Santa Monica College Academic Senate
EXECUTIVE COMMITTEE MINUTES
TUESDAY, MARCH 27, 2012
11:15 am to 12:35 pm
HSS 261

Present: Eve Adler, Jamey Anderson, Jason Beardsley, Mary Bober, Laura Campbell, Jamie Cavanaugh, Mary Colavito, Judith Douglas; Guido Davis Del Piccolo, Janet Harclerode, Steve Hunt, Lucy Kluckhohn-Jones; Beatriz Magallon, Vanessa Mejia, Jennifer Merlic, Pete Morris, Melody Nightingale, Eric Oifer, Vicki Rothman, Christine Schultz, Esau Tovar, Sal Veas.

Excused: Teri Bernstein, Patricia Burson, Carrie Dalton, Lesley Kawaguchi, Angelina Misaghi, Elaine Roque.

Absent: Mitra Moassessi.

I. Call to Order

II. Action Items

1. Approval of the Minutes for March 13, 2012
   Minutes for March 13, 2012
   Vote: Passed Unanimously

2. Possible Merging of DE and ISC – Jamey Cavanaugh, Chair of DE and Sal Veas, Chair of ISC
   - Reading of bylaws for DE and ISC:
     http://www.smc.edu/ACG/AcademicSenate/Documents/by-laws/By-laws%20Revised%20112409.current.pdf
   - Tech Planning views the structure as follows: Tech Planning as the major umbrella and then Information Services and next Distance Education.
   - Technology planning is framed by budget issues and this topic has been part of an ongoing discussion about SMC technology development. There were concerns mentioned in Senate that SMC may not have a clear vision for technology.
   - We need to review the organizational structure of technology planning.
   - One vision was that ISC would handle the instructional needs and DPAC sub-committees would integrate these instructional needs with non-instructional needs.
   - Historically before DPAC there was funding for technology. There was a “tech plan” and the committee would oversee this plan.
   - The future of technology is greater than the question of tech. planning.

Next Scheduled Meeting: April 17, 2012
• The committees need to organize what technology components are considered part of the College’s infrastructure thus allowing more attention to be given to the creative technology needs.
• ISC and DE Committee goals are very different (note: the discussion now integrates the above discussion of tech. needs and planning with also the goals of IS and DE Committees.)
• DE has evolved into being a discussion group for eCollege.
• DE is involved in pedagogy but the line is blurring between on-ground and online technology needs.
• A vision for technology in general has evolved and two separate, DE and IS Committees, may no longer apply. Combining the technology discussion into a “digital education” may be a better overall discussion. This may help establish a knowledge base that would assist all faculty.
• We need to redefine the structure and scope of DE and ISC.
• The process of technology decision-making is not always clear and faculty input is very useful. Information circulation is important and merging of committees may or may not address these concerns.
• There is no precedent for faculty input into “non-instructional needs”.
• IT does have planning but faculty generally do not have input to these “non-instructional” roles. However it may be a natural evolution.
• ISC role is important and with less input from DPAC’s tech subcommittee, ISC’s role is critical.
• A mentality of financial crisis can create innovation and vision.
• We need however planning to keep us from falling behind and planning needs to be considered separate from a “budget discussion”.
• How we communicate and provide resources for faculty needs to be part of the discussion.
• There should be a centralized location to gain knowledge of how to implement new technologies.
• It is important that everyone understands the planning process; for example there is a DPAC orientation meeting every year.
• It is important to consider how to empower faculty and what steps are needed to positively effect technology development.
• The greater question therefore is how does Senate interact with DPAC subcommittees?
• The Annual Program Review process should help with technology planning.
• DPAC receives information from Program Review and then objectives are written to address needs outlined in Program Review.
• The Annual Review Process needs to be supported to be effective and Faculty need to be involved.

3. Revised AR 4340 – Beatriz Magallon, Chair of Student Affairs
• The changes made by Senate recommendations. Please review the document.

4. Proposed Language for Global Citizenship Committee – Pete Morris, Faculty Leader for Global Council
• Goal is to formalize the Global Citizenship Committee with the Senate.
• Have a reliable group of individuals “official group” that provides a formal structure under the umbrella of the Senate.
• Joint Committees historically did not include students but non-committee members would never be shut out. The goal is to keep an open committee.
• There is a precedent for students on committees but may not be present in by-laws.
• Some aspects of the committee’s function include input from faculty and administrators.
• The goal is to have a more polished version before Spring Break.
• May want to revise wording used in point H of the proposed language document (see link): “Supports, and helps develop programs for, SMC’s international students” since this is not a goal of a Senate committee.
• Rework wording of B to include input from students and staff.
• Timing is to bring Global Citizenship Committee to Executive Committee after Spring break and then to Academic Senate the following week.
III. **Information Items**

1. **Turn-it-in software – Jennifer Merlic, Chair of Chairs & Jason Beardsley, Chair of SISC**
   - A response from departments was received but there was a reluctance to pilot it during this time of the semester.
   - “Turn-it-in” is willing to have the trial period start at the beginning of the Fall Semester. There is a $1000.00 cost to cover the full Fall Semester for pilot testing.

2. **Teaching and Learning Center – Laura Campbell, Faculty Leader for BSI**
   - Need to think of sharing ideas as well as archiving. We need to think of a Teaching and Learning Center.
   - Media Center area is being considered.

3. **Updating of By Laws**

IV. **Announcements**

1. **John Rice Diversity and Equity Award Nominations**
   - Please read through the document and consider someone to nominate.
   - Diversity and Equity Committee will take a lead role in the nomination process.

2. **ASCCC Plenary April 19th- 21st** [http://www.asccc.org/calendar/list/plenary-sessions](http://www.asccc.org/calendar/list/plenary-sessions)
   - Janet Harclerode and Lesley Kawaguchi are attending the ASCCC Plenary in San Francisco and encourage others to join in. Please let Vanessa Mejia know.

V. **Adjournment**