

CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES

Sept. 23, 2014
2:30pm – 4:30

MEMBERS PRESENT

President	David Laderman
Vice President	Theresa Martin
Treasurer	Rosemary Nurre
Secretary	Kristi Ridgway
Creative Arts / Social Science	Steven Lehigh
Creative Arts / Social Science	Michele Titus
Business / Technology	Steve Gonzales
Language Arts	Tim Maxwell
Language Arts	Kathleen Steele
Library	Stephanie Roach
Math/Science	Santiago Perez
Math/Science	Carlene Tonini-Boutacoff
Physical Education / Athletics	Joe Mangan
Student Services	Martin Bednarek
Student Services	Kathy Sammut

OTHERS ATTENDING

Maggie Garcia, ASCSM President

Laura Demsetz, District Budget & Finance Faculty Rep

Teresa Morris, COI Chair

Jennifer Taylor-Mendoza, Dean, Academic Support & Learning Technologies

Alexis Alexander, Instructional Designer, Distance Education

Jennifer Hughes, Vice President of Student Services

I. ORDER OF BUSINESS

1. Approval of the Agenda and Draft Minutes, Tuesday, Sept. 9, 2014

David formally welcomed two new faculty representatives: Steven Lehigh, Creative Arts/Social Science, and Stephanie Roach, Library.

David proposed two additions to the Agenda: 1) President's Report: c. Fall Plenary Conference on Statewide Academic Senate; 2) Discussion Items: b. Jennifer Hughes: ACCJC follow-up report.

Agenda: Carlene made a motion to approve the agenda with David's two amendments; Martin seconded the motion. The motion carried with no objections or abstentions.

Minutes: Carlene made a motion to approve the minutes with a small correction (Michele Titus as CASS, not Business/Tech, rep); Martin seconded the motion. The motion carried with no objections or abstentions.

2. Public Comment

Carlene announced the upcoming Family Science Fair, Oct. 4, in Bldgs. 36, 19 and the library (with Makerspace). They are recruiting clubs/students to help volunteer.

Theresa announced a Habits Of Mind event, Oct. 3, 9-12:30, hosted here through 3CSN.

II. INFORMATION ITEMS

1. ASCSM Update - *Maggie Garcia, President, ASCSM*

Maggie announced two upcoming events: 1) Ice Scream, You Scream: Oct. 1, 11-1 pm. 2) Club Fair, Oct. 1 & 2: approximately 15 clubs are participating.

2. President's Report

a. IPC update

The committee approved the Student Equity Plan. There was an initial discussion of the Themes & Trends from the Program Reviews regarding requests for more full-time faculty, additional professional development, more SLO assistance, more participation and collaboration with Student Services and Learning Centers, and more emphasis on achievement gaps/equity. How to get the First Year Experience Initiative going was discussed (faculty reps will be needed for subcommittees).

b. DPGC update

This monthly district meeting, which reviews policies and procedures of the district (all constituencies represented: staff, students, faculty, admin), recently met, and David gave some background on this advisory committee.

c. Fall Plenary

David will be attending the “Calling All Voices” ASCCC Plenary conference in November (see the link e-mailed to members). Please let David know if you have any comments you would like to bring forward. Minimum qualification changes have to go through statewide Academic Senate, so David will bring forward Michele Brown’s request for a change to Broadcasting min quals.

c. District Committee on Budget & Finance - *Laura Demsetz*

Laura is the CSM representative for the monthly meeting but welcomed anyone interested to contact her as she is willing to pass on the position to someone new. A new resource allocation model (v4) is being used by the District, since we are now community-aid. Before it awarded dollars based on growth, but no longer. The philosophy: Every college should have a base so smaller colleges aren’t disadvantaged (Canada). Changes since last spring: 1) A chunk of the existing allocations (an increase) goes to Canada College. 2) The growth factor has been taken out (no explicit penalty for not growing). 3) Added is a district-wide pot of funding for innovation: \$3 million for “demonstrated need.” Clarity is needed regarding how this will affect continuing allocations, how allocations will be made and how the projects will be evaluated, etc.

3. Standing Committee Reports

a. Committee on Instruction - *Teresa Morris, Chair*

The committee is continuing work on developing a curriculum handbook, which will describe roles, standards, objectives, etc.

b. Library Advisory Committee - *Teresa Morris, Co-Chair*

Teresa is acting co-chair for this semester only and will hold one meeting this semester. Ask your departments about who can be present to represent their areas, and let Teresa know about changes to membership.

c. Learning Support Centers Coordination Committee – *Kristi Ridgway, Co-Chair*

No report.

d. College Assessment Committee (*see below*)

III. Discussion Items

a. Distance Ed Activities, Fall 14 - *Alexis Alexander*

Alexis asked: How aware are people of the DE Resource Center (this year in 18-206: MW, 10am-3pm)? She can do demonstrations at department meetings. Current/future projects include: the Distance Ed Plan, which needs updating, reviewing the standards for online teaching, and the OEI – Open Education

Initiative – which will offer state-wide courses online (Foothill received a grant to work on this).

