



Agenda
 Thursday, 15
 March
 2:10pm – 4:00pm
 rm. 6203

Mission: to empower and transform a global community of learners

Governing Council Officers	Committee Chairs	Division Representatives
2017-2018 Kate Williams Browne <i>President</i> Jesse Raskin <i>Vice President</i> Terry Chang <i>Secretary</i> Tiffany Schmierer <i>Treasurer</i> Leigh Anne Shaw <i>Past President</i>	Adam Windham/Jessica Hurless <i>Curriculum Co-chairs</i> Carla Grandy <i>Educational Policy Chair</i> Amber Steele <i>Professional Personnel Chair</i> Ronda Wimmer <i>CTE Liaison</i> Jesse Raskin <i>Guide Pathways Liaison</i> Ex-Officio/Non-voting Representatives Eric Brenner <i>AFT Rep</i> Michele Hagggar/Christina Trujillo <i>Classified Senate</i> Kristen Ersando/ Christian Almaguer <i>ASSC Reps</i> Nathan Jones <i>SEED</i> Tiffany Schmierer <i>AS Rep to Design Team</i>	Bianca Rowden-Quince <i>ASLT</i> Dick Claire/Dan Ming <i>BEPP</i> Melissa Komadina/ Kwame Thomas/ <i>Counseling</i> Danielle Powell/Nathan Jones <i>Language Arts</i> Amber Steele/Gabe Saucedo <i>KAD</i> Paul Bridenbaugh/ Mustafa Popal <i>SSCA</i> Denise Hum/Nick Kapp <i>SMT</i> [vacant] <i>Global LPS</i>

Opening Procedures [2:10]

Item	Presenter	Time	Details	Action/Information
Call to order	President	1	Call to order at 2:16	Procedure
Roll/Introductions	Secretary	1	Quorum is 9/16 voting members Voting: Kathryn Browne, Jesse Raskin, Carla Grandy, Paul Bridenbaugh, Kwame Tomas, Nick Kapp, Dan Ming, Jessical Hurless, Mustafa Popal, Terrence Chang, Dick Claire, Amber Steele, Bianca Rowden-Quince, Ronda Wimmer, Danielle Powell, Tiffany Schmierer Nonvoting: Laurie Slicton, Christian Almaguer, Filip Gleyser, Nathan Jones, Eric Brenner, Tom Broxholm, Mitch Bailey, President Stourd, Jennifer Taylor-Mendoza	Procedure
Consent agenda	President	0		
Adoption of today's agenda	President	1	M: Raskin /S: Tomas Passes unanimously	Action
Adoption of previous meeting minutes	Secretary	1	Approving minutes for two meetings. Did not have quorum for last approval.	Action Materials

			M: Popal /S: Raskin Passes unanimously	
Timekeeper	----	1		
Public Comment	Public	4		Information
	TOTAL	8		

Standing Agenda Items [~2:20]

Item	Presenter	Time	Details	Action/ Information
Governing Council Reports	Reps and officers	10	<p>President's/Vice President</p> <p><i>*Local: VPIupdate; AS mtg reporting changes will pilot after Spring Break ; Rep Senate changes will begin with Spring elections @ Divisions and General levels</i></p> <p><i>*District: DPCG: Facilities update & Board Policies to Ed Policy Comm for review.</i></p> <p><i>*State: CCCCCO Integrated Metrics Project 3/12</i></p> <p><i>Spring Plenary: Jesse & Kate attending- scholarships available; Area Mtg: Kate & Leigh Anne attending. www.asccc.org</i></p> <p>Browne: New report form used for reports. Use new forms starting with next meeting. Kapp: What about quick reports?</p> <p>Browne: Put all reports in written form to maximize time for new business. Kapp: New procedure might lower the amount of reports due to increased effort.</p> <p>Browne: Changes to spring elections. Deans supportive transition into representative senates. Created info sheet to summarize responsibilities and election process. Can hold elections electronically through survey. Have vote by end or April/first May division meeting. Rowden: Have one last section on info sheet for next steps. Such as when elections have to be resolved by. Discussion will require division meeting time. Deans asked if we need clarification about adjunct. What about people on the seniority list, but not actively teaching. Brenner: Having a schedule (accounts for non teaching faculty). Adjuncts should be getting paid for committee work. Claire: When does this take place?</p> <p>Brenner: Not in contract. Communication from top administrators to deans. Shared with people from workload committee. Kapp: Put limits on pay? Browne: Workload discussion. Hurless: Are we changing the bylaws? Browne: Don't think so. Definition of Adjunct in bylaws still stands.</p> <p>Treasurer's Report</p> <p>Schmierer: No update until next meeting. Make plaques for Meyer winners.</p> <p>Standing Committee Reports</p>	<p>Information Materials</p> <p>Materials</p> <p>Materials</p>

