AGENDA

1. Call to Order

2. Introductions and Public Comment: Members of the audience are invited to make comments regarding any subject appropriate to the Academic Senate.

3. Approve September 5, 2014 Academic Senate Minutes, Dan Calderwood (Attachment)

4. Action Items
   4.1 Approve Academic Senate Proposed Appointments, Dan Calderwood (Attachment)
   4.2 Approve Curriculum Committee September 12 Recommendations, George Potamianos (Attachment)
   4.3 Approve Faculty Qualifications Committee September 12 Recommendations, Michelle Haggerty (Attachment)
   4.4 Approve Student Success & Support Program Plan, Sheila Hall (Senate Website)
   4.5 Approve Student Equity Plan, Tracey Thomas (Senate Website)

5. Discussion
   5.1 ACCJC Midterm Report, Angelina Hill (Senate Website)
   5.2 Distance Education Substantive Change Proposal, Angelina Hill & Mark Renner (Senate Website)
   5.3 Basic Skills Initiative First Reading, Erin Wall (Senate Website)
   5.4 Area E Course Inclusion Criteria, John Johnston

6. Reports
   6.1 BPC Update, Michael Dennis
   6.2 College Council September 8 Meeting Update, Peter Blakemore
   6.3 Board of Trustees September 11 Meeting Update, John Johnston

7. Announcements and Open Forum
   7.1 Faculty Meeting Scheduled for September 26, from 11 to 12 in the Boardroom!
   7.2 Counselor’s Day November 5, Pru Ratliff and Sheila Hall
   • Faculty volunteers enlisted by Oct. 1
   • Senate meeting begins ½ hour later on Nov. 7 if agreed by Senate (future action item)
   7.3 Upcoming CR Events (please announce any events!):
   • Visiting Writer Taylor Mali, TONIGHT at 7 PM, Theater
   • Next Home Game is Homecoming vs. Mendocino, Oct. 4, 2 PM, Community Stadium
   • 50 Anniversary Celebration Oct. 4 – After the Game! SIGN UP TO VOLUNTEER!
   • SCIENCE NIGHT! Friday, October 24 at 5 PM on Campus!

8. Adjournment

Public Notice—Nondiscrimination:
College of the Redwoods does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color or disability in any of its programs or activities. College of the Redwoods is committed to providing reasonable accommodations for persons with disabilities. Upon request this publication will be made available in alternate formats. Please contact Debbie Williams, Academic Senate Support, 7351 Tompkins Hill Road, Eureka, CA 95501, (707) 476-4259, 9 a.m. to 4 p.m., Monday, Tuesday, Thursday, and Friday.

Next Meeting:
Friday, October 3, 2014
MINUTES


Members Absent: Ruth Rhodes, Richard Ries

1. Call to Order: Co-President Dan Calderwood called the meeting to order at 1:03 PM.

2. Introductions and Public Comment: Dan Calderwood welcomed everyone and called for public comments. Paul DeMark talked a little about the 50th Anniversary Celebration and noted that volunteers will be needed, and they can email Paul-demark@redwoods.edu.

3. Approve May 2, 2014 Academic Senate Meeting Minutes: On a motion by Steve Brown, seconded by Kady Dunleavy, the minutes were approved as written.

4. Action Items

4.1 Approve Academic Senate Proposed Appointments: Dan Calderwood presented the two newest Senate Committee Chair Appointments. On a motion by Peter Blakemore, seconded by Tim Baker, the proposal was approved by roll call vote: Sally Urban – y; Jon Pedicino – y; Laura Mays – y; Ed Macan – y; Deanna Herrera-Thomas – y; Kady Dunleavy – y; Jay Dragten – y; Steve Brown – y; Peter Blakemore – y; Tim Baker – y.

4.2 Approve 2014-15 Faculty Development Funding Resolution: Dan Calderwood presented the annual budget for Academic Senate. The budget reflects the same budget from 2013-14. On a motion by Kady Dunleavy, seconded by Steve Brown, the resolution was approved by roll call vote: Tim Baker – y; Peter Blakemore – y; Steve Brown – y; Jay Dragten – y; Kady Dunleavy – y; Deanna Herrera-Thomas – y; Ed Macan – y; Laura Mays – y; Jon Pedicino – y; Sally Urban – y.

