



REDWOODS COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE ACADEMIC SENATE

College of the Redwoods

- **Eureka: 7351 Tompkins Hill Road– Board Room – SS 202**
- **Crescent City: 883 W Washington Blvd, Rooms E-2 and E-3**

May 3, 2019 – 1:00 pm

AGENDA

1. **Call to Order**
2. **Introductions and Public Comments:** Members of the audience are invited to make comments regarding any subject appropriate to the Academic Senate
3. **Approve Academic Senate Minutes**
 - 3.1 **April 19, 2019 Academic Senate Minutes** (Attachment)
4. **Action Items:**
 - 4.1 **Emeritus Status Susan Nordlof:** Peter Blakemore (Attachment)
5. **Discussion**
 - 5.1 **AP 4105 Distance Education:** Karen Reiss (Attachment)
6. **Reports**
 - 6.1 **Assessment Committee eLumen for Assessment:** Phillip Mancus
 - 6.2 **College Update:** Angelina Hill
 - 6.3 **Associated Students of College of the Redwoods (ASCR) Update:** Joshua Mata ASCR Representative
7. **Future Agenda Items:** Senators are encouraged to request to place an item on a future agenda
8. **Announcements and Open Forum**
 - 8.1 Faculty of the Year
 - 8.2 Academic Senate Website <http://internal.redwoods.edu/Senate/>
 - 8.3 District Meeting Calendar/Website - <http://internal.redwoods.edu/>
9. **Adjourn**

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- Eureka: 7351 Tompkins Hill Road– Board Room – SS 202
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April 19, 2019 – 1:00 pm

MINUTES DRAFT FOR REVIEW

Members Present: Peter Blakemore, Gary Sokolow, Stuart Altschuler, Kristy Carlsen, Mike Dennis, Chris Gaines, Will Meriwether, Shannon Mondor, Ruth Moon, Hillary Reed, Michael Richards, Wendy Riggs, Lisa Sayles, Shemya Vaughn, Erin Wall, Mark Winter (for Todd Olsen), Joshua Mata (ASCR Representative), and Jessica Frint (support)

Members Absent: Angelina Hill and Levi Gill

Others present: Sean Thomas, Michelle Haggerty, John Johnston, Natalia Margulis, Dave Bazard (for Angelina Hill), and Paul Chown

1. **Call to Order:** Peter Blakemore called the meeting to order at 1:02 pm
2. **Introductions and Public Comments:** There were no public comments.
3. **Approve Academic Senate Minutes**
 - 3.1 **April 5, 2019 Academic Senate Minutes:** On a motion by Michael Richards, seconded by Wendy Riggs, the minutes of April 5, 2019 were unanimously approved as submitted.
4. **Action Items:**
 - 4.1 **Approve April 12, 2019 Curriculum Committee Recommendations:** The Curriculum Committee Recommendations of April 12, 2019 were approved through roll call vote: Stuart Altschuler voted yes, Kristy Carlsen voted yes, Michael Dennis voted yes, Chris Gaines voted yes, Will Meriwether voted yes, Shannon Mondor voted yes, Ruth Moon voted yes, Hillary Reed voted yes, Mark Winter (for Todd Olsen) voted yes, Michael Richards voted yes, Wendy Riggs voted yes, Lisa Sayles voted yes, Shemya Vaughn voted yes, Erin Wall voted yes.
 - 4.2 **Emeritus Status:** On a motion by Michael Dennis, seconded by Wendy Riggs, Emeritus Status for Steve Brown and Michael Richards was approved by roll-call vote. Stuart Altschuler voted yes, Kristy Carlsen voted yes, Michael Dennis voted yes, Chris Gaines voted yes, Will Meriwether voted yes, Shannon Mondor voted yes, Ruth Moon voted yes, Hillary Reed voted yes, Mark Winter (for Todd Olsen) voted yes, Wendy Riggs voted yes, Lisa Sayles voted yes, Shemya Vaughn voted yes, Erin Wall voted yes. Michael Richards abstained.
 - 4.2.1 Steve Brown
 - 4.2.2 Michael Richards

