



Academic Senate Council Agenda
November 9, 2018: 1:30-3:30 p.m
SLO Room 3134 (PDC) | NCC Room 3213 (Polycom)

Cards:

Computer:

Time Keeper:

- I. APPROVAL OF AGENDA (1 min.)**
- II. APPROVAL OF MINUTES – (OCTOBER 26, 2018) (3 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. 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. Board Policy Review (Chapter 2)**
- 2. AP7120 Faculty Hiring Policy**
- 3. Cuesta College Peer Online Course Reviewer**
- 4. Guided Pathways Implementation Team**
- 1. Program Mapping Approval Process Board Policy Review (Chapter 2)(First Read) (T. Frederick - 15 min.)**

Background: This chapter review falls within the regular cycle provided for in AP 2410.

The District subscribes to the Community College League of California Policy and Procedure Service with legal consultation and vetting provided by Liebert Cassidy Whitmore, a California law corporation. Seventy-one districts subscribe to the Service.

Summary of the Proposed Action for each of the following existing Board Policies:

2010 – Clean up existing language. Added last paragraph regarding eligibility to serve on governing board. (required)

2012 – Retire; Addressed in BP 7130 and implemented in AP 7130.

2200 – Clean up existing language and delete elements addressed in other policy.

(5) Bullets after “Assure Fiscal Health and Stability” address in BP 6100, Delegation of Authority; 6200 Budget Preparation; 6250 Budget Management; and 6400 Audits.

2221 – Clean up language based on recommended League template.

2300 – Addressed in BP 2200 Board Duties and Responsibilities and 2430 Delegation of Authority to the Supt/Pres.

2305 – Clean up language. (AB 2449 changes the date that members of a county board of education, school district governing board, or community college district governing board take office. Assembly Bill (AB) 2449, which resolves clashing Education Code and Elections Code provisions, becomes effective on January 1, 2019. Changes regarding this issue are pending legal counsel review and will be incorporated at a later date.

2340 – Clean up language per legal template recommendation.

2346 – Retire; replaced by new BP 2345.

2345 – New; Public Participation at Board Meetings.

2350 – Clean up language based on legally advised elements.

2355 – New; Decorum

2410 – Clean up language; provide authority to Superintendent/President to effect non-substantive changes, i.e., legal references and changes non-technical in nature.

2430 – Update legal reference.

2432 – New; CEO Succession.

2716 – New; Political Activity.

2717 – New; Personal Use of Public Resources.

All other policies contained in this chapter have been reviewed and are current.

Supporting Documents:

- **Board Policy Chapter 2 Revisions**

Proposal: The Academic Senate Council provides feedback on the proposed changes to Board policy Chapter 2.AP 7120 Faculty Hiring Policy (First Read) (S. Millich- 10 min)

Background: The Academic Senate Council approved AP 7120 in the Spring of 2018. It was sent to the President’s Office for inclusion on the Board of Trustees agenda, as an Information Item. Dr. Stork indicated that he had some concerns about the changes and thought the incoming President should have input before implementing. Following a meeting with Dr. Stearns and Melissa Richerson, a few additional changes were made to the policy for your review, feedback and approval.

Supporting Documents:

- **AP7120 Redline 11-1-18**

Proposal: The Academic Senate provides feedback on AP7120.

2. Cuesta College Peer Online Course Reviewer (First Read) (C. Wilshusen - 20 min.)

Background: In February 2013, the Online Education Committee approved the adoption of the OEI rubric as the standard for course design for all online courses at Cuesta College. In March 2013 that rubric and was added to AP 4105 and approved by the ASC. In February 2016, AP4105 was updated to add teaching qualifications with references to a “Distance Education Standards Subcommittee” and Determination of Qualifications for Online Faculty will be recommended by the “Distance Education Coordinator and/or OEI certified trainers”. In January 2018, the ASC established a resolution of support for joining the OEI consortium which includes the submission of fully online OEI aligned courses to the

course exchange. In November 2018, ASCCC will vote on whether to encourage local ASC's to develop local PO CR teams.

In April 2018, Cuesta College was accepted as one of the Equity Cohort Colleges to join the Online Education Initiative (OEI). In addition to working with tools and resources, such as Canvas and online tutoring and counseling platforms, online student readiness resources, that will increase student success in online course, we are also tasked with providing access and assisting students who are challenged to complete degrees and certificates when courses are impacted or not offered. The OEI Exchange has created a single, streamlined application process whereby students are able to enroll once and then register for CI-D aligned courses at other accredited community colleges with their current registration priority, and then transfer those units to Cuesta College. This collaborative effort among California Community Colleges (CCCs) is to ensure that significantly more students are able to complete their educational goals by increasing both access to and success in high-quality online courses.

