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Minutes

Academic Senate Meeting

April 20, 2017

Present: Lina Soto, Tim Engle, Scott Guth, Bruce Nixon, Chisa Uyeki, Abby Wood, Vicki Greco, Luisa Howell, Dana Miho, Liesel Reinhart, Michael Sanetrick, Eric Kaljumagi, Joan Sholars, Regina Martinez, Linda Rogus, Jennifer Hinostroza, Corey Case, Beta Meyer, Alison Chamberlain, Stephen Villasenor, Jenny Leung, Janet Truttman, Tony Henry, Roxan Arntson, Barry Andrews, Jean Metter, Patricia Maestro, Chan Ton, Michelle Shear, Eloise Reyes, Rebecca Walker, Holly Cannon, Tamra Horton, Hector Sanchez, Rita Van Dyke-Kao, Shari Wasson, Kelly Rivera, Kate Cannon, Liz Ward, Sun Ezzell, Dianne Rowley, Jared Burton, Scott Childress, Karla Rivas, Michelle Boyer, Shelby White, Philip Wolf,

Absent: Jeff Archibald, Martin Ramey, Michelle Sampat, Maria Davis, Donna Necke, Fred Kobzoff, Jaime Hooper, Charis Louie, Lance Heard, Robert Augustus, Samuel Wolde-Yohannes, Matthew Burgos, Serena Ott

Guests:

- I. Call to Order: The meeting was called to order at 11:34 a.m.
- II. Consent Agenda: Consent items Q & S were pulled. The rest of the consent agenda was approved unanimously.
- III. Public Comment: no public comment
- IV. Officer Reports
  - A. President:
    1. Academic Mutual Agreement Council
      - a) AMAC met on March 28 and covered the following issues:
        - (1) Response to Art History regarding Humanities: AHIS had requested clarification about AMAC's approval of department reorganization on May 9, 2016 to confirm that it included the assignment of responsibility for the HUMA 1 course to the AHIS department. This was confirmed.
        - (2) Commencement 2017: Questions were raised about the course of events for the day and what kind of communication was occurring to faculty to inform them of commencement logistics and get an accurate idea of how many faculty intend to show up. It was noted that this would be discussed in Cabinet imminently, followed by communication to the faculty.
        - (3) AP 5011 – Concurrent Enrollment: There was brief discussion about the timeline for discussion and revision of the AP and how quickly it would return to PAC. We agreed that a small group of Martin, myself, Audrey, and Joumana would clean up the language in the AP to be brought to SP&S on April 17. In the meantime, we agreed that the Senate's revisions of the AP wouldn't stop the college from discussing with local high schools possible dual enrollment offerings for Fall 2017.
        - (4) DSPS Noncredit Faculty Request: A request for the Instructional Specialist – Speech Pathologist position to be filled as a noncredit faculty position was brought forward. There were questions about the source of funding, the staffing plan for the ATC, and the minimum qualifications under which the faculty would be hired. It was agreed to return the request to DSPS for clarification on these questions
        - (5) Coordinator Reaffirmation/Reappointments: Senate coordinators were reviewed, per our policies, to determine if they were approved to finish the second years of their terms. All coordinators were confirmed for a second year with the exception of New Faculty Seminar. Since the position has been split all year, the question was raised if both faculty currently in the position would continue into 2017-18 or if a single coordinator would serve next year. We agreed to discuss again at a future meeting. Both incumbents for Assistant Curriculum Liaison and Assistant DL Coordinator requested to be reappointed, and no objections were raised in the meeting.
        - (6) Revisit Public Safety Interim Hiring Process: As a follow up from my meeting with HR, I noted that HR did not confirm the prior account of how the Interim Public Safety managers were hired, but rather suggested a different process occurred. Irene agreed to discuss further with Jemma and reiterate interim hiring procedures.
        - (7) Resolution 16-09 SLOs as Part of Course Syllabi: The resolution was accepted, and the Senate was thanked for taking a clear stance on the issue.

