MINUTES

Members Present: Bob Brown, Mark Renner, Peter Blakemore, Steve Brown, Dan Calderwood, Mike Cox, Kady Dunleavy, Marcy Foster, Garth Johnson, Philip Mancus, Sandra Rowan, Chris Vicory, Kevin Yokoyama

Members Absent: Dave Bazard, Laura Mays, Raul Romero

1. Call to Order: Co-President Brown called the meeting to order at 1:05pm.

2. Introductions and Public Comment: Co-President Bob Brown welcomed the Senators and audience and called for public comments. No comments were forwarded.

3. Approve the November 1, 2013 Meeting Minutes: On a motion by Dan Calderwood, seconded by Garth Johnson, the minutes were approved as written.

4. Action Items
   4.1 Approve November 8 Curriculum Committee Recommendations, George Potamianos was available for discussion. On a motion by Steve Brown, seconded by Peter Blakemore, the roll call vote was taken and the recommendations were approved: Blakemore – y; Brown – y; Calderwood – y; Foster – y; Johnson – y; Mancus – y; Vicory – y.
   4.2 Approve Revisions to Senate Bylaws: Curriculum: On a motion by Peter Blakemore, seconded by Dan Calderwood, discussion ensued. The term “or designee” was suggested for amendment, on a motion by Steve Brown, seconded by Kevin Yokoyama. No further discussion came about and the roll call vote for the amendment was taken and passed: Blakemore - y; Brown – y; Calderwood – y; Dunleavy – abstain; Foster – y; Johnson - y; Mancus – y; Rowan – y; Vicory – y; Yokoyama – y. With no further discussion, the roll call vote for the approval of the recommendations was taken and the recommendations were approved: Blakemore - y; Brown – y; Calderwood – y; Dunleavy – abstain; Foster – y; Johnson - y; Mancus – y; Rowan – y; Vicory – y; Yokoyama – y. After the vote, there was some discussion about the DE consent email that Chair Potamianos had sent earlier. There have been problems with C-ID approval. They don’t have learning outcomes as a section. They use “Course Objectives”. Senators should be aware of changes from the Chancellor’s Office regarding approval processes for AA degrees. One could take concerns to the Articulation Officer, who has become quite savvy about the latest revisions to process. So the form will change, and after it gets goes through processes for approval, it will be posted for use by all.
   4.3 Approve Revisions to Senate Bylaws: Faculty Qualifications Committee: On a motion by Kady Dunleavy, seconded by Sandra Rowan, the roll call vote was taken and the revisions were approved: Blakemore - y; Brown – y; Calderwood – y; Dunleavy – y;
Foster – y; Johnson - y; Mancus – y; Rowan – y; Vicory – y; Yokoyama – y.

4.4 Approve Revisions to Senate Bylaws: Multicultural and Diversity Committee: On a motion by Dan Calderwood, seconded by Peter Blakemore, discussion ensued and brought the same type of amendment as Curriculum – to change “Executive Dean” to “Chief Instruction Officer/Chief Student Services Officer”. The roll call vote was taken for the amendment, which passed: Blakemore - y; Brown – y; Calderwood – y; Dunleavy – y; Foster – y; Johnson - y; Mancus – y; Rowan – y; Vicory – y; Yokoyama – y. As there were no further changes warranted, the roll call vote to accept the changes to the Bylaw was taken and the recommendations approved: Blakemore - y; Brown – y; Calderwood – y; Cox – abstain; Dunleavy – y; Foster – y; Johnson - y; Mancus – y; Rowan – y; Vicory – y; Yokoyama – y.

5. Discussion Items

5.1 AB 86 Adult Education Grant: Co-President Brown started the discussion, and Dr. Snow-Flamer talked a little about this state initiative. He wanted to get faculty input regarding how we would apply for and implement the grant. Not a lot of detail is available at this time. The “consortia” in this small area would be RCCD and Eureka Adult Ed. Is the state aware of this rural type of problem? The request for application (RFA) feedback will help clarify some details.

5.2 Enrollment Management Committee Plan: Co-President Brown presented and Keith Snow-Flamer went into more detail. It is a three-year plan with best case and worst case scenarios for FTE enrollment targets. Our “real” goal needs to be more realistic. We need to stabilize enrollment. Both Co-Presidents spoke about having the Senators really concentrate on getting constituent input for how to keep students (persistence/retention). Enrollments are dropping because we’re losing them after the term begins. Senator Rowan mentioned that calling students who were not participating gained her a lot of thanks from those students. Keeping in touch with our students is a powerful way to help retention of students. Caring for students, letting them know we care should be a number one priority. Senator Foster also said that if you do speak to students who just cannot remain at that time, please let them know they can come talk to Counselors/Advisors when they decide to return to CR. In answer to a Senators question, Senator Vicory reported that all out-of-state athletes pay full out-of-state tuition (except students in the Oregon Exchange Program).

