MINUTES
February 16, 2016
Board Room
1:00 p.m.

Present: Alan Archambault, Robin Babou, Michelle Bean, Robert Bethel, Fran Cummings, Michael Dighera, Marie Eckstrom, Juan Fernandez, Raquel Flores-Olson, John Frala, Theresa Freije, Yunior Hernandez, Mike Javanmard, Sheila Lynch, Juana Mora, Steve Moshier, Katie O’Brien, Tyler Okamoto, Dorali Pichardo-Diaz, Shelly Poetter, Kathy Pudelko, Rudy Rios, Kevin Smith, Adam Wetsman, Jon Whitford, Colin Young, Mariano Zaro; Guest: Elizabeth Ramirez

I. Call to Order: 1:03 p.m.

II. Approval of Minutes: February 2, 2016 minutes approved by consensus with one name change.

III. President’s Report
A. Interim Administrators—There is currently no policy or written procedures on hiring and staffing as “interim”; Senate Executive members will address this in the future.
B. Faculty Census—Every 5 full-time faculty gets one Senator representative. Division elections need to take place before the March Academic Senate meetings. Arts division needs replacement; Communications and Languages division added two full-time instructors—so no need to decrease representatives; Counseling—should have 32 full-time—but will send updated numbers to Senate President; AJ/Public Safety—has 11 full-time, so that division needs 3 representatives total; Part-time instructors should have 2 representatives; Senate President needs the Health Sciences and Nursing full-time list.
C. Taste of Rio—Save the date: May 6. Committee to decide details and theme soon.
D. Leadership Retreat—Save the date: April 15.
E. Hiring Committees—Response has been underwhelming; please encourage colleagues to volunteer for hiring committees. The Senate President requests volunteers through email periodically.
F. Task Forces—Please organize your own meeting schedule; Senate President will provide guiding questions.
   2. Non-Tenured Track Faculty—Representation is good.
G. Collective Brain Trust (CBT)—Meeting will be here on February 25; President will ask for 5-6 faculty to attend the meeting.
H. Distinguished Faculty Awards due Friday, February 19 by noon.
I. Fellow of the College Award due by Friday, February 19 by noon.
J. ACCJC—Letter with 4 recommendations; a follow-up report needed.
   1. Recommendation 1: Setting standards of satisfactory performance for program level
   2. Recommendation 3: Regular and substantive communication in Distance Education
   3. Recommendation 4: Procedures for students when a program discontinues
   4. Recommendation 7: Including SLOs in teacher evaluation
IV. Unfinished Business: None.

V. New Business
   A. AP 7211 Faculty Service Areas—Senate Executive members will review; please bring suggestions to next meeting.
   B. AP 3510 Workplace Violence—Senate Executive members will review; please bring suggestions to next meeting.

VI. Committee Reports
   A. Academic Rank—8 applications went to the Board.
   B. Basic Skills—Working on applying for a million dollar BSI grant; send innovative ideas to Sergio Guzman or Barbara Salazar for the grant proposal.
   C. Bookstore—Manager had a baby girl will be back at end of February.
   D. Curriculum—Discussion regarding local degrees with local requirements vs. transfer degrees with other GE patterns/requirements.
   E. FLEX/Staff Development—Check Flex Reporter for accuracy and contact Theresa if there are any discrepancies. New Full-Time Faculty series will start soon. Leadership Cohort to start soon—encourage participation.
   F. ITC—Meeting today.
   G. SLOs—Meeting this Thursday; discussing software change.
   H. Student Equity—Engagement Series to be rolled out soon; Cecilia Rocha is coordinator; chancellor’s office required budget report of the $144,000 that was spent last year—budget will be posted on SE webpage; this year’s funding is 1.6 million. Apply for funds—soft deadline is this Friday, February 19. Abbreviated one-time use application for faculty to be released soon.
   I. OEC—Eventually moving online certification to Canvas; still with Blackboard and adding Canvas; Sable will still do Canvas training.
   J. IEC—No report.
   K. Program Review—On hiatus.
   L. Safety—No report.
   M. MIS/Enterprise—Meeting tomorrow.

VII. Announcements
   A. Fitness Center will open non-credit hours in January 2017.
   B. River’s Voice had record submissions; book to be published for Writes of Spring in April.

VIII. Public Comment—None.

IX. Adjournment: 2:16 p.m.