

Academic Senate Retreat for August 24, 2017 Summary

Voting Members					
President	Rebecca Eikey	X	SBS Senator	Rebecca Shepherd	A
Vice President	Jason Burgdorfer	X	Business Senator	Gary Collis	A
Immediate Past President	VACANT		Learning Resources Senator	Erin Barnthouse	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Erika Torgeson	X
Policy Review Chair	David Andrus	X	At Large Senator	Jennifer Paris	X
AT Senator	Regina Blasberg	X	At Large Senator	Deanna Riveira	X
MSHP Senators	Mary Bates	X	At Large Senator	David Brill	X
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Saburo Matsumoto	X
Student Services Senator	Garrett Hooper	X	At Large Senator	Benjamin Riveira	X
Humanities Senator	VACANT		Adjunct Senator	VACANT	
Kinesiology/Athletics Senator	Philip Marcellin	A	Adjunct Senator	VACANT	
			Adjunct Senator	VACANT	

Non-voting Members	
Dr. Buckley	X
Lita Wangen	X
Dan Portillo	X
Dr. Wilding	
Devon Miller	X

Guests	
Dr. Diane Fiero	Michelle Jenkins
Aaron Silvertan	Nadia Monosov
Ambika Silvia	Dustin Silva
Carla Perl	Barry Gribbons
Omar Torres	

1. **Call to order:** 3:05 p.m.
2. **Approval of the Agenda:** Rebecca asked if she could change the order of the Discussion items to have d. Responsibilities of the Academic Senate (10+1) and more before Robert's rules of Order and Brown Act. Motion to approve the change in order Mary Bates, seconded by Jason Burgdorfer. Unanimous. Approved. Motion to approve the Agenda Regina Blasberg, seconded by Lisa Hooper. Unanimous. Approved.
3. **President's report, Rebecca Eikey**
 - ✓ Rebecca updated the Senate on the IEPI PERT. Non-credit plan has been established and there is a non-credit committee that is starting to work. There will be a Business Plan and there will be an environmental scan. There will soon be coming out a request for faculty for participation in the PERT for developing new non-credit. That proposal is about ready to go.
 - ✓ Enrollment Management; Rebecca sent the senators an email that Marlene Demerjian had practiced for MSHP. The Enrollment Management committee is working on a plan. Rebecca passed around the paperwork for the enrollment management plan for everyone to take look at. She welcomed their feedback and asked them share with their schools.

- ✓ A small group met over the summer to work on the integrated plan for The Basic Skills Equity and Students Success and Support program. That integrated plan will be due in December. There will a first reading in Senate on September 28th and second reading on October 12th.
- ✓ June 23rd the district received a letter from ACCJC in response to our midterm report. The next comprehensive review will be in the spring of 2022. The commission encourages the college to focus its attention on Improving Student learning and Student Achievement as it continues to work to assure an improved quality.
- ✓ The California Guided Pathways is starting to get on the running. There will be a first institute that a small group will be attending September 17-19. This will give the pre-work that should be done prior to that institute.

4. Action

Rebecca is serving on the Executive Committee for the Statewide Senate so she is automatically a delegate. So that allows us to have another delegate to attend the Fall and Spring Plenaries. A delegate is needed for COC for ASCCC Plenary Sessions. Jason Burgdorfer volunteered to be the delegate. Motion to approve Wendy Brill-Wynkoop, seconded by Garrett Hooper. Unanimous. Approved.

5. Discussion

- a) Ice Breakers. Rebecca had the senators and visitors get into groups of 4 or 5 and discussion ten things you had in common. When the discussions were done we went around the table and read our results.
- b) Meetings and Calendar
Rebecca went over the dates and meeting times that the Senate meets. We meet the second and fourth Thursday of the month starting in September with no meeting in January. The meeting starts at 3:00 pm and goes until 5:00 pm in BONH 330. Everyone is welcomed to the Senate meetings.
- c) Robert's Rules of Order and Brown Act.
We went over the Robert's rules for the Senate meetings to create order in meetings and structure for behavior in the room. We want to record the meeting properly. The Senators would like to see a time set for the amount of time a person can present. And that would also be for discussion items. They would like to keep people on the cue. We tend to go off the cue when presentations are being done and they would like to keep everyone in the cue until we are done. We would like to resolve the cue before we move on. . And also the Brown Act and the reasoning for having the public invited. WebEx some people have had trouble hearing the meeting when in WebEx. They would like to continue with a discussion item if the discussion is robust. We might consider tabling something to finish the item and then bring it back as Action and bring the item tabled back for discussion. Reports have been running to long and the senators would like to see a time limit on them.
Brown Act. We discussed the Brown Act and what we need to follow. For instance you can add anything to agenda we would have to add that for the next agenda. We need to post the agenda 72 hours before the meeting. We send an email out to the campus and also post the agenda on the Senate website and anyone is welcomed to attend the meetings.

The Senators would like to see how long should something be on Unfinished Business. Also to add to the Unfinished Business is online teaching only.

d) Rebecca shared a power point presentation with the Senators. The power pointed out the following:

- ✓ The Agenda
- ✓ Meeting dates and the Calendar
- ✓ Roles and Responsibilities of Local Senate
- ✓ Some Questions to Consider
- ✓ Where does the Academic Senate Authority come from?
- ✓ California Education Code
- ✓ Title 5
- ✓ What is the Role of the Academic Senate
- ✓ "Academic & Professional Matters
- ✓ What "Consult Collegially"?
- ✓ Collegial Consultation –Defined
- ✓ What is our BP 7215?
- ✓ Other Authority for Senates
- ✓ Constitution & Bylaws
- ✓ Ralph M Brown Act
- ✓ Applying the Brown Act
- ✓ Rules of Order
- ✓ Senate Meeting
- ✓ Reports vs Discussion
- ✓ Action Items
- ✓ Discussion Items
- ✓ Senators' Roles & Responsibilities
- ✓ Resources

There was discussion about each of the categories above with minor changes. One of the changes is to limit the amount of time an individual presents at Senate. One senator wanted to not put too much time limits on the item being discussed. They would prefer to finish out the discussion if it is a robust discussion with a possibility of the item being moved to Action for the following agenda. They would rather see something tabled and brought back.

e) Prioritization of Senate Work.

Rebecca went over some of the accomplishments the Senate has made. She asked if anyone had questions regarding the survey and we did not have any. No questions on Academic Senate Administration Program planning and review..

6. The meeting adjourned at 4:30 p.m.