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- (8) Resolution 17-01 Faculty Workload During Intersessions: The resolution was accepted, with the request that during primary terms faculty maintain flexibility in work schedules and hours to accommodate more work during primary terms and less work during intersessions.
- b) AMAC met again on April 10 and covered the following issues:
- (1) Resolution 17-02 Regarding Dual Enrollment: The resolution was discussed, with attention to the first “resolved” clause declaring this an academic and professional matter. It was determined that a response was required from Cabinet. The resolution will be returned for discussion with Cabinet’s response on April 24. If issues on dual enrollment arise before then, we will have a special meeting to discuss them.
  - (2) New Faculty Seminar Task Force Recommendations: The recommendations were discussed, and it was agreed that as specific recommendations are implemented (e.g., budget for the NFS) we will discuss further to ensure the recommendations can be achieved. It was also suggested that we conduct focus groups of recent NFS completers as the curriculum for NFS is developed.
  - (3) Paramedic Program Reorganization/Hiring Process: The appointment of a “state and locally approved program director” faculty member was discussed, with clarification sought on the appointment process and what duties this position would entail. It was also noted that the job description for the Assistant Director, Public Safety Programs posted on the HR website does not match the one approved by the Board of Trustees on March 8.
  - (4) DSPS Noncredit Hiring Request: There is confusion over the funding source for the approved Instructional Specialist – Math Emphasis position (District general fund or categorical). The funding source for this will determine whether there is categorical funding available to support the Speech Pathologist position. There are DSPS noncredit minimum qualifications which would be used for the position, and the faculty member would only teach noncredit classes as part of the ATC. Irene will discuss further with Bill and Grace Hanson for clarification on funding source and availability. If funding can be resolved, AMAC is supportive of the position going forward.
  - (5) Additional Hiring: With retirements and the possibility of failed searches, the President has expressed interest in some additional full-time hires. We have received a late replacement request from Chemistry. Per AP 7120 the request was considered based on whether to fill it, go to the next position on the priority list, or choose not to fill. Further discussion in President’s Cabinet is still needed, but AMAC was generally supportive of the Chemistry request. Additional hiring needs will be returned at the April 24 meeting.
- c) AMAC will next meet on April 24.
2. Accreditation Steering Committee
- a) The committee met on April 7 and discussed the following issues:
    - (1) ACCJC Website: The ACCJC has updated its site and can now be searched by institution. Mt. SAC’s recommendation should be posted by early July.
    - (2) Committees reporting on accreditation work: ASC agreed to recommend to PAC that the annual planning memo for committees be used to include accreditation participation as an ongoing committee goal.
    - (3) Lessons learned from 2017: There was a discussion about how best to accumulate lessons learned from the 2017 accreditation process. Ideas included focus groups and Smartsheet surveys for the whole campus and writing teams.
    - (4) Revisions to Commission Actions: A new change has been suggested by ACCJC which would add “reaffirm and require follow-up report” as one of the recommendations. The committee had some concerns about the vagueness of the language and the implications if a school was reaffirmed but had problems with its follow-up report.
    - (5) ACCJC Views on IB3 and IB6: The ACCJC has issued some new guidance on these standards. One relates to the disaggregation of outcomes data. This was discussed and will be returned to a future ASC meeting.
  - b) The committee next meets on May 5.
3. Equivalency Committee
- a) The committee met on March 27 and approved the equivalency for Child Development / Early Childhood Education (presented as part of the C&I report). The committee next meets on April 24.
4. Institutional Effectiveness Committee
- a) IEC met on April 12 and discussed the following items:
    - (1) Reviewed the ACCJC Annual Report including the College’s success and financial metrics
    - (2) Reviewed the responses to the completion of the 2015-17 Strategic Plan
    - (3) Reviewed models for a new strategic plan including those of several other colleges. The committee conducted an exercise to link the College’s existing initiatives and plans to the current goals/themes and to the AACCC’s themes.
  - b) IEC next meets on April 26.
5. President’s Advisory Council

