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Minutes

Academic Senate Meeting

November 2, 2017

Present:

Martin Ramey, Bruce Nixon, Tim Engle, Scott Guth, Sun Ezzell, Dana Miho, Abby Wood, John Vitullo, Vicki Greco, Tamra Horton, Liesel Reinhart, Phil Wolf, Eric Kaljumagi, Joan Sholars, Jennifer Hinostrroza, Lucky Morales, Naluce Ito Rocha Santana, Beta Meyer, Eric Bladh, Jenny Leung, Janet Truttmann, Roger Willis, Barry Andrews, Jean Metter, Patricia Maestro, Diana Felix, Eloise Reyes, Rebecca Walker, Holly Cannon, Jason Kordich, Hector Sanchez, Rita Van Dyke-Kao, Kelly Rivera, Kate Cannon, Chisato Uyeki, Scott Childress, Karla Rivas, Tiffany Kuo, Michelle Boyer, Eugene Mahmoud, Gene Ano, Lance Heard, Marlene Gallarde, Serena Ott.

Absent: Lina Soto, Donna Necke, Hong Guo, Regina Martinez, Linda Rogus, Fred Kobzoff, Tony Henry, Carol Impara, Michelle Shear, Shari Wasson, Robert Purcell, Melinda Bowen, Dianne Rowley, Jamie Hooper, Shelby White, Robert Augustus, Matthew Burgos.

Guests: Lauren Scheer, Joey Harvey, Ciara Reese, Kevin Suarez, Sonia Cepeda, Angel Cardenas, Tiffani Calvillo, Dayshia Wallis, Adan Rogriguez.

- I. Call to Order: The meeting was called to order at 11:36 a.m.
- II. Consent Agenda: *Motion to approve consent agenda moved and seconded. Approved unanimously.*
- III. Public Comment:
  - A. Jenny Leung, Chemistry – A Family Science Festival on Saturday November 4 at the Natural Science Complex (Bldg. 7, 60, 61) from 10:00am-2:00pm. Event is free.
- IV. Officer Reports
  - A. President:
    1. Academic Mutual Agreement Council
      - a) Ranked departments' requests to hire in mutual agreement. The recommendations were forwarded and accepted by President Scroggins. (See attached.) Just how many hires are made is something we do not yet know. Our net number above the College's Faculty Obligation Number (FON) is 19 for the moment.
    2. Accreditation Steering Committee
      - a) Accreditation Steering has not met since my last report. The next meeting is scheduled for November 3.
    3. C-TEAC
      - a) C-TEAC has not met since my last report. Our next meeting is November 15.
    4. Equivalency Committee
      - a) Equivalency met October 23 and:
        - (1) Approved equivalencies for Geography, Engineering, Respiratory Therapy, Political Science, CIS, Anthropology, Library Science, and Short-Term Vocational.
        - (2) *If your department plans to submit an equivalency that it wishes to use in early 2018, please get those to me as soon as possible so that we can consider them for our November meeting.*
    5. Institutional Effectiveness Committee
      - a) IEC met October 25 and:
        - (1) Completed a "cross-walk" of the old college goals to the new ones.
        - (2) Review a demonstration of a revised PIE format.
        - (3) Discussed Integrated Planning and Categorical Programs.
      - b) IEC met jointly with the Budget Committee on November 1. A verbal report was given.
    6. Pathways Implementation Work Group
      - (1) The Pathways Implementation Workgroup met Oct. 17 and continued prep work for Institute No. 6 on Policy Change.
    7. President's Advisory Council

