MINUTES

Members Present: Bob Brown, Mark Renner, Dave Bazard, Peter Blakemore, Steve Brown, Dan Calderwood, Kady Dunleavy, Marcy Foster, Garth Johnson, Philip Mancus, Laura Mays (by phone), Raul Romero, Sandra Rowan, Keith Snow-Flamer, Chris Vicory, and Kevin Yokoyama.

Members Absent: Mike Cox

1. Call to Order: Copresident Brown called the meeting to order at 1:01 pm.

2. Introductions and Public Comment: No comments.

3. Approve the September 20, 2013 Meeting Minutes: On a motion by Kevin Yokoyama, seconded by Peter Blakemore, the minutes were approved as written.

4. Action Items
   4.1 Approve Academic Senate Proposed Appointments: On a motion by Kady Dunleavy, seconded by Peter Blakemore, the appointment was approved by roll call vote: Bazard – y; Blakemore – y; Brown, S. – y; Calderwood – y; Dunleavy – y; Foster – y; Johnson – y; Mancus – y; Mays – y; Vicory – y; Yokoyama – y.

5. Discussion Items
   5.1 Revised Language for AP 7217 Faculty Prioritization Process: The term “tenure track attrition” was brought into question. Perhaps the language should include timeline for tenure track attrition for auto fill-in before line #15 kicks in. Perhaps we should add a few words to clarify. Once the policy is approved, we will utilize the process. “7/13” should be changed to 8 of 14 positions. With minimal changes/clarification to language, the policy will be brought back for approval on Oct. 18.

   5.2 Distance Education Substantive Change Proposal: Copresident Brown explained that they are looking for Senate feedback and input, as well as DE and ACCJC approvals. Jeff Cummings as Liaison Officer explained that he was charged with ensuring compliance with ACCJC standards. The 2011 Substantive Change was rejected by ACCJC. Any program with more than 50% Distance Ed or off-site must go through a pre-approval process. Existing courses also need approval. Two weeks ago they found big deficiencies in the DE part of the proposal. ACCJC is very interested in helping get the proposal done by Nov. 15. Best course of action is for us to identify courses in DE that would trigger the “over 50%” mandate and not offer them in that manner in the spring. Dean Cummings answered Senators’ questions and stressed that as we pull DE courses to comply with the 50% mandate, we must offer more face-to-face classes. The
term “offer” is a problem. If more than 50% of a student’s courses are “offered” online, we will not be in compliance. And if any part of a class replaces the face to face, it is considered “online”. We want to look at the best strategies to accommodate courses that currently involve more than 50% distance education.

5.3 AP 3900 Speech: Time, Place & Manner: This procedure was tabled at the last College Council because there are legal concerns. Copresident Brown wished to open up a discussion with the Senate. Some of the wording came into question (using “at least” three business days instead of “not more than” three business days). Current approved areas are the Student Union (cafeteria), outside the LRC, and outside of the Administration building on the Eureka campus. There is not an existing CR policy, but it is required, and this is from the CCLC template. Designated areas should be listed for the sites. We will be looking at other college’s policies and CRFO will provide other feedback. Copresident Renner asked for ASCR feedback, too. A Senator pointed out that present policy regarding posting of flyers should be incorporated into the AP and another asked about adding language that clearly states what would happen if any policy is violated. There is a Student Conduct code that addresses this issue.