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- a) PAC met on April 12. At this meeting the following items were discussed:
    - (1) CEDC Update: The College's most recent EEO Fund Multiple Allocation Model Certification Report was presented.
    - (2) IEC Update: Work on the old and new strategic plans was discussed along with plans for the upcoming Expanded PAC meeting.
    - (3) Accreditation Steering Update: The recommendation was made to PAC to include accreditation standards in the required committee goal/progress reports submitted each spring.
    - (4) Facilities Advisory Update: The initial design work for the Student Center was presented.
    - (5) BP/AP 5130 Financial Aid – The BP and AP were approved.
  - b) PAC will next meet on April 26.
6. Board of Trustees Meeting
    - a) The Board of Trustees met twice on April 12. The first meeting was a special meeting called on Tuesday to approve revisions to the job description for Assistant Director, Public Safety Programs. The item has been tabled to a second special meeting that occurred on April 19.
    - b) At the second, regular Board meeting the Board received our revisions to AP4020 as an information item, reviewed its policy on the Student Trustee, and set goals for 2017-18.
    - c) The Board of Trustees will next meet on May 10.
  7. Committee and Coordinator Vacancies
    - a) As an addendum to this report, you will find the remaining committee vacancies for Fall 2017. Thanks to those who have stepped up to fill vacancies. Please encourage faculty in your departments to volunteer for the remaining spots. On April 17, I also sent out a call for the Honors Coordinator position for 2017-18 including a list of sample duties/responsibilities (the position carries a 9 LHE reassignment). Please consider applying for this position or encouraging qualified faculty in your divisions to do so.
  8. Management Screening Committee Appointments
    - a) A call was sent out to all faculty to serve on the Director and Assistant Director, Professional and Organizational Development hiring committees. 5 faculty responded and Dianne Rowley and Tamra Horton were appointed. The Assistant Director position was subsequently canceled for recruitment.
- B. Vice President:
1. Budget Committee
    - a) Budget met April 4. The committee reviewed the Faculty Position Control Report of 3/21/17, which showed 14.20 separating hires and 19 authorized hires. The college uses one-time funds to approve New Resource Allocations which sometimes are used to hire personnel. This can be problematic both in terms of recruiting the best talent as well as having to lay off someone at the end of the year. Moreover, it has the potential to significantly impact fund balances as those positions move from one classification (New Resources) to another (Unrestricted General Fund). Cabinet agreed in March to stop that practice.
    - b) At the same time, the College has had a long-standing policy about not spending growth money before it is received. However, it did just that this year. The College's "recalculation" figure from the state was roughly \$1.6 million, which will be ongoing; however, we already spent approximately \$1 million of that when the figure was announced. The college is identifying areas where it can cut to recoup that money.
  2. Plenary
    - a) Michelle Sampat and I are attending Plenary today through Saturday. A full report will follow at our next meeting.
  3. Dean, Humanities & Social Sciences Hiring Committee Appointments
    - a) Margie Whalen, Kate Cannon, and Luisa Howell have been appointed as faculty members to serve on the hiring committee for this position. If you have any questions, please e-mail me at [mramey2@mtsac.edu](mailto:mramey2@mtsac.edu).
- V. Legislative Liaison Report: No report.
- VI. CTE Liaison Report: No report.
- VII. Noncredit Liaison Report: No report.
- VIII. Faculty Association Report:
- A. FA Representative Council
    1. The Representative Council met on 4 April and closed nominations for 2017-18. There are not competitive races for the

Exec. Board this year, as Eric Kaljumagi, president, Joan Sholars, vice-president, Liz Ward, secretary, Michael Sanetrick, PT director, and Tamra Horton, Barbara Quinn, and Antoine Thomas, FT directors are all running unopposed. We are still looking for write-in candidates for the 6 PT Representatives at Large, 3 Service Center One representatives, and up to 4 NEA 2018 convention delegates. Ballots were sent out on 10 April and are due back to the FA office by 28 April.

#### B. Negotiations

1. On 7 April we established a tentative agreement that will have the Salary and Leaves Committee post the college and title of the courses they approve on their website each semester as a guide. Our meeting on 14 April did not yield any additional tentative agreements. Please contact your FA representatives or come to the next Representative Council meeting on 2 May for more information.

#### C. 2017-18 Committee Vacancies

1. Although the Academic Senate appoints faculty to most College committees, the FA does have a few positions available this year. In addition, we have a number of seats open on our internal FA committees. Faculty interested in volunteering for any of these positions should contact the FA President at [ekaljumagi@msac-fa.org](mailto:ekaljumagi@msac-fa.org) by today. A list of the available positions is attached to this report.

