

**DISTRICT ACADEMIC SENATE
APPROVED
West Valley and Mission Colleges
Tuesday, October 30, 2012
Board Room; West Valley College
2:30-4:30 p.m.**

I. Roll Call

The meeting was called to order at 2:30pm.

Senators	A	P	Senators	A	P
Clark (WVCAS) Student Services		X	O'Neill (MCAS) ESL		X
Dorian (MCAS) Co-Chair		X	Piekarski (MCAS) Chemistry		X
Ghodrat (WVCAS) Business		X	Rettus (MCAS) Associate Fac		X
Johnston (MCAS) Philosophy		X	Shoemaker (WVCAS) Co-Chair		X
Kea (WVCAS) Senator At Large		X	Sun (MCAS) CIS		X
Kelly (WVCAS) Social Science		X	French; Snr Admin Asst	X	
Guests: H Hamp, R Grogan, C Cox		X	Guests: B Davis, C Miller, C Arnold, I Bond		X

II. Order of the Agenda

President Shoemaker would like to move VIIC after VIID. (M/S/U - Pape/O'Neill)

III. Approval of Minutes from April 26, 2012

(M/S - Clark/O'Neill; abstain- Pape, Piekarski, Rettus)

IV. Oral Communication from the Public (5 Minutes per Person)

This portion of the meeting is reserved for persons desiring to address the Senate on any matter not on the agenda. No action will be taken.

There was no oral communication from the public.

V. Information & Announcements

There was no information or announcements.

VI. Old Business

A. Discussion on Local Minimum Qualifications (DAS)

President Shoemaker notified the District Academic Senate (DAS) that there has been some movement on the local minimum qualifications at both colleges as to how they should be updated, when they should be updated, no minimum qualifications, etc. As a reminder, Court Reporting, Interior Design and Psychology are the only three disciplines that were approved by the Board to have local minimum qualifications. Should a department want to implement local minimum qualifications, they would need to work with the other college's department, as both colleges need to agree, and it would then need to go before the Board for approval. In light of that, HR

will not be implementing any local minimum qualifications except for those three departments that were approved by the Board. The Equivalency Committee will be coming up with a process for each department to review their local minimum qualifications. Many thanks went to Cathy Cox for her hard work in researching this issue.

B. Discussion re: DC/DBAC re: Consolidation & Membership (DAS)

President Shoemaker lead a discussion on District Council/District Budget Advisory Committee. Both Academic Senate Presidents felt that this was not the appropriate time to work on bringing DBAC back, as WV has a new President and the District has a new Chancellor. However, informally there was a group that was meeting after DC meetings to talk about left-over issues from these dis-banded groups. This lead both Senate Presidents to wonder if there is a need for a task force to look into budgetary issues. Next semester, both Presidents will be looking into reviving/creating a budget task force that would delve into district budgetary issues once a month. President Dorian expressed aggravation that the shared governance aspect at District council is not really happening, that there is no consultation on district-wide budgetary issues.

C. Review & Update DAS 2012-13 Goals (DAS)

President Shoemaker briefly went over the DAS 2012-13 goals, focusing on the ACE/Senate liaison agreement.

1) ACE/Senate Liaison Agreement

President Shoemaker felt that the new ACE President may have higher priorities than this. There is an agreement between ACE and the Senates from 1987. The agreement, while vague, seems to be fine and he is not sure how the DAS would improve it. President Shoemaker also feels that the relationship between ACE and the Senates has been strong. The idea is that a document is needed for when issues arise. Both AS Presidents spoke about possibly reaffirming the 1987 agreement. It was agreed by both Presidents that the document will be looked at and edited by each Senate and then the DAS would take a final look at the document before asking ACE for their feedback. Senator Kelly opined that the concern at WV is that the Senate is drawn into matters that are not part of the 10+1, and suggested that be expressed appropriately in the agreement to prevent it from happening. Discussion continued with marking differences between ACE and the Senates.

2) Local Minimum Qualifications Reassessment Discussion – This issue is on today’s agenda for discussion (See Item V.B).

3) Development of District Shared Governance Procedures- It was agreed that this issue should be discussed with the new Chancellor.

