



**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**

**September 15, 2017 – 1:00 pm**

**MINUTES**

Members Present: Kerry Mayer, Stuart Altschuler, Mike Dennis, Chris Gaines, Erik Kramer, Will Meriwether, Ruth Moon, Jon Pedicino, Hillary Reed, Mike Richards, Wendy Riggs, Shannon Mondor, Lisa Sayles, Angelina Hill, Zachary Awe, Jessica Frint (Support)

Members Absent: Peter Blakemore, Kristy Carlsen, Sally Urban

Others present: Michelle Haggerty, Sean Thomas

1. Call to Order: Copresident Kerry Mayer called the meeting to order at 1:01 pm
2. Introductions and Public Comments: None
3. Approve the September 1, 2017 Academic Senate Meeting Minutes: On a motion by Stuart Altschuler, seconded by Wendy Riggs. Senators made edits to the document; 5.2, delete the duplication of the phrase 'has been'. 5.4, ISER Report (spell out the acronym, remove report). 5.5, change 4021/4021 to 4020/4021. 6.2, delete 'robust discussion' and change 'notes' to 'noted'. 6.3, delete Hererra. The minutes were approved as amended.
4. Action Items
  - 4.1 Approve September 8, Curriculum Committee Recommendations: Motion to approve by Wendy Riggs, seconded by Mike Dennis. Sean Thomas was available for questions. No questions were asked. The recommendations were unanimously approved by roll call vote. Motion carries.
  - 4.2 Approve Faculty Qualifications Committee Recommendations of September 8, 2017: Michelle Haggerty presented the recommendations, no questions were asked. Wendy Riggs moved to approve the recommendations, seconded by Erik Kramer. The recommendations were unanimously approved by roll call vote. Motion carries.
  - 4.3 Approve 2017-18 Faculty Development Funding Resolution: Kerry Mayer presented the resolution and answered questions. On motion by Stuart Altschuler, seconded by Hillary Reed, the recommendations were unanimously approved by roll call vote. Motion carries.
  - 4.4 Approve Nominations to Senate Appointments: Kerry Mayer presented the Senate Appointment Nomination and answered questions. There was discussion of the difference between the MDC Committee and the Equity Committee. Mayer explained

that the MDC Committee is grounded in the 10+1 as a Senate Committee and this committee's work will focus on. In addition, Mayer noted a typo in the document which was corrected; Two-year term changed to one-year term. Wendy Riggs moved to approve the guidelines, seconded by Erik Kramer. The nomination was unanimously approved by roll call vote. Motion carries.

- 4.5 Approve ASPC Policies and Procedures: Kerry Mayer presented the policies and procedures. Angelina Hill answered questions.
  - 4.5.1 Approve BP 4440 Community Education: Wendy Riggs moved to approve the policies, seconded by Lisa Sayles. BP 4440 was unanimously approved by roll call vote. Motion carries.
  - 4.5.2 Approve AP 4440 Community Education: Erik Kramer moved to approve the policies, seconded by Lisa Sayles. AP 4440 was unanimously approved by roll call vote. Motion carries.
  - 4.5.3 Approve BP 4104 Contract Education: Mike Dennis moved to approve the policies, seconded by Wendy Riggs. BP 4104 was unanimously approved by roll call vote. Motion carries.
  - 4.5.4 Approve AP 4104 Contract Education: Wendy Riggs moved to approve the policies, seconded by Lisa Sayles. Erik Kramer moved for a friendly amendment to edit the last paragraph in the policy, seconded by Jon Pedicino to read 'Faculty teaching credit and non-credit contract education classes shall be compensated in the same manner as comparable faculty not teaching contract education.' Angelina Hill will take the revision to the APSC. The friendly amendment was approved by all except Ruth Moon by roll call vote. Motion carries. AP 4104 was unanimously approved by roll call vote. Motion carries.

## 5. Discussion

- 5.1 Senate participation in Accreditation Site Visit: Angelina Hill reported that there will be open forums on the 21<sup>st</sup> on the Eureka and Del Norte campuses to answer questions. She will send out links to important documents and key contact information to Senators for their review. The visit will take place on October 9<sup>th</sup> – 12<sup>th</sup>. There will be meetings held on October 10<sup>th</sup> and 11<sup>th</sup>.
- 5.2 Draft Enrollment Management Plan 2017 – 2020: Angelina Hill presented the draft and provided clarification of some wording and answered questions. Senators requested some clarification and asked where they could send input. Dr. Hill let Senators know they could send input to her and she will update the document with suggestions.
- 5.3 4020 Instructional Program Initiation: Kerry Mayer reported on the 4020 Instructional Program Initiation. Mayer stated that she and Peter Blakemore have been working with President Keith Snow-Flamer and Angelina Hill on initiating a 4020 process for music, education, and for a stand-alone nursing program at Del Norte. She informed the Senate that three separate 4020 task forces are being put together for these instructional programs. Mayer stated that in addition, the ASPC is simultaneously working with the

4020/4021 policies to make adjustments where needed to tighten the process. Mayer let the Senators know to send input or concerns regarding the policies to APSC Chair Karen Reiss.

6. Reports

6.1 Associated Students of College of the Redwoods (ASCR) Update: Zachary Awe reported that the ASCR approved the process to start an emergency grant program on campus to be initially funded through ASCR. He stated that he and President Snow-Flamer were working the process to administer the emergency grants. Zachary also reported that President Snow-Flamer is working with the ASCR on a Student Ambassadorship to help increase enrollment and to assist students in the beginning of the year. In addition, the ASCR Senate approved a resolution in support of Deferred Action for Childhood Arrivals (D.A.C.A.) which will be delivered to President Snow-Flamer and the Board of Trustees.

6.2 September BOT Report: Kerry Mayer reported that there that was interest expressed by community members from Southern Humboldt in purchasing the Garberville site. She also reported that the Board approved the final budget for 2017-18.

6.3 College Update: Angelina Hill reported that Professional Resource and Chancellor's office team will be coming out for their 3<sup>rd</sup> visit to help with the curriculum process as the main goal in addition to scheduling software solutions and catalog solutions. She also reported that enrollments are down slightly from last year and once the census rosters are processed we will have firmer numbers. Further, Dr. Hill requested that Senators to help notify faculty that the process for student evaluations will be moving online to Canvas LMS; faculty should expect emails from their Deans or Directors explaining the new process.

7. Future Agenda Items: Senators were encouraged to request to place an item on a future agenda. Kerry Mayer let the Senators know to expect the Dual Enrollment process for discussion and Online Exchange Initiative (OEI) on future agendas.

8. Announcements and Open Forum: Kerry Mayer informed Senators about the new module in the Connect Canvas site 'Connecting with Students'. A scheduled list of activities held by the Multicultural and Diversity Center are listed here. Senators were encouraged to attend these events.

8.1 Academic Senate Website <http://internal.redwoods.edu/Senate/>

8.2 District Meeting Calendar/Website - <http://internal.redwoods.edu/>

9. Adjournment: On a motion by Wendy Riggs, seconded by Mike Richards, the meeting was adjourned at 2:48 pm.

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***Next Meeting:***  
October 6, 2017