#### D. Faculty Association Scholarships

1. Scholarship applications are now available on the FA website. There are 3 categories: Academic, CTE, and Extra Curricular. The deadline for turning in the applications is 25 April. Please talk to your students about applying. Scholarships will be awarded at the Faculty Association Scholarship Ceremony on 10 June in Founders Hall.

#### E. FA Faculty Appreciation Events

1. Four meals will be served on campus in early May to thank faculty for their work. There will also be raffles for iPads and gift cards. Please mark your calendars for a Taco Bar from 11:00 a.m. to 1:30 p.m. on 2 May in Founders Hall, another Taco Bar from 11:00 a.m. to 1:30 p.m. on 8 May in 9C-Stage, Pizza from 11:00 a.m. to 1:30 p.m. on 10 May in 26-1640, and Asian food from 5:00 p.m. to 7:00 p.m. on 11 May in 60-2302. Please RSVP for these events by going to <https://goo.gl/forms/p9brRNAyNXLXo7Hg2>. An e-mail with this link was sent to all faculty on 17 April.

#### IX. Associated Students Report:

##### A. A.S. Student Report 4.13.17

1. A.S. Budget Deliberations – A.S. has finished its budget deliberations and has since been sent to Audrey for approval.
2. Educators of Distinction – Nominations have just closed, I will be reviewing all the applications this week. There should be an answer by later next week as to who our Educators of Distinction are. (The awardees have been announced via email, there were many applicants- more than other years)
3. Parking Initiative Taskforce – Associated Students will be making a parking initiative taskforce soon and is expected to be comprised of three students, two faculty, two manager, and a risk management representative. Looking at investigating carpool program and incentives.
4. A.S. Elections – Elections have finally ended after a long week. There were four President/Vice President Tickets, three Trustee tickets, two ICC Chair tickets, and three Senate Co-Chair tickets. Attached are the statistics.
  - a) Our Next A.S. Executive Board:
    - i. President/Vice President: Brian Moon and Daniel Garcia
    - ii. ICC Co-Chairs: Brenda Noarbe and Michelle Ravel
    - iii. Senate Co-Chairs: Joel Garcia and Israel Garcia
    - iv. Student Trustee: Corey Case
5. Student of Distinction Results – Will be released in the next few weeks as to who won. Faculty interviews for the supplemental prize will be held shortly after.

#### X. Council Reports:

##### A. Curriculum & Instruction Council Report:

1. Committees
  - a) Continuing Education - Minutes: None
  - b) Distance Learning - Minutes: December 13, 2016, February 28, 2017
  - c) Educational Design - Minutes: March 14, 2017, March 21, 2017, March 28, 2017, and April 4, 2017
  - d) Educational Design Sub-Committee for General Education and Transfer Issues - Minutes: April 3, 2017
  - e) Equivalencies - Minutes: November 28, 2016, December 5, 2016
  - f) Outcomes - Minutes: December 6, 2016, March 7, 2017, and March 21, 2017
2. Curriculum
  - a) Curriculum & Instruction Council Consent:
    - i. Child Development/Early Childhood Education Equivalency: See Attached Handout
  - b) Curriculum & Instruction: Action Items: None
  - c) Curriculum & Instruction Council Information Items:
    - i. Courses Approved on EDC Consent Agenda
      - a. ARTC 280 Commercial Art Studio Removed from Graphic Design - Level II. Program Mod approved reflecting removal of ARTC 280
      - b. SOC 91L Service Learning for Sociology Lab existing stand-alone course
      - c. VOC AGG01 Food Production, Land Use & Politics - a Mod (per 4-year review process) TOPS from 011200 to 010100 Correct CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation. Mirrors AGAG 1
      - d. VOC AGR39 Turf Grass Production and Management Mod (per 4-year review process) TOPS from 010910 to 010940 SAM from "B" to "C" Correct CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation. Mirrors AGOR 39.
      - e. VOC AGR40 Sports Turf Management Mod (per 4-year review process) TOPS from 010910 to 010940 Mirrors AGOR 40
      - f. VOC AGR55 Diesel Engine Repair 4-year review/mod (change instructional hours to a range of hours) Mirrors AGOR 55
      - g. VOC AGR63 Irrigation Systems Management Mod (per 4-year review process) New Title - from "Landscape Irrigation - Systems Management," CB22 - Noncredit Eligibility Category Code from "I" Short-Term Vocational to "J" Workforce Preparation Mirrors credit AGOR 63
      - h. VOC CSB16 Macintosh Applications Mod (per 4-year review process) Correct CB22 Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation, TOPS from 051400 to 070100, and change -0- lab hours to 27 lab hours Mirrors CISB 16
      - i. VOC CSW15 Web Site Development Mod (per 4-year review process) Changing -0- lab hours to 27 lab hours Mirrors CISW 15
      - j. VOC EL53 Communications Systems Mod (per 4-year review process) Correct CB22 - Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation Title change from: Communications Circuits Mirrors ELEC 53
      - k. VOC EL54A Industrial Electronics Mod (per 4-year review process) Change SAM from "B" to "C" Mirrors ELEC 54A
      - l. VOC FSH62 Retail Buying and Merchandising Mod (per 4-year review process) Change title from "Retail Store Management and Merchandising; add 18 lab hours; change SAM from "D" to "C". Mirrors FASH 62
      - m. VOC PHO15 History of Photography 4-year review/mod. Mirrors PHOT 15
      - n. VOC PHO30 Advertising Photography Title change from "Commercial and Illustrative Photography"; Change SAM from "B" to "C"; correct CB22 Noncredit Eligibility Category Code from "I" - Short-Term Vocational to "J" Workforce Preparation. Mirrors PHOT 30
      - o. BS BIO50 Basic Skills Biology Created at the request of credit. Mirrors BIOL 50.
      - p. ARCH 290 Architectural Work Experience

