

# **REDWOODS COMMUNITY COLLEGE DISTRICT**

## **Meeting of the Associate Faculty Committee**

**Eureka: 7351 Tompkins Hill Road, \*FM 107\***

**Friday November 16, 2018**

**11:30 a.m**

### **AGENDA**

1. Call To Order
2. Introductions and Public Comment: Participants are invited to make comments regarding any subject appropriate to the Associate Faculty Committee.
3. Approve October 19, 2018 Meeting Minutes (Attachment)
4. Discussion Items
  - 4.1 Academic Senate Update
  - 4.2 Other items
5. Announcements and Open Forum
6. Adjournment

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***Next Meeting:  
TBD***

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**Friday October 19, 2018**

**11:30 a.m.**

### **MINUTES**

1. Call-To-Order: Stuart Altschuler called the meeting to order at 11:35 am.
2. Introductions and Public Comment:
  - There was a question about committees that need service as a follow up from a topic brought up at the last AFC meeting. The answer was that ASPC currently needs an AF member, and that position would be paid. They meet from 3 to 5 on the 2nd and 4th Fridays of the month. Other paid positions for AF will be discussed at future meetings.
  - Stuart inquired to see if attendees are receiving emails from AFC Chair, and the answer was affirmative.
3. Approve September 21, 2018 Meeting Minutes. On a motion by Dan Dempsey, seconded by Sandra Rowen, the minutes were approved as submitted.
4. Discussion Items
  - 4.1 Academic Senate Update:
    - There have been two Senate meetings since our last AFC meeting, held on 9/21 and 10/5.
    - From the Senate Meeting 9/21:
    - The resolution for Faculty Development Funding was approved—the application and information was attached to last AFC meeting minutes. Since then Hillary Reed sent out the call for Faculty Development Funding Requests, with a deadline for receiving completed applications for the first round of funding by Friday, November 9. There will be one or two additional rounds of calls for funding requests this academic year, depending on how much development money remains after the first round is awarded. Look for emails from Senator Reed for future application deadlines.
    - The Bookstore Taskforce is investigating options for future bookstore ideas and needs. They are attending meetings with a variety of vendors and getting demonstrations of possible systems we could adopt, ranging from a traditional full service bookstore to fully online vending integrated into WebAdvisor (that can process vouchers) coupled with a small store where students could buy essential supplies.
    - There was also discussion about Guided Pathways and the new Budget Process Revision.

- From the Senate Meeting 10/5:
- There is a revision to the DE Curriculum Proposal Form. We looked at the draft that will be an action item at the Senate meeting later today.
- There was another report from bookstore task force sharing other vendors they've seen demonstrations from.
- Cathy Cox explained that the Library Services platform is going to be updated and we will receive free access to better software and platforms by participating in a statewide consortium.
- An academic freedom policy is in the works to be drafted during the coming year.

#### 4.2 Other items

- Stuart and Shannon (your Associate Faculty Academic Senate Representatives) recently met with the Academic Senate Co-presidents (Gary Sokolow and Peter Blakemore) to discuss expanding the possible scope of our AFC and changing the by-laws to allow this to happen. We also discussed the charge of the AFC for this academic year, and settled on a focus on professional development and coverage of college policies and processes that are essential for associate faculty to know well in order to fulfill our responsibilities as educators and colleagues at CR.
  - It was determined that the Senate would not be open to changing bylaws—our charge is 10 plus 1 under the purview of the Academic Senate.
- Stuart proposed an action item to review next meeting: at 12:15, if we are complete with the AFC business, we will officially adjourn the AFC meeting. Then there will be an opportunity to discuss CRFO-related information with those interested immediately following the AFC meetings.
- April KlingonSmith email: There is an associate faculty get together/happy hour planned for Fri. Nov. 16 at Redwood Curtain Brewing Company in Arcata. Meet at 5:00.
- The Full-time faculty liason with the Academic Senate has not been appointed yet, but someone will be appointed soon. That role has involved the person providing clarification for policies.
- There will be a discussion of the “10 plus 1” for our next meeting.
- Sean Thomas will be attending our next meeting as Curriculum Committee Chair to inform AF what the committee does and how curriculum is developed and approved at our college.
- We plan to invite Hillary Reed, the Chair of the Academic Senate Professional Development Committee, to a future meeting to share her perspective as chair of the Faculty Development Funding Committee and give advice about submitting successful proposals for professional development funding. AF are eligible to apply for up to \$750 for assistance paying for professional development activities, unless presenting at a conference, and then can apply for more than that amount.

5. Announcements and Open Forum

- Question: For flex and people attending the meeting via the phone, how do we report the time? Actual minutes or portions of hour?
- Answer: Consider our meeting an hour for flex purposes.

6. Adjournment: Sandra Rowen motioned to adjourn, seconded by Dan Dempsey.

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