



SMC ACADEMIC SENATE

Tuesday, August 30th , 2011

11:15-12:35 p.m. Business Building Room 144

Present: Anderson, Jamey; Antrim, Brenda; Baduel, Zeny; Beardsley, Jason; Bernstein, Teri; Bober, Mary; Boosheri, Sara; Brookins, Greg; Campbell, Laura; Cavanaugh, Jamie; Chandler, Fran; Colavito, Mary; Dalton, Carrie; Davis Del Piccolo, Giulio; Douglas, Judith; Farber, Georgia; Feiger, Tina; Gallogly, Ethan; Goodfellow, Candyce; Harclerode, Janet; Hotsinpillar, Matthew; Hunt, Steve; Jaffe, Sharon; Jerry, Gina; Jones, Janie; Kawaguchi, Lesley; Klineman, Michael; Kluckhohn-Jones, Lucy; Kraut, Deb; Lewis, Brandon; Londe, Stephen; Magallon, Beatriz; Manson, Laura; Mazarow, Moya; Misaghi, Angelina; Moassessi, Mirta; Mobasheri, Fereshteh; Morris, Peter; Munoz, Maria; Nestler, Andrew; Oifer, Eric; Pacchioli, Jim; Roque, Elaine; Rothman, Vicki; Schultz, Christine; Scott, Jacki; Sterr, Susan; Strathearn, Michael; Szekely Garcia, Claudia; Tilley, Rosilynn; Tovar, Esau; Trujillo, Marc; Van der Ohe, Christina; Veas, Sal; Villalpando, Alicia; Zehr, David

Excused: Graziadei, Keith; Geedes, James; Nightingale, Melody; Rogers, John

Absent: Breedlove, Karen; Burson, Patricia; Della Rocca, Giulio; Goldenson, Richard; Henderson, John; Kidd, Jo; Kravitz, Peggy; Martin, Jim; Merlic, Jennifer; Owens, Michael; Schneir, Gerald; Strong, Lydia; Tahvildaran-Jesswein, Richard

Guest: Mejia, Vanessa; Shirinyan, David; Stahl, Howard

I. Call to Order

- Call to order at 11:15 by the AS president

II. Public Comments

- English Department is continuing their fall semester *Literary Series*. All are invited and students are highly encouraged to attend. The literary series will cover a diverse genre of literary styles. Sept 20th is the first meeting and Sean Carroll will present. The literary seminars will normally be held on Tuesdays and Thursdays.
- The departments of Music, Theater and Dance have obtained funding to present at the Broad Theater the Golden Age of Hollywood Revisited on September 12th. Tickets will cost \$8.00.

III. Action Items

1. Approval of the Minutes for June 7, 2011

[Minutes for June 7, 2011](#)

- Greg Brookins asked that he be recorded as "excused" in the AS Minutes of June 7th.
- Motion moved and seconded.
- Vote: unanimously passed

2. Approval of Senate Executive Committee

- Tutoring Task Force is not yet a committee; Jason Beardsley is chairing "Tutoring Task Force"
- Motion to approve executive committee for 2011-2012 unanimously approved

