and programs) would need to come through the Curriculum Committee
 - Prerequisite, unit, GE Area approval, and transferability issues exist
 - Example of issue: Fire degree at Columbia is transferable while it is not at MJC
 - Example of issue: Welding degree at Columbia is not transferable while it is at MJC
 - All transfer courses will need to be sent out to CSUs and UCs for approval which may or may not happen
 - This is a much larger discussion that needs to take place between faculty, deans and administration at both colleges
- VPI offered some pros to the idea of uniform district course numbering
 - College of San Mateo, Skyline College, and Cañada College make up a three college district

- Their class search tool offers the choice of which college a student would like to attend for which course; all courses have the same title and numbering system
 - This allows for greater student success in seeking the courses they require for their desired degree and transferability
- In the case of YCCD, there are very few students transitioning between the two colleges; Columbia should attempt to capture some of the unmet student demand occurring at MJC through our online courses; large waitlists exist but those students are not getting past the cultural barrier of the numbering scheme difference
- Class search improvement options are being explored by the YCCD so that both colleges are searching within the same program; there is a possibility this can be done using the current numbering scheme but it would be a great benefit to students if they were the same
- It is acknowledged that this is a tremendous project but the time spent accomplishing this project will be compensated through Guided Pathways funding
- The Student Centered Funding Formula is contingent on district completions; if an MJC student finds Columbia's online courses just a foreign as another colleges online course, then no one will get the funding if the student chooses the out-of-district college

Conclusions:

Required Action:

Person responsible:

Deadline:

REPORT: President	Nate Rien
<ul style="list-style-type: none"> • Title 3 Grant/Project Discussion document has been included with the minutes for reference <ul style="list-style-type: none"> ○ Senate has been asked to examine the document and bring back thoughts to next Senate meeting • Accreditation follow-up: Total Cost of Ownership drafts for IT (Technology Committee) and Facilities (College Services Committee) are being reviewed for Board presentation <ul style="list-style-type: none"> ○ There is a March deadline for Accreditation presentation 	
REPORT: President-Elect	Pam Guerra-Schmidt
<ul style="list-style-type: none"> • Not Present 	
REPORT: Past President	Erin Naegle
<ul style="list-style-type: none"> • Not Present 	
REPORT: Curriculum	Kathy Schultz
<ul style="list-style-type: none"> • Faculty need to continue monitoring the progress of their curriculum modifications within CurricUNET 	
REPORT: College Council	Matthew Fox
<ul style="list-style-type: none"> • Not Present 	
REPORT: Adjunct Rep	Marina Koorkoff
<ul style="list-style-type: none"> • Election Procedures document no longer defines an Active Adjunct appropriately; document is being updated and will be presented to the Senate for approval at a later meeting • Document originally stated that an active adjunct is that adjunct scheduled to work 2 out of 3 semesters per year; this limits the pool of adjuncts who can be nominated and those who can vote significantly • The Senate determined to possibly change the language of the Election Procedure document to define an Active Adjunct as an adjunct who is scheduled at least one semester per year; further review will be done on how to best address the topic 	
REPORT: Distance Education	Melissa Colón via Kim Pippa-Tonnesen
<ul style="list-style-type: none"> • OEI/CVC have converged to consolidate their mission • The rubric has been updated and released • Finish Faster is not complete; Course Finder is operating but Pathways ATDs and Automatic Cross Enrollment are not operable at this time 	

<ul style="list-style-type: none"> New Canvas tools include Badger (badges for completing courses), Notebowl (classroom engagement; similar look to social media) and NameCoach (pronunciate name and declare gender) 	
REPORT: Foundation	Tamara Oxford
<ul style="list-style-type: none"> No Report 	
REPORT: Teaching, Learning & Community	Adrienne Seegers/Lindsay Laney
<ul style="list-style-type: none"> No Report 	
REPORT: Student Success Council	Marcus Whisenant
<ul style="list-style-type: none"> No Report 	
REPORT: Institutional Effectiveness Council	Jeff Tolhurst
<ul style="list-style-type: none"> Not Present 	
Adjournment: 3:30pm	

Record of meeting respectfully submitted by **Jessica Anselmi**