



**San Diego Mesa College
Academic Senate
October 7, 2013: H117/H118 (2:15PM-4:00PM)
Minutes**

PRESENT:

Becca Arnold, Anar Brahmabhatt, Aulani Chun, Leslie Cloud, Kris Clark, Jennifer Cost, John Crocitti, Chris Dawes, Donna Duchow, Michael Fitzgerald, Lupe Gonzales, Kimberly Hart, Erika Higginbotham, Madeleine Hinkes, Bill Hoefer, Katie Holton, Laleh Howard, Terry Kohlenberg, Ken Kuniyuki, Georgia Laris, Danielle Lauria, Leticia Lopez, Guillermo Marrujo, Thekima Mayasa, Joe "Mac" McKenzie, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Val Ontell, Michelle "Toni" Parsons, Kirsten Pogue-Cely, Jim Romeo, Ron Ryno, Marilyn Schenk, Leslie Styles, Chris Sullivan, Judy Sundayo and Farshid Zand

ABSENT:

Mark Abajian, Victoria Chavez (Proxy to Manuel Velez), Nellie Dougherty, Martina Hesser, Angela Liewen, Susheela Narayanan (Proxy to Michael Fitzgerald), Francisca Rascon, Robert Sanchez, Steven Siegel, Walter "Duane" Wesley and Lois Wittner (Excused)

I. CALL TO ORDER and WELCOME by Academic Senate President Terry Kohlenberg @ 2:23PM.

**II. APPROVAL OF AGENDA:
M/S**

McLeod/Ontell

UNANIMOUS

III. PUBLIC PRESENTATIONS:

A. Associated Student Government (ASG) Representative:

1. Carla Ibarra and Myra Preciado from the ASG reported that they attended the InterClub Council (ICC) over the weekend and it made them want to become more involved in the Shared Governance Process.

B. Classified Senate Representative: (President Angela Liewen) No Report

IV. GUESTS: None

V. Approval OF MINUTES:

A. September 9, 2013:

Motion to approve with changes from Counseling Department Chair Ailene Crakes:

M/S

McLeod/Parsons

UNANIMOUS

B. September 23, 2013:

Motion to approve with changes from Chris Dawes and Val Ontell:

M/S

McLeod/Cost

UNANIMOUS

VI. ROUND TABLE: (10 Minutes)

A. FLEX & Professional Development:

1. Academic Senate President Terry Kohlenberg reported that he received questions and concerns regarding FLEX from the Miramar College Academic Senate President and he wanted to find out if there are any problems at Mesa College.
 - a. Leslie Styles from American Sign Language reported that she cannot find workshops that meet her needs.
 - Jonathan McLeod and Chris Sullivan reported that Leslie can submit an Independent Project.
 - b. Manuel Velez from Chicano Studies said information regarding FLEX needs to be publicized more.
 - c. Jonathan McLeod said Faculty can submit a request for a FLEX workshop on any topic.
 - d. Terry Kohlenberg noted that the FLEX workshop must be scheduled outside the hours of Faculty assignment obligations in order for Faculty to receive FLEX credit.
 - e. Leticia Lopez said it needs to be easier to search for FLEX workshop topics on the FLEX website.

- f. Jennifer Cost reported Kris Clark gave a very interesting presentation on FLEX workshops.
- g. Jonathan McLeod reported the state of California mandates that Faculty receives professional development training.

V. OLD BUSINESS: None

VII. NEW BUSINESS:

A. Curriculum and Instructional Council (CIC) Draft Guidelines & Procedures Changes – For Senate Approval: (Toni Parsons)

1. The Draft Guidelines and Procedures are regarding:
 - a. Associates Degrees for Transfer (ADTs) & Non ADTs
 - b. Graduation Requirements
 - c. Prerequisite & Co-Requisite Changes
 - d. Title 5 Changes for Cross-Disciplinary Courses
 - e. Title 5 Definitions of General Education
2. Please review the draft documents @:
https://mail.sdccd.edu/owa/redir.aspx?C=Z779LyQcJUaL0DJBtNfcyyejScxIj9AId-WyIJevsIDzSu6YbapXjTmFr5Bz5wi7E8NB_uxVBus.&URL=http%3a%2f%2finstsrv.sdccd.edu%2fpolicies_handouts.html
3. The documents need to be approved by Mesa, City, Miramar, and Continuing Education.
4. Please send your comments, corrections, and questions to Toni @ mparsons@sdccd.edu
5. The Senate will review the documents on October 21st.

