



REDWOODS COMMUNITY COLLEGE DISTRICT REGULAR MEETING OF THE ACADEMIC SENATE

College of the Redwoods

- Eureka: 7351 Tompkins Hill Road– Board Room – SS 202
- Crescent City: 883 W Washington Blvd, Room E-3

May 5, 2017 – 1:00 pm

MINUTES

1. Call to Order: Meeting called to order at 1:06 pm by Connie Wolfsen.
2. Introductions and Public Comments: K.Mayer: Thanked C.Wolfson for her 2 years of commitment to the Academic Senate & offered congratulations on her retirement. C.Wolfson: Stated teaching at CR was her dream job. Was honored for the opportunity to work on the Academic Senate.
3. Approve April 21st, 2017 Academic Senate Minutes: Motion to Approve Minutes; M.Richards 1st, W.Riggs 2nd. M.Richards: Correct minutes to say “fleshed” not “flushed”. Senate member requested that we add to the minutes members attended and members absent. All were in favor to approve minutes as amended, the motion passed unanimously.
4. Action Items
 - 4.1 Election of Replacement Co-President: 9 ballots cast, Majority vote is for K.Mayer, 9 votes for K.Mayer, 0 for other. W.Meriwether abstained.
 - 4.2 Excellence in Teaching or Service Awards: Letters of Nomination were distributed to Senators for Faculty & Associate Faculty. Ballots were filled out and collected.
 - 4.3 Approve April 28, 2017 Curriculum Committee Recommendations: (Attachment). Motion to approve; 1st K.Mayer, 2nd W.Riggs. All were in favor to approve April 28th, 2017 Curriculum Committee Recommendations. The motion passed unanimously.
 - 4.4 Approve IEPI Framework of Indicators: Motion to approve; 1st W.Riggs, 2nd S.Altshuler. All were in favor to approve IEPI Framework of Indicators. The motion passed unanimously.
 - 4.5 Approve Associate Faculty Resolution: The resolution was worked on by T.Olsen & M.Dennis. They aimed at making it “less specific” than it was originally. Created a “free floating affirmation & recommendation in hopes to meet some of the concerns voiced by Senators. W.Riggs: Supports the resolution but thinks the last paragraph is too specific & limiting. Suggested removing the last paragraph. K.Mayer: Felt the 2nd to last paragraph was too specific. Senators agreed to the following changes. 2nd to last paragraph: Strike out all text following “in addition to a mentoring program for associate faculty” & add a period after faculty. Last paragraph was adjusted to: Be it resolved that the Academic Senate of the College of the Redwoods urges that the District ~~continue to~~ assure that associate faculty **are provided the resources needed to support their valuable work.** Motion to approve friendly amendment; 1st W.Riggs 2nd J.Pedicino. All were in favor of the Friendly Amendment. The motion for a Friendly Amendment passed unanimously. Motion to approve as amended: 1st K.Mayer, 2nd J.Pedicino. All were in to approve the ‘Associate Faculty Resolution’ as amended. The motion passed unanimously.
 - 4.6 Approve Emeritus Status:
 - 4.6.1 Dave Arnold – Motion to approve; 1st W.Riggs 2nd S.Altshuler. All were in favor to approve Emeritus Status for Dave Arnold. The motion passed unanimously.

