

**Los Medanos College**  
**Minutes of the Academic Senate**

Date: Monday, March 24, 2014

Time: 3:00 p.m. – 5:00 p.m.

Location: L109

**Members Present:** Silvester Henderson, Louie Giambattista, Erich Holtmann, Alex Sample, Mark Lewis, Janice Townsend, Theodora Adkins, Laurie Huffman, Christine Park, Kyle Chuah, Julie Ashmore, Janith Norman, Alex Sterling, Estelle Davi, Sophia Ramirez, Julie Ashmore, Nila Adina and Abbey Duldulao (Recorder Secretary)

**Members Absent:** Pam Perfumo, Cynthia McGrath, Kyle Chuah, Scott Cabral, Derek Domenichelli, Dave Zimny and Ginny Richards

**Guests:** Tue Rust, Marco Godinez, Ken Alexander and Eric Sanchez

Item	Topic	Action Items: Bolded Texts
<b><u>1.</u></b>	<b><u>Call to Order (S. Henderson):</u></b> The meeting was called to order at 3:07 p.m.	
<b><u>2.</u></b>	<b><u>President’s Opening Comments – Educational Presentation - Counseling (S. Henderson &amp; Marco Godinez):</u></b> <ul style="list-style-type: none"> <li>• Marco Godinez gave a PowerPoint presentation with assistance from N. Adina and Sophia Ramirez regarding the process of Counseling at LMC:</li> <li>• Counselors provide Social Engineering – Solving their problems and working together in academics, careers and psycho social.               <ul style="list-style-type: none"> <li>a. Academics – Educational plan, Standard AA, Transferred AA, Transferred- Path AA, CSU and UC systems and other Colleges’ programs.</li> <li>b. Careers – Aid the students to select what they want to major in, referring them to assessments and help them find their career paths.</li> <li>c. Psycho Social &amp; Crisis Management – Assessing difficulties achieving goals, outside referrals, domestics, social and culture capitals.</li> </ul> </li> <li>• Counseling Department also provides one-on-one assistance from 30 minutes and up to 1 hour with scheduled appointments.</li> </ul>	
<b><u>3.</u></b>	<b><u>Senate Announcements and Report (S. Henderson):</u></b> <ul style="list-style-type: none"> <li>• S. Henderson made an announcement of achieving two for this semester and two in the fall to obtain information from the committees that have been given a charge to come back and report to the senate on progress of their charge.</li> <li>• S. Henderson would like to give a report in future senate meeting on the Area B meeting he attended on March 21, 2014 at Las Positas College.</li> </ul>	
<b><u>4.</u></b>	<b><u>Approval of Previous Minutes (3/10/14):</u></b> <ul style="list-style-type: none"> <li>• Tabled for later in the meeting – no quorum.</li> </ul>	
<b><u>5.</u></b>	<b><u>Agenda Reading and Approval:</u></b> <ul style="list-style-type: none"> <li>• S. Henderson explained the agenda will be discussed out of sequence and tabled item # 4, 5, 6, 7 &amp; 8 for later in the meeting due to no quorum and senate members scheduled to arrive late. S. Henderson moved to item #11 &amp; #9.</li> </ul>	

