



**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**

**December 1, 2017 – 1:00 pm**

**AGENDA**

1. Call to Order
2. Introductions and Public Comments: Members of the audience are invited to make comments regarding any subject appropriate to the Academic Senate.
3. Approve November 17, 2017 Academic Senate Minutes (Attachment)
4. Action Items:
  - 4.1 Approve Faculty Development Committee Funding Recommendations: Hillary Reed (Attachment)
5. Discussion
  - 5.1 OEI Participation: Lisa Sayles (Attachment)
6. Reports
  - 6.1 CRFO CCCI Meeting: Mike Haley
  - 6.2 Associate Faculty Report: Stuart Altschuler
  - 6.3 Faculty Prioritization Process: Pete Blakemore
  - 6.4 4020 Music ADT: Kerry Mayer (Attachment)
  - 6.5 Associated Students of College of the Redwoods (ASCR) Update: Zachary Awe
  - 6.6 College Update: Angelina Hill
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

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**Next Meeting:** January 19, 2018

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#### College of the Redwoods

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

November 17, 2017 – 1:00 pm

#### MINUTES DRAFT

Members Present: Kerry Mayer, Peter Blakemore, Ruth Moon, Stuart Altschuler, Lisa Sayles, Michael Dennis, Shannon Mondor, Wendy Riggs, Angelina Hill, Will Meriwether, Jon Pedicino, Hillary Reed, Erik Kramer, and Chris Gaines.

1. Call to Order: Co-president Kerry Mayer called the meeting to order at 1:06 p.m.
2. Introductions and Public Comments: Members of the audience were invited to make comments regarding any subject appropriate to the Academic Senate. There were no public comments.
3. Approve November 3, 2017 Academic Senate Minutes (Attachment): On a motion by Mike Richards, seconded by Wendy Riggs, the minutes were unanimously approved as amended. Adjustments made to members present to include Chris Gaines.
4. Action Items: None
5. Discussion
  - 5.1 AP4021 Revisions: Susan Nordlof from ASPC related that the committee had been most recently working on ways to coordinate equity with the Multicultural and Diversity Committee. The solution arrived at in consultation with the MDC was to have a member of the standing committee appointed from the MDC.

Senator Dennis expressed satisfaction that a two-year time limit has been set for how long a program can remain in suspension. He also asked if there would be a deadline for how long something can be in the revitalization phase. ASPC member Nordlof pointed out that the procedure clearly states that the report must include a timeline. She also stated that she would take any advice from the Senate regarding the matter of timelines.

Interim Dean Potamianos participated with an operational question regarding the sequencing of the process: once the Request in Appendix A is completed, is the document then forwarded to the Dean with oversight for the Program? ASPC member Nordlof corrected this: The dean forwards the request which first goes to the CIO, who consults with the Senate co-presidents. The CIO and the Senate Co-presidents determine whether or not to forward the request to the President. Interim Dean Potamianos asked if any additional documentation needed to be provided at that time. It seemed clear to the Senators that requests for additional documentation were included in further steps of the process.

Senator Altschuler asked: If a program is reviewed and a recommendation is made, is that a suggestion, or is that something that needs to happen? ASPC member Nordlof pointed out that there are a couple of places where deans respond. When the program comes through for annual review, the committee looks to see if the recommendations are being implemented. Senator Altschuler followed up with this question: What if the recommendation is just ignored? ASPC member Nordlof responded: That should be dealt with in the follow-up phases of the process.

Senator Moon inquired about programs that were thought to need expansion--is there a place for that in this committee, or does that go somewhere else? ASPC member Nordlof said she did not think such activity would fall under the purview of this committee, which several senators concurred with.

Interim Dean Potamianos noted an error in Appendix C: The first sentence should read PEC, rather than PRC.

VPI Hill asked that Senators consider changing the name of the standing committee from the Program Evaluation Committee to something else in order to minimize confusion between this committee and the faculty evaluation committees or Program Review Committee.