5. Discussion

5.1 Ad-hoc Committee for Faculty Handbook Review: John Johnston spoke to needing faculty ownership of the Faculty Handbook, and suggested that faculty scrutinize the draft and make suggestions. With Senate blessing, an ad-hoc committee will begin soon, made up of some of our newer faculty as well as seasoned faculty.

5.2 Student Success & Support Program (SSSP) Documents: Sheila Hall gave an overview of the document that must be approved and sent to the Chancellor’s office by Friday, October 17, 2014. She spoke of staffing challenges, including new mandates asking for input from staff in services (i.e., DSPS, EOPS). Discussion with Senate included questions regarding Basic Skills enrollment declines over the last 4 years (consistent with overall enrollment trends); revisions to include organizational changes (“Deans” to replace department heads, etc.); requests to fill vacancies on the advisory committee have been made. Co-President Johnston then thanked Ms. Hall and the SSSP committee for all the hard work that has been done and will be done in the future.

5.3 Student Equity Plan (SEP) Documents: Tracey Thomas reviewed several points from the SEP and answered questions. It is possible that this may be the last year that the SEP is a separate document. CR needs to improve the enrollment numbers for under-represented students. The Curriculum and Multicultural Diversity committees (and
many others) have already been active in processes involving under-represented students.

5.4 Distance Education (DE) Substantive Change Proposal with Angelina Hill and Mark Renner: Director Mark Renner reviewed the document and took suggestions from the floor. He mentioned that approval will be for only the programs included at this time (50% online); for any programs over 50%, a revision of this document to include programs over 50% at that time will be necessary. This is NOT a “forever approval” for online classes. Also, much of the report had to be edited to include [Immediately!] the new ACCJC standards recently mandated. There were a few suggested edits, and this document will be brought forward for Senate second reading as soon as possible.

6. Reports

6.1 Academic Senate Retreat Report – August 23 meeting: John Johnston explained that we had a working session as opposed to going over the same points that are covered online. Brainstorming was done and a discussion narrowed several great ideas down to two that we can immediately implement, while others are already in action, and some of the ideas will be taken up by other departments. The two areas we have begun analyzing:

1. Devoting our faculty meeting to in-training on persistence, dedicated to making our students successful; this would involve HR (could be training aligned with professional development).

2. Explore ways that faculty could be more involved with Advising/Counseling.

6.2 Progress of Senate & District Committee Membership Appointments: Dan Calderwood outlined the need to fill open representation seats on Senate and District Committees. The Co-Presidents will continue seeking to fill the positions under Senate purview, so please speak with your colleagues about openings.

6.3 Executive Committee May 13, 2014 Actions: Co-president Calderwood explained that when the Senate does not meet after crucial Standing Committee Actions, that the Executive Committee meets to discuss proposals and vote on them. For Spring 2014, post-Senate proposals, these two recommendations were approved unanimously:

1. May 9 Curriculum Committee Recommendations
2. May 9 Faculty Qualifications Committee Recommendations

6.4 Distance Education (DE) Activities: Director Renner remarked on the great amount of work that Mark Winter has been doing for years. Retention for DE classes is about 10% lower than face-to-face classes. Everything we do in DE should include access, quality, and persistence. if you increase retention….6 brief bullets

1. Receive substantive change approval
2. Ensure DE courses are compliant
3. Migrate away from LMS Sakai (replace with Canvas in January) trainings
4. Design and offer an APPENDIX to AP 4105 Distance Education
5. Develop technologies to support instructors and staff, including SSSP/Early Alert System
6. Generate a sustainable DE structure.
Disseminating information to the campus community is still a problem.

6.5 “Noncredit” vs “Not for Credit”: Julia Peterson presented key points regarding both noncredit and not-for-credit courses and answered questions from Senators. The Adult Education in the area was dropped when $10 million was moved away from the
program in California.

6.6 College Update: Keith Snow-Flamer reported that the Bookstore has had too many students to keep books on the shelves: they are working on that and on informing faculty of shortages; DE dual platform is still confusing; wireless problems being beefed up by 10 gigabits to LRC and residence halls to 50 gigabits.

