Academic Senate Minutes 5-4-2009

**Members:** Tom Wagner, Debbie Makin, Cathy Brotherton, Dorothy Reina, Dina Humble, Zina Chacon, Bob Prior, Jim Thomas, Margarita Shirinian, Dominque Hitchcock, Peggy Campo, Debbie Smith, Lisa Nelson

**Visitors:** Dr. Loewenstein, Rebecca Marsh

Call to Order at 1:35 pm

**Approval of Minutes**

The minutes for the 3 prior meetings, 3/2/09, 3/16/09 and 4/6/09 were approved with minor corrections. Dorothy R. made the motion and Jim Thomas seconded the motion. All members approved the minutes with the changes noted.

**Officer and Administration Reports**

**President Report** - Tom W. participated in an ad-hoc committee to establish our retreat policy and procedure. Tom wrote up modifications based on what we discussed by the Norco AS at an earlier meeting of AS. No one from the other two campuses showed up so Tom forwarded these notes to them.

**Vice President Report** – Debbie Makin received nominations for President, Vice President and Secretary. Debbie will finish the confirmation of the suggested candidates and the ballot will be created. We already had our last Faculty meeting and so we will proceed without going through them. We will administer this in the normal manner, by paper. A discussion occurred regarding doing this electronically but this can only happen if the bylaws are changed first.

**Administrator Report** – Dr. Loewenstein requested that we all be in attendance for the ground breaking for the Student Success Center, Thursday 5/7/09 at 3:30 pm.

- Daniel Vega our AS member and faculty counselor had a brain aneurism last Wednesday. He is still hospitalized and in serious condition. Please keep him and his family in your prayers.

**New Business –**

- **Proposed Bylaws Revision**
  - A group of AS members met and put together some proposed revisions. A handout was passed out at today’s meeting and we discussed the proposed changes.
    - In this handout, those things that are underlined are suggested deletions and those in ALL CAPS are suggested additions.
- A discussion occurred about the part time faculty. Currently they have a representative but they cannot vote. Only full-time people can vote currently. It is suggested that we revise the constitution to allow more than one part time representative. They would serve with a two-year term that is staggered. Bob Prior mentioned that we need to change the constitution as well as the bylaws. The senate agreed and decided this will be brought up in the fall.

- Tom will make the corrections mentioned today and will send us an electronic copy for the senate to look over.

• **Commencement and Faculty Reception** – traditionally has had alcohol served. It is illegal and we spoke about whether we wanted to do something about this. Nothing was decided.

**Old Business -**

• **Office Nominations** – ballots will go out next week.

• **Curriculum** – last Tech review meeting is Thursday 5/7/09. Dina was elected to serve as the district curriculum chair. To coincide with this her role as the Norco chair will be extended one more year to match this term.

• **Academic Standards** sub-committee needs more than one representative. They meet every 1\(^{st}\) and 3\(^{rd}\) Wednesday from 3:30 – 5:30 pm. Lisa Nelson agreed to go to the next meeting.

**Program Review** – given by Jim Thomas. The Program Review Committee is currently working on transition models for the evaluation of the 5 concurrent program review processes now in place (the Comprehensive Instructional Program Review [every 4 years], the Annual Instructional Program Review, the College Administrative Unit Program Review, the District Administrative Unit Program Review, and the Student Services Program Review). We are having discussion and dialogues on the best approach to shifting the oversight for each of these, yet maintaining the integrity and continuity of the overall process.