



## **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**

**October 6, 2017 – 1:00 pm**

### **MINUTES**

Members Present: Kerry Mayer, Stuart Altschuler, Kristy Carlsen, Mike Dennis, Erik Kramer, 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, Chris Gaines, Sally Urban, *Will Meriwether (technical issues)*

Others present: President Keith Snow-Flamer, Sean Thomas

1. Call to Order: Co-president Kerry Mayer called the meeting to order at 1:03 pm
2. Introductions and Public Comments: Kerry Mayer welcomed our ASCR Representative Zachary Awe.
3. Approve September 15, 2017 Academic Senate Minutes: Approve the September 15, 2017 Academic Senate Meeting Minutes: On a motion by Mike Richards, seconded by Michael Dennis. The minutes were unanimously approved as submitted.
4. Action Items
  - 4.1 Approve September 22, Curriculum Committee Recommendations: Motion to approve by Wendy Riggs, seconded by Lisa Sayles. Sean Thomas was available for questions. The recommendations were unanimously approved. Motion carries.
5. Discussion
  - 5.1 ACCJC Visiting Team Bios: Angelina Hill presented the Bios and reminded the Senate that the team arrives Sunday. Hill informed the Senate that they are waiting on confirmation of approval of broadcasting exit report. She stated that she is receiving requests for meetings and will be continually adding to the meeting schedule.
  - 5.2 Interim AP3501 Campus Security and Access: Kerry Mayer presented the documents and explained that the last page of AP3501 under 'Scheduling Events and Invited Speakers' was new language. K.Mayer opened the floor to President Keith Snow-Flamer who informed the Senate that the AP3501 was reviewed against Cal Berkeley which indicated that our process could use some clarification. Dr.Snow-Flamer noted that the language in the interim policy has been sent to legal counsel for review. Senators asked for clarification on who would be considered 'invited speakers' and Dr.Snow-Flamer informed the Senate that this was in regards to campus wide events, not class speakers. Angelina Hill expressed concerns that the policy may be too general to be managed as written and believes there needs to be more specific parameters around 'what an event is'. A. Hill also suggested that this not be initially routed through the Office of Instruction. There was discussion around creating a form with a specific list of risk

criteria and suggestions on initiating an appeal process through the Office of Instruction for those who feel they were unfairly denied. A Senator mentioned that 'Public' needed to be added to the policy in the second paragraph in the list of Community Groups. Senators raised questions about how events would be monitored and how risk assessments would be handled. Dr.Snow-Flamer encouraged suggestions to be brought back to him.

- 5.3 Online Exchange Initiative: Kerry Mayer began the discussion by stressing that the college's decision regarding the Online Exchange Initiative needed to be moved through intelligently and thoughtfully and that this will be the first of many Senate conversations. Senators were encouraged to take these conversations to division and department meetings. K.Mayer asked that Senators then bring feedback to the Senate where it can be used to inform a resolution of the faculty's position which would then be sent to the administration. Lisa Sayles presented the 'Distance Education Planning Committee's OIE Recommendations' and the 'Information and OIE Pilot Course List' and answered questions. L.Sayles gave an overview about the limitations for students taking the online courses and what it means to be a 'Home College' or 'Teaching College'. Questions were asked about how this could affect local CR students and it was clarified that it was determined locally how many seats to open up to outside schools. A.Hill informed Senators that we are not currently ready and that this process would need to move slowly. K.Mayer stated that the DEPC recommends the college form a Task Force and that Senate would support this task force coming together soon. K.Mayer asked Senators to bring the handouts that Lisa provided back to their divisions and bring back input to the Senate. This will be on discussion item for the 10/20 meeting where we can talk about requirements to get courses on the exchange.
- 5.4 Faculty Hiring Process Review Ad Hoc Committee: Kerry Mayer lead discussion on the Senate leadership's desire to review the faculty hiring process and presented the BP7120 and AP7120. Senate leadership believes it would be helpful for faculty to investigate and interrogate our faculty hiring process with an eye toward making recommendations for changes which would help ensure a process that puts CR in the best position to hire the most qualified candidates who reflect the diversity of our student population. Mayer suggested forming an Ad-Hoc committee to walk through what we do when we hire new faculty in order to streamline and improve the process. K.Mayer asked Senators to think about if they would like to be on this Ad-Hoc and asked that they to send an email to her and Peter Blakemore.

## 6. Reports

- 6.1 Associated Students of College of the Redwoods (ASCR) Update: Zachary Awe reported the ASCR has changed their policy about club requirements including smaller memberships to make up a club. He stated that there are six new clubs chartering next week: French Club, College Democrats, Club Trio, Forestry, Digital Arts and Media. Z.Awe informed the Senate that student ambassadorships are currently being discussed with the hopes of enacting them this semester. He informed the Senate that the ASCR is currently at ½ capacity with 8 members out of 16 positions. He requested that Senators let students know about the need for members. Senators requested a handout outlining these needs that can be handed out to students.
- 6.2 October BOT Report: Kerry Mayer reported on the October board meeting. She reported that the Board unanimously approved the Collective Bargaining Agreement with faculty. The Board voted to make the raises reflected in the faculty contract applicable to unrepresented employees; managers, confidential, administrators, and

directors as well. Negotiations for classified staff in progress. CTE faculty presented their Strong Workforce Projects funded through the Strong Workforce Grant. K.Mayer also informed senate that the Board docs system is being used for Board meetings. The Board also announced appreciation for Barbara Rice with the next meeting in November being her last meeting.

- 6.3 College Update: Angelina Hill reported that Article 11 MOU was approved prior to the ratification the Collective Bargaining Agreement with the faculty. She expressed that there have been numerous questions regarding the new processes established by the updated "Faculty Evaluations and Tenure" article of the CBA (Article XI) and that she anticipates that there will be time spent making sure it is being interpreted correctly. A.Hill informed the Senate that Sabbatical applications are due on the 12<sup>th</sup> of October. She gave updates about HSU and reported that we will be meeting with them in two weeks to discuss a new position they are funding, a full-time Articulation Specialist/Admissions Expert who would be housed in the Student Services building at College of the Redwoods (CR) to help CR students. She reported that HSU is moving forward with a BSN with their own Director and nursing faculty. They are currently working on their curriculum. A.Hill reported that the Deans are working with counseling staff to create a plan whereby counseling staff will be assigned to divisions and will spend one day per week in an office within their assigned division working with students. A.Hill also reported the job description for Residential Life will be changed to Campus Life. This position will provide help with student events, clubs, etc. Announcements regarding this will go out soon.
7. Future Agenda Items: Senators are encouraged to request to place an item on a future agenda email Kerry Mayer or Peter Blakemore.
8. Announcements and Open Forum
  - 8.1 Press release on car donated to the Automotive Program at CR from Harper Motor Vehicles. See more information on College of the Redwoods Facebook page.
  - 8.2 Academic Senate Website <http://internal.redwoods.edu/Senate/>
  - 8.3 District Meeting Calendar/Website - <http://internal.redwoods.edu/>
9. Adjournment: On a motion by Mike Richards, seconded by Wendy Riggs, the meeting was adjourned at 2:46 pm.

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