			<ul style="list-style-type: none"> • Curriculum: Hurless: Last meeting with curriculum coming up. The comprehensive program review. • Ed Policy Grandy: Nothing new. Still working on faculty handbook. Rowden: Does the handbook still have DE requirement? Grandy: Identifying things that are not in the handbook that should be. Rowden: DE handbook made • Professional Personnel: Meyer Award criteria & eligible; deadline for nominations = Monday April 9 <p>Steele: Time to nominate Meyer Award for excellence of award. Danielle Powell won the RSS award. Raskin: Create a Skyline website for awards.</p>	
Organization Reports	Reps	8	<p>ASSC</p> <p>Almegar: Walkout was successful. Planning more events around gun violence.</p> <p>AFT</p> <p>Brenner: Workload survey. Rowden: Question about spreadsheets filled and given to deans. Spreadsheet was a nightmare. Survey is also not easy to use. Brenner: Confusion around survey, restarting effort with survey. Laurie: Everyone did something differently. How do we make data uniform? Claire: Why were adjuncts left out? Brenner: Decision based originated from administrators.</p> <p>Classified Senate SEED</p> <p>Jones: Nothing from SEED</p>	Information
Division Reports	Reps	7	<p>Division reps announcement, concerns, accolades</p> <p>Popal: SS/CA have interim dean. Had VPI come to update on the situation. Conversation around transitioning from interim to permanent dean. Administrative contracts allow for lateral transitions into permanent positions. Faculty concerned. Looking to agendaize item for further discussion. Claire: Dean got hired at Canada, then had to interview at CSM for permanent position. Browne: Ask questions at division meetings. Slicton: Interim position not transparent, seems like fast track to permanent position. Brenner: Can remember lateral movement without hiring process. Faculty have content expertise which transfer differently from dean experience. Claire: Heard that current state laws say that administrators have retreat rights.</p>	Information
	TOTAL	25		

Terry Chang 3/19/18 9:11 PM
Comment: Claire looked up the current policy/laws on retreat rights. Administrators had retreat rights at some point, but this was later revoked.

Item	Presenter	Time	Details	Action/ Information
AS Bylaws & Elections	Hurless, Browne	10	<p>Division input, Dean/Managers' meeting, vote on Final Draft</p> <p>Browne: Any division input?</p> <p>M: Chang/ S: Claire Passes unanimously except abstention Hurless</p>	Action
College Redesign	Design Team Leads	20	<p>GE National conference report; update on Guided Pathways grant; Meta Majors; role of AS in Redesign going forward</p> <p>Browne: What is the role of the senate in the redesign going forward?</p> <p>Popal: One inquiry team is GE redesign. Went to GE conference. Great opportunity to hear what other colleges are doing and thinking about. Browne: Did you find any ideas that we can go forward with? Popal: There are some design elements that crystallized. Important questioned emerged. Will work on answers. Implications of redesign on academic senate. Steele: Had best moment with comprehensive program review, taking a hard look at what classes are we teaching that are considered electives. Raskin: Different levels of engagement from faculty. Doing the thing to help student reach their goals. Hope to gauge faculty interest. Popal: Should ask ourselves as part of the AS, what can we do? Wimmer: Cautious, don't make blanket statement about upper and lower divisions vs transfer and degrees don't pigeon hole classification. Grandy: On most division agendas to do workshop about redesign and getting involved. Steele: Who does CPR, workload? Rowden: Frame discussion during workshop in similar way about macro redesign. Schmierer: Inquiry teams are searching at the moment. Working towards making work teams. Make sure there is good representation on teams. Get voice in.</p>	Info
Focus: Faculty/Staff Equity	Browne	2	<p>Equity in Faculty Hiring Conference 3/26-27 Leigh Anne & Kate attending; Terry & Kate on ETS & project.</p> <p>Browne: District group going to Equity in Faculty Hiring Conference. Looking to put together project to bring equity lens Academic Senate</p>	Info
Public Safety Report	Bailey	15	<p>Update on District public safety measures; input on recent lockdown drill</p> <p>Bailey: Chief of staff at Chancellors office. Community college graduate. Passionate about working in community college. Review safety. Got report. Talked it over with the board first. Context for study: data indicates that our campuses are safe places to work and study. We have department of public safety, not same powers as police department. Diverse student body, workforce, and local community. Have lost trust with community members</p>	Info Discussion