6. Reports

6.1 Faculty Needs and Interests for Library Resources and Services: Ruth Moon presented the faculty survey with data from November 4, 2013. She will present her reports to the Senate once each term. This semester she assessed library services by survey to faculty. She noted highlights of the survey. The survey will be repeated every odd-year Fall semester (next one will be Fall 2015). Two of the notable highlights were regarding the reserve collection and the modest faculty members’ expected needs for an annual book budget. Fair use and library policies were discussed after her presentation. Past practices were pretty simple for putting items in the reserve collection, but now the publishers are making it a little more difficult to use publications for reserve. Purchasing books specifically for reserve is becoming a copyright concern. You may always contact Ruth and the library with any questions/concerns you have about all of the library collections and operations.
6.2 Writing Across the Curriculum Update: Bob Brown presented and Peter Blakemore was available for questions/concerns. About twenty people expressed interest in the committee. Senator Blakemore will send out possible meeting dates to those 20, and will have meetings with hopes that there will be a program developed by next Fall. The grassroots organization will define goals, etc. This has been a long time coming, with such interest showed at the Assessment Summit, that it is hoped that it will be fruitful SOON.

6.3 College Update, Keith Snow-Flamer

6.3.1 Accreditation Visit: Bottom line is Scroggins is impressed with our work. Three observations:
- Sustain Budget-we should get out of reactive actions
- Linking to Planning-concentrate on building links between plans, ongoing
- Program Reviews and Student Learning levels should be as high quality as possible.

PZ Smith reviewed all groups; financials were grilled – CR has done a great job, but it’s all crisis management and needs to be more sustainable. Senate and CRFO were surprised by not being asked questions but being talked to about collaboration with Administration – it was not negative but the team did not give them an opportunity to speak about things Senate and CRFO had intended to talk about.

We need to focus on Education Master Plan and it should drive the other plans. What is next? The visiting team will submit their report to ACCJC. January they will submit a draft document to President Smith, which then goes to Dr. Beno, which then gets back to ACCJC. We should hear something by January 31.

6.3.2 VPISD Program Review Resource Request Rubric: Program reviews are coming in. We will have a summary in a document in next 2 or 3 weeks. We want to ensure the request rankings are linked to the Commission and other ideas we are interested in connecting to. There will be two separate rankings, one based on current budget, the other to go forward to BPC to evaluate and give feedback.

6.3.3 Draft Proposed International Baccalaureate Scores List: A step above the AP, with higher standards. Now it goes to the Curriculum Committee, then back to Senate for vote. The list should be in the next school catalog as well as reported to the media and as a “Hot Topic” on the CR webpage, to let high school students know that they can utilize this opportunity.

6.3.4 Student Success Summit: Dr. Snow-Flamer has presented a draft agenda for a tentative Summit date of January 31, 2014. This is a first run, and they hope to get feedback. We need to have a discussion with high school counselors included. Another concern was if Del Norte or other specific centers would be brought into the process.

6.4 ASCR Update, Raul Romero-was ill and could not attend.

6.5 November 5 Board Meeting Update: Co-President Brown reported that the Board gave lots of praise regarding the Open House, thanks to faculty and kudos for outreach to the community. Lots of positive feedback. Some changes were made to the BOT schedules to accommodate all of their schedules. Travel budget allocations were discussed. Bond status report was given and the possibility of moving bond funds around was discussed. Questions came from the Board about enrollment issues, like accessibility and placement.
scores. Dave Bazard gave a report on the ILO and Assessment work that has been done. The Senate Update is available online. CRFO spoke about Faculty Development funding. President Smith stated that very important areas of the college took cuts and no one has been able to get any of that money BACK. They asked Dr. Snow-Flamer about ADTs, and enrollment numbers and how there are so many things that affect enrollment.

7. Announcements and Open Forum
   7.1 Faculty Meeting Friday, November 22 – 11:45 am in the Board Room (SS 202)
   7.2 Faculty Prioritization Committee Meeting, Saturday, November 23- 9 to noon-have identified all but one person, and hopefully that will be taken care of today.
   7.3 50th Anniversary Marketing Task Force Proposed Meetings-Friday, November 22 and Friday, December 6- an email will be sent by Paul to “All” to join one of two meetings, and then a task force may be initiated. The meeting is to get feedback and ideas.

8. Adjournment

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