

**Mission College Academic Senate
Ext. 5413**

Approved Minutes

Thursday, March 15, 2012

Copies of the MCAS minutes & agendas can be found online at:

http://www.missioncollege.org/senate/agendas_minutes.html

I. Call to Order/Roll Call

The meeting was called to order by Vice President Thais Winsome at 2:25 pm.

Senators	A	P	Senators	A	P
Abdeljabbar (Ext. 5250) B&T		X	O'Neill (Ext 5082) LA		X
Beggs (Ext. 5188) AAS		X	Student Senator Nguyen/Peters		X
Brown (Ext. 5315) LA		X	Retterath (Ext. 5328) M&S		X
Dorian (Ext. 5312) President	X		Sun (Ext.5570) B&T		X
Glaser (Ext. 5093) LA		X	Thickpenny (Ext. 5287) LS		X
Guardino (Ext. 5398) SS/Tran		X	Trang (Ext.5081) SS		X
Johnston (Ext. 5305) LS		X	Winsome (Ext.5217) M&S		X
Jones AF/B&T	X		Zilg (Ext. 5835) AF/B&T	X	
Morgan (Ext.5397) AS Guests: C.Cox, D.Peck		X X	Guests: N.Ambriz-Galaviz, H. Ringor, .H.Rothenberg.		X X

II. Order of the Agenda

It was agreed that Item VI.D would immediately follow order of the agenda.

- D. Recognitions:** The Mission College Academic Senate recognized Hozi Ringor with the following resolution:

“Whereas, Hozi Ringor has worked in the duplicating center since September 1998, and

Whereas, During those years she has faithfully supported the work of instruction, administration and student services by providing exemplary service, and

Whereas, Hozi has always cheerfully provided service to faculty who may need duplicating at the last minute for a class, and

Whereas, Hozi is a real gem of a person, always kind and unselfish,

Whereas, The faculty, staff and administration at Mission College are grateful for her presence here and the way she serves the entire community,

Whereas , Hozi is a wonderful employee of Mission College, exhibiting the utmost professionalism in her job and a warmth that cannot be duplicated,

Let it be Resolved, That the Mission College Academic Senate appreciate and esteem Hozi for her hard work and dedication, and

Let it be Resolved, That the Mission College Academic Senate thanks Hozi for all her services, and

Let it be Finally Resolved, That the Mission College Academic Senate wishes Hozi well in her future and in all things she endeavors.”

The members of the Senate applauded and thanked Hozi for her dedication and hard work. Hozi expressed her appreciation to the Senate as well.

III. Approval of the Minutes

1. The minutes for the March 8, 2012, meeting were approved with a correction to Item VI.B re: the Early Alert Program, indicating that it will end on March 11, 2012, not March 15th (M/S/U - Retterath/Trang).
2. The minutes for the March 1, 2012, meeting were approved with a correction to Page 2, Item VI.B.a, fifth sentence, deleting “Management” from Marketing/Management (M/S/U - Sun/Guradino)

IV. Oral Communication from the Public

There was no oral communication from the public at today’s meeting.

V. Information & Announcements

1. Vice President Winsome reminded the Senators to discuss the Faculty Evaluation Process with their constituents, and to review Article 26A,B, and C for full-time faculty and Article 112 for associate faculty. She noted that faculty can advise ACE directly if they prefer. The Senators were asked to be ready to discuss this matter further on March 22, 2012.

VI. Administrative Business/Actions/Appointments

- A. **President’s Report:** Dianne will report to the Senate at the next meeting.
- B. **Other Reports:** No other reports were presented at today’s meeting.
- C. **Committee Appointments:**
 1. **Honors Program Task Force:** The Senators approved the appointment of Andy Varbel and Christine Ritz to this task force by acclamation.

VII. OLD BUSINESS

A. Consider Role of SLO Committee as a Senate Subcommittee

Thais advised that there is some confusion as to what part of the SLOAC’s responsibility was to be transferred to the subcommittee under the Curriculum Review Committee (CRC). Daniel Peck and Heather Rothenberg explained that the intent is for the subcommittee to handle the writing and revisions of SLOs under the CRC, not the assessment of the SLOs. Cathy Cox reported that she sunshined this proposal to the CRC at yesterday’s meeting and the committee seemed to feel it was an acceptable and workable idea. Cathy pointed out that if such action takes place, the Senate will have to amend the charge of the CRC in the Mission College Academic Senate’s Constitution. The following motion was presented for consideration (M/S – Beggs/Trang):

“that the Mission College Academic Senate (MCAS) form an SLO committee which will be a subcommittee of the Curriculum Review Committee and the MCAS will amend its constitution so that a subcommittee of the CRC can be established with a Chair who will sit on the CRC as a member.”

Discussion ensued, and Heather explained that a task force is to be formed under the Institutional Effectiveness Committee (IEC) to consider and update timelines, forms and process. The CRC would not be assessing the SLOs. Based on that information, and the view that Program Review should be involved, it was suggested that the IEC form its task force first, then the Senate can form a subcommittee to sit on the CRC. A call for the above motion was made, and the motion failed.

The composition of the IEC’s task force was discussed, and it was stated that the IEC is under GAP, so the task force will be participatory. At least three faculty members in addition to Heather will be needed, three classified staff members, and probably one administrator. Daniel pointed out that program review has been involved, and the Curricunet module and other colleges’ models will be helpful. A recommendation from the task force will be brought to the Academic Senate, and then the Senate can consider forming a subcommittee to sit on the CRC.

VIII. NEW BUSINESS

A. ARCC Report Presentation

Daniel Peck presented Mission College’s Accountability Report for California Community Colleges (ARCC). He explained that this report is mandated by the State, was initiated in 2004, and, currently, is not tied to funding. He opined that in light of the SSTF, that could change in the future, but not to date. Daniel indicated that the ASCCC, PFE, and Research & Planning groups were involved in the development of this report.

The intent of the report is to provide the State with measures from the community college system as a whole, as well as at the individual college level. The data comes from the colleges’ MIS data with a focus on the individual colleges and peer groups. He reviewed and explained each of the core indicators as defined. He indicated which areas need improvement, which areas are doing well, and areas that are excelling. There were questions and answers and some brief discussions on peer groups, ESL, Basic Skills and the quarter system versus the semester system as Daniel went through the report, which is attached to these minutes for your information and review. In addition, Daniel advised that a draft report for Mission College is available at missioncollege.org/research, then click on data and reports. A report from West Valley College is also available online.

IX. Future Agenda Items

No new agenda items were presented at today’s meeting.

XII. Adjournment

The meeting was adjourned at 4:09 p.m. (M/S/U). These minutes are respectfully submitted by Grace Hazan, Academic Senate Secretary.

