

**MPC Academic Senate Meeting
Minutes
February 21, 2008**

I. Opening Business

A. Call to order and roll call

- Alfred Hochstaedter, President (FH)
- Mark Clements, Vice-President (MC)
- Stephanie Tetter, Secretary (ST)
- Alan Haffa, COC Chair – (AH)
- Anita Johnson, ASCCC Rep (AJ)
- Debbie Anthony (DA) -
- Laurie Buchholz (LB) - **ABSENT**
- Jamie Dagdigian (JD)- **ABSENT**
- Heather Faust (HF)- **ABSENT**
- LaRon Johnson (LRJ) - **ABSENT**
- Susan Joplin (SJ) **ABSENT**
- Laura Loop (LL) - **ABSENT**
- Jon Mikkelsen (JM) **ABSENT**
- Terria Odom-Wolfer (TOW) - **ABSENT**
- Jonathan Osburg (JO)
- Marguerite Stark (MS) -

B. Acknowledgement of Visitors / Communication –

- Christopher Calima, attending for Laurie Buchholz. Chris (CC) will be on Senate beginning next year.

C. Approval of Draft Minutes from the February 7th meeting

- Motion to approve –AH
- Second – MS
- Unanimous approval with 2 abstentions (CC, DA)

II. Reports –

A. President/SLO committee Report

- Discussion to raise awareness of upcoming Senate elections .
- FH willing to run for another term as Senate President.
- AJ willing to remain as ASCCC rep.
- ST uncertain about another term as Secretary; encourages anyone who wants to be secretary to throw their hat into the ring.

B. COC Report (Possible ACTION item)

- Accreditation Steering Committee recommended
 - Fred Hochstaedter
 - Anita Johnson

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- Eric Ogata
- Caroline Carney
- Lyndon Schutzler
- Gary Fuller
- Tom Rebold
- Diane Boynton
- Gail Fail
- Mark Clements
- **Motion** to accept recommendation – FH
- **Second** – MS
- **Approved** unanimously
- **CAC member proposed**
 - Tom Rebold
 - **Motion** to accept – ST
 - **Second** – FH
 - **Approved** unanimously
- **Discussion of CAC**
 - Difficulty getting members. AH wrote Chair (Susan Walter) and Dean (Michael Gilmartin) suggesting reorganization or change of meeting time to attract more participation.
- **AAAG Program Review Committee**
 - Members proposed
 - Caroline Carney
 - Homer Bosserman
 - Diane Boynton
 - Gary Fuller
 - Fred Hochstaedter
 - COC thinks it might be good to have member(s) who are not Division Chairs. Don't see proposed committee as having adequate diversity, therefore not a recommendation from COC for committee as listed above.
 - ST and FH in favor of approving the proposed members and adding later if interested persons step up.
 - Consensus to take back to Divisions for discussion etc. and look at it at next meeting.
- C. ASCCC Report (AJ) –**
 - AJ has received notification of the plenary session. If we want to forward a resolution re non-credit courses, we need to send it on ASAP.
- D. Ed Center Report (SJ) –**

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- Alan reported on enrollment data at the Ed Center.
 - Increases in headcount per course average for each semester
 - Number of sections stable
- Alan reported on Library Service to Ed Center.
 - Reported there has been debate among librarians about providing library service.
 - ST asked for clarification of two Ed Center committees. AH clarified that there is a Senate subcommittee that is separate from the Ed Center committee chaired by Dr. Gonzalez.
 - ST provided information:
 - copies of flyer re accessing library online resources from off campus
 - Copies of report from librarians on their ideas for providing library service at Marina in both the short-term and long-term
 - Copies of a memo written earlier in the planning for the Ed Center explaining the challenge regarding library service in general, course reserves in particular.
 - Librarians are available to provide orientations and instruction sessions at Marina
 - Some on-campus faculty teaching at Marina have their classes meet at the library for instruction sessions.
 - No concept of reducing library service at main location to provide service at Marina (concern expressed by AH) but belief that both can be done.
 - Students from Marina complain about having to come to MPC as no library service available at the Ed Center.
 - NOTE: a video tutorial is being created showing how to access resources from off campus. It will be on the library website under "Tutorials" soon.
- Discussion of issues regarding fragmentation on campus between the academic and student service sides of the college
 - Concern this negative aspect of our culture is migrating to Marina.
 - FH: wants discussion of how to combat this?
 - Distribute a packet of information to students registered for courses at Marina
 - Set up process for onsite registration at Marina (students drive PAST the Ed Center to stand in line at main campus) shared info re the Open House that was held at the Ed Center. Shared pertinent parts of the email she received from Dr. Gonzalez re course offerings at Marina.

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- Need distinction in course schedule (separate colored pages, separate section, other ideas)
- MS: important to get information to adjuncts
- Put information on website how to access library reserves
- Important to get this list to John G. and the “other” committee. (AH compiled list and will send it to John)

E. Flex Day Committee Report (LL) – no report

F. Basic Skills Committee:

- FH discussed the committee’s report. This self-assessment will turn into an action plan.

III. Old Business –

- Repeatability of non-credit courses
 - MC distributed copies showing new series of BOG recommendations on this topic that seem more favorable to faculty.
 - Local Boards to determine repeatability
 - Deleted “credit” and “non-credit”, now it is “repeatability”
 - Need to
 - Identify the courses
 - List courses in Board Policy
 - Identify the courses in the catalog
 - Discussion followed
 - Seems to suggest apportionment for 3 semesters or 5 quarters.
 - FH suggests we talk to constituencies (CAC, Deans, etc.) to see if the interpretation of these recommendations is consistent.
 - DA suggests AJ check with Area B people to see how they are interpreting these.
 - MC suggests to ask Area B to make this a breakout session
 - MC and AJ will talk about who has discussed what with whom at ASCCC etc.

IV. New Business –

- Committee Guidelines
 - **AH distributed draft and explained goal to be general yet address expectations for faculty on committees.**
 - DA reported on her experience on a committee

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- Do we need to address behavior of committees as a whole in addition to looking at individual faculty members of a committee?
- Committee discussing sabbaticals met with half the members missing, she was outnumbered and Doug had to become involved for this committee to function.
- FH sees committee attendance as one example of type of thing that is part of committee membership.
- MC states some committees have codes, e.g. hiring committees.
 - Clarification we are NOT discussing hiring committees.
 - Are talking about Shared governance committees.
- DA recommends that, based on her recent experience, if the Senate acts, there needs to be a process.
- AJ is working on writing a mediation process for resolution of committee issues/problems
 - How does the Senate work with the individual in question?
 - Each person needs opportunity to have their views heard even if those views are unpopular
- Agreement is the overall goal is to have committees work well, and Senate's goal is to facilitate that.
- This sent back to Senate Executive Board.

V. **Adjournment** – 4:37 p.m.

VI. **Next Meeting:** March 6th 2008 , **NOTE NEW MEETING TIME 2:45 – 4:45**

- Topics:
 - i. Committee Guidelines
 - ii. Program Review Committee