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- a) PAC met on Oct. 25 and:
    - (1) Reviewed a number of changes to Purpose and Function statements, including adding the Director, Dual Enrollment to DEMAC along with another faculty member and a student member.
  - 8. Board of Trustees' Meetings
    - a) The Board of Trustees has not met since my last report to the full Senate. It meets November 8.
  - 9. Other Information
    - a) Lina Soto, Donna Necke and myself will be attending the Fall 2017 Plenary for ASCCC this weekend.
  - B. Vice President:
    - 1. Student Preparation and Success Council
      - a) The Student Preparation & Success Council met October 16, 2017.
        - (1) Reviewed and approved meeting minutes from Basic Skills and Student Equity
        - (2) Reviewed Student Equity Committee Purpose and Function and Membership and approved
        - (3) Reviewed Basic Skills Coordinating Committee's Purpose and Function Statement
        - (4) Reviewed Student Success and Support Program Advisory Committee's Purpose and Function Statement
        - (5) Update on Multiple Measures Implementation
        - (6) Worked in groups on the Integrated Plan (Basic Skills, SSSP, and Student Equity)
    - 2. Campus Equity and Diversity Committee
      - a) The Campus Equity and Diversity Committee met on Monday, October 9, 2017.
        - (1) Discussed the EEO and Screening Committee trainings
        - (2) Updated and approved the Purpose and Function, Membership and Goals Report
        - (3) Reviewed and asked to give feedback from the Hiring Committee Survey Results
          - a. Committee will give feedback if any changes to the questions should be made
        - (4) Given the Cultural Climate Survey to review and give feedback
    - 3. Committee and Council Vacancies
    - 4. There are still Committee and Council vacancies open. See attached list of Committee and Council Openings.
  - V. Legislative Liaison Report:
    - A. Summary of higher education laws passed in 2017:
      - 1. AB 705 (Irwin): The bill would require community college districts to utilize high school metrics when placing.
      - 2. AB 19 (Santiago): The bill would waive enrollment fees for all first-time, full-time (12 units or more) students. This was amended 9/1/17. One of the changes included that community college district board can opt to participate.
      - 3. AB 1018 (Reyes): This bill would add homeless, lesbian, gay, bisexual, and transgender students to the categories of students required to be addressed in the student equity plans.
      - 4. AB 504 (Medina): Will require the Chancellors office to implement a standard methodology in measuring underrepresentation disproportionate impact in terms of access and retention, degree and certificate completion, English as a Second Language and basic skills completion, and transfer for SSSP funding.
      - 5. SB 68 (Lara): Undocumented students and residency. Will allow two years of full-time attendance at a community college (credit or noncredit) to count towards the requirement of three years of schooling in California for residency for in-state tuition.
      - 6. AB 21 (Kalra): Immigration law enforcement activity on campus. The bill would (1) prevent disclosure of citizenship or immigration status information unless required by federal law; (2) seek to ensure that campus leadership has verified the legal authority behind any immigration enforcement activity on campus before it takes place; (3) make immigration legal assistance referral information available to students upon request; and (4) guarantee that students impacted by federal immigration enforcement do not lose eligibility for enrollment, financial aid, or other benefits as a result (amended to start 2019).

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7. AB 343 (McCarty): Public postsecondary education: holders of certain special immigrant visas. Waives the 1-year residency requirement to receive in-state tuition for refugees and Special Immigrant Visa holders applying to public colleges and universities applying to public colleges and universities.
  8. SB 156 (Anderson): California law requires that the California Department of Veteran Affairs maintain a transition assistance program for veterans in California to assist them with information such as higher education benefits, vocational training assistance, small business resources and mental health resources and information. S.B. 156 would require this program to also include information about how to obtain U.S. citizenship. The bill would also modify the state's Military and Veterans Code to inform its National Guard immigrant members who are eligible to naturalize about resources and assistance to become U.S. citizens. Currently, there are about 94,000 immigrant veterans of the U.S. armed forces who have not naturalized. Because California is the state with the higher number of veterans in the U.S., with about 1.8 million, S.B. 156 is likely to have a significant impact on our country's immigrant veteran population by assisting them to become U.S. citizens.
- B. Vetoed by Governor:
- a. AB 17 (Holden): To Governor. The bill would authorize provide free or reduced fare transit passes to low income students (minor amendments).
  - b. AB 568 (Gonzalez): Provide 6 weeks of paid maternity for schools and community college employees.
- VI. CTE Liaison Report: No Report.
- VII. Noncredit Liaison Report: No Report.
- VIII. Faculty Association Report:
- A. Representative Council
    1. The Council will next meet on 7 November. We will be considering ways to support our DACA students
  - B. 2017-19 Contract Available
    1. The 2017-19 contracts are now available in print form at division offices and the FA office. The contract is also available electronically at <http://www.msacfa.org>.
  - C. Negotiations Survey Coming in November
    1. The MSAC Faculty Association will be sending out its annual negotiations survey later this month. As there are not unilateral reopeners this year, some items that rank high on the survey may have to wait until next year's negotiations.
  - D. Faculty Association Hiring
    1. The Faculty Association is looking for a part-time administrative assistant who will work 8 – 12 hours per week primarily in the mornings during the primary terms. The pay rate is \$15/hour. If you know someone in search of such a job, please ask them to view the job description and application at <http://www.msac-fa.org>. Applicants are guaranteed of consideration if they submit their application by 7 November.
  - E. CCA Winter and Spring Conferences
    1. The CCA Winter Conference will be held from 9 - 11 February at the LAX Hyatt Regency. This conference is fully paid for (including parking, mileage, hotel, and meals) by the FA and CCA and will once again bring together college faculty from many CA community colleges. There will be workshops on current issues, negotiation techniques, and coordinating bargaining strategies. Please contact the FA President at [ekaljumagi@msac-fa.org](mailto:ekaljumagi@msac-fa.org) by 22 November if you would like to attend this conference. Doing so is an excellent way to learn more about how our union works and how we work with CCA to advocate for you at the State level. You may also request attendance at the CCA Spring Conference from 20 – 22 April.

