



Academic Senate Council Agenda **APPROVED MINUTES**  
 October 23, 2015: 2:30-4:30 p.m.  
 SLO Room 3142 (PDC) | NCC Room 3213 (Polycom)

X	<b>Lara Baxley</b> President	X	<b>Katy Neidhardt</b> Vice-President	X	<b>Cherie Moore</b> Curriculum Chair	X	<b>Debra Stakes</b> CCFT President
	<b>Matthew Alemania</b> ASCC Student Rep.	X	<b>Allen Dailey</b> Part-time At-large	X	<b>Matt Knudsen</b> Full-time At-large		<b>Cynthia Wilshusen</b> N. County At-large
X	<b>Silvio Favoreto</b> Biology	X	<b>Tanya Downing/ Amy Stapp</b> Business	X	<b>Glenda Moscoso</b> Counseling		<b>VACANT</b> DSPS
X	<b>Gary Villa / Stacy Millich</b> Engineering & Tech.	X	<b>Matt Fleming</b> English	X	<b>Jarred Pfeiffer</b> Fine Arts		<b>Tricia Bramsen</b> Human Development
	<b>Allison Grant</b> Kinesiology, Health Science, and Athletics		<b>Betsy Dunn</b> Lang. & Communication	X	<b>Carina Love</b> Learning Resources	X	<b>Michael Mogull</b> Mathematics
X	<b>Monica Millard</b> Nursing	X	<b>bree valle / Jennifer Martin</b> Performing Arts	X	<b>Patrick Len</b> Physical Sciences	X	<b>Lise Mifsud/ Fionnuala Butler</b> Social Science
	<b>VACANT</b> Student Development and Success						

**Cards: MATTHEW KNUDSEN Time Keeper: ALLEN DAILEY Computer: MATTHEW Lorenzen**

**GUEST: Julie Hoffman representing Debra Stakes, CCFT**  
**GUEST: Matthew Lorenzen substituting for Glenda Moscoso, Counseling**

- I. APPROVAL OF AGENDA (1 min.)**
- II. APPROVAL OF MINUTES (September 25, 2015) (2 min.)**
- III. PUBLIC COMMENT:** *All public comments will be limited to three minutes in length for each speaker. Opportunities for public comment will also be provided for each agenda item during discussion on each item and before proposals are called for approval.*
- IV. PRESIDENT’S REPORT (3 min.)**

- Deb Wulff had desks that could be used in new instructional bldg.—stop by if you want to add input to what desks should be used for the new bldg.
- Dr. Stork will be creating a Taskforce for Emergency measures—report to Lara if interested
- Sign up for faculty retreat
- eLumen approved for use in Spring; training done for Chairs who were concerned with the amount of work it required.
  - Other programs were reviewed, eLumen considered the best
  - ACCJC standard to disaggregate SLOAs
  - Don’t need to do all courses in spring or all SLOAs in spring; you could choose one course and one SLOA to collect data on

V. **BUSINESS AGENDA:** *Be sure to discuss these items with your division faculty so you can adequately represent your division in reaching consensus on these items.*

**Contents**

1. Student Success and Support Program Plan (Second Read)
2. Educational Master Plan Chapter 2 (First Read\*)
3. Revisions to BP 5500, Standards of Conduct (First Read)
4. Professional Standards for Syllabi for Distance Education Classes (First Read)
5. First Year Experience Pilot Program
6. Peer Review of Textbooks

**1. Student Success and Support Program Plan (Second Read) (Lastreto/Ruiz - 10 min.)**

**Background:** The purpose of the Student Success and Support Program is for the college to document how SSSP services are provided to students. The goal of SSSP is to increase student access and success by providing students with core SSSP services, including orientation, assessment and placement, and counseling/advising and education planning services, and the support services necessary to assist them in achieving their educational goal and declared course of study. Districts are required to submit a program plan to the Chancellor's Office on an annual basis. There is both a credit plan and a non-credit plan. This is the first year that the non-credit plan is due and the second year that the credit plan will be submitted. The Academic Senate Council will be asked to approve both the Credit SSSP and the Non-Credit SSSP plan at its Oct. 23, 2015 meeting. These plans are due at the Chancellor's Office on October 30. Although the Senate may provide feedback on any part of either plan, there are sections that are most relevant to faculty. In the Credit SSSP Plan, these are Sections II.A.1.d – Coordination of district/campus plans (pages 7-9); Feedback on Section II.E.3.a Follow-Up for At-Risk Students (pages 42-44).