- 4.6.2 Bruce Wagner – Motion to approve; 1st M.Richards, 2nd W.Riggs. All were in favor to approve Emeritus Status for Bruce Wagner. The motion passed unanimously.
- 4.7 Approve AP 4235 - Credit by Exam: Motion to approve: 1st L.Sayles 2nd, M.Dennis. C: Wolfesen: Now how AP credit is awarded for General Ed is consistently applied across the system & not left to individual college determination. All were in favor to approve AP 4235 – Credit by Exam. The motion passed unanimously.
5. Discussion
 - 5.1 BP 4235 – Credit by Exam: Motion to move to action. 1st W.Riggs 2nd M.Richards. All were in favor to move BP 4235 to action (now Action item 4.8). Motion to approve; 1st W.Riggs, 2nd E.Kramer. All were in favor to approve BP 4235. The motion passed unanimously.
 - 5.2 BP/AP 4060 – Delineation of Functions: These fundamentally follow the league template. The ASPC has one more meeting in late May with the goal to have us entirely updated for the 4,000's. K.Mayer: Appreciates being on track, but wanted clarification on the role ASPC has had in these. J.Pedicino: Confirmed that the ASPC reviewed these and talked through. Reviewed the League template in addition to other colleges. M.Richards: Requested clarification to the process. Has been his understanding that AP/BP come through Senate for the Faculty input then goes to College Council. This was brought up in the Division Meeting – and there was confusion on who provides input and to whom. C.Wolfesen: When AP/BP goes to College Council it goes out for constituent review in addition to the ASPC (if an ASPC issue). Your feedback will go to your representative. The College Council can change AP/BPs & faculty input is still involved in this point of the process. Does not go from Senate to the Board. Some M. Richards: Stated that he felt the Senate voice is weakened in this process & that there are inefficiencies. Senators discussed concerns about Senate being circumvented. Will come back in fall as an action item for approval.
 - 5.3 AP 4610 – Instructional Service Agreements: Susan Nordlof (Attachment) – R.Moon: Where is the mention of non-credit? Finds this confusing. K.Mayer: Has this been vetted through the union? Seems like it needs more research. C.Wolfesen: Took notes of questions for ASPC. Will come back in fall as an action item for approval.
 - 5.4 Equity and Diversity Resolution: W.Riggs: Fully supports, however, feels the last sentence is limiting. S.Herrera-Thomas: Agreed with W.Rigg's statement. Clarified this is specifically related to the MDC & how they represent the primary vehicle for faculty to enact their support for student equity on campus. Changes this year in Student Equity, that in terms of funding on campus, T.Olsen felt it was important to the Senate to advocate for the continued funding for the MDC. W.Riggs: Asked if there is relation with this funding and the job of the Student Equity director. S.Herrera-Thomas: Speaking point of equity work on campus through the lens of the MDC was for MDC to figure out how to fund activities on campus. With the creation of the Student Equity Success Director Position – it is his understanding that the funding stream went to that office. The Reaffirmation is advocating for a separate funding stream for the MDC. R.Moon – suggested rewording "Prioritizing the recommendations of the MDC..." S.Herrera-Thomas: Happy to amend, this document is a draft. C.Wolfesen: Added that the Reaffirmation is also a way to make clear that faculty have been engaged in equity for a long time and we are very committed. This isn't about 1 specific person. Senators had suggested edits & these were noted. S.Herrera-Thomas encouraged Senators' amendments & stated that this will be finalized at the May 16th Senate Exec meeting. K.Mayer stated she had drafted language she would send to S.Herrera-Thomas after the meeting. Motion to move to action; 1st W.Riggs, 2nd Sandra. Motion approved

unanimously to move to action. Motion to approve to take to Senate Exec with amended changes for approval, 1st S.Altshuler & 2nd E.Kramer. Motion approved unanimously to take to Senate Exec with changes.

- 5.5 Accreditation Update (Standard III D): P.Blakemore: Meeting of Accreditation Oversight committee held yesterday where feedback was received. This is still in draft phase. Addition focus was given on what is needed to do to correct transparency issues in budgeting. There will be an Action Plan focused specifically on that. P.Blakemore: Standard IIID is “very similar” to other schools. Due in 2 months. K.Mayer: Question in regards to Standard III D 4 Point F: Do we make any money off of those (leasing spaces)? If the amount is substantial, making a note of this is suggested. More specificity. III D 5: Standard asks we have appropriate control mechanisms and that we widely disseminate dependable and timely information for sound financial decision making. How are we dealing with this? P.Blakemore: Needs to be spelled out, when, where & how. AOC gave advice about making sure we limited any superlatives. Cutting down to a minimum. K.Mayer: Need to make sure we make it clear that we have areas for improvement. Other Senators agreed to send written comments in lieu of time.
- 5.6 Education Master Plan 2017-2022 - Goals & Strategic Initiatives: C.Wolfson: Stated that A.Hill is interested in any feedback the senate has in relation to the Ed Master plan. K.Mayer: Suggested an addition under “Student Success Access & Equity” 2nd category. Thinks we need another bullet point involving expanding support for DE instructors. We want to support students, but also support faculty. Also suggested under the “employ state of the art technology equipment & facilities throughout the district” – to include something about supporting faculty use of technology or enhancing faculty use of technology. S.Rowan: This would include having a website email server that could be functional on a daily basis. C.Wolfson encouraged Senators if they had any additional thoughts to email to A.Hill directly.