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- q. CISN 34 LINUX Networking and Security
  - r. CISN 34L Linux Networking and Security Laboratory
  - s. CISW 21L Secure Web Programming with ASP.NET
  - t. DNCE 11A Social Dance Forms I
  - u. DNCE 12A Modern I
  - v. DNCE 14B Jazz II
  - w. DNCE 18A Tap I
  - x. DNCE 18B Tap II
  - y. DNCE 19 Tap Performance
  - z. DNCE 22 Dance Rehearsal
  - aa. DNCE 24 Dance Production
  - bb. DNCE 32 Commercial Dance
  - cc. DNCE 33 Physical Education Improvisation
  - dd. DNCE 34 Dance Directives
  - ee. DNCE 40 Conditioning Through Dance
  - ff. VOC AGN02 Animal Nutrition 4-year review Mirrors AGAN 2
  - gg. VOC AGR29 Ornamental Plants-Herbaceous Dual-listed course, reflects credit course mods
  - hh. VOC BA75 Using Microcomputers in Financial Accounting 4-year review Mirrors BUSA 75
  - ii. VOC ID12 Materials and Products for Interior Design 4-year review and modification Mirrors ID 12
  - jj. R-TV 14 Media Aesthetics Eliminated Eligibility for ENGL 68 as pre-requisite, added advisory Eligibility for ENGL 1A. For C-ID aligning.
  - kk. DNCE 11B Social Dance Forms II
  - ll. CISD 14 VBA for Excel and Access
  - mm. BUSS 85 Special Issues in Marketing: Removed all prerequisites: BUSS 33, 35, 36, & 50.
  - nn. Courses Reviewed and Approved
  - oo. MUS 17B Intermediate Piano: Pulled from Consent for Random Spot Check
  - pp. BS HSEMA HSE Preparation: Mathematics High School Equivalency offers a more inclusive course for high school equivalency exams now approved by the California Department of Education. This course is a modification of the current BS GEDMA.
  - qq. BS HSERL HSE Preparation: Reasoning through Lan High School Equivalency offers a more inclusive course for high school equivalency exams now approved by the California Department of Education. This course is a modification of the current BS GEDWR.
  - rr. BS HSESC HSE Preparation: Science High School Equivalency offers a more inclusive course for high school equivalency exams now approved by the California Department of Education. This course is a modification of the current BS GEDSC.
  - ss. BS HSESS HSE Preparation: Social Studies High School Equivalency offers a more inclusive course for high school equivalency exams now approved by the California Department of Education. This course is a modification of the current BS GEDSS.
  - tt. BUSA 71 Personal Financial Planning
  - uu. FCS 80 Personal Financial Planning
  - vv. MUS 211 Chromatic Harmony I: Formerly MUS 3B. Prereq. MUS 112, coreq. MUS 221. Will not be sent to Chancellor's Office until all MUS numbering changes and program revisions are submitted.
  - ww. MUS 112 Music Theory II: Formerly MUS 3A. Prereq MUS 111. Coreq. MUS 122. For C-ID alignment. Will not be sent to Chancellor's Office until all MUS numbering changes and program revisions are submitted.
  - xx. THTR 15 Play Rehearsal and Performance - Acting Title change. From Play Rehearsal and Performance to Play Rehearsal and Performance – Acting. Aligned with C-ID THTR 191.