7. Announcements and Open Forum

7.1 Faculty Meeting Scheduled for September 26:

7.2 Upcoming CR Events:
- Home Football Game vs Hartnell College, 1 PM Community Stadium
- Constitution Day Workshop, Thursday, September 18, 6 PM HU129
- Visiting Writer Taylor Mali, Friday, September 19 at 7 PM, Theater
- 50th Anniversary Celebration October 4

8. Adjournment: On a motion by , seconded by , the meeting was adjourned at

Public Notice—Nondiscrimination:
College of the Redwoods does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color or disability in any of its programs or activities. College of the Redwoods is committed to providing reasonable accommodations for persons with disabilities. Upon request this publication will be made available in alternate formats. Please contact Debbie Williams, Academic Senate Support, 7351 Tompkins Hill Road, Eureka, CA 95501, (707) 476-4259, 9 a.m. to 4 p.m., Monday, Tuesday, Thursday, and Friday.

Next Meeting:
Friday, September 19, 2014
PROPOSED NOMINEES
FOR
ACADEMIC SENATE APPOINTMENTS

September 19, 2014

The Co-Presidents of the Academic Senate forward for approval the following nominee as Senate committee chair for a two year term from September 1, 2014 through June 30, 2016:

1. Associate Faculty – Sandra Rowan

The Co-Presidents of the Academic Senate forward for approval the following nominees as Senate committee members for a two year term from September 1, 2014 through June 30, 2016:

1. Tenure Review – Justine Shaw

The Co-Presidents of the Academic Senate forward for approval the following nominee as Senate Committee Member for a four year term from September 1, 2014 through June 30, 2018

1. Tenure Review – Bill Hole
## College of the Redwoods
### Summary of Curricular Changes
09.12.14

### DEGREES & CERTIFICATES

NEW = New Program; SUB = Revised program that has undergone *substantive* changes; NONSUB = Revised program that has undergone non-substantial changes; INA = Inactivated program; COMMENTS = nature of proposal

<table>
<thead>
<tr>
<th>Program Title</th>
<th>NEW</th>
<th>NON</th>
<th>SUB</th>
<th>INA</th>
<th>Comments/ Summary Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dental Assisting Associate of Science</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td>Revision to Program Learning Outcomes.</td>
</tr>
<tr>
<td>Dental Assisting Certificate of Achievement</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td>Revision to Program Learning Outcomes.</td>
</tr>
</tbody>
</table>
College of the Redwoods  
Summary of Course Changes  
09.12.14  

**AGENDA ITEM 4.2**

**LEGEND**

<table>
<thead>
<tr>
<th>PREFIX</th>
<th>#</th>
<th>Title/Title Change</th>
<th>NEW</th>
<th>REV</th>
<th>REP</th>
<th>INA</th>
<th>Units</th>
<th>Lec/Lab Hrs</th>
<th>UC</th>
<th>CSU</th>
<th>CR GE</th>
<th>Comments/ Summary Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL</td>
<td>7</td>
<td>Human Physiology</td>
<td>X</td>
<td></td>
<td></td>
<td>A A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course updated to include the correct lab manual.</td>
</tr>
<tr>
<td>MT</td>
<td>88A</td>
<td>Intro to Computer Numerical Control Wood Routing</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td>[0.5 - 2.0]</td>
<td>27/108</td>
<td>P</td>
<td></td>
<td></td>
<td>Course inactivation. Experimental course to be converted to regular course.</td>
</tr>
<tr>
<td>MT</td>
<td>40</td>
<td>Independent Study (Manufacturing Technology)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>New course designed to be in compliance with CCCCO requirements that independent study courses have Course Outlines of Record.</td>
</tr>
<tr>
<td>MT</td>
<td>54B</td>
<td>Computer Numerical Control Machining</td>
<td>X</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course update includes revised catalog description, course learning outcomes, content and assessments.</td>
</tr>
<tr>
<td>MT</td>
<td>54L</td>
<td>Computer Numerical Control Lab</td>
<td>X</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course update includes new title, revised catalog description, course learning outcomes, content and assessments.</td>
</tr>
<tr>
<td>MT</td>
<td>59A</td>
<td>Mastercam 2-D Programming</td>
<td>X</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course update includes revised catalog description, course learning outcomes, content and assessments.</td>
</tr>
<tr>
<td>ECE</td>
<td>11</td>
<td>Infant-Toddler Care &amp; Education</td>
<td>X</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course update includes revised catalog description and course learning outcomes. This will bring this course in line with the state-wide Curriculum Alignment Project.</td>
</tr>
<tr>
<td>ECE</td>
<td>14</td>
<td>Intro to Children with Special Needs</td>
<td>X</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td>Course update includes new course title and revised catalog description. This will bring this course in line with the state-wide Curriculum Alignment Project.</td>
</tr>
</tbody>
</table>

