



**Palo Verde College
ACADEMIC SENATE**

2013-2014

Biju Raman- President

David Silva -Vice President

Peter A. Martinez-Secretary

MINUTES

Tuesday, March 11, 2014

Attendance: Boire, Joe, Brown, Teh-Min, Buregson Sharron, Castillo Richard, Copple Dereck, Eoff, Kevin; Gamez, Maria; Garcia, Alejandro; Gaubeca, Michael, Hernandez, Victor; Lilley-Edgerton, Dennese; Martinez, Peter; Medina, Carlos; Peterson, Scott; Raman, Biju; Redwine Karen; Rhoades, Michael; Rinaldi, Joseph Henry; Rivera, Hortensia; Robertson, Robert; Sher, Sandra; Shibalovich, Paul; Smith, Willie; Stoeckle, Sioux; Thieboux, Brian; Tribelhorn, John; Wallace Bruce;

Guest: Don Wallace Superintendent/President Lupita Andrade, Instruction Manager Accreditation team: Adrienne Foster West LA College; Bob Simpson President/Superintendent Cypress College; Don Johnson College of the Redwoods

- I. Call to Order: The President called the meeting to order at 3:01pm
- II. Pledge of Allegiance: The President recited the Pledge of Allegiance.
- III. Public Comment: Adrienne Foster and Bob Simpson asked to speak to the senate. Ms. Foster asked 1-4 and Bob Simpson requested the response for #5:

1.) *Hiring process of faculty?*

2.) *Program viability and a former process of discontinuance of a program?*

3.) *SSSP setup through the SB 1456*

4.) *How the student equity plan is setup?*

5.) *Does anyone in the senate participate in a Board of Trustee evaluation process?*

Each element was answered, as well as, a guided process to review so they can verify the information that was provided in the meeting.

- V. Motion to adopt the Minutes for **February 11, 2014**

First: Hortensia Rivera

Second: Victor Hernandez

Approval of Minutes: Unanimous

- VI. Motion to adopt the Agenda: March 11, 2014

First: Dennese Lilly-Edgerton

Second: Kevin Eoff

Approval of Agenda: Unanimous

New Business:

The Senate President focused his attention on proposed changes to the *by-laws* to incorporate all senate committee matters. For instance, equivalency and curriculum are not mentioned in the *by-laws*. We need to have a uniform process that dictates a reporting process in the senate. The process will shortly be introduced, so we can all approve a 1st and 2nd reading, so we can correct what is in the current *by-laws*.

The next item is in regards to a required process that is expected for the modified "*course outline*" on record to be verified by the senate. A template that has gone through the curriculum committee was changed to align it with the needs as requested by the Chancellor's office. The new course outline as being presented will only be applicable for any courses that have not been previously approved.

First: Kevin Eoff

Second: Bruce Wallace

Amendment: Adopt the course outline and add textbook information, (changes as needed) as well as, add language to SLOs in the addendum.

Approval of the Amendment: First Hortensia Rivera Second: Kevin Eoff

Yeas: 15 Nays: 4 Abstain: 4

Motion Passed

Equivalency

The senate approved the two equivalencies in Theatre Arts and Anthropology.

Motion was made approving Sioux Stoeckle (Theatre Arts) and Susan Malson (Anthropology) for the above disciplines:

First: Robert Robertson Second: Dennese Lilly-Edgerton

Yeas: 26 Nays: 3 Abstain: 1

Motion Passed

Officers Report:

As President of the Senate, Biju has access to certain forums, one of the concerns that has come up has to do with issues that is perplexing to the *Brown Act and that has to do with* "Border Identity." It is expected that "border identity" is about the recording process. Additional clarification is still pending by the state wide Academic Senate. The state senate is still trying to figure out how to handle the recording of abstentions by name or negations by name. Until we hear from them, Biju will continue the operations of the senate.

Biju also thanked Lupita Andrade and Ester Rice and the instruction office for completing the summer schedule and getting it out on the website. Any changes or additions, please contact Lupita Andrade.

Committee Reports:

Basic Skills will support the correspondence/distance ed office by providing counseling services for up to 4 months out of the year.

Curriculum- The next meeting is scheduled for April 10th.

Equivalency- In terms to procedure, the next step is taking the report to the board of trustee's meeting. Application process will take place at the next scheduled committee meeting. The committee is not looking at completed applications at the moment unless there is a position open. However, we are looking at in-house applications, and then recommendations are made and forwarded accordingly.

Flex day- April 4th is our next scheduled event. No lunch is provided!

Mooc's- John Tribelhorn reported there is a massive enrollment in this format. John will look further into this and report more at our next meeting.

Reading Apprenticeship- Teh-Min attended winter institute in Oakland, Ca. A seminar was launched, a one book seminar created about 1000 participants. Faculty and students are engaged in a master comprehension operation. The idea is to create strategies to increase student success.

Scholarship- The committee is asking everyone to let your students to apply on the website.

Accreditation- The team is here on campus and they are making their visits all over campus.

Budget- Budgets are due Friday, March 14, 2014. So, we ask every division to make sure to get your budget proposals submitted.

Distance Learning- Distance learning will be doing a presentation on flex day. We are looking for a researcher in our library. At the moment, June Turner can't do all the work requested by students.

Facilities- Fire drill will shortly begin again. So please be aware the importance of these safety measures.

Foundation- The meeting was changed because of other commitments. We will have basket activities for this year's event.

Program Review- If you are working on a program review, please make sure you seek help if you have questions in the completion process.

Open Forum:

Tutoring Services- After spring break, there will be qualified English tutors. We are volunteering to help improve student success.

DSPS- Will be hosting a carnival on April 3, 2014. This event is a recruiting tool for this fall.

Book Services- Ester Rice created a new form for completing your textbook request. This new form must be completed, so we can make sure students are well informed.

Career Day- Is scheduled for this Thursday, March 13, 2014.

Motion to Adjourn

4: 18pm