- 5.2 AP4020 Process: Co-president Mayer is currently working on a 4020 for the music program relative to an ADT in Music. She will have more to report on this soon.
- 5.3 Guided Pathways Program & Timeline: VPI Hill stated that she and President Snow-Flamer, [Matt?], Dean Bazard, and Curriculum Chair Thomas went to a Guided Pathways training. The Guided Pathways plan is due next semester. Some questions we are now grappling with include: Can we get structures in place to allow for a Guided Pathways framework? Do we have a professional development plan that supports integration? Are we providing adequate support to help students once they have entered into a pathway? Are we monitoring their progress? Providing counseling? Do we have the technology infrastructure to provide the tracking and monitoring? The CCCCCO wants to see the development of meta majors. Part of that is identifying clear core areas of emphasis and then helping students choose a major early on in their education. This is a total draft of the assessment tool, so if you have input, CIO Hill would welcome it. These need to get to the Board quickly since they are due next month. Senator Reed asked how pathways are determined and by whom. CIO Hill explained that the initiative stressed that faculty, students, and community members should provide input on what these "meta-majors" should be for each institution. In response to Senators questions and concerns about how such meta-majors would be created, CIO Hill pointed out that, currently, nothing in the CCCCCO's regulations or Education Code that that allows for "meta majors." Where they declare that and how it gets tracked is a challenge. CIO Hill went on to clarify that the Guided Pathways Initiative in the CCCCCO is not judging the self-evaluation and that the funding will go out to all of the colleges to start the work. Currently, we are planning to spend the bulk of any new funding tied into Guided Pathways for reassignment. After questions about the extent that Guided Pathways are currently being implemented in the CCC System, CIO Hill noted that Skyline, Cabrillo, and Solano are the furthest along. This newest initiative means that we should move into the planning stage of this.

- 5.4 eLumen – CIO Hill requested guidance on the Senate’s opinions and next steps for curriculum management. The Senators had nothing but positive experiences with the software system. CIO noted that the Senate created a resolution for the LMS switch to Canvas but Co-President Blakemore pointed out that this was a different situation, one that would not have the kind of effect that a change in LMS would create. Co-President Mayer indicated that all comments from Senators have been positive and supportive and that there has been no opposition to moving forward with eLumen.
- 5.5 OEI Participation: Senator Sayles provided additional information about the difference between OEI’s “home college” and “teaching college” designations. Senator Sayles pointed out that the information was clear on the document she supplied. An extensive discussion ensued regarding the possible effects of choosing one option over the other. No matter the final decision of the college, a letter of interest must be submitted to the OEI by Dec. 15, 2017 OEI. The letter of interest does not oblige the college in any way but does allow the college to participate in the future should it decide to do so. A self-assessment is due by February of 2018. A master consortium agreement must be signed by July of 2018 to be eligible to participate. Co-President Mayer announced that this topic would be on the Dec. 1<sup>st</sup> agenda as well and asked the Senate to be prepared to advise the Co-Presidents on whether they should sign the letter of interest. The Co-Presidents will call for a general faculty meeting during January flex time to bring this conversation to the full faculty.

## 6. Reports

- 6.1 S17 Soc 15 Student Research Project Student Presentation: Senate Co-presidents will take these recommendations to the Senate Ex Committee for consideration of next steps.
- 6.2 Pelican Bay: Director Johnson and Senator Meriwether presented statistics about the enrollment and retention rates of students participating in CR courses at Pelican Bay and noted that this program could provide an avenue for growth in FTES for the college. Senator Meriwether spoke to this program as one that attempts to address student equity issues and he urged Senators to consider teaching at the prison and to encourage other people to think about teaching at Pelican Bay. He noted that next year we will have higher enrollment at Pelican Bay than at K/T. He also remarked that the students are some of the best he’s had in any classroom. Senator Meriwether also offered to open his class to visitors should anyone like to observe a class at Pelican Bay and stated his willingness to attend division meetings
- 6.3 Associated Students of College of the Redwoods (ASCR) Update: ASCR Representative Zachary Awe – not present.
- 6.4 College Update: CIO Hill – The Multiple Measures assessment group met today. 8705 goes into effect Jan this year, requires colleges to use multiple measures, high school course work and GPA. Need to fully implement, can be self-reported. Still have common assessment initiative underway, but suspended their common assessment instrument – tests are not good indicators. Thought Accuplacer was going away, now we don’t know.
- 6.5 Faculty Prioritization Process: Co-president Mayer reported that the following faculty members have been appointed to the Faculty Prioritization Committee: Peter Blakemore, Kerry Mayer, Erik Kramer, Ruth Moon, Gary Sokolow, Philip Mancus, and

