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| Academic Senate CommitteeMinutes |
| mAY 10, 2016 | 11:45 AM - 1:00 pm | L 246 |
| note taker | respectfully submitted by Caree Lesh & Angie Arietti |
| Attendees | Josue Arredondo | Garibay, Adrianna  | ~~Richison, Scott~~ |
| Arteaga, Elena | Hayashi, Chris | Rocha, Lina |
| Avila, Diana | Hopkins, Kesa  | ~~Soto, Corina~~ |
| Beach, Randy | Lee, Wilfred | ~~Soto, Raul~~ |
| Brenner, April | Lesh, Caree | Speyrer, Michael  |
| Buehler, Lukas | Lewis, John | Taffolla-Schreiber, Candice |
| Caschetta, Todd | ~~Lynch-Morissette, Emily~~ | Tolli, John |
| Cuddy, Luke | Martinez-Sanabria, Maria E. | Tyahla, Sandy |
| Davis, J.D. | ~~McDaniel, Cynthia~~ | Vicario, Marie |
| Detsch, Steven | McGee, Tony | Villegas, Val |
| ~~Durkin, Melanie~~ | Olivas, Maria | Whitsett, Jessica |
| Edwards, Diane  | ~~Pfister, Toni~~ | Williams, Janelle |
| Figueroa, Surian | Posey, Jessica  | Yoder, Leslie |
| Flores-Charter, Patti  | Post, Frank | Yonker, Susan  |
| Gardea, Jaquelyn | Rempt, Andrew |  |
| GUEST/s | Superintendent/President Dr. Nish | Angelica Suarez | Kathy Tyner |
|  | Tim Flood |  |
| Names in red indicate AS Executive committee members. |  |
| **Call to order; Approval of Agenda (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the agenda and was seconded.  |
| Approval of agenda. M/S/C. Unanimous  |
| **Approval of Minutes from 04-26-16 (Action Item)** | patricia flores-charter |
| Discussion | A motion was made to approve the minutes and was seconded.  |
| Approval of Minutes from 04-19-16. M/S/C. Passed with one abstention.  |
| **Public Comment (Information Item)** | patricia flores-charter |
| Discussion | A Staff Development needs assessment will be out this week so please take a few minutes to complete it. Susan Yonker passed out a list of program reviews up for comprehensive reviews in the fall. She will speak more next week about volunteering for the new eLumen pilot program.  |
| **Presidents Report (Report)** | patricia flores-charter |
|  Discussion | The President’s report link is imbedded at the end of the minutes. Patti read her President’s Report.  |
| **SCEA Report (Report)** | frank post |
| discusson | Frank announced the new unions elected officials. Rob Shaffer is President, Caree Lesh is Vice President, Elena Arteaga is Treasurer and Candice Taffolla-Schreiber is Secretary. The PAC will be at the Rep council this week to vote to endorse a Governing Board candidate. Please let your Rep know so they can tell consituents so all can attend.. The end of the year party is at Murrieta’s on Bonita road May 20th from 6:00-10:00 p.m. Come karaoke, dance, and eat.  |
| **Vote of Confidence (Action Item)** | andrew rempt |
| discusson | Patti left the room and Andrew Rempt took over the meeting. A motion was made to take a vote of confidence in Patricia Flores-Charter as the Academic Senate President, was seconded and passed. Andrew Rempt suggested we give her a huge round of applause when she comes back in to thank her for the crazy amounts of work she has done and her 24/7 availability. The vote was unanimous in favor of voting confidence in Patricia Flores-Charter. Patti was welcomed back into the room with a standing ovation.  |
| **Senate By-Law Changes (1st Read)**  |  Patricia Flores-charter |
| Discussion | We have talked in the past about the time commitment for the Senate President being too long. It is proposed that the President Elect become a one-year 40% position and the Past President a one-year position as well. We also made changes to reflect the changes in the SLO Coordinator position, Research and Communications Officer/State Delegate and elimination of IPROC. Professional Development Coordinator needs to be added and edited. This is the same position as the Flex Coordinator. Order of succession was also changed. The President elect will have a one year 40% reassigned time position rather than a two year 20% position, to better help them to prepare, and then a one year past president thus reducing the time commitment from 6 to 4 years. During the year we do not have a President elect then the Past President would step in until an election can be run to elect a new President. We also updated the ATC and State Delegate to positions with their reassigned time. We changed the wording to have non-tenured chairs permissable because we are so short on tenured faculty. It was suggested that untenured faculty who serve need extra protections. Patti will talk to Frank and Rob about this so we can bring the information back next week. A motion was made and seconded to extend for 3 minutes and passed. The current President Elect noted he would have much preferred the 40% for one year to dig in and be prepared for the President job. This worked better for him to have the time to get to the meetings he needed to. Before this year the President elect chaired curriculum and had no time to prepare for President.  |
| **Canvas Transition and DE Training Process (Information)**  |  Schaelen/Luibel  |
