

Taft College Academic Senate Minutes

Wednesday 16, 2015

Cougar Conference Room

Members Present: President Geoffrey, Vice President Vicki Jacobi, Jennifer Altenhofel, Adam Bledsoe, Kamala Carlson, Sharyn Eveland, Tori Furman, Shelley Getty, Greg Golling, Lourdes Gonzalez, Jessica Grimes, Dan Hall, Diane Jones, Danielle Kerr, Kelly Kulzer-Reyes, David Layne, Tina Mendoza, Michelle Oja, Ruby Payne, Joseph Polizzotto, Robin Polsky, Joy Reynolds, Becky Roth, and Terri Smith.

The meeting was called to order at 12:11 p.m.

Public Commentary

None.

Review of Aug. 31, 2015 Senate Minutes

- Corrections to Aug. 31 minutes: 1) Adam Bledsoe, Tori Furman, and Greg Golling should have been mentioned in the list of members present;
- A motion was made by Diane Jones and seconded by Dave Layne to approve the Aug. 31, 2015 minutes. The motion carried.

Standing Committee Updates

- The standing committee updates were distributed electronically.
- Geoffrey thanked the ADC for all the work they are doing in investigated the role of that committee.
- As a supplement to the report of the Budget Committee, Geoffrey passed out copies of a document distributed in Governance Council on September 11, 2015, entitled "Program Review Funded Items."

Second Reading of the Academic Policies and Procedures Committee Charter Proposal

- All three changes suggested by the Academic Senate at the September 31, 2015 meeting were put into the charter. AP&P approved the changes and the charter as a whole on September 14, 2015.
- It was moved by Jen Altenhofel and seconded by Sharyn Eveland to approve the charter. The motion passed.

Taft College Academic Senate Constitution Task Force

- Jessica Grimes presented the PowerPoint "Current Practices" and reported on the taskforce's findings, indicating what portions of existing Constitutions are being adhered to.
- As previously discussed, our two most recent versions of our senate constitution are decades old and do not reflect the current practices of our senate.
- Jessica suggested that we may want to make the distinction between our senate and our faculty association a little clearer. Also, more clarity is needed regarding our senate's role in the 10 + 1 responsibilities.

- Regarding membership in the senate. All full-time faculty are members, but the state senate is recommending that adjunct faculty have more involvement in the membership of the senate than they have in the past.
- The term limits for the officers of the senate – the president, vice president and the secretary – need to be stated clearly.
- The committee assignments language is consistent with our current practice.
- Participation in special committees or task forces is usually voluntary, but there might be times when the senate president may consult with division chairs or faculty to ensure that those with expertise in a particular area serve on that committee or task force.
- The constitution we have in place does not contain any information on amendments or on the ratification of by-laws.
- Discussion ensued regarding the next steps in implementing a new constitution.
- Sharyn made a motion for our local senate to continue operating as currently practiced while we develop a new constitution. Mike seconded the motion. The motion passed.
- Geoffrey emphasized that the 10 + 1 is mandated, and is not to be neglected. He referred to relevant passages of the ASCCC Local Senates Handbook, Title 5, and the Brown Act. Questions were raised about whether the new constitution work should be begun with the understanding that the Academic Senate would remain a senate of the whole. Geoffrey opposed and said that was an issue that the senate should consider in making a new constitution, citing the number of people in the room and the work that he hoped could occur between meetings.
- Geoffrey asked the senate to take a look at the new Local Senate Handbook (<http://www.asccc.org/papers/handbook2015>) to help identify operational issues we need to address in our local constitution. Geoffrey will send out a list by the end of the week regarding the issues he thinks should be included in the constitution.

Accreditation Site Visit Information

- In place of Eric Berube, Geoffrey presented an accreditation update that included the upcoming site visit, the status of the draft addendum to the Self Evaluation, and topics for discussion involving what the current accreditation process at Taft College suggests about the Academic Senate's role in accreditation.
- He began by explaining the difference between the Annual Report to the ACCJC and the Self Evaluation in Support of Accreditation. He referred to the "Accreditation Update for the Academic Senate, September 16, 2015," which he had sent electronically, and briefly discussed each point. He explained the content of sections of the Addendum, which were in response to the areas of concern addressed by the ACCJC in the letter Taft College, received on August 13, 2015, notifying us of enhanced monitoring.
- The latest version of the Addendum, sent to the Academic Senate electronically, addressed institutional set standards for Dental Hygiene Licensure exam pass rates, the need for institutional set standards for CTE programs job placement rates, our request to the Employment Development Department for data indicating job placement for CTE program completers, and the process by which the SPC planned to collaborate with the director of dental hygiene to set those ISSs after receiving the data.
- There was a brief discussion about the Academic Senate's role in accreditation, including the topics of examining the new ACCJC standards, integrating accreditation work into committee work, recognizing that meeting requirements of accreditation is ongoing work to improve the institution in response to the standards, not merely reporting, a desire to send the 2016 Annual Report forward to the Academic Senate as soon as it is released, in anticipation of any changes or new reporting requirements, and administration's support of faculty attending the ASCCC Accreditation Institute.

- Terri Smith asked when faculty would know if they have been selected for an interview. We will know ahead of the visit those who will be asked to participate in the interviews.

Student Learning Outcomes Update

- Vicki Jacobi walked the Academic Senate through her portion of the draft Addendum to the Self Evaluation. She showed the adjusted percentages of ongoing course SLO completion once courses that had not been offered were removed from the calculation.
- The report also delineated programs in which SLOs have not had ongoing assessment, explaining circumstances around the lack of assessment in TIL, Dental Hygiene, ECEF, and noncredit ESL.
- The report also explained the methodology that the SPC and Jacobi had used to calculate the percentage of programs without ongoing assessment, pointing to areas of emphasis without ongoing annual program reviews. No questions were raised.

Other

- Diane Jones asked about two faculty positions promised from last year: Tori Furman spoke to this and explained that she believed the strategy was to wait for new CTE Director to be involved with selection.
- Diane also said a paid tutor had resigned in May and that the position still had not been filled. She expressed concerns, pointing to tutors' necessity for student success.

Meeting adjourned at 1:03.

Respectfully submitted by Dan Hall