IX. Associated Students Report:

1. Research and Exploratory Joint Committee:

- a. The Associated Students President has decided to create a new committee constituted by members of the Executive Board, Senate, and our Student Trustee due to the last incidents with Dual Enrollment. This committee has the main objective to learn and understand what is the effect of this incident on our student population, so this organization can take a stance and action.

X. Council Reports:

A. Curriculum & Instruction Council Report:

1. October 12, 2017:

a) Committee Minutes

- (1) Curriculum & Instruction Council: September 12
- (2) Distance Learning: May 9, 2017; May 23, 2017
- (3) Educational Design: September 5, 2017; September 12, 2017 (see attached)
- (4) Outcomes: June 6, 2017; September 5, 2017
- (5) Content Review (meets in the spring)

b) Curriculum and Instruction Council

- (1) Action Items: None
- (2) Information/Discussion Items
  1. Purpose and Function statements (see attached)

- a. C & I
- b. EDC
- c. Outcomes

2. Goals (see attached)

- a. C & I
- b. EDC
- c. Outcomes

3. DL courses should be updated with the traditional ones

4. Transfer and General Education Subcommittee: 2017 IGETC GE Transfer Curriculum Review Decisions, 2017 CSU GE Transfer Curriculum Review Decisions (see attached)

5. Accepting regional advisory minutes (see attached)

6. Hours to units chart (see attached)

7. CMS 10.0 design is coming along

8. Code information:

(1) The Codes

(a) SOC Codes: Standard Occupational Codes

- i. Federal occupational codes: Jobs for which you are training students
- ii. Program level

(b) CIP Codes: Classification of Instructional Programs

- i. Federal equivalent of TOP codes

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- ii. Program level
  - (c) TOP Codes: Taxonomy of Program code
    - i. State level codes
    - ii. Course and program level
  - (d) SAM Codes: Student Accountability Model
    - i. Course level identification
    - ii. SAM A: Apprenticeship (offered to apprentices only)
    - iii. SAM B: Advanced Occupational (not limited to apprentices)
    - iv. SAM C: Clearly Occupational (but not advanced)
    - v. SAM D: Possibly Occupational (introductory course)
    - vi. SAM E: Not Occupational
2. November 2, 2017:
- a) COMMITTEE MINUTES
    - 1. Curriculum & Instruction Council: September 26, 2017; October 10, 2017
    - 2. Distance Learning: June 13, 2017; September 12, 2017
    - 3. Educational Design: September 19, 2017; September 26, 2017; October 3, 2017, October 10, 2017 (see attached)
    - 4. Outcomes: September 19, 2017
    - 5. Content Review (meets in the spring)
  - b) CURRICULUM & INSTRUCTION COUNCIL
    - 1. Action Items
    - 2. Information/Discussion Items
      - a. The following will be review at the October 24, 2017 C & I Council meeting:
        - i. CAD Technician skills certificate
        - ii. Software Engineering Technology skills certificate
        - iii. Civil Engineering skills certificate
        - iv. CNC Technician skills certificate
        - v. Mechanical Engineering Technology skills certificate
        - vi. Surveying Technology skills certificate
        - vii. Certified Nursing Assistant
        - viii. HUMA 1H
        - ix. Sewing and Tailoring
      - b. DLC Purpose and Function, Membership, and Goals (see attached)
      - c. AP 4024 Units-to-Contact-Hour Relationship (typos removed-see attached)

B. Student Preparation & Success Council Report:

1. The Council met on October 16 and discussed the following items:

a) ACTION:

- (1) Committee Meeting Minutes were reviewed and approved
  - a. Basic Skills (September 14, 2017)
  - b. Student Equity (September 25, 2017)
  - c. SSSPAC (no minutes received to date)
- (2) Basic Skills Coordinating Committee's Purpose and Function Statement was reviewed. There were no changes or updates, Council sent back to ask if that was correct before approving.
- (3) Student Success and Support Program Advisory Committee's Purpose and Function Statement was reviewed. There were questions and it was sent back to committee to consider adding a student to the committee as well as more than one goal.
- (4) Student Equity Committee Purpose and Function was reviewed and approved. There were minor changes to the language. Will be sent to full Senate for approval.

b) INFORMATION:

- (1) Given an update on Multiple Measures Implementation. A large group of faculty, staff, and managers met on Wednesday, October 18, 2017 at Kellogg West to work on the implementation of multiple measures.
- (2) The Council broke up into groups and each group worked on a section of the Integrated Plan (Basic Skills, SSSP, Student Equity). The Integrated Plan will be sent out to the Council to review before it is sent to Academic Senate for approval.

c) FUTURE TOPICS:

- (1) AP 3540 Sexual Assaults on Campus
- (2) Review of AP 5000 series
- (3) SSSP Plan update
- (4) Student Equity Plan update

C. Professional Development Council Report:

1. October 5, 2017:

a) PDC Updates:

- (1) A list of our accomplishments for 2016-2017 and our updated purpose, function, and membership are being advanced to PAC for their review.
- (2) PDC discussed implications of college-wide strategic planning work on the work of our Council
- (3) POD's website now includes a "conference connection" to share off-campus conferences, workshops, courses, and lectures. Employees can submit conferences for inclusion on the site.

b) FPDC:

- (1) FPDC received FLEX Day evaluation data and made recommendations to the FLEX Day Task Force for future sessions, including designated courses for adjunct and newer faculty and opportunities for collaboration across disciplines.
- (2) FPDC will be recommending to Senate that faculty adopt the Chancellor's recommendation to boycott travel to states that discriminate against LGBT travel, per Assembly Bill 1887.
- (3) FPDC has three committee vacancies and has reached out to noncredit to suggest they send a representative.
- (4) FPDC has identified a need for compensation for professional development curriculum designers and presenters and additional incentives for learner participation.

c) CPDC:

- (1) Great Staff retreat evaluation feedback was shared and was very positive.

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- (2) Work is being done to refine the PGC process. There is a need for a regular group of presenters to deliver workshops so classified can earn their professional growth credit. PDC discussed the need to compensate or incentivize presenters.
  - (3) CSEA is completing contract-related trainings.
- d) MPDC:
- (1) A schedule for the next management retreat was shared.
  - (2) Management will now be holding monthly trainings, and a schedule for 17-18 was shared.
- e) Conference and Travel
- (1) We are well ahead of expenditures from this time last year.
- XI. Action:
- A. Academic Senate Goals for 2017-18
    - 1. Multiple Measures Senate Workgroup: Chair, Martin Ramey or Designee
    - 2. Early College High School Workgroup: Chair, Martin Ramey or Designee
    - 3. General Work Experience Task Force: Chair, Martin Ramey or Designee
- Motion to approve item moved and seconded. Approved unanimously.*
- B. Ratification of Executive Board Action on Dual Enrollment
    - 1. Response dated Oct. 25, 2017
    - 2. Statement in Support of Associated Students
- Motion to approve item moved and seconded. Approved unanimously.*
- D. Purpose, Function and Membership Statement of the Student Preparation & Success Council
- Motion to approve item moved and seconded. Discussion ensued. Motion to send item back to SP&S moved and seconded. Motion to send item back to SP&S approved unanimously.*
- E. SP&S Strategic Plan Goals 2017-18
- Motion to approve item moved and seconded. Discussion ensued. Motion to call for the question moved and seconded. Motion to call for the question passed with 7 nays (Tamra Horton, Sun Ezzell, Scott Guth, Joan Sholars, Eloise Reyes, Vicki Greco, Serena Ott). Motion to send item back to SP&S moved and seconded. Approved unanimously.*
- XII. Discussion:
- A. Distance Learning Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
  - B. Distance Learning Committee Goals 2017-2018 (as approved by C&I) (Contact: John Vitullo x6711)
  - C. Curriculum and Instruction Council Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
  - D. Curriculum and Instruction Council Goals 2017-2018 (as approved by C&I) (Contact: John Vitullo x6711)
  - E. Educational Design Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
  - F. Educational Design Committee Goals 2017-2018 (as approved by C&I) (Contact: John Vitullo x6711)
  - G. Outcomes Committee Purpose and Function Statement (as approved by C&I) (Contact: John Vitullo x6711)
  - H. Outcomes Committee Goals 2017-2018 (as approved by C&I) (Contact: John Vitullo x6711)
  - I. AP 4024 Units-to-Contact-Hour Relationship (Contact: John Vitullo x6711)
  - J. BP 3930 Minors on Campus (Contact: Martin Ramey x5436)
- XIII. Information/Announcements:
- A. Fall 2017 Plenary, Irvine Marriott – November 2-4
  - B. ASCCC Fall Curriculum South, Long Beach City College – November 18
  - C. Spring OER Regional South, TBA – February 9, 2018
  - D. 2018 Accreditation Institute, Garden Grove – Feb. 23-24, 2018
  - E. List of local Homeless Shelters provided.
- XIV. Adjournment: 12:44 p.m.