			(student body, workforce, local community). Margolis Healy gave recommendations. Clarify role of public safety. Establish standard operating procedure. Get campus community more involved. Get to know people. Overarching recommendation: Transition Department of Public Safety to sworn and armed police department. District staff does not agree. Slicton: Take drills seriously. Siren not loud enough. Has been told that can't rewire rooms because not enough money. Stroud: We have money for this. Broxholm: Maybe put up safety glass or shades to block windows. Steele: Lock down drill voice over make noise whole time, can't give directions over voice.	
Enrollment & Classes	Stanback Stroud, Taylor- Mendoza	30	<p>Discussion and information about enrollment policies, practices, and strategies; faculty dialogue & questions regarding set of guideline, Skyline priorities, and administration/faculty dialogue.</p> <p>Raskin: In Feb., faculty noticed changes in enforcement of cancellations of courses. Not aware of change in policy or implementation. Cancellations can impact student progress and affect representation. Want to engage in collaborative discussion. Browne: Starting discussing guidelines and Skyline priorities. Raskin: Want to see more faculty and student input. Want to work with administration on this issue. Stroud: This issue does come up in different ways. Institutional memory sometimes walks out as faculty, staff, and administration cycles through people. Load represents efficiency. There are other aspects that need to be recognize. Have to maximize resources. Budget with finite resources, reach certain goals for FTES. Funds are indirectly linked, need to ensure we provide open access. Maintain commitment to academic access. Other direct FTES links. Don't have to chase it, but still monetary incentive to maintain FTES. Have to budget to maintain FTES (550, measure of productivity). Each point off = ~\$30,000. Don't want to be stuck in the position of having to find money. Ask deans to pay attention to courses. A large portion of classes in the past have been below 20 students. Not sustainable. Fill rates went down to 60 %. We can decide to hold more classes and hire less faculty. High loads allows for better leverage when bargaining for resources. Efficiency shouldn't be primary driver, but must be considered. Is there a checklist of filters to go through? Class cancellations are not a science. Change in development of administration. Holding each other accountable. Responsible for operating within budget. Administration will have to make more decisions to meet budgets. We're basic aide, but we don't have infinite resources. Broxholm: Auto has a maximum of 24. Policy cut off is 20 students. Not equitable. Maybe come up with a policy based on fill rate. Auto classes also difficult to load balance. Stroud: Most classes do not run at 525. There were discussions about impact around cancelling classes during</p>	Discussion

Terry Chang 3/19/18 9:05 PM
Comment: Oversimplified in note taking. The overall point being made was that we have to balance out the number of classes we hold with the resources meant for hiring new faculty members.

			beginning of semester. For classes that have trouble filling, redesign curriculum. Can also redesign curriculum to lower impact of class cancellations on degree and certificate tracks. Browne: For funding, good news is we get more money (cut out state as middleman). Stroud: Get more money, money goes to district. But distribution of funds from district depends on FTES. Can't promise formulaic approach when nuanced case-by-case judgments are required. Browne: Having guidelines help clarify decisions. How did Skyline priorities play into decisions? Mendoza: Following up on cancellations by talking with deans. Will have to figure out with time. More communication will help moving forward. Stroud: Good news, not far removed from redesign (and other important priorities). So they're kept in mind. College can count on that many factors are used to decide to cancel classes. Wimmer: Seems like we're having a knee jerk reaction. Scrambling to meet load rather than developing sustainable program. Stroud: Redesigning curriculum will be sustainable solution. Schmierer: Issues about moving arts off campus while building is built Stroud: Marketing, decision to keep program and move it rather than cancel it.	
	TOTAL	75		

Final Announcements and Adjournment [~4:00]

Item	Presenter	Time	Details	Action/ Info
Adjournment Next Mtg Th 4/5/18 Suggested Agenda items:		1	M: Popal /S: Wimmer Passes unanimously Minutes submitted by: Terrence Chang	Action
	TOTAL	110		