6. Reports - the reports were not given in order, but are presented here in agenda order:
6.1 Budget Planning Committee September 27 Meeting Update: Michael Dennis was not present, and the Copresidents will be asking him to come to the next meeting.
6.2 Basic Skills Initiative Update: Harry Pyke spoke about two significant changes from the Chancellor’s office. First, they were asked to attach a dollar amount to each of their action plans that would add up to their allocated $90,000. They worked with Instruction and Student Services to determine what the action plans should be. All action plans are tied to program review and/or one or more college plans. The second change was that they will only have a two-year plan instead of the previous three years. ESL courses were to be offered as an initiative, but the instructor they hired backed out, so ESL is not available at the moment. Next year expenditures will be split between improving ESL courses and improving basic skills in other curriculum courses, such as welding.
6.3 Distance Education Committee Update: Mark Winter brought up several points; he stated that he found Jeff Cummings quick to understand the DE issues; the committee has had one meeting and talked about the Substantive Change Proposal; Professor Winter mentioned that the Curriculum Spotlight is very important and that Senators should remind their colleagues to check it to resolve DE issues and keep courses updated - a third of the courses had already gone beyond the five-year boundary for review at the beginning of Fall term; evaluation of online faculty is a requirement and there is a draft circulating; last April there was a draft of standards for minimum qualifications circulated regarding the hiring of DE faculty, a high priority of the committee; test proctoring for online courses is not required, but ACCJC does require a policy of how tests would be proctored; also ACCJC wants us to have a file of student complaints/concerns relating to online classes/instructors; online teaching tools have been discussed, including a statewide Learning Management System (LMS) that would replace Sakai - in order for CR to be included, instructors need a certificate for online instruction (some CR faculty already have this), and there are standards that must be met; the Regular Effective Contact document was approved by the Senate, has been adopted and can be found on both the Distance Education and Curriculum websites.
6.4 A STEM Idea to Increase FTES; Kintay Johnson thanked the Senate for allowing him time to outline his idea. As an alumnus of CR and HSU, he is very interested in Sciences and worried about declining FTES. HSU recently had to cut back their Science curriculum, and Kintay felt we could try to collect some of those students that were turned away. He feels a STEM program would be effective and would like Senate buy-in to pull it off. He has 540 EOPS students and more than half are in Sciences. He would enthusiastically offer his volunteer services to help get a STEM off the ground for CR. He thinks it can be “sold” to the community. There is federal funding available that we should try to appropriate. Senators gave their support, and offered that working with HSU is being done and has been very satisfactory. Budgetary constraints need to be taken into consideration, and past history shows us that attempts of this type never got off the ground because money was not there. It was suggested that Kintay speak with Deans and others in all the Sciences and connect with HSU. Dr. Snow-Flamer feels this is the best time to start these conversations because we’re looking at educational pathways for students.

6.5 College Update: Dr. Keith Snow-Flamer spoke to the FTES projection recalculation recount. We picked up an additional 6.5 FTES. If we don’t have to reduce FTES from the audit, then we’ll carry over 205 FTES over to next year, which still leaves us 245 FTES below target. He’ll have another update in a couple of weeks. He also mentioned that, with the Senate, they are finding appointees for the 4021 Task Forces. The data sets should be ready by the weekend or Monday. The final recommendations from these Task Forces should be brought to President Smith by December 1. He also reported that EOPS was given an additional augmentation of $147,000 which allows them to serve more students. DSPS is rumored to have an extra allocation of $127,000 extra from the state which will allow for more sign language interpreters (a pool of interpreters with HSU).

6.6 ASCR Update: Raul Romero

Some of the discussion and actions items that were covered in the last ASCR meeting, September 27th 2013, were:

- The appointment of a new Inter-Club Council (ICC) chair, by ASCR.
  - Newly-removed Senator Wendy Choate was voted into ICC as chair last week. Interested and motivated so she may better manage and personalize her previously proposed Club Sign Up day proposal, she, along with her Ad-Hoc committee, are now working on helping to develop 4 clubs here at CR.

- The approval of a budget set to broadcast CR’s Football Games via Internet and Public Access Channel.
  - This last-minute action item aims to broadcast CR’s athletic abilities across and also allow long-distance families to watch their children play college a sport.

- The approval of a budget to Raffle 20 free turkey dinners across CR’s multiple campuses
  - CR’s Eureka campus will get 10 turkey dinners; at the Del Norte Campus 10; and at the Hoopa campus 10. We at ASCR encourage any teacher willing to participate in promote these dinners to their classes, so ASCR may get better publicity across their campus.

6.7 College Council September 30 Meeting Update: Most BP/APs moved through with exceptions of tabled policies (AP 3900 Speech… and BP/AP 5050 Matriculation). They also asked for a hold on BP/AP 6200 Budget Preparation to give the BPC time to look
6.8 Board of Trustees October 1 Meeting Update: Copresident Brown reported another expedient meeting. The “new” map of CR board member districts was discussed. President Smith provided the Supervisory map of five Humboldt County Districts, with Del Norte and Mendocino added, for one proposal toward reducing the Board Members from the current number of nine seats down to seven seats. Dr. Hill presented the latest student satisfaction survey. There were 572 responses that spoke to a variety of different issues: Positives noted are that faculty is fair and unbiased, it seemed more convenient to pay school bills and library staff is helpful. Copresident Brown was invited to attend the SSI summit and he found the student panel was useful. One of the important things they learned from one of the panels was that students like to feel that they are connected to the college experience. One thing he and Dr. Snow-Flamer talked about was coming up with our own campus summit for CR students. A surprising take-away was that students prefer “high-touch” to “high tech” at college. The Senate Board Report is available online.

7.  Announcements and Open Forum:
   7.1 Don’t forget the home game Saturday vs. Cabrillo.
   7.2 The two new counselors started this week after board approval. Good additions to Eureka faculty.

8.  Adjournment: On a motion by Garth Johnson, seconded by Philip Mancus, the meeting was adjourned at 2:37 pm.

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Next Meeting:
Friday, October 18, 2013