3. 1st read of 2011-2011 Senate Objectives - Janet Harclerode

- Review, highlights and clarification of the Senate Objectives
- Senate Objective-1 addresses the issue of how best to avoid student cheating. The objective targets ways for faculty to assemble suggestions and the methods used to avoid cheating. This can perhaps be a formal document listing specific suggestions and effective methods to address the issue of cheating.
- Senate Objective-2 addresses converting the Tutoring Task Force into a Standing Committee
- Senate Objective-3 addresses a formalized Professional Development Planning by using input from other committees.
- Senate Objective-4 language clarification: Support the signing of ‘[The Democracy Commitment](#)’ by reviewing college programs, activities and curricular offerings to determine what is currently being done in support of students’ civic learning, civic engagement and democratic practice in order to provide a baseline for any future related practices and projects.
- Senate Objective-5 language clarification: Review existing curriculum and course offerings for courses and sections of courses that could be categorized as “sustainability-related” and “sustainability-focused,” with the ultimate goal of qualifying SMC for an [AASHE Sustainability Tracking, Assessment and Rating System \(STARS\)](#) rating
- Senate Objective-6 addresses Student Success: SB 1143 is attempting to come up with a definition of student success, therefore it is important to establish benchmarks of success
 - What do we do specifically to address student success
 - Definitions of student success may be a factor that influences funding
 - It is important for faculty to be on the forefront of student success which includes the definition of student success and its measurement.
 - How has a change in funding have affected courses for example: “activity courses” have been transformed to health and safety
 - Course repeatability* not course repetition
- Senate Objective-7 addresses development of an Infra-structure for the Study Abroad Program
- Senate Objective-8 addresses adoption of a technology plan that guides the District in meeting its technology needs.
- Senate Objective-9 pilot and evaluate annual program review process.
 - When Departments go through Program Review, they will need to use data to support their review. These data may include retention and success rates but also might include any SLO data that the Department has chosen to collect. It is up to each Department to decide what SLO data they want to collect and use.
 - The annual program review will be streamlined and online, designed to user friendly
 - The online system will populate from previous online view
 - CTE Program would do review every year with this streamlined system.
- Senate Objective-10 addresses how best to achieve S/ILO proficiency level
- Spring 2012 is the proposed deadline
- **Motion:** Eric Oiefer
- **Second:** Mark Trujillo
- **Vote:** Passed Unanimously

IV. Information Items

1. **Senate Orientation** - Janet Harclerode

- [http://www.smc.edu/ACG/AcademicSenate/Documents/2011-2012_Agendas_Minutes/What%20is%20Mutual%20Agreement%20Flex%20Day%20Pre-sentation%2008-26-2010.pdf](http://www.smc.edu/ACG/AcademicSenate/Documents/2011-2012_Agendas_Minutes/What%20is%20Mutual%20Agreement%20Flex%20Day%20Presentation%2008-26-2010.pdf)
- SECTION 53200 DEFINITIONS
- Academic Senate means an organization whose primary function is to make

recommendations with respect to academic and professional matters.

- <http://asccc.org/communities/local-senates/handbook/partI> (Ten+1)
- Curriculum, including establishing prerequisites
- Degree and certificate requirements
- Grading policies
- Educational program development
- Standards or policies regarding student preparation and success
- College governance structures, as related to faculty roles
- Faculty roles and involvement in accreditation processes
- Policies for faculty professional development activities
- Processes for program review
- Processes for institutional planning and budget development
- Other academic and professional matters as mutually agreed upon

2. Summer Senate Work - Janet Harclerode

- a. Online FLEX: is coming along and may be running by next year. It will be piloted.
- b. Institutional Effectiveness – Library and tutoring services: The Institutional Effectiveness Committee worked with MIS to build another system that both Student Services (e.g. Counseling, Tutoring, Library Orientations) and Administrative Units (e.g. Parking) use to document their SLOs and their mapping to both the ILOs and the four Supporting Goals of the College.
- c. One-year program review- subcommittee continuing to work on the process
- d. Professional Development Committee Opening Day: Please fill out Opening Day Survey

3. Budget

- 2.6M unexpected surplus
- The reason is due to a change of the out-of-state tuition and international students, cuts in contracts (as recommended by DPAC budget committee), conservation measures (e.g., solar panels)
- Winter Intersession (2012) will be offered – regular session (not contract ed)
- 20,000 FTEs needs to be maintained so funding for apportionments does not decline
- Savings will be used for instructional non-technology equipment in areas of arts and sciences; replacement of carpets; institutionalizing of SI, tutoring labs and writing labs
- Some money put aside for potential mid-year budget-cuts in case this occurs.

V. Announcements

- Statewide AS site is very useful resource for information (acronyms, policies, etc).
- The Academic Senate website has been updated and has useful resources and information.

VI. Adjournment