Summary of Curricular Changes: 09.12.14
<table>
<thead>
<tr>
<th>Prefix</th>
<th>#</th>
<th>Title/Title Change</th>
<th>NEW</th>
<th>REV</th>
<th>REP</th>
<th>INA</th>
<th>[Units] Lec/Lab Hrs</th>
<th>UC</th>
<th>CSU</th>
<th>CR GE</th>
<th>Comments/ Summary Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE</td>
<td>31</td>
<td>Infant-Toddler Development</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>[6.0] 90/54</td>
<td>P</td>
<td></td>
<td></td>
<td>New course. Nationally Head Start and NAEYC Accredited Programs require infant-toddler center teachers to have six units of course work in infant-toddler care and education. The California Department of Education has requested that college add this course. This course is a part of the state-wide Curriculum Alignment Project.</td>
</tr>
<tr>
<td>ECE</td>
<td>31</td>
<td>Infant-Toddler Development</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>New modality: online.</td>
</tr>
<tr>
<td>ECE</td>
<td>34</td>
<td>Curriculum and Strategies for Children with Special Needs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>[6.0] 90/54</td>
<td>P</td>
<td></td>
<td></td>
<td>New course. This course is part of the state-wide Curriculum Alignment Project. Proposed changes in Head Start standards and proposed legislation are requiring 6 units in course work on child with special needs. This course brings CR up to those standards. It will not increase course offerings but will alter the rotation schedule for ECE course offerings.</td>
</tr>
<tr>
<td>ECE</td>
<td>34</td>
<td>Curriculum and Strategies for Children with Special Needs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>New modality: online.</td>
</tr>
<tr>
<td>PHIL</td>
<td>10</td>
<td>Intro to Philosophy</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
<td>This course was approved by the Curriculum Committee in Sept. 2013 and was given provisional C-ID approval pending inclusion of example texts that include primary sources. Approved to retain CR GE Status.</td>
</tr>
<tr>
<td>BUS</td>
<td>10</td>
<td>Intro to Business</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
<td>Regularly scheduled review to maintain online status.</td>
</tr>
<tr>
<td>FRNC</td>
<td>1A</td>
<td>Elementary French I</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
<td>Course updated to bring course content and objectives in line with C-ID descriptors. Revised Course Learning Outcomes to be clearer. Approved to retain CR GE Status.</td>
</tr>
<tr>
<td>FRNC</td>
<td>1B</td>
<td>Elementary French II</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
<td>Course updated to bring course content and objectives in line with C-ID descriptors. Revised Course Learning Outcomes to be clearer. Recommended prep changed from ENGL-350 to ENGL-150. Approved to retain CR GE Status.</td>
</tr>
<tr>
<td>SPAN</td>
<td>1A</td>
<td>Elementary Spanish I</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
<td>Course updated to bring course content and objectives in line with C-ID descriptors. Revised Course Learning Outcomes to be clearer. Recommended prep changed from ENGL-350 to ENGL-150. Approved to retain CR GE Status.</td>
</tr>
</tbody>
</table>

Summary of Curricular Changes: 09.12.14
<table>
<thead>
<tr>
<th>Prefix</th>
<th>#</th>
<th>Title/Title Change</th>
<th>N E W</th>
<th>R E V</th>
<th>R E P</th>
<th>I N A</th>
<th>[ Units ] Lec/Lab Hrs</th>
<th>U C</th>
<th>C S U</th>
<th>CR GE</th>
<th>Comments/ Summary Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS</td>
<td>280</td>
<td>Income Tax Preparation</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>[0.0] 0/90</td>
<td></td>
<td></td>
<td></td>
<td>New noncredit course designed to provide students with actual field experience in obtaining knowledge of current income tax law and the application of those laws in the preparation of income tax returns.</td>
</tr>
</tbody>
</table>
REDWOODS COMMUNITY COLLEGE DISTRICT

Faculty Qualifications Committee Recommendations
To the
Academic Senate

September 19, 2014

Equivalency to the Minimum Qualifications application reviewed:

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marshall Clifford Sr.</td>
<td>Political Science</td>
<td>Approve</td>
</tr>
</tbody>
</table>