

MISSION COLLEGE ACADEMIC SENATE AGENDA

Approved Meeting Minutes

To: Mission College

Date: December 12, 2013

Time: 2:15 PM – 4:15 P.M.

Place: CC 219-220

I. Call to Order & Roll Call

The meeting was called to order at 2:22pm.

Senators	A	P	Senators	A	P
AS President- W Abdeljabbar		X	Lang Arts- L Glaser		X
Applied Science- C Beggs		X	Lang Arts- J O'Neill	X	
Applied Science- C Brockmeier	X		Liberal Studies- M Johnston		X
Associate Fac- J Elliott		X	Liberal Studies- Vacant	X	
Associate Fac- S Rettus		X	Liberal Studies- Vacant	X	
ASG Rep- D Medina	X		Math & Science - K Neary		X
ASG Rep- V Le	X		Math & Science - A Piekarski		X
Bus & Tech- H Sun		X	Math & Science – R Reed		X
Bus & Tech- J Van Tassel		X	Student Services – C Perlas		X
Lang Arts- C Brown		X	Student Services – T Tran		X

Additional Attendees	A	P
Senior Administrative Assistant to the AS, Jennifer French		X
Guests: C Cox, L Martin, H Rothenberg, Y Coleman, R Castello, E Pape, R Pavao, A Shepherd, D Dorian, T Thompson		X

II. Order of the Agenda

Motion: to approve the order of the agenda as is (M/S/U - Johnston/Sun)

III. Approval of MCAS Meeting Minutes

October 31, November 7, November 14, November 21

Motion tabled from November 21st meeting: to approve the meeting minutes from October 31, November 7, and November 14 (M/S/U – VanTassel/Beggs)

Motion: to approve the meeting minutes from November 21 with the changes below (M/S/P – Beggs/Tran; abstain – Neary, Rettus)

Page 2: “Assist”

Page 5: word change from ensure to assure

IV. Oral Communication from the Public (5 minutes/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.

Lydia Harris would like to have more information come from the associate faculty representatives on the Senate. Jeffery Elliott, Associate Faculty Senator, noted that they send out a newsletter and if anyone is interested in receiving the newsletter they only need to send him their email address.

V. Information & Announcements (College & District) (5 min)

The book drive still going on, it has been a huge success, and they could use more books.

VI. Administrative Business/Actions/Appointments (30 min) (I/A)

A. President's Report

District Council

One of main items discussed was the faculty membership of the Basic Aid Task Force. In asking for more faculty members to be on the Task Force, the request was not passed. On that note, the question was raised as to what happened to DBAC. The answer is that it was merged into District Council. However, faculty representation on District Council is very low. This item will be discussed later in the agenda.

CBAC

CBAC went through the list of proposed items of the Basic Aid Task force. The Senate will be creating their own recommendation list, as will be discussed later in the meeting. CBAC will meet on Monday, so the recommendations will be presented then.

Faculty Prioritization

There will be four or five open faculty positions. The correct number is not known at this time. Vice President of Instruction, Leandra Martin, told the Senate that this is a time sensitive issue and that there are at least four retirees from last year. They would like a list of ten rankings, as there may be additional resignations and they would like to be prepared. The faculty prioritization will be done at the beginning of the spring semester.

B. Committee Appointments

There were no committee appointments.

C. Senate Sub-Committee Reports

Curriculum

As part of curriculum clean-up, a list of courses and programs were sent out to the Senators. The programs are inactivations for various reasons, and the course listings are "long dead" courses that need to be removed from curriculum. Cathy Cox noted that this is part one, and she will be back at the beginning of the spring semester with more programs and courses that are part of the clean-up. Also, anything being offered next fall had to be approved this semester, otherwise it will not be in the fall catalog.

D. Other Reports

There were no other reports.

E. Accreditation

Heather Rothenberg visited the Senate and reminded them that, as per her email, the draft they received was a final draft, but that there would also be some continual changes in terms of linking evidence and reformatting some charts and graphs. Plus, they will be doing a thorough review to make sure that everything is in place..

Motion: to forward the accreditation application to the ACCJC with acknowledgment of the tremendous effort of the Vice President of Instruction, Leandra Martin, Heather Rothenberg, Cathy Cox, tutors, faculty, classified staff, and student s who participated in the making of the report. (M/S/U – VanTassel/Johnston)

Any additional changes need to be received by Monday, as they are sending it to print in preparation for the Board meeting. Also, Heather created a link that she will be sending out on Distance Education. She encouraged all faculty to look at the fourteen minute video as to what qualifies as a distance education course.

The Senate ended this topic by joining in a round of applause.

F. District Academic Senate

There was nothing reported on this topic.

G. Recognitions

Motion: to approve resolution for Penny Johnson, below (M/S/U – Tran/Perlas)

Resolution in Honor of Penny Johnson



Whereas, Penny Johnson has served Mission College as Vice President of Student Services since 2007, bringing a vast knowledge of student services in the California Community Colleges and an exceptional breadth of experience to the position;

Whereas, Penny has worked tirelessly to bridge gaps between Student Services and Instruction, with an awareness that students will benefit most when there is a seamless integration between the two;

Whereas, her administrative leadership has built trust and fostered innovation and creative thinking throughout the Division;

Whereas, Penny is cool and calm under pressure and not one to get frazzled during conflict, and she remains true to her Counseling education and background by employing these skills effectively to facilitate discussions and advocate for Student Services;

Whereas, she is legendary for her sense of style and fashion; her love of unique and creative clothing, hand-crafted jewelry, and colorful accessories;

Whereas, she epitomizes the ideal of a balanced and sane approach to life through daily “mental health walks” to de-stress, providing healthy non-sweet snacks for those around her, and the regular enjoyment of a good glass of wine;

Whereas, she loves nothing better than to walk with her “baby”, Aquilla, along the beach in Pacifica;

Whereas, she has nonetheless endured years of 90 minute commutes to and from Mission College all these years solely to spend her days making life better for the students, staff, and faculty with whom she works; and

Whereas, Penny has been heard to express the intent of continuing to work with students on a volunteer basis even after retirement, showing that counseling is truly a lifetime calling;

Resolved that the Mission College Academic Senate, representing the faculty of Mission College, thanks Penny Johnson for her outstanding service to the college community, and wishes her many happy years of beach walks and success in all of her future endeavors.