Description: In order to assist with access and student success, and as a member of the OEI Consortium Colleges, Cuesta College will be submitting 18 -20 courses initially and increase that number by 10% each year to be offered on the CVC/OEI Exchange. For a course to be offered on the exchange, the course must first be reviewed by a Certified Peer Course Reviewer. Using the OEI Rubric and relevant review tools as a guide, experienced online instructors will review the design of Cuesta College online courses and ensure the course meets OEI Course Design Standards.

When submitting courses for review, faculty will receive confidential feedback from experienced online faculty who have been trained specifically for this purpose. The review is based on both the Course Design Rubric and the @ONE Standards for Quality Online Teaching. Per the state ASC, all courses to be offered in the OEI Exchange must be aligned to the rubric, peer reviewed by online faculty, and taught in Canvas.

Supporting Documents:

- [Cuesta College Peer Online Course Reviewer Description](#)

Proposal: The Academic Senate Council provides feedback on the establishment of a CC-POCR team.

Proposal: The Academic Senate Council provides feedback on the proposed composition and selection process as described in the CC_PO CR Description document.

3. Guided Pathways Implementation Team (Second Read) (L. Baxley, R. Cartnal, H. Webber - 10 min.)

Background: The Academic Senate approved the Guided Pathways Plan in the Spring of 2018. According to the Plan, key element #4 Inclusive Decision Making Structures included “establishing a Guided Pathways Steering Committee. At the October 26, 2018 Academic Senate Council meeting, the Council provided feedback on a proposal to create Guided Pathways Steering Committee, which included a proposed description and composition of the Committee. Feedback from that meeting has been incorporated, including naming the group the Guided Pathways Implementation Team and not designating it as a standing committee. In addition, after consideration, the composition of guided pathway committees from other colleges, the two vice presidents were changed to non-voting members and the Director, Student Equity and Director, Student Support and Success were added.

Supporting Documents:

- Clean Guided Pathways Implementation Team
- Redline Guided Pathways Implementation Team

Proposal: The Academic Senate Council approves the Guided Pathways Implementation Team with any feedback provided at its November 9, 2018, meeting.

5. Program Mapping Approval Process (Baxley & H. Webber 15 min)

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Background: An essential part of the Guided Pathways plan that will help students to clarify their path is to create program maps that suggest to students which classes to take each semester in order to complete their intended program. At its meeting on October 26, 2018, the Academic Senate Council approved the use of up to \$25,000 to be used for the Program Mapper Tool, which will display the program maps in an interactive, user-friendly manner.

In the Spring of 2018 many of the division chairs, in collaboration with counselors, developed program maps for the AD-Ts in their areas. These AD-T program maps will be used for the first pilot phase of inputting information into the Cuesta College Program Mapper. As the college moves forward in developing our Program Mapper, we will need an approval process for program maps, wage data, and other information that will be displayed on the Program Mapper.

The Guided Pathways Coordinators are seeking feedback from the Academic Senate Council for developing this process. The coordinators will also seek feedback from the Curriculum Committee. Once the process is developed, we will return to both the Academic Senate Council and Curriculum Committees. While the process is being developed, information will be entered into the Program Mapper, but will not be available for student use until the information has been approved via the approval process.

Proposal: The Academic Senate Council provides feedback on the Program Mapping Approval Process.

V. PRESIDENT'S REPORT

1. Plenary Report
2. Summit Report
3. Other

VI. INFORMATION ITEMS: *Please share these items with your division faculty.*

Fall STUDYTHON is around the corner! Please consider collaborating with the Student Success Centers during STUDYTHON by signing up to tutor and/or host a study session in your subject area. Because current student tutors will also be studying for finals and want to utilize the Center services during this time, we have minimal work availability from tutors and **need the support of faculty more than ever.** Faculty will be paid for their time with a 2/3 lab rate.

The Student Success Center/Library at the San Luis Obispo (SLO) Campus will be open:
STUDYTHON

Wednesday, Dec. 5th, 6:00 pm – 11:30 pm

Thursday, Dec. 6th, 6:00 pm – 11:30 pm

Saturday, Dec. 8th, 10:00 am – 7:00 pm

Student Success Center/ Library at the North County Campus (NCC) will be open:

STUDYTHON à **Saturday, Dec. 8th**, 10 am – 7:00 pm

VII. SUMMIT ITEMS

Are there any items, campus issues, and/or divisional concerns/issues that anyone has that he/she feels need to be taken to “Summit” for answers/clarification?

VIII. STANDING REPORTS (Time permitting – max. 3 min. per report)

Next Meeting: November 30, 2018, 1:30-3:30, Room 3134/N3213