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- yy. SPCH 99 Special Projects in Speech from 36 lec hrs to 9 to 36 lec hrs. From 2 unites to .5 to 2 units.
  - zz. DNCE 12B Modern II
  - aaa. BTNY 3 Plant Structures, Functions, Diversity
  - bbb. KINX 9 Conditioning for Sports
  - ccc. MUS 121 Musicianship I Formerly MUS 5A. Title change from Musicianship - Ear Training and Sight Singing to Musicianship I. Coreq. MUS 111=MUS 2. Added textual advisory: Ability to read music.
  - ddd. MUS 122 Musicianship II Formerly MUS 5B. Title change from Musicianship - Diatonic to Musicianship II. Update of renumbered prereq MUS 121= MUS 5A and coreq. MUS 112= MUS 3A
  - eee. MUS 221 Musicianship III Formerly MUS 6A. Title change from Musicianship - Chromatic I to Musicianship III. Prereq. MUS 122= MUS 5B, coreq. MUS 3B
  - fff. MUS 222 Musicianship IV Formerly MUS 6B. Title change from Musicianship - Chromatic II to Musicianship IV. Update renumbered Prereq. MUS 221= MUS 6A and coreq. MUS 212= MUS 3C
  - ggg. BIOL 4 Biology for Majors: Reviewed with BIOL 4H
  - hhh. BIOL 4H Biology for Majors-Honors: Reviewed with BIOL 4
  - iii. BS ASVB1 ASVAB Preparation 1 Correct CB08s to "B", Basic Skill. Correct CB11 - Classification Status from "K" , Other Noncredit Enhanced Funding. Correct CB22 -to C" Correct CB24 "1", to "2"
  - jjj. BS ASVB2 ASVAB Preparation 2 Correct CB08s to "B", Basic Skill. Correct CB11 - Classification Status from "K" , Other Noncredit Enhanced Funding. Correct CB22 -to C" Correct CB24 "1", to "2"
  - kkk. MUS 212 Music Theory IV Formerly MUS 3C. Prereq. MUS 3B= MUS 211, coreq. MUS 6B= MUS 222. Title change from Harmony - Chromatic II to Music Theory IV, short title from Harmony to Music Theory IV
  - ii. Approved New Courses:
    - a. THTR 13 Play Rehearsal and Performance – Technical: Included in the AA-T Theatre Arts and Technical Theater Certificates. Being submitted for alignment with C-ID THTR 192. Planning, preparation, and presentation of college-sponsored dramatic presentations. Emphasis on technical theater, including light, deck, sound, costume, and stage management.
    - b. THTR 20 Introduction to Script Analysis: Included in the AA-T Theatre Arts. Being submitted for alignment with C-ID THTR 114. Analysis of dramatic literature for practical application in the performance arts. This class focuses on reading and analyzing play scripts as an actor, theater director, or theater designer.
    - c. THTR 21 Introduction to Theater Design: Included in the AA-T Theatre Arts. Being submitted for alignment with C-ID THTR 172. Survey of scenery, lighting, properties, costumes, makeup, and sound design for the theater. Through demonstration and laboratory experiences, students will gain an appreciation for theatrical design by learning to identify fundamental principles for creating a design and using standard techniques to communicate a design.
    - d. THTR 22 Stage Lighting: Included in the AA-T Theatre Arts. Being submitted for alignment with C-ID THTR 173. Theory and practice of stage lighting. This course covers the study and execution of stage lighting with an emphasis on lighting instruments, control consoles, color theory, and the necessary paperwork used for conveying the design.
    - e. ENGL 90: Accelerated Developmental Writing: Critical thinking skills, contextual analysis, and conventions of essay writing in a thematic context to prepare students for college-level composition. Addresses metacognitive skills and affective factors with a process-based, integrative approach to writing.
    - f. VOC ST1 Sewing and Tailoring 1 Education for Older Adults: Patternmaking and garment fitting with flat pattern and draping methods, learned through process of creating a personal fitting form.
    - g. VOC ST2 Sewing and Tailoring 2 Education for Older Adults: Haute couture garment construction, including couture tailoring techniques for inner structure, finishing, and achieving superior overall appearance.
  - iii. Approved Distance Learning Courses:
    - a. NF 12: Sports Nutrition
  - iv. Approved Course Deletions:
    - a. BS ABE06 Basic Skills Foundation No longer offered