VIII. SENATE EXECUTIVE REPORTS:

A. Vice President: (Donna Duchow)

1. Donna reported that we need Faculty to serve on the following committees:
 - a. Academic Affairs:
 - The committee cannot meet until we have Contract Faculty representatives for each school.
 - b. Academic Equivalency:
 - We need Faculty to review two positions right away.
 - c. Environmental Stewardship:
 - d. Grade Challenge:

B. Treasurer: (Ken Kuniyuki) No Reports

C. Senator at Large #1: (Georgia Laris) No Reports

D. Senator at Large #2: (Katie Holton)

1. Parliamentary Procedures protect the minority and speeds up the process.
 - a. Abstaining from a Vote:
 - Abstaining from a vote counts the same as a "No" vote.
 - b. Calling the Question:
 - Only the person who has the floor can end the debate by "Calling the Question" after they make sure no one else wants to continue to debate the current issue.
 - c. Chair's Vote:
 - The Committee Chair is required to cast a vote when it is necessary to resolve an issue.
 - d. Suspending the Rules in Order to Vote on an Item:
 - Requires a 2/3 vote.
 - e. Postponement:
 - The item can be discussed at a later time.
 - f. Tabling a Motions:
 - Can occur when other urgent business takes precedent and need to be voted on first.
2. Please let Katie know if you have any questions regarding Parliamentary Procedures.

E. Secretary: (Becca Arnold) No Report

F. President: (Terry Kohlenberg) No Report

IX. COMMITTEE REPORTS:

A. Academic Affairs Committee: (Co-Chair Inna Kanevsky)

1. Monica Romero will be the Classified Representative on Academic Affairs.
2. We cannot hold our first scheduled meeting on October 14, 2013 because we have not been able to fill all the Faculty positions.
 - a. Please encourage the Contract Faculty in your department to serve on Academic Affairs.
3. Learning Communities (LCOMs) courses was a topic at the President's Cabinet Retreat last Friday.
 - a. Academic Affairs may research the reasons why Learning Community Courses were not successful at Mesa.

B. Professional Development Committee (PDC): (Chair Lupe Gonzalez)

1. Lupe reported the committee will meet on October 16th.
2. Please turn your proposals in at the Academic Senate Office (Room A117) – We have a mail slot.
 - a. Lupe checks room A117 for new proposals every day.
3. Please contact Lupe @ ggonzale@sdccd.edu if you have any Professional Development questions.

C. Committee of Chairs (COC): (Chair of Chairs Jennifer Cost)

1. The Chairs and Administrators met on September 25th and began a discussion regarding Enrollment Management and putting together a group to work on the "Collective Planning Process" for Mesa College.
 - a. The Chairs need to be part of the process.
2. The Chairs will meet on October 9th.
3. Please encourage your department Faculty to serve on the Academic Affairs, Academic Equivalency, Environmental Stewardship and Grade Challenge Committees.

D. Curriculum Review Committee (CRC): (Co-Chair Toni Parsons)

1. Toni will attend the October 9th Chairs' meeting.
 - a. She will talk to the Chairs about reviewing their degrees and awards to ensure that all the courses listed for their degrees and certificates are active and remove any deactivated courses from their lists.
2. Danielle Lauria from Allied Health reported she is teaching during the Tech. Review Workshops.
 - a. Toni told Danielle that she can schedule an appointment with Elizabeth Norvell or herself.

E. Program Review Committee (PRC): (Co-Chair Dina Miyoshi)

1. Dina reported the last Lead Writer for Instructions training is this afternoon.
 - a. The training for Student Services is October 18th in S303
2. TaskStream is back on line.
3. Danielle Lauria from Allied Health reported she is teaching during the Lead Writer Workshops.
 - a. Dina told Danielle that she can contact Dean Jill Baker's office to request assistance.

F. Basic Skills Committee (BSC): (Coordinator Chris Sullivan) No Report

X Announcements:

- A.** The next Round Table topic will be the Participatory Governance Issues that arise at the October 11th district wide event at USD.
- B.** The next Chairs meeting are scheduled for October 9, 2013 in H117/H118 @ 2:15PM.
- C.** The next Academic Senate meeting is scheduled for October 21, 2013 in H117/H118 @ 2:15PM.

XI. ADJOURNMENT @ 3:47PM.

Submitted by Sue Saetia

Approved by the Senate: October 21, 2014