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	<b>AGENDA ITEMS -----</b>	
<b><u>11.</u></b>	<b><u>PDAC – Campus &amp; District Faculty Rep Senate Appointment (FT or PT Compensation) – Re-discussion (S. Henderson):</u></b> <ul style="list-style-type: none"> <li>• <b>Tabled to April 14 or April 28, 2014 meeting.</b></li> </ul>	
<b><u>9.</u></b>	<b><u>Community College Baccalaureate Degree SB 850 Nursing/Vocation Degrees (S. Henderson):</u></b> <b><u>(For more information – Academic Senate Website/Resources)</u></b> <ul style="list-style-type: none"> <li>• S. Henderson gave an update on Chancellor’s perspective on Baccalaureate Degree SB 850 in Community Colleges. Presently, the Community Colleges and State Universities have agreed that they will begin to offer Bachelor’s Degree in Vocational area but pulling Nursing due to controversies between CSU, Nursing Association and California Community Colleges.</li> <li>• Dr. Marsha Alameida (Director of Nursing of Contra Costa College) will be coming in on April 14<sup>th</sup> meeting to give more information and updates.</li> <li>• S. Henderson requested from senate to review related documents and recommended the senate to respond to the letter as an organization on record to dispel the myth of facts in the Community Colleges not able to handle the training in the Nursing area due to lack of professionals teaching courses of a higher educational level and thus far 75-80% of Professors in the CSU &amp; UC level are being taught by Adjuncts with Master Degrees as it is in Community Colleges level.</li> <li>• Upper division at University level in management of materials, equipment and facilities may be lacking in Community Colleges was mentioned.</li> <li>• It was suggested for a letter to the President of the State Senate to be drafted for LMC Senators to review and comment on in later meetings.</li> <li>• <b>L. Huffman to do research and report back about colleges outside of California especially in the east coast on how they made the decision to move to state colleges and S. Henderson also asked all Senators to do research on how the state of California conduct its processes of Nursing Programs because of different governing system from other states.</b></li> </ul>	
<b><u>8.</u></b>	<b><u>AA-T Degree – Art History (Alexander/Sanchez):</u></b>  <b>Motion to approve AA-T Degree – Art History - Approved (M/S; J. Townsend/L. Giambattista) Unanimous</b> K. Alexander and E. Sanchez explained the area of AAT Degree – Art History proposal for vote: <ul style="list-style-type: none"> <li>• This degree will provide lower division education for students pursuing a baccalaureate degree in Art History at CSU system. Students will transfer well prepared, enabling them to succeed in upper division coursework and complete a baccalaureate degree in Art History.</li> <li>• Course Outline of Record update and changes were made in Curriculum are reflected in this proposal; Program requirements in rationale, A and C level written in updated format.</li> </ul>	<b><u>QUORUM MET &amp; ACTIVATED</u></b>
<b><u>4.</u></b>	<b><u>Approval of Previous Minutes (3/10/14):</u></b> <b>Motion to approve previous 3/10/14 minutes – Approved (M/S; J. Townsend/L. Huffman) Unanimous</b> <ul style="list-style-type: none"> <li>• M. Karp sent in an amendment via email; M. Karp translated the chart into semester units because LMC deals with semester units vs. UC quarter units.</li> </ul>	

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<b><u>5.</u></b>	<b><u>Agenda Reading and Approval:</u></b>	
	<b>Motion to approve the agenda items for March 24, 2014 - Approved (M/S; J. Townsend/S. Ramirez) Unanimous</b>	
<b><u>12.</u></b>	<b><u>Leadership Positions for Vote FALL 2014 – 2 Year Term (S. Henderson):</u></b>	
	S. Henderson introduced Julie Ashmore as the new adjunct Assessment Coordinator, Julie Ashmore (PT) with compensation of 90 Non-Instructional Hours.	
	<ul style="list-style-type: none"> <li>• J. Ashmore is new to the senate, second semester and expressed her appreciation to the senate and will respect everyone’s decision when voting in.</li> <li>• J. Ashmore brings in her experience with professional development achievements, involvement with course level assessments, helped developed assessment for another course, involved in teaching community with part of that involves assessing students and what they are doing in the classrooms.</li> <li>• Prior career involvements were compliance and audit functions with transferrable skills to senate processes, will bring energy and enthusiasm.</li> <li>• S. Henderson clarified voted positions; Curriculum Committee, Louie Giambattista and TLC, Tue Rust.</li> </ul>	
	<b>Motion to approve J. Ashmore as Assessment Coordinator – TLC senate position – Approved (M/S; L. Huffman/M. Lewis) Unanimous</b>	
<b><u>13.</u></b>	<b><u>Remaining Leadership Position Discussion – GE Chair/Lead – FALL 2014 (S. Henderson &amp; Alex Sterling):</u></b>	
	<ul style="list-style-type: none"> <li>• GE Assessment results will be presented on Monday, April 7, 2014 at 3:00 pm at the College Assembly.</li> <li>• GE Chair position – Course Outline for basic committee work, oversee assessment and professional development.</li> <li>• With the new project that has been done, GE is getting closer to defining of what it means to assess at broad college level.</li> <li>• Having a new Professional Development Coordinator, GE Chair will be more manageable to an already challenging position.</li> <li>• <b>Alex Sterling will give more in depth information on the proposal at the Academic Senate meeting on Monday, April 14, 2014.</b></li> </ul>	
<b><u>14.</u></b>	<b><u>LMC Audit Procedure – DVC Example (S. Henderson &amp; E. Holtmann):</u></b>	
	<ul style="list-style-type: none"> <li>• <b>Tabled to Monday, April 14, 2014 meeting.</b></li> </ul>	
<b><u>7.</u></b>	<b><u>SGC Brown Act Committee Confirmation Managers’ Vote – Conversation:</u></b>	
	<ul style="list-style-type: none"> <li>• <b>Tabled to Monday, April 14, 2014 meeting.</b></li> </ul>	
<b><u>15.</u></b>	<b><u>District Grant Initiative Update (L. Giambattista):</u></b>	
	<ul style="list-style-type: none"> <li>• Most grants will affect the STEM area and some will involve curriculum items.</li> <li>• The District Grant Initiative Update meeting was an information meeting and a heads-up of the beginning process.</li> </ul>	