Mike Peterson. The process will be undertaken at a meeting on 11/28; 5 positions have been requested.

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: On a motion by Mike Richards, seconded by Mike Dennis, the meeting was adjourned at 3.10 pm.

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***Next Meeting:*** December 1, 2017

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Last Name	First Name	Presenter	Status/ Site	Past Funding	Complete	Description & Location of Activity	Event Dates	Amount Requested	Recommend to Senate for Funding	Notes
Buchanan	Elizabeth	N	AF/EK	Y	Y	American Mathematical Assn. of Two-Year Colleges (AMATYC) conference in San Diego	11/11/2017	\$175	\$175	Yes, complete proposal, addressing all objectives
Carlsen	Kristy	N	FT/EK	Y	Y	American Council on the Teaching of Foreign Language	11/15 - 11/19/2017	\$1,989	\$1,989	Yes, complete proposal, addressing all objectives
Durkee	Lynn	N	AF/DN	N	Y	Attendance at the Online Northwest 2018 Conference	3/30/2018	\$735	\$735	Yes, complete proposal, addressing all objectives
Falbo	Kyle	N	AF/EK	N	N	State of Jefferson Mathematical Congress Attendance	10/7-10/8/18	\$148	\$0	No, incomplete proposal, didn't meet guidelines
Florez	Anibal	N	FT/EK	N	Y	Automatic Transmission Rebuilders Association (ATRA) Certification and Membership	N/A - online	\$800	\$0	No, didn't meet guidelines (certification)
Kramer	Erik	N	FT/EK	N	Y	AAPT Winter Meeting 2018	1/6-19/18	\$1,361	\$1,361	Yes, complete proposal, addressing all objectives
Letko	Ken	N	FT/DN	Y	Y	Association of Writers and Writing Programs	3/7 - 3/11/2018	\$2,324	\$0	Hold- until Round #2 previously funded
Margulis	Natalia	N	FT/EK	N	N	Annual Collage Art Association Conference	2/21-2/24/18	\$2,330	\$0	No, incomplete proposal, can resubmit
Meriwether	Will	N	FT/DN	Y	N	National Conference on Higher Education in Prison	11/2 - 11/5/2017	\$1,047	\$0	No, incomplete proposal, guidelines (administrative)
Naffah	Eli	N	AF/EK	N	Y	American Political Science Associate Annual Meeting	8/30 - 9/4/2017	\$750	\$750	Yes, complete proposal, addressing all objectives
Nordlof	Susan	N	FT/EK	N	Y	Dickens Universe Conference (Dickens Project)	7/30-8/5/2017	\$1,952	\$1,952	Yes, complete proposal, addressing all objectives
							<b>Total:</b>	<b>\$13,611</b>	<b>\$6,962</b>	

<b>Beginning Total This Year</b>	<b>\$22,000</b>
<b>Recommended Funding Round 1</b>	<b>\$6,962</b>
<b>Recommended Funding Round 2</b>	<b>N/A</b>
<b>Recommended Funding Round 3</b>	<b>N/A</b>
<b>Balance Remaining</b>	<b>\$15,038</b>



