



DISTRICT ASSEMBLY MEETING
Tuesday, December 3, 2013 – 3:00 p.m.
District Office – Professional Development Center – Room #104
MINUTES

Members Present

Allen, Denise; Briggs, Stephanie; Dusick, Diane; Fisher, Gloria; Gamboa, Ben; Gilbert, Jeremiah; Hanley, Jodi; Johnson, Janet; Jones, JoAnn; Maniaol, Albert; Marshall, Cheryl; Mudgett, Benjamin; Thomas, Cassandra; Tinoco, Michelle; Weiss, Kay

Members Absent

Aycock, Larry; Baron, Bruce; Beavor, Aaron; Berry, Patricia; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Flores, Yasmeeen; Gamboa, Colleen; Gomez, Ed; Holbrook, Jim; Lee, Yvette; Lyons, Cameron; Marquis, Jeanne; Paddock, Ericka; Skaggs, Samantha; Smith, James; Stanskas, John; Transporte, Catalina; Williams, Clyde

Guests Present

Fields, Whitney; Kuck, Glen; Oliver, Tim; Torres, Jose

Call to Order

Jodi Hanley called the meeting to order at 3:05pm.

Minutes

The minutes of November 5, 2013 were approved by consensus.

Academic Senate Reports

Denise Allen-Hoyt reported the Curriculum Committee has developed a multiple submission cycle for curriculum documents and it appears to be working better to manage workloads and hopes to implement next year. CHC took official stand against AB 955. Refining new program on the discontinuance policy, which will hopefully be completed by the spring. Working on a position paper for class size and defining what constitutes best practices in terms of class size.

Jeremiah Gilbert reported Curriculum and Program Review Committee came back with minor changes. Working on updating AB 2225. Determined that SBVC waitlist should be the same as Crafton's. Chair of Basic Skills made a presentation on Student Success Project. Do we want to map SLO's to core competencies - will reexamine in Spring 2015. Jeremiah is president for another year.

Classified Senate Reports

Cassandra Thomas reported the Delineation of Duties passed CSEA as attached. Looking at AP 2225 and Ethics Statement for updates. Will be doing a Valentine's Day fundraiser.

Michelle Tinoco reported Classified Professionals Week June 9-12; will report more information in February. Has new PIO.

District Reports

Whitney Fields gave a safety report as submitted. Difficult to benchmark workers comp claims to other CCD's because we are not the same size as other CCD's.

Old Business

Safe Assign/Turn it in update

Kuck reported the general consensus was to recommend Turn it in. We will use the spring term to teach faculty how to use it, learn the pros and cons and have an information campaign for students. Chancellor's cabinet discussion about funding the project going forward. Cost will be less than \$30,000 per year.

Online Ed Plan/Degree Audit Updates.

Kuck reported we have Degree Audit in place but it's not being used. Student Planning is an interactive tool for students to use as a recommended schedule. Looking at Elusion to implement the process by early March to train and roll out.

Delineation of Duties Statement

Cassandra Thomas reported the Delineation of Duties Statement is used to help clarify conflict and confusion between the union and the senate. She presented the completed document as attached.

Update on Audit Recommendation:

Hoyt – Crafton Hills is working on the audit recommendation and will be working with SBVC senate to see if they can come up with a joint document. Gilbert reported the Audit Policy was sent to the Ed Policy committee and will bring information back to senate in January. Concerns/issues raised were: Do we want an audit policy? Will prerequisites be applied to auditing students? Will auditing students need to attend class on a regular basis? Is there an attendance policy? Limit to number of classes to be audited? If so, how will it be tracked?

New Business

Credit/Non-Credit Discussion

Gilbert reported not for credit is fee based process. Non credit is no credit assigned to the course. Issues/questions are: How are faculty compensated? How is it loaded? Does it fall within the departments? Minimum qualifications?

Hoyt reported issues on credentialing and adult ed and how it plays into the discussion about non credit. CHC Academic Senate recommends starting the process.

Faculty Equivalency

Hoyt and Gilbert reported academic senates are figuring out how equivalency works and how the details of the processes flow.

Smoking Policy AP & BP 3570

Gloria Fisher recommended including non-tobacco products and e-cigarettes. Jeremiah and Gloria to present suggested language in February.

Public Comment

Jeremiah Gilbert reported he will be on sabbatical until September. Credit/Non-Credit - how do we move forward? It has adult ed issues, CTA issues, etc. This should be taken to Chancellor's Cabinet.

Future Agenda Items/Announcements

Adult Education Consortium/Town Hall meeting will be held on December 5, 2013 at SBVC.

Audit Policy – February (Gilbert/Hoyt)

Update AP 2225 – Collegial Consultation

Management Hiring Process (Fisher/Marshall)

Adjourn

Meeting was adjourned at 4:00pm