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<u>16.</u>	<p><b><u>Senate’s Role in the Budget Process (L. Giambattista):</u></b></p> <ul style="list-style-type: none"> <li>• Questions were posed – What role do we play in the budget process? What type of decisions do we want to partake in?</li> <li>• It was suggested that the we need a budget committee , research what some other colleges do and what suggestions they make with the local funding model, write out what a budget committee will be and what decisions a budget committee will make.</li> <li>• The College Committee was explained in detail of what it should consist of as a charge. <ul style="list-style-type: none"> <li>- To examine the budget process of what is happening at the district level; district budget assumptions, growth in FTES, Salary growth expected and expected benefits to increase by.</li> </ul> </li> <li>• E. Holtmann is currently keeping a list of objectives model for the budget committee and its possible charge.</li> <li>• <b>S. Henderson recommended for this item to continue for more discussion and come up with ideas of roles on the April 28, 2014 meeting.</b></li> </ul>	
	<p><b><u>Side note:</u></b></p> <ul style="list-style-type: none"> <li>• The process of taking Academic Senate minutes were discussed with recommendation of recording the entire context to be included with quotes or record items in general discussion format.</li> </ul>	
<u>6.</u>	<p><b><u>Equal Employment Opportunity Committee Discussion/Update (G. Richards/E. Holtmann)</u></b></p> <ul style="list-style-type: none"> <li>• <b>Tabled to April 14 or April 28, 2014 meeting.</b></li> </ul>	
<u>10.</u>	<p><b><u>Strategic Planning Update &amp; Feedback – LMC Campus Retreat – 2/24/14 (E. Holtmann):</u></b></p> <ul style="list-style-type: none"> <li>• Communication Model was discussed; how do we get information out? How do you engage more participation and what is the real definition of Shared Governance. An article by Linda Collins was mentioned regarding inclusiveness, commitment to following the procedure.</li> <li>• S. Henderson reiterated that he will bring at least two of the major committees (per semester) and give the senate updates on their charge.</li> <li>• <b>S. Henderson will discuss with the President Kratochvil that Strategic Planning funding is not directing funds to all places where it’s needed.</b></li> </ul>	
<u>7.</u>	<p><b><u>SGC Brown Act Committee Confirmation Managers Vote – Conversation</u></b></p> <ul style="list-style-type: none"> <li>• <b>Motion to approve Managers should not have a vote. – Approved (M/S; A. Sample/E. Holtmann) Unanimous</b> <ul style="list-style-type: none"> <li>- Managers are the ones that make decisions SGC to recommending body to management to President; no need for another vote.</li> </ul> </li> </ul>	
<u>17.</u>	<p><b><u>Graduation Name Readers (5/21/14) – 2 Names from Academic Senate (S. Henderson):</u></b></p> <ul style="list-style-type: none"> <li>• <b>S. Henderson will research whose retiring and ask if they are willing to read names for Graduation Day.</b></li> <li>• <b>S. Henderson will contact Brad Nash and asked if he would to participate in reading names on Graduation Day.</b></li> </ul>	
<u>18.</u>	<p><b><u>Final Comments &amp; Adjournment (S. Henderson):</u></b></p> <ul style="list-style-type: none"> <li>• S. Henderson thanked the new Academic Senate Senator, Nila Adina for coming and officially participating in the meeting.</li> <li>• S. Henderson asked the body to participate and attend on April 28, 2014 meeting – The Senate President of CSU Eastbay will be coming in and do a presentation to LMC senate on the LMC students at CSU Eastbay.</li> <li>• Meeting was adjourned at 5:00 pm.</li> </ul>	