

Los Medanos College

**Minutes of the Academic Senate**

Date: Monday, March 11, 2013

Time: 3:00 p.m. – 5:00 p.m.

Location: L109

**Members Present:** Theodora Adkins, Scott Cabral, Estelle Davi, Louie Giambattista, Erich Holtmann, Laurie Huffman, Mark Lewis , Morgan Lynn, Joe Meyer , *Michael Norris*, Christine Park , Ginny Richards, Alex Sample, Alex Sterling, Rebecca Talley and Janice Townsend.

**Members Absent:** Lori Biles, Lydia Macy, Cindy McGrath, Sophia Ramirez (excused) and Dave Zimny

**Guests:** Bob Kratochvil and Robert Round

Item	Topic
<b>I.</b>	<b><u>Call to Order (M. Norris):</u></b> A. The meeting was called to order at 3:03 p.m.
<b>II.</b>	<b><u>Public Comment (M. Norris):</u></b> A. Former LMC student, Robert Round, brought flyers seeking volunteers for the Food Banks of Contra Costa and Solano counties. The food banks are conducting a hunger study to keep their funding. Michael Norris will send out an email to the LMC community. B. LMC President, Bob Kratochvil, addressed the Senate about the Student Satisfaction Survey that the Planning Committee has been working on. President Kratochvil brought the survey to the Senate to look over and forward any suggestions or concerns. Specifically, he would like to make sure that the survey asks the right questions and to eliminate questions that are evaluative and controversial. The committee will be adding about 10 more questions on ethnicity and gender and has already removed some questions that they felt were rating faculty and disciplines. <ol style="list-style-type: none"><li>1. Suggestions: Online only classes need a web-based survey (no scantrons); some of the questions flip flop between faculty and instruction (recommend that “faculty” be used consistently throughout the survey); #18, #32 and #43 need to be reevaluated; need to add “electronically” to #32; and add a comments section.</li><li>2. The Senate was instructed to look over the document and send their specific concerns directly to Bob Kratochvil.</li></ol>
<b>III.</b>	<b><u>Senate Announcements and Reports (M. Norris):</u></b>

	<p>A. <u>Faculty Co-Op (M. Lewis)</u>: The Faculty Show &amp; Tell will be held tomorrow, March 12<sup>th</sup> from 2:30pm-4:00pm in CC3-361. Mark will be introducing the website and there will be free pizza.</p> <p>B. <u>GE Committee (A. Sterling)</u>: Working on a plan for assessing GE outcomes in general and in particular, seeing how students do in the GE outcomes in the new AA with fewer units. After many conversations the committee has a rough draft of a course embedded assessment that they hope to do this Fall and will roll it out and seek further feedback on April 15<sup>th</sup>. Alex has been visiting departments and would like to meet with most of the departments before early April. Alex is also learning through conversations that there is some dissatisfaction with the course outline process.</p> <p style="padding-left: 40px;">1. Recommendation: Seek the input of researchers to avoid bias when interpreting the data.</p> <p>C. <u>Curriculum Committee (L. Huffman)</u>: Curriculum is looking for pathways for students through challenge exams and credit by exam.</p> <p>D. <u>DGC (M. Norris)</u>: No meeting.</p> <p>E. <u>FSCC (M. Norris)</u>: Discussed families, the Brown Act, and the District-wide committee that will be created to prepare for the rollout of the Student Success Taskforce recommendations.</p> <p>F. <u>SGC (V. Richards)</u>: Discussed the mission statement. The feedback was generally positive and Ginny will bring back the item to a future Senate meeting. The budget committee will be discussed at the nex</p> <p>G. <u>Budget Committee (M. Norris)</u>: Michael spoke with President Kratochvil and they discussed the difference between RAP and college wide budget and will be putting together a document that distinguishes those differences. Michael will be bringing this back to the Senate for feedback.</p>
<p><b><u>IV.</u></b></p>	<p><b><u>Approval of Previous Minutes (M. Norris):</u></b></p> <p>A. Corrections: Remove Alex Sample from Members Absent to Members Present. Item 3, H: Remove “and an AA-T”.</p> <p>B. Motion to approve the minutes with corrections (C. Park); Second (L. Giambattista); Vote: 14 – 0 – 1 (M. Lynn). The motion carries.</p>
<p><b><u>V.</u></b></p>	<p><b><u>Agenda Reading and Approval (M. Norris):</u></b></p> <p>A. Hearing no opposition to approving the agenda, the agenda was approved.</p>
<p><b>AGENDA ITEMS -----</b></p>	