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- b. OAD HTH12 Healthy Cooking for Older Adults No longer offered
  - c. VOC ESD06 Craft Painting for Business Opportunities No longer offered
  - v. Approved Programs:
    - a. NEW: World Languages AA: The Associate of Arts in World Languages and Global Studies is a multidisciplinary course of study that encourages global awareness and intercultural understanding through the acquisition of at least one modern language other than English, namely Arabic, Chinese, French, German, Italian, Japanese, and Spanish. The coursework is designed with the dual intent of examining the nature of language and relating it to multiculturalism around the globe and in the United States. Overall the program prepares students to function effectively in a global world by promoting a level of linguistic competence and cultural sensitivity that allows individuals to build ties of trust and collaboration across a number of career fields, such as International Business, Government, Teaching, Travel and Arts, Journalism, etc. The elective component of the program allows students to frame their foreign language acquisition within regional cultural studies, global cultural studies or international relations.
    - b. Theater Arts AA-T: Modification removing THTR 18 from List A. Adding THTR 13, 20, 21, and 22. Unit change from 18-18.5 to 18.
    - c. Sociology AA-T: Modification to remove a .5 unit SOC 99 course that is not able to fulfill the degree requirements. No unit change.
  - B. Student Preparation & Success Council Report:
    - 1. SP&S met on April 3 and discussed Board Policies in the 5000 series. SP&S made several suggestions and will finalize its changes at its May 1<sup>st</sup> meeting to forward those on to the Senate for consideration. Most changes are minor. In addition, SP&S discussed BP 3930, Minors on Campus, and recommended changes be forwarded to PAC for the appropriate constituent groups to review.
    - 2. SP&S met again on April 17 and discussed communications from the Chancellor's Office on the College's Integrated Plan due December 1, 2017. This plan will bring together budget planning and review for three areas: the Basic Skills Initiative, Student Success, and Student Equity. SP&S also was presented with data from Research on the students who take LERN 48 and 49. Much of the data confirms what we already know and that is the majority of students taking LERN 48 tend to be female more than male, African American or Latino more than Caucasian or Asian, first generation college students, from low income households, etc. Additional work is needed to look at throughput, persistence, success, etc. for these students. In addition, it appears that nearly 30% of students who are successful in LERN 48 do not enter LERN 49. It was unclear from the data presented why that is the case. Research will continue to work with SP&S on these questions and data.
    - 3. Future Topics
      - a) Basic Skills Study and Budget for 2017-18
      - b) Review of Multiple Measures usage
      - c) Minority Male Initiative update
      - d) Chancellor's Office visit – May 1
  - C. Professional Development Council Report: *Motion to reorder to be reported after action items, seconded and approved unanimously. Reordered to after action items*
    - 1. PDC Updates
      - a) As a process check, PDC re-reviewed several Conference & Travel requests that had not been approved through our online review process. We will be discussing "group" C&T requests as a future topic. Clarification is needed here.
      - b) A subcommittee of PDC was created to review SANFACC applications. Mt. SAC can select three participants.
      - c) The Council is starting work on our annual campus professional development report and will be updating our plan in the coming months. The current plan is online at [http://mtsac.edu/pod/documents/pd\\_plan\\_6-7-16.pdf](http://mtsac.edu/pod/documents/pd_plan_6-7-16.pdf)
    - 2. CPDC
      - a) The Great Staff Retreat will be May 17-19. Registration is open.
    - 3. FPDC



- a) The Inspired Teaching Conference was held on 4/17/17 on campus. The theme was the “Right Question” program for improving student inquiry in the classroom. Approximately 100 faculty participated, including the new faculty seminar participants.
4. MPDC
  - a) MPDC submitted a purpose, function, and membership statement. The Council suggested addition of a non-manager member commensurate with membership of CPDC and FPDC.