4.3 Area E Taskforce AP 4025 Revision: Lisa Sayles expressed concerns about this item not coming as a discussion item and while she was in support of it, she had concerns about the amount of work this could create. She additionally expressed that she would like for Area E to be supported in other ways, suggesting professional development. Mark Winters expressed concerns with Social Sciences. He pointed out the last bullet and stated that the specificity listed here was inconsistent with the rest of the categories. John Johnston explained that it was to give ideas and concepts that reflect the spirit, and that they are examples and are not prescriptive. He stated that once this goes to College Council the entire college will have opportunity to provide input as well. Hillary Reed reminded senators that this revision removes barriers for our students. Sean Thomas reminded Senators that this revision is product of being tasked with two main focus points; addressing accreditation recommendations and to evaluate Area E's suitability to institutional needs moving forward. Many Senators expressed their full support of the revision moving forward. On a motion by Erin Wall, seconded by Wendy Riggs. The Area E Taskforce Revision was approved through roll-call vote: Stuart Altschuler voted yes, Kristy Carlsen voted yes, Michael Dennis voted yes, Chris Gaines voted yes, Will Meriwether voted yes, Shannon Mondor voted yes, Ruth Moon voted yes, Hillary Reed voted yes, Mark Winter (for Todd Olsen) voted yes, Michael Richards voted yes, Wendy Riggs voted yes, Lisa Sayles voted yes, Shemya Vaughn voted yes, and Erin Wall voted yes.

5. Discussion

5.1 Faculty Qualifications Committee Petition to Change Qualifications for Discipline: Michelle Haggerty explained that the Faculty Qualifications Handbook from the Chancellor's office states that the districts may establish local qualifications beyond the minimum standards defined in the disciplines lists. Michelle Haggerty stated that the handbook lists the minimum requirements. She explained that individual disciplines would fill out the form, then it would go to the Faculty Qualifications Committee for review, then would go to the full Senate and then the Board. She explained that it would be a similar process to how equivalencies are routed. Stuart Altschuler expressed concerns about associate faculty's part in the process, specifically in disciplines without full-time faculty. Michelle Haggerty stated that there would be a full-time faculty in an aligned discipline that took the charge so that the associate faculty would have support. Michael Richards expressed his support while expressing concern about the discipline qualifications being raised potentially causing difficulty in finding qualified faculty. He also suggested that safeguards be put in place to avoid manipulation. Erin Wall suggested to have a line added for Dean input. Ruth Moon asked what will happen to faculty that are currently teaching in disciplines that would not meet the new standard and Michelle Haggerty explained that contracts protect faculty, both full-time and associate. Michael Richards asked if the bar being raised caused issues, who would make the proposal to lower it back? Peter Blakemore explained that this would need to go through ASPC, and that this draft is preliminary. Next phase would be for ASPC to review and revise language in the fall.

5.2 Draft Syllabus Coversheet & Helpful Information: Dave Bazard explained that it been brought to various Dean's attention that some of the syllabi caused a burden and having different versions for each campus caused confusion. He explained that the new cover sheet lists the minimum required by Ed Code and what is needed for accreditation. He explained that this cover page would be a requirement and then faculty would be strongly encouraged to submit their full syllabi. He showed additional recommended content areas. Hillary Reed suggested a student handbook that would be available on canvas. Michael Richards asked if

he could use his version of the syllabus that contained the same information that he felt was more aesthetic. Peter Blakemore suggested including both versions. Dave Bazard explained that he would take formatting suggestions but that the same form should be used and that this would be implemented in the fall.

- 5.3 **2019-20 Draft Annual Plan:** Paul Chown stated that the attachment in the packet is a draft and that many pieces are carried forward from last year, some unchanged. He explained that this will be published during convocation and will be worked on throughout the summer. Mark Winters asked about student accessibility and Paul Chown stated that this was being worked on by the Tech Planning Committee.

6. Reports

- 6.1 **Guided Pathways Scale of Adoption Self-Assessment:** Dave Bazard reported that the college is engaged in the Guided Pathways Initiative and faculty coordinators have been assigned to each division. He stated that focus is on completion and that the report is required to be submitted to the Chancellor's Office by the 30th of this month. He suggested for Senators to contact him if they had any suggestions.

- 6.2 **College Update:** Angelina Hill was not in attendance.

- 6.3 **Associated Students of College of the Redwoods (ASCR) Update:** Joshua Mata (ASCR Representative) reported that he took on a new role of Vice President of Regional Affairs. He reported that they unveiled their strategic plan at the last general assembly earlier this month. He also reported that a memorandum of understanding was drafted with California Community Colleges Student Affairs Association (CCCSA). He reported that they are moving back to one general assembly per year and will be held in the spring where elections will be held and resolutions will be submitted. J. Mata reported that ASCR elections were held and the turn-out was low. He explained that this was despite more outreach taking place this semester than the past 5 semesters he has been at the school. He explained that they felt the issue was that students didn't run because they thought that someone else would be taking on that role.

7. **Future Agenda Items:** No requests were made.

8. Announcements and Open Forum

- Lisa Sayles announced that Letter of Interest for participation in the CDC OEI Consortium will be due in June and the Self-Assessment packet will be due in December.

8.1 Academic Senate Website <http://internal.redwoods.edu/Senate/>

8.2 District Meeting Calendar/Website - <http://internal.redwoods.edu/>

9. **Adjournment:** On a motion by Stuart Altschuler, seconded by Lisa Sayles, the meeting was adjourned at 2:48 pm.

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