4) Course Repeatability – this is an ongoing curriculum issue. Cathy Cox, Chair of the MC Curriculum Committee suggested that the Prerequisite Implementation Procedures Development Task Force be charged with this task. The task force is meeting on May 16th and will continue in the Fall. There should be a district procedure that allows for each Collegeto have its own procedures, as long as they meet the State’s requirements.

5) Redeveloping the Executive Management Hiring Practices – It was noted that there were only four faculty members on the Chancellor’s Search Committee out of approximately twenty members. The committee had two representatives from every constituent group, resulting in a preponderance of classified and administration. The Senators were cautioned not to impinge on the relationships established with other groups. It was opined that Executive Management Hiring Committees should have a preponderance of

faculty. The Senate Office was asked to research for an existing District Executive Management Hiring Policy.

6) Addressing the Achievement Gap – This issue will be addressed next year.

D. Discuss Revisions to Article 26, Faculty Evaluations, For ACE Contract (DAS/Pavao)

President Shoemaker reminded spoke about the Faculty Evaluation committee, reminding the Senators that last semester Pat Fenton, former ACE President, came to the each Senate and asked them to appoint a district-wide committee to work with ACE on the faculty evaluation project. West Valley has appointed four people to this committee, and Mission College has appointed two people. Rod Pavao, current ACE President, did confirm that it is still a priority. However, Rod Pavao was not at this meeting. President Shoemaker opined that this topic cannot be discussed further until Rod is present. Senator Ghodrat noted that this committee has yet to meet, as they are waiting for the ACE representative to contact them. President Shoemaker felt that having an ACE representative at the first meeting of the committee would be helpful to get things started.

VII. New Business

A. Discussion on Pass/No Pass Option (Hamp/Grogan)

A discussion regarding a new pass/fail reporting option took place.

Motion: that the pass/no pass be automated district-wide by A&R rather than issued by individual faculty with future DAS discussion as to specific implementation. (M/S/U - Kelly/Johnston)

B. Review Discipline "Families" and Repeatability Issue (Cox)

Cathy Cox visited the DAS to speak on discipline "families" and their repeatability issue. She noted that there have been some changes to Title 5 in the last few years that limit, very stringently, how many times a student can repeat courses when they have already successfully completed the same course. Previously, a student could repeat a class a certain number of times and a 'W' did not count towards that number and the student could repeat it again if they failed. That has all changed; any student can only take any class a maximum of four times regardless of how they did in the class. Another change is to the courses that could be repeated even if the student passed; ie: PE courses. That has gone away- if a student takes a piano class and gets a passing grade, they cannot take another piano class if all piano classes are in one family.

In terms of repeatability, it does take place within course "families". At this time, families are defined district wide, but may be defined state-wide at some point in the future. For example, if a student attempts to take wheel ceramics at four different times, that counts as the four times that the family of wheel ceramics has been taken. Families need to be set up district wide because repeatability is restricted at the district level; ie: ceramics classes at Mission are in the same family as the ceramics classes at West Valley. There is some latitude that can be used when defining families: are all ceramics in the same family or should one family be wheel ceramics, another family for hand-building ceramics, etc. Whichever family is created, it needs to be agreed upon between the two colleges.

Cathy suggests that the two colleges sit down by discipline and work out the families. She also noted that this must be done quickly, as families will go into effect by next fall. Every course that is an active participation course, visual & performing arts, and PE, must be put into a family. Any courses outside of visual & performing arts and PE may be put into a family, but it is not mandatory as of yet.

There is curriculum work that needs to be done as families will need to be indicated on the course outline, plus A&R will need to do Datatel work to input the families of courses. Cathy strongly stated that this is a compliance issue. Cathy also told the DAS that families of courses are going to be retroactive back to "forever".

West Valley A&R Director, Herlisa Hamp, added that both colleges are in compliance with regards to the repeatability issue. She also mentioned that the timeline is actually much tighter as the families input needs to be done before the students register- it should be done during the period when the schedules are being input into Datatel. It was also mentioned that IS will need to be involved on the Datatel side so the repeatability aspect shows up at the section level as well so both the course and section are in sync. In addition, A&R wants to make sure that the information in Datatel is correct with regards to repeatability.