Alexis can assist faculty with delivery and other tools, such as how to contact and orient students, and other online teaching tools. She is happy to demonstrate how to use online curation tools, such as Pinterest, which allows faculty and students to create “boards” of compiled content.

Theresa said that Alexis will present “Diigo,” a curation tool, to the New Faculty Institute. Kathy suggested CAE should get involved in DE workshops on campus.

Concern was raised about authenticity on online courses – how do you know that person is taking that online quiz or test? This is a potentially good topic at the DEETC (Distance Education and Educational Technology Committee) meetings, but the point of providing statewide access makes it challenging. Alexis commented that the state may have an incentive to set up testing centers with the OEI on the horizon. Another comment was that some of the issues of teaching online sound similar to the conversations earlier regarding MOOCs.

Rosemary encouraged others to contact Alexis, praising her expertise.

b. ACCJC Follow-up Report – *Jennifer Hughes*

Jennifer Hughes came to provide background on the follow-up report. ACCJC fully reaffirmed CSM’s accreditation in January with a recommendation regarding SLOs, that all courses, programs and centers are assessed and have multiple modes of assessment. Jennifer said she is confident that the college has done all it can to address the recommendation. The draft follow-up report has been circulated campus-wide for feedback. College Council will get the report this Wed. and then it will go to the Board of Trustees on Oct. 8, who will need to approve it before it goes to the Commission. After the report is submitted, we will get a visit by 2 people: the team chair and another member of the initial team will come on Nov. 12. ACCJC will make a decision in January, so we should hear the result in February. Skyline and Canada were fully re-affirmed and have had to supply follow-up reports. Other recommendations need to be addressed in the future, but we have more time on those.

c. CAC (College Assessment Committee) presentation: Assessing Program SLOs -- *Jennifer Taylor-Mendoza*

Jennifer Taylor-Mendoza explained that SLO assessment requires both indirect and direct measures. Today’s proposal, the roll-up model, is a direct measure of assessing SLOs. This roll-up model is similar to Skyline’s model, which links course SLOs to program SLOs (as reported last meeting by Karen Wong).

What needs attention now: Department leads of degree and certificate programs need to checkmark which specific course SLOs align with the program SLOs on the PRIE paper grid (pulled from Curricunet) handed out by Jennifer so that this

information can be entered into the computer system. This would serve as one of multiple modes of assessment for program SLOs. She explained that the college will continue to look at different models of assessment and fine-tune over time, but right now this is a good starting point. The roll-up model is our first step toward making assessment more meaningful. She explained the need to keep the process direct, simple and intentional as well. This roll-up model is similar to what we've done before when we've aligned our GE and course SLOs.

David asked if the council should make this an emergency action item and vote on whether to adopt this mode of assessment. He suggested that, if the body votes to approve this assessment mode, we can also recommend that it be incorporated in Program Review revisions. Some faculty reps raised some concerns, including how the course to program alignment would work in programs without terminal degrees. It was conveyed that this assessment mode is not permanent as is but can be continually revised and improved.

Motion: Martin moved to make this an emergency action item to be voted on at today's meeting. Steven seconded the motion. The motion carried with no objections or abstentions.

Motion: Rosemary moved to vote and approve the roll-up plan presented today for Program SLO assessment and recommend that the Program Review revision group also address the topic. Kathleen seconded the motion. The motion carried with no objections or abstentions.

d. CAE goals/Senate 14-15 goals -- *David Laderman*

David presented the draft of the Academic Senate Goals for the year, and the CAE (ad-hoc committee) Mission Statement, Goals and Values and Priorities. CAE's meeting space is now 18-206. Committee membership, which will include students, will be decided later, when a draft of the bylaws are presented to the body. David said he thinks there will be financial backing due to support from CSM's president as well as statewide support for professional development coming from Gov. Brown's newly signed bill.

Questions raised included: Are we going to get more money to help support CAE? What about advocating for a new fund for professional development so that we don't dilute current funds? Is there enough emphasis on faculty/pedagogy in the mission statement? David said that the current philosophy is professional development is inclusive of all college employees with all, not just faculty, being seen as "educators" and needing professional development. Another discussion revolved around goals for Program Review and how to make this more simplified and meaningful.

Most senate reps seemed agreeable to most of the draft. David asked for members to send any suggestions/changes to the document to him. It will be on the next agenda as an action item, where it can be discussed further, if need be.

Meeting adjourned at 4:35pm. Date and time of next meeting: Tues., Oct. 14, 2014.