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## Teaching/Home College

### Advantages

- ✓ Benefits **students** to enroll in one college and take classes at others with single enrollment, sign-on, transcripts, etc.
- ✓ Provides **students** access to “hard-to-get” courses needed to graduate or transfer
- ✓ Provides **faculty** additional support (instructional design, etc.) and resources to enhance online and face-to-face education at CR
- ✓ **Students** benefit from exchange courses that seamlessly articulate between colleges (specified C-ID, ADT courses)
- ✓ **Students** and **faculty** use a common Course Management System (Canvas)
- ✓ Allows **faculty** to fill courses that might not otherwise fill by opening seats in CR online courses through the exchange which may help protect those courses from cancellation due to low enrollment locally
- ✓ May generate additional FTES by offering online seats to out-of-district students
- ✓ As a teaching college our OEI online classes will benefit by having geographically diverse students in the “classroom”
- ✓ Ensure that **students** taking online courses from non-CR colleges are getting high-quality, pre-vetted courses that meet demands of OEI rubric
- ✓ CR maintains a central role in students’ educational experience
- ✓ Capture completions even if students take courses from other teaching colleges

### Disadvantages

- ✓ Requires a rigorous vetting system for CR courses/instructors to be “exchange-ready”
- ✓ As a Home College, may lose FTEs when students take classes via the Exchange, assuming that they would otherwise stay at CR longer to complete their degrees
- ✓ Traditionally low-enrolled courses at CR may not be offered as frequently if equivalent courses can be accessed through the exchange
- ✓ As a Teaching College, local students may find CR-OEI classes closing quicker due to “seats” dedicated to OEI students out-of-district

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### **4020 – Music Recommendation Report**

**Committee Members:** Ed Macon, Kerry Mayer, George Potamianos, Brady Reed & Bob Brown

The Committee met on two separate occasions: November 3 and 17, 2017. In the initial discussion, Professor Macon gave us a history of origins of the initiative to develop an ADT in Music back in 2012-13. He articulated the challenges the District would face and resources it would need to invest for the ADT to be successful, including offering four semesters of applied music (individual lessons), known as Music 160 in the Chancellor's Office C-ID listing, a core requirement for the degree. This course requires the institution to hire instructors to teach private instrumental or voice lessons; these instructors, who would be paid off the part-time faculty salary schedule, would have to be MQ'd one semester before they began teaching. The course would also require an instructor of record who would deliver twelve 45-minute lectures during the semester, coordinate the recital jury final, and collect and submit grades from private instructors. The Committee felt coordinating the various components of this course could be a challenge for a one-full time member department. It was also noted that with a small program like C.R.'s, the institution would almost certainly end up subsidizing a Music 160-type course.

Another challenge the Committee noted was the existing relationship between the music programs of C.R. and H.S.U. It was noted that the H.S.U. music program (where the majority of C.R. music majors transfer) does not align particularly well with the existing Music ADT, which assumes four semesters of music theory instruction; H.S.U.'s music program uses a five-semester model, and the current H.S.U. faculty does not seem inclined to abandon it. There were questions about to what degree the H.S.U. program would honor an ADT from C.R. even if it were offered.

After further discussion Professor Macon provided a potential option for music students that clearly provided a win/win for the students and the district. He explained how we could create an optional Music pathway/track in our existing Liberal Arts: Fine Arts degree that would allow our music students to complete the degree using 18 units of Music courses already offered by the District (and in many cases the same courses required for the Music ADT). A student taking this degree potentially could transfer to a four-year music program as a junior, even without the Music 160 component required by the ADT, which really is only useful to performance majors.

After a brief meeting between two of the committee members and the President it was evident that this option was workable for the district and best served the students. Professor Macon did some additional follow up with faculty in the Fine Arts as to what this pathway will look like and the course work involved. The committee reconvened to discuss and make a recommendation.

We unanimously agreed that the option of pursuing an optional Music pathway/track in the existing Liberal Arts: Fine Arts degree is the best option, and thus make the recommendation not to pursue an ADT in Music at this time.