6. Reports

- 6.1 Associated Students of College of the Redwoods (ASCR) Update: Quang-Minh Pham – Absent.
- 6.2 CTE Update: M.Gleave: 1st slide is a reminder on how the money we have was received through Strong Workforce. Slide 2: Breakdown of things looked at & how dollars to the regions were determined. This is the reporting data given to the Chancellors office. This is the only way “they know our numbers”. This is through our state required tracking. Local outcomes will be tracked for all CTE students within each college. Regional outcomes will be tracked for all CTE students at every college in the region to encourage collaboration. H.Reed: Asked how to give ideas for a CTE program in a different division. M.Gleave: Allison & Doug in on early conversations – but it is not too late in the game. Projects that are “in” have not taken all of the money. Encouraged her to reach out to her with ideas with innovation as key.
- 6.3 ASCCC Spring Plenary: Michael Dennis: Learned that for the Strong Workforce the Academic Senate is hoping and working with the Chancellor’s office that there will be senate sign off. ASCCC recommends that faculty accompany CTE Deans to the regional consortia since many regional proposals touch on curricular issues. Many colleges have a CTE committee. A lot on CTE Min Quals – ASCCC is working on resources and guidelines. On establishing Min Quals in general. Working on providing more guidance on how to handle equivalency.
- 6.4 Basic Skills Grant – Effectiveness Report: Levi Gill: In terms of the EPIC Program - it is growing in classes offered & how many teachers are interesting in doing it. Expanding to other sectors and other areas of funding are joining. Have been starting to create tutoring programs for training which hasn’t existed in the larger format. Focus on

sending faculty to trainings in California in order to build leadership & training structure. Interest in reading apprenticeship – hope to close a lot of equity gaps. Onsite training & faculty inquiry groups produced an interest to get more training. Built one lab in SC14 and another in Del Norte in the fall. Restricted data set as we are just now starting to get the data.

- 6.5 Distance Education Planning Committee (DEPC) Update: Lisa Sayles & Reno Giovannetti: Presented the results of the DE Survey. Very good response. Several people who volunteered to work it. Most felt there were issues with the VeriCite format. Results were mixed on the effectiveness. Everyone agreed that it had a better integration with Canvas, however, there were other issues with it. It was determined at this point in time there is not enough info to recommend as a replacement. L.Sayles: Passed on the information from A.Hill stating that CR is signing the contract for Turnitin for another year, and this will be continued to be looked at next year. Faculty liked the integration, but were not “so thrilled” with the VeriCite reports as Turnitin. Not as robust and easy to read. K.Mayer – is Turnitin working on how well it works with Canvas? R.Giovannetti: Turnitin has noticed that VeriCite is being piloted by many. Believes there will be a “win” that will take place. L.Sayles: Report on Instructional Modalities: 75 instructors responded VERY generously. Covered a lot of ground with this survey – had been since 2009 for a similar survey. Hope to do this once a year on a more focused level. Wanted to note: about half of respondents only taught face to face and had no online experience. 60% those indicated that canvas had helped improve instruction at CR. 54% felt CR should participate in the course exchange. 16% neutral. Number of barriers identified; learning technology, training, student support, student readiness, time and cost of developing online courses. Survey will be used for guide professional development for next year to target gap areas & support DE technology for instructors. Tech Academy on Wednesday before Convocation – for all Instructors with lunch, desserts & door prizes.

7. Future Agenda Items: Senators are encouraged to request to place an item on a future agenda
8. Announcements and Open Forum
 - 8.1 Academic Senate Website <http://internal.redwoods.edu/Senate/>
 - 8.2 District Meeting Calendar/Website - <http://internal.redwoods.edu/>
9. Adjourn: Meeting called to adjourn by C.Wolfson at 3:13- 1st M.Richards 2nd E.Kramer. motion approved to adjourn.

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Next Meeting:
September 1st, 2017