

A. Call to Order by the President: 12:50 pm

Present: Michael Heumann, Olivia Garcia, Diane Harris, Xochitl Tirado, Caroline Bennett, Suzanne Gretz, Mardjan Shokoufi, Alex Voldman, Rick Goldsberry, Ralph Marquez, Norma Nunez, Michael Capeci, Stella Orfanos-Woo, Jesus Esqueda, Cathy Zazueta, Gilbert Campos, Allyn Leon, Lorraine Mazeroll, Daniel Gilison, Ed Wells, Dave Drury, Eric Lehtonen, Nicholas Akinkuoye, Edalaine Joy Tangoan

Absent: Mary Lofgren, Frank Hoppe, Roberta Webster, Frank Miranda, Jose Velasquez, Mike Palacio, Jr.

Visitors: Ted Caesar, Gaylla Finnell, Mary Jo Wainwright, Efrain Silva, Tina Aguirre

B. Visitor's Comments

1. no comment

C. Consent Agenda

1. Academic Senate Minutes of 18 November 2015
2. Curriculum Committee Minutes of 5 November 2015
3. Recommendations to the President for 5 November 2015
4. Recommendations to the Board for 5 November 2015
 1. (M/S/C: Daniel Gilison/Ed Wells)

D. President's Report

1. Solar presentation postponed to Spring 2016

E. Treasurer Report

1. \$2,338.91; \$7.91 spent = balance \$4927.81

F. Action Items

1. Authorization for the Academic Senate Executive Committee to make emergency or time-critical decisions on behalf of the Senate from December 12, 2015, to February 15, 2016, with the understanding that any decisions are reported to the Senate at the first meeting of the Spring semester.
 1. (M/S/C: Norma Nunez/Ed Wells)
 2. Senate meeting can be held during off-contract time with any who are on contract, but any off-contract senate members must be compensated
 3. Unanimous consent
2. Accreditation Midterm Report—First Reading
 1. May need a special meeting before next Senate meeting to approve, but will be made aware of that when app
3. Student Equity Plan—Second Reading
 1. (M/S/C: Allyn Leon/Norma Nunez)
4. DE Course Development Process—Second Reading
 1. (M/S/C: Allyn Leon/Mardjan Shokoufi)
 2. Incorporated some recommended revisions per discussion at last Senate meeting and additional discussion submitted after
 3. Revisions to course approval and when Curriculum Committee is involved
 4. Stated time frame to 10 business days to determine interest in course development
 5. DE course development process has wording to show that changes are not made without discussion
 6. No limit on number of courses to develop, but full-time faculty can only teach 10 online units
 7. Should add line that full-time faculty are given preference to development

8. Concern about how consensus is reached and variety of full-time/part-time faculty in departments
 1. Currently, dependent on department preference
 2. Though faculty is faculty, there is a distinguishing between full-time and part-time because of responsibilities of full-time faculty for course development
 3. Part-time faculty don't get vote in department chair, so this may not be as pertinent
5. SSSP Noncredit Plan
 1. (M/S/C: Allyn Leon/Norma Nunez)
 2. \$12,921 from state; had to write plan
 3. 150 students in NC ESL in Fall 2015
 4. Will continue to do orientation, counseling, education planning, etc.
 5. Rules for apportionment have changed and the need is greater for NC
 6. Discussion in Basic Skills meeting to create NC ESL pathway to credit ESL

G. Discussion Items (limited to 10 minutes each)

1. Evaluation of College Hour
 1. When implementation of college hour began, the motivation was for collegiate community; now it's mostly meetings, meetings, meetings, meetings and seems to be continuing in that direction
 1. Haven't had a lead in pursuing more of the collegiate interaction
 2. Student perspective: sometimes works, sometimes doesn't; nice break, but it doesn't always work with all the events going on
 3. Problematic with scheduling classes, but useful in meeting with students who don't seem to come office hours
 4. Previous problem with faculty participation in committees, and college hour was a bit of an answer to that concern; should look into what the result has been since then
 5. ESL Club advisor: students like the college hour because there is no interference with other things
 6. College hour helps schedule workshops that previously conflicted no matter the time arranged before
 7. Part-time faculty like the schedule; will sometimes use the time to meet with students or participate on committees
 8. Students might be involved in more classes at this time than later on; the most highly populated time of day for classes—must keep in mind that this is for students first
 9. Staff development was part of early vision; quality staff development means teachers will come—bad staff development means they won't
 1. Should have a full-time staff development coordinator: staff development is not just for faculty; it's all staff, and it takes a lot of work to generate quality staff development events
2. Evaluation of Senate Meeting Times
 1. Could make use of the 5th week time to have an additional meeting
 2. Senate meetings moved to college hour allowed for more faculty to participate, which was nice
 1. Problem with scheduling because of end of class and beginning of next class
 2. Could alleviate problems by shifting time over 15 minutes and meeting from 1-2 pm and start next class 2:15 pm

H. Information Items (limited to 3 minutes each)

1. Senate Agenda for Spring
 1. Returned to self-evaluation, and we've done 2: electronic evaluations and decision to switch from Blackboard to Canvas

2. 2 remaining items: 1) Learning Services Reorganization Plan: discussion, planning, presentations should be happening in the Spring; 2) Correctional education planning: updates will be given at a summit in Sacramento this weekend

I. Reports

1. ASG: last event tomorrow, in amphitheater during day: coffee, donuts; also refreshment for evening classes
2. DE: met with president's cabinet 12/1/15; support switch to Canvas; only OEI instructors can teach with Canvas currently, but training should be implemented in Spring to allow other faculty to get involved with use

J. For the Good of the Order

1. Efrain Silva: Dancing with the Stars; tickets on sale in 2 weeks: \$640 per table (better tables the sooner bought)
 - a. Eric Lehtonen buying 2 tables
2. Reps from OEI on campus 12/1/15: Xochitl Tirado was the representative and was interviewed along with 2 online students
 - a. Will be featured in promotional video for state of California

K. Adjournment: 1:49 pm