

**Academic Senate Agenda
November 30, 2006
I-330 3:00 p.m.**

I. ROUTINE MATTERS

1. Approval of Academic Senate summary for November 9, 2006 (**pg. 2-3**)
2. Approval of Curriculum summary for November 16 and December 7, 2006

II. REPORT/DATES

III. ACTION ITEMS

IV. DISCUSSION ITEMS

V. Open Forum/adjournment – our next meeting will be February 8, 2006. Have a wonderful holiday.

Academic Senate Summary November 9, 2006

Attendance: Ana Palmer, Lea Templer, James Lorigan, Joan Jacobson, Miriam Golbert, Stan Wright, Kevin Kistler, Debbi Rio, Edel Alonso, Amy Shennum, Jasmine Ruys, Deanna Davis, Fred D'Astoli, Michael Dermody, Marlene Demerjian, Sherrill Pennington, Chris Blakey and Jill Zubo Schenberger

The Academic Senate summary for October 12, 2006 was *approved*.

The Curriculum summaries for October 19 and November 2, 2006 were *approved*.

The ongoing projects are as follows:

- ***Review Prerequisite committee*** has met. The model we currently have is a model from the Chancellor's office. The committee is going through the model piece by piece to be sure we are following the law. Another meeting has been scheduled and we will bring back any information to the Senate.
- ***Review Equivalency Policies*** has met twice. A survey will be sent out regarding ten equal equivalencies. This means equal not less than. The first menu from the Chancellor's office is no longer around. Hopefully we will be done and have something done by next semester.
- ***Establish IRB***. We have met twice and are in the process of looking for lots of material. Edel is meeting with Barry and Daylene on November 16th and then Daylene will be invited to a Senate meeting.
- ***Seniority List*** is a work in progress. We are still waiting for information from HR which is overwhelmed at the moment. Once we get the information that will be brought to the Senate
- ***On-Line Instructor Evaluation***. Mike Gunther is currently working on this. We are not making any policies just implementation.

Department Chair evaluations. We are currently working with COCFA to help with the evaluations. The intent is get feedback for professional development. What about Deans? How are they evaluated? Please let Michael know if you would like to participate in the evaluations.

Academic Freedom Policy. This policy fell through the cracks. It was just buried with paperwork. This was not done intentionally. It never made it to the Board and will be on the agenda for December.

Educational Travel. We have strong opinions being felt. It is under discussion. There are areas of concern. In the next week or so misunderstandings should be worked out. There was a very vigorous meeting. We don't want this to become a witch hunt. It was suggested maybe a workshop on 1725 and governance would be helpful.

Statewide Academic Senate overview was given by Deanna Davis. Deanna gave out a handout from some of the workshop she attended at the Statewide Senate. She spoke on several of the topics that were presented at the Statewide Senate.

Final Exams. The compressed calendar pilot program. This is not set in stone. We will stay with the same class schedule. If the course outline says you are having a final then you have to have one. The course outline is the contract between you and the student. We would appreciate input from our colleagues regarding the final exams.

Grade Submission Process, by Debbie Rio. The Senate was given an over view of how the grades are submitted and the time it takes to input the grades so the students can have them. At present the instructors have 48 hours after their last final to get their grades in. There is a report that admissions have to send off to the State so they need to have the grades in. There has been a good turn around of instructors turning their grades in, in the 48 hour span. Admissions would like to stay with the 48 hour turn in of grades and they feel that it is getting better and the students and state are getting their grades at a reasonable time. Any further questions please contact Debbie Rio.

We will tentatively set **November 30th** for our next Senate meeting. More information will follow.