XI. Action:

- AA. Fall 2017 Institutional Review Board Appointments: Shiloh Blacksher, Dezzie Prewitt (was Q on Consent)  
*Motion & second to divide AA, passed unanimously. Discussion. Motion and second to approve Shiloh Blacksher. Shiloh Blacksher was appointed unanimously. Motion & second to appoint Dezzie Prewitt. Discussion on Dezzie Prewitt included Abby Wood stated that Dezzie Prewitt is not on the teaching schedule for Summer or Fall.*  
*Ayes: Eric Kaljumagi, Michael Sanetrick, Jared Burton*  
*Nay: the rest 22*  
*Obstain: Chisa Uyeki, Alison Chamberlain, Janet Truttman, Jenny Leung, Tamra Horton, Phillip Wolfe, Holly Cannon, Michelle Boyer, Dianne Rowley, Sun Ezzell, Stephen Villasenor, Rebecca Walker, Rita Van Dyke-Kao, Michelle Shear, Eloise Reyes, Chan Ton, Patricia Maestro*
- AAA. Fall 2017 Scholarship Committee Appointments: Masoud Rouentian (was S on Consent)  
*Motion to approve and seconded. Discussion. He does not need to be appointed as he is currently still on the committee through 2018. Vote to not approve unanimous.*
- A. Close Nominations for 2017-18 Senator-at-Large positions  
*Motion to close nominations for Senator-at-large, seconded and passed unanimously. Final nominations include Tamra Horton, Michael Sanetrick, Hong Guo, and Phil Wolf. Kate Cannon withdrew her nomination. Vote on motion to close nominations approved unanimously.*
- B. Resolution 17-03 Senate Oversight of Program Development  
*Motion to approve & Seconded, passed unanimously*  
*Discussion on the language used in the final resolved was discussed. Discussion included: that there are currently 19 CTE programs, including 3 programs, that were chosen by management and not faculty. A department may know when what will work best for their students, but may not know how it will impact the rest of the college or resources needed across the campus. CTAC was developed and there are Senate appointments on that committee. Whatever is recommended should include both discipline faculty and college-wide insight. There are a number of options for how program development could go through the Senate, for example C&I and then come to the Senate on a C&I report. Additionally, going through the Senate allows for Counseling and Library to have input. Vote taken on the resolution and approved unanimously.*
- C. Resolution 17-04 Regarding Area of Emphasis Associate Degrees  
*Motion to approve & seconded, passed unanimously.*  
*Statement in support of the Resolution because some of these degrees have not been reviewed in over a decade.*  
  
*Amendment to change “to” to “and” between counseling faculty. Amendment passed unanimously. (a comma should be added after faculty as well, so that the amended will read “counseling faculty, and ensure...” Vote on the amendment passes unanimously.*  
  
*Liz Ward- point of clarification- will recent degrees also have to go through this now?*  
*Clarification was that this is for interdisciplinary degrees that are the ownership of the Senate. Vote on the resolution with the amendment take and approved unanimously.*

Reordered - Professional Development Council Report: PDC Report was given.



XII. Discussion: No items.

XIII. Information/Announcements:

- a. Pick up a rostrum.
- b. Wed. 11-1:30p, building 13 auditorium. Earth Day lecture. Speakers include a drought expert and another speaker from the Sierra Club. If you want your students to sign in for extra credit there will be a sign-in sheet.
- c. National Poetry Month at the Library, there are many displays and activities and on April 25, 2017, 12-1:30pm, we'll be sponsoring a Micro Music & Poetry Festival our front of the Library.

XIV. Adjournment: 12:21 p.m.