All of this information will be going out to both colleges. Cheryl Miller noted that this is being driven by the current economy. Cathy Cox also noted that the departments affected need to be aware of the issue of levels. Senator Kelly asked how community education fits into this. Cathy stated that there may be some classes that are being pushed towards community education.

There is an article on this issue in the Senate Rostrum, which is also available online. President Shoemaker asked for an update on this issue at the DAS meeting on November 29th.

C. Proposition 30 Ramifications (DAS)

President Shoemaker lead the discussion on Proposition 30 noting that he and President Dorian have been talking about Proposition 30. President Shoemaker stated that it's been quiet at West Valley in regards to this. However, it now seems that it might not pass and talk has picked up. He also felt that the District has not done a good job of communicating to the Colleges the magnitude of the cuts and he sees the budget issue as a District issue knowing that even in the best case scenario there will need to be cuts. He feels that the Colleges should start planning for those cuts now and with coordination between the two Colleges like they have not had before. There may also need to be some consolidation of services that were at both Colleges, down to the district level, as has been hinted.

President Dorian noted that the MCAS Senate has started talking about this issue. Mission is moving forward to start talking about the tenets of the budget cuts. It was noted that with this round of cuts, we may not be able to do the least harm, as the College has exhausted all of the least harmful cuts available. Mission College President, Laurel Jones, is creating budget forums so people know what may be coming down.

West Valley College President, Brad Davis, also felt that Proposition 30 may not pass. He felt that if WV can budget properly, position cuts could be kept at a minimum. If Proposition 30 passes, there may not be cuts in the short-term. If it doesn't pass, the College will probably fall into basic aid status. The administration has been looking at planning, but it is so detailed with so many factors that they don't want to misinform people, which could create stress. There will need to be a lot of dialogue on consolidation of services, interdependence between the two colleges, and what will need to happen for the 14/15 school year.

Senator Johnston would like for the Senates to talk about what the priorities should be before the Administration just tells announces what changes will be taking place. President Dorian's issue is that the Senates are not involved with the "planning that is happening" as Brad Davis mentioned. She is also shocked by the lack of support from the public on Proposition 30 when looking at how many people have been to community colleges across the state. If the majority of cuts is done internally, as Brad suggested, the community will not know what the colleges have done for them. President Dorian feels that the colleges should remove certain community classes, instead of the employees getting paid less or being laid off, so the community really knows what they did by not supporting Proposition 30. A discussion ensued. Senator Pape opined that at some point cutting courses needs to stop, otherwise how can we still be considered a college.

President Shoemaker did note that associate faculty and classified have already had massive layoffs and to keep in mind that classified are much more vulnerable, noting this is not just about faculty and that there needs to be much more collaboration.

Discussion continued. President Shoemaker noted that two of the Board members would not support a Proposition 30 motion that was brought forward by a student trustee. Ultimately, the Board decides how all of this is implemented. Senator Johnston noted that the associates are already feeling these cuts as they are currently being laid off. Further discussion took place.

Cathy Cox asked the Presidents to work with ACE to remind the faculty to submit requests for FSAs now.

D. Discussion of Changes to Title 5 Regulations Relating to Prerequisite Implementation (Cox/Miller)

Cathy Cox quickly went over the change to Title 5 regulations relating to prerequisite implementation. She noted that the colleges need to change the board policy language, as mandated by Title 5, as to how prerequisites are implemented. These changes will affect how prerequisites are placed on classes. Since the District is two separate colleges with different curriculum committees and different curriculum, each College can have different processes for this implementation. Each College does not need to have the same processes, but the Board policy needs to change to accommodate that.

Motion: to recommend to both curriculum committees and both offices of instruction to draft board policy language regarding prerequisite implementation to be brought back to the DAS (M/S/U – Ghodrat/Kea)

VIII. Future Agenda Items

- A. Executive Management Hiring Practices

IX. Adjournment

These minutes are respectfully submitted by Jennifer French, Senior Administrative Assistant.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact WVCAS Senior Administrative Assistant Jennifer French at (408) 741-2075 one week prior to the meeting date.