**Supporting Documents:**

- [Credit Student Success and Support Program Plan](#)
- [Non-Credit Student Success and Support Program Plan](#)
- [Non-Credit Student Success and Support Program Plan Budget](#)

**Proposal:** The Academic Senate Council approves the Credit Student Success and Support Program Plan with feedback provided at the October 23, 2015 meeting.

**Consensus Reached—unanimous**

**Proposal:** The Academic Senate Council approves the Non-Credit Student Success and Support Program Plan with feedback provided at the October 23, 2015 meeting.

**Consensus Reached—unanimous**

**2. Educational Master Plan Chapter 2, Part I (First Read\*) (Wulff/B. Demerest - 10 min.)**

**Background:** The Master Plan Ad Hoc Committee requests feedback on Chapter 2: Profile of the College's Communities and Students (draft 1 of part 1 – external scan). Soon this draft of Chapter 2 will be sent district-wide for feedback and it is going through the governance review process. **On October 15 the Master Plan Ad Hoc Committee held a district-wide workshop to review the mission statement, get more information on the district's 2016-2026 challenges, and create Institutional**

**Goals 2016-2026 in response to the challenges.** Additionally, Dr. Eva Conrad held meetings October 13-16 with divisions and departments to analyze the current status of each instructional discipline and student service based on district-wide growth and to project the anticipated growth rate of each area.

\* This is a first read. However, this chapter will not come back by itself for final approval. The entire Educational Master Plan will return for approval in December

**Supporting Documents:**

- [SLOCCD Educational Master Plan Chapter 2 \(part 1 – external scan\)](#)
- Educational Master Plan website:  
<http://www.cuesta.edu/aboutcc/planning/masterplan/index.html>

**Proposal:** The Academic Senate Council will provide feedback on the draft of Chapter 2 of the Educational Master Plan.

**Consensus reached (unanimous) on the following Feedback:**

- Replace term Race with Ancestry

**3. Revisions to BP 5500, Standards of Conduct (First Read) (McLaughlin - 10 min.)**

**Background:** This Board Policy, last fully updated and Board approved in 2014 is being revised to include (1) language from SB186, revising Ed Code language as related to sexual assault (Violence Against Women Act language), (2) reference to student use of unauthorized personal electronic devices, (3) the addition of e-cigarettes in the language about smoking on campus, and (4) the addition of bullying language against District employees.

**Supporting Documents:**

- [Proposed BP 5500 Standards of Conduct](#)

**Proposal:** The Academic Senate Council will provide feedback on BP 5500 Standards of Conduct.

**Consensus reached (unanimous) on the following Feedback:**

- pg. 2, #7. Possession: Confirm whether retired law enforcement taking classes on our campus can carry a concealed weapon
- Section B, pg. 2 –Instead of using the term “*shall constitute good cause for discipline*” may want to say “*good cause includes but is not limited to...*” (This would be more consistent with board policy)
- Section II: Scope of Application: Use sexual assault and sexual exploitation as opposed to B. 24 & B. 25 in case numbers change

**4. Professional Standards for Syllabi for Distance Education Classes (First Read) (L. Baxley - 10 min.)**

**Background:** During spring semester 2015, a taskforce comprised of five faculty members created a DE Syllabus Template to be used by faculty teaching in the distance education modality. The template was approved by the Distance Education Committee on May 8, 2015 and by the Academic Senate Council on May 15, 2015.