<p><b><u>VI.</u></b></p>	<p><b><u>Appointments (V. Richards):</u></b></p> <p>A. No new appointments.</p> <p>B. The Senate still needs candidates for the Senate President and Vice President for the upcoming election.</p>
<p><b><u>VII.</u></b></p>	<p><b><u>Standard Course Completion Rate, Retention %, Degree, Transfer and Certificates and Completion (M. Norris):</u></b></p> <p>A. The ACCJC 2013 Annual Report Questions is due March 31<sup>st</sup> and part of what needs to be written up is the baseline standard for Student Achievement at LMC (completion rates, retention rates, and number of degrees). Michael brought this to the Senate because it deals with one of the 10+1 issues (definition of success). The data for the last 5 years was presented at the department chair meetings (pertaining to questions 14a – 18b). The department chairs chose the median value (taking into consideration the effect that the economy may or will have on the data) for part a and the lowest value for part b.</p> <ol style="list-style-type: none"> <li>1. If we choose the median as the median as the minimally successful value, then the college will fail to meet its own minimum standard for success at least half of the time, implying that the lower number would be the better choice for part b.</li> <li>2. Looking more closely at the document, the difference between what the Senate is deciding is between standards and goals. The choices for standards are highest, average and median value. Goals can be anything that the Senate thinks is appropriate. !4 a &amp; b are percentages so they don't depend on the enrollment of the college, but 16a, 17a and 18a are absolute numbers that depend on the enrollment, which can be dangerous.</li> <li>3. Michael will find out the source of the document because the document is asking for published college goals.</li> <li>4. Standards at minimal level of what we promise and our goals should be higher than the median but not the highest.</li> <li>5. Standards should be reasonable (median percent); goals should be above the median but not continuously increasing.</li> <li>6. If the Senate is stuck with the three different scenarios <b>the Senate will go with the median</b>; if the Senate is not stuck with the three different scenarios it will go with something that is lower than the median.</li> <li>7. It's hard to know how valuable this data is to determine standards (the data seems limited). What is the basis? Michael will bring the question to Kiran.</li> </ol>
<p><b><u>VIII.</u></b></p>	<p><b><u>Program PSLO Creation (M. Norris):</u></b></p> <p>A. The college is looking at creating PSLOs for programs. Originally we were at approximately 100% for PSLOs for the campus based on Richard's</p>

	<p>definition of what a program was. The definition has slightly changed and when this happened it changed the number, dropping the number of PSLOs that we had for programs. When Kiran did her work for Accreditation in Bakersfield she talked to a few people and was under the impression that not only the transcribed programs (state approved) but also the non-transcribed programs had to have PSLOs. A taskforce was put together to look at what we really need to do, when it has to be done, and how we can accomplish it. Based on the minutes from the PSLO meeting, the Senate needs to decide if it is comfortable moving forward with the proposed changes and recommendations.</p> <ul style="list-style-type: none"> <li>i. Change #1, second bullet to: “The PSLOs for the Certificate of Achievement and the Standard Degree may be identical with the difference being the latter will have additional GE SLOs.</li> <li>ii. There was also conversations about providing a flex activity that would help assist faculty with completing this process.</li> <li>iii. Clarification: Departments do not have to create programs just to make ARC data sound good which is a little contrary to what faculty have been told in the past. If you don’t think something is working, don’t keep it just for numbers.</li> <li>iv. Concern: There is a lot to assess.</li> <li>v. The Senate would like clarification on the definition of a “program”.</li> </ul>
<p><b><u>IX.</u></b></p>	<p><b><u>Senate Representation (C. Park):</u></b></p> <p>A. Tabled.</p>
<p><b><u>X.</u></b></p>	<p><b><u>ECE, Education Minimum Quals and Discipline List (J. Townsend):</u></b></p> <p>A. Tabled.</p>
<p><b><u>XI.</u></b></p>	<p><b><u>Senate President, etc., Elections (M. Norris):</u></b></p> <p>A. Please encourage faculty to consider being Senate President, Vice President or Secretary. The Bylaws encourages looking within the Senate body before seeking candidates outside of the governing body.</p> <ul style="list-style-type: none"> <li>1. The Secretary position receives up to a \$2500 stipend a semester, but it’s usually a \$1000 a semester.</li> <li>2. The positions will become effective July 1<sup>st</sup>.</li> <li>3. Ginny will find out from Sandy Schmidt how long the Senate can hold off on the elections (May might be the longest that the Senate can wait).</li> </ul>

	<p>a. There was a concern that waiting until May makes it harder to find candidates because of the planning of the Fall schedules.</p> <p>4. <u>Suggestions:</u></p> <p>a. Try and solicit a candidate other than A’kilah because she most likely will get a dean position.</p> <p>b. It was suggested that the Senate might want to consider including an Interim President position</p>
<p><b>XII.</b></p>	<p><b><u>Veterans Scholarship Donations (M. Norris):</u></b></p> <p>A. The Senate has a trust account that has a balance of \$700 – it was created from the \$12 donations from Dave Zimny and Linda Collins. Michael Norris asked the Senate if they would at least donate half of this money, which is \$350, to the Veterans Scholarship that the college is creating. Michael will be contributing \$150, which will bring the total contribution to \$500.</p> <p>B. The Senate voted 13 – 0 – 1 (E. Holtmann) for donating \$350 to the Veterans Program. The vote passes.</p>
<p><b>XIII.</b></p>	<p><b><u>Adjournment (M. Norris):</u></b></p> <p>A. The meeting is adjourned at 4:50 p.m.</p>