|  | A sample 18 month migration timeline to move from BB to Canvas was presented. We are in the middle of the pack for colleges moving from BB to Canvas. All classes will remain in BB and there will be lots of training on Canvas and migration. We may also have a small pilot this fall in Canvas for a few who volunteer to do it. This depends on whether we are under contract with Canvas in time. Other campuses have migrated in cohorts of departments and this has worked well. The BB contract expires in June of 2018 so everything will need to be in Canvas by then. We have plenty of time to do this. Many other colleges have migrated, so we will benefit from their experiences and be able to plan and implement well. A team will need to decide how we want to move everything over. We cannot all do it at the same time. During the migration, all students will login to BB first and then, if the class is offered in Canvas, there will be information that they will be moving to Canvas with a little orientation. Other colleges have reported no problems for students doing this. There will be free training for everyone in Canvas via @one and some hybrid type of trainings. Larry and Todd will be trained first and will be instrumental in the transition. DEFT (Distance Education Faculty Training) will be starting soon. You can be trained as a DEFT Instructor. This is a 5-week 40-hour training in Canvas and will cover teaching effectiveness in online classes. This will include all federal regulations including accessibility, regular effective contact, and authentication. There will be a custom version this summer for DE mentors and then it will open up to everyone in October. The summer group will come out as mentors for other online teachers. The training will be offered in summer for sure but probably not winter because it is 5 weeks. This is not a college requirement for this training at this time. A motion was made to extend for 3 minutes and was seconded. The motion passed. For faculty teaching face to face but using BB can be trained in Canvas by the online learning center. The training will address how to use publisher material correctly and make sure it is accessible and assures student privacy. Patti noted that the DE Committee developed template online syllabus and draft DE Instruction Evaluation. These are with TRRC for adoption. These will be included in the training. Only through the training will faculty be prepared for evaluations. It is important to understand this. It will be important for faculty teaching online to understand the criteria under which they will be evaluated. |
| **Business Curriculum Concern (Discussion)**  | lucas |
| Discussion | Business is a CTE program so they have an Advisory Board. In 2011-2012 program changes were made to their programs based on business needs to make them more effective for students. Since they made the changes in 2012 they have still not been approved by the Chancellor’s Office. They were approved by curriculum and the GB in 2012, but the ball has been dropped at the Chancellor’s Office. They need someone to get behind this and move it forward. It was suggested they contact the ASCCC. Many colleges are having this problem. The Chancellors office did “loose” the programs, so this is a unique case. Right now the Chancellors Office is the problem and the Advisory council is angry and students are left in the lurch. There has not been real CTE support in a decade. There are 2 employees reviewing 1000 pieces of curriculum a month. A resolution to hire more people was passed at Senate Plenary this spring. Pam Walker is Vice Chancellor and Angelica Suarez stepped up to help Yvonne. PFC will also work with the ASCCC President, David Morse, to get this approved. Please send any other suggestions to Patti Flores-Charter. |
| **Bookstore Sell/Buy/Exchange Website (Information)** | williams |
| Discussion | Debbie Williams was introduced. We have a Bookstore Textbook Committee and we do have an option on the Bookstore website for students to buy/sell/exchange books. The ASO tried to do a face to face book swap/sell/exchange and the feedback was for this to be online, not in person. People need to know we have this service online. Debbie is receptive to feedback to make it more user friendly. Debbie went over features of the bookstore website. You can use the ISBN, title or author to advertise your book for sale or swap. Once you register you can go in anytime and see what is available, and campus is not involved in anyway. This is not at all monitored by anyone on campus.  |
| **Professionalism Question (Discussion)** | patricia flores-charter |
| Discussion | Not discussed due to time.  |
| **Adjournment** | patricia flores-charter |
| Discussion | The meeting was adjourned at 1:00 |
| The next Academic Senate meeting: May 10, 2016 in L 246 from 11:45 a.m. - 1:00 p.m.  |

[President’s Report 05-10-16](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/05-10-16%20President%27s%20Report.pdf)

[Voting Record 05-10-16](https://portal.swccd.edu/Committees/AcaSen/Standardized%20Document%20Library/05-10-16%20Voting%20Record.pdf)