



· ACADEMIC · SENATE ·  
August 28, 2014  
MINUTES

**Present:** Alicia Muñoz (President), Robert Anness, Mary Asher-Fitzpatrick, Michael Aubry, Lindy Brazil, Daniel Curtis, Guillermo Colls, Ian Duckles, Donna Hajj (proxy for Raad Jerjis), Courtney Hammond, Sarah Martin, Kristin McGregor, Jesús Miranda, Angela Nesta, Dave Raney, Seth Slater, Asma Yassi, and Joe Young.

**Absent:** Patrick Thiss and Raad Jerjis (sent proxy).

**Recorder:** Teresa Greenhalgh

*The Senate minutes are recorded and published in summary form. Readers of these minutes must understand that recorded comments in these minutes do not represent the official position of the Academic Senate. The Academic Senate expresses its official positions only through votes noted under "Action." In accordance to The Ralph M. Brown Act guidelines, Senators voting "nay" or abstaining will be identified. All other present members will be assumed to have voted "aye."*

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**CALL TO ORDER:** President Alicia Muñoz called the meeting to order at 2:00pm

**I. APPROVAL OF MINUTES:**

**Motion to Approve** the 05/15/14 Minutes: Guillermo Colls; **Seconded the Motion:** Seth Slater; with one (1) correction noted by Jesús: Action C – Comprehensive Educational Plan – wording should read “*Purview of the Counseling faculty*” not the Counseling Department. **Passed:** With seven (7) abstentions – Robert Anness, Ian Duckles, Donna Hajj, Courtney Hammond, Kristin McGregor, Asma Yassi, Joe Young.

**II. PRESIDENT’S REPORT:**

**A. Announcements :**

The meeting calendar was handed out and discussed. Dan Curtis noted a couple of conflicts with the IPRPC meeting calendar. Alicia also handed out Academic Senate membership cards.

**B. District & College Council Updates:**

- Senators were reminded to submit their evaluation of this year’s Convocation. Professional Development is part of the 10+1 areas which fall under the purview of the Academic Senate.
- DCEC and DEC are spending their meetings going over Board Policies and Administrative Procedures (BP/APs). BP/APs must be reviewed every six years, and ACJCC noted that the District BP/APs must be reviewed more often than they have been in the past.
- Human Resources Advisory Council had its first meeting of the year, and the creation of a Tutoring Task Force was the first item on the agenda. Faculty interested in serving on the task force should contact Mark Zacovic or Wei Zhou. In addition, there will be additional training for Instructional Council Chairs/Coordinators on completing Hire Forms and using correct job descriptions.
- The Senate discussed the Adoption Budget that was presented at College Council, and how SSSP funds were being used. The Academic Senate needs to endorse the SSSP Plan, so it is important that Senators know how the college plans to use these funds. The Governing Board will be meeting on Tuesday, September 2, 2014 to approve a balanced budget.
- Alicia added that the college received one (1) million dollars less from last year. In addition, there were increased costs because of the college’s share of district services

such as IS, the Sheriff's contract, and the District reserve. She also explained that the college underfunded the part-time faculty budget. In previous years, ending balances helped cover budget deficits, but this year the college did not have a sufficient ending balance. The District will no longer allow the College to under-fund the budget.

**C. *Senate Orientation:*** Alicia distributed materials to the Senators that explain the Academic Senate's role in participatory governance and the Senators' responsibilities to their constituents.

### **III. VICE PRESIDENT'S REPORT:**

#### **A. *SOC Committee Appointments:***

New faculty appointments to committees:

- ***Senate Awards:***
  - Chuck Charter
  - Donna Hajj
  - Lilia Pulido
  - Ryan Bacchia
  - Mary Sessom
- ***Curriculum:***
  - Kristin Zink
  - Bryan Elliott
- ***Instructional Program Review:***
  - John Escobedo
  - Cheryl Vallejo
- ***Petition Review:***
  - Donna Hajj
  - Jodi Reed
  - Rachelle Panganiban

#### **IV. COMMITTEE REPORTS:**

*None*

#### **V. ACTION:**

*None*

#### **VI. INFORMATION:**

##### **A. *SLO Operational Process:***

Pat Setzer presented the new SLOs tracking form discussed by the Deans and VPI. The new form was shaped by accreditation standards while being mindful of compliance with ACCJC and that SLO assessment belongs to the faculty.

##### **B. *ACCJC Follow-up Report:***

Alicia reported that an ACCJC visiting team will be on campus on October 27, 2014, as part of the Follow-Up Report the college was asked to prepare in response to the three recommendations to correct deficiencies. Alicia reviewed the college's response to these recommendations.

#### **VII. ANNOUNCEMENTS/PUBLIC COMMENTS:**

*None*

#### **VIII. FOLLOW-UP ITEMS:**

- Alicia to follow-up on meeting date for the Tutoring Task Force.

**Academic Senate President, Alicia Muñoz, adjourned the meeting at 3:50pm**