H. Other

President Abdeljabbar reminded the Senators that WVMCCD email should only be used for things that pertain to professional academic matters within the District and for 10+1. Additionally, any Senators who want to email the Chancellor to invite him to a Senate meeting, please first discuss this with the Senate President as that is appropriate.

VII. Old Business

A. Approve New Programs in Hospitality Management: AS Degree in Baking & Pastry; Certificates in Baking & Pastry, Food Service & Hospitality Supervisor, and Skilled Food Service Worker II (CRC) (I/A)

Food Service & Hospitality Supervisor Certificate of Achievement (M/S/U – moved & seconded by CRC; Academic Senate all in favor)

Skilled Service Worker II Certificate of Achievement (M/S/U – moved & seconded by CRC; Academic Senate all in favor)

Associate of Science Degree in Baking and Pastry (M/S/U – moved & seconded by CRC; Academic Senate all in favor)

Baking and Pastry Certificate of Achievement (M/S/U – moved & seconded by CRC; Academic Senate all in favor)

B. Discussion on Academic Senate Involvement with Budget Process on District Council Basic Aid Task Force (Abdeljabbar/Senate) (I/A)

President Abdeljabbar opened up the discussion on Academic Senate involvement with budget process by asking former Academic Senate President, Dianne Dorian, to speak on why there is no longer a DBAC. Dianne noted that some years ago, District Council had been discussing for a while no longer having DBAC as they were all going to too many meetings and they were redundant. When it came time for the vote, the majority, who were not faculty, voted to disband DBAC. The faculty on District Council can never carry the vote as they are the minority in that group. Cathy Cox stated that DBAC had a lot of faculty participation and that they lost something big when DBAC was dis-banded. Discussion ensued.

Cathy Cox, former Academic Senate President, suggested a District Academic Senate budget advisory committee. Discussion continued. She also noted that District Council meets at Mission College in the spring and that the meetings are open to the public. She suggested that both faculty and staff attend the meetings.

Motion: to form a District Academic Senate Budget Study, Planning, and Process Committee (M/S/U – Elliott/Johnston)

Discussion ensued after the motion, before the vote. The question was raised as to whether or not the Senate should support reinstating DBAC by the District. President Abdeljabbar noted that the members on District Council would be the same members on DBAC, but that this could be discussed in the future.

Motion: to extend this topic by five minutes (M/S/U – Elliott/Reed)

Rod Pavao announced that there is an ACE meeting today which is the last meeting of the year.

C. Discuss Basic Aid Fund Allocation Process Draft Document (Senate) (I/A)

The Senate reviewed the Basic Aid Fund Allocation Process Draft document. Senator Sun opined that there is already a budget allocation model in place and that is the model that should be used. Discussion ensued. Senator Johnston opined that the College should invest the money in the people who work here: staff, part-time faculty, full-time faculty, etc. Dianne Dorian opined that Ed Maduli wants to call every extra penny “one-time monies,” however, carry-overs are not one-time monies, and this includes the Basic Aids funds. Dianne suggested that the following items get on the list: 1) restore money to colleges that were cut, 2) the Associate Faculty funding model needs additional funds as it is under-budgeted with funds coming out of the general college budget, 3) take off one-time schedule salary adjustment as it shouldn’t be a one-time adjustment. Discussion continued.

Motion: to extend this topic by five minutes (M/S/U – Sun/Reed)

Discussion continued.

Motion: to extend this topic by ten minutes (M/S/U – Glaser/Johnston)

The discussion continued with the Senators reviewing the list.

Motion: to extend this topic by five minutes (M/S/U – Johnston/Beggs)

The Senate discussed and created their own list based upon the list proposed by CBAC. Below is the list as revised by the Mission College Academic Senate:

Academic Senate Recommended Priorities to Locally Funded Basic Aid Task Force

1. Supplement salary on permanently, based on salary survey, for District employees to make MC more competitive against our neighboring Bay 10 colleges and for retention purposes

2. Supplement Associate Faculty schedule with additional funds permanently to bring in highest caliber adjunct faculty to add parity
3. Classified staff: more are needed with then prioritizing the positions
4. Marketing funds
5. Mandated costs for services borne by the college that are not sufficiently funded through categoricals (eg. HDD, hearing impaired interpreters, ADA, SSSP)

Motion: to approve the recommendations above (M/S/U - Beggs/Johnston)

Discussion ensued after the motion and before the vote regarding the Basic Aid Fund Allocation Process Draft document.

VIII. New Business

A. SLO Module Overview (Perlas) (I)

This item will be reagendaized.

B. Presentation of Community College Student Survey of Engagement (CCSSE) Assessment of ILOs (Perlas) (I/A)

This item will be reagendaized.

IX. Future Agenda Items

- A. Discuss Need for and Impact of English Writing Assessment for Placement (Cox)
- B. Consider Approval of Revised Program Revitalization and Discontinuance Policy (Senate/ADC) (spring 14)

X. Adjournment

Motion: to adjourn at 4:10pm (M/S/U – Glaser/Beggs)