I. Call to Order at 1:34pm. Senators in attendance as follows:
   Carrasco-Nungaray, Marian—Student Services (Transfer Center)
   Coffey, Colleen—Senate Secretary
   Diaz, Rosie--ASVC Student Senator for External Affairs
   Enfield-Martin, Amanda--English and Learning Resources (joined at 2:45)
   Forde, Richard—Career and Technical Education
   Hendricks, Bill—Art
   Horigan, Andrea—Social Sciences, Arts, and Humanities
   Kim, Henny--English and Learning Resources
   Kolesnik, Alex--Mathematics and Sciences
   Lange, Cari—Mathematics and Sciences
   Morris, Terry—Athletics, Kinesiology & Health
   Munoz, Paula—Student Services
   Mules, Ron--Behavioral Sciences
   Sandford, Art--Senate President
   Sezzi, Peter--Senate Vice President
   Sha, Salihah--Mathematics and Sciences
   Zacharias, Mary—Career and Technical Education

II. Public Comments
   Andrea Horigan: Re: CPC program review process. This is on agenda under VI (b).

III. Acknowledgement of Guests
   GiGi Fiumerodo
   Debbie Newcomb

IV. Approval of minutes
   a. October 17, 2013
      Motion by Sezzi; 2nd by Forde
      Approved unanimously without change.

V. Action Items
   a. Program Discontinuance: International/Global Studies; Medical Assisting; Drafting
      Recommendation out of CPC was to report back in one year. Motion by Sezzi: These
      programs will not be discontinued at this time. Rather, we give these programs two
      years and will revisit them in one year’s time for progress reports. Second by ________.
      Discussion: Senators express concern that faculty will have enough time to make
      necessary revisions to these programs within allotted time. Sezzi reiterates that in one
      year, only a progress report is due; that it can be a one-page summary—does not need
      to be more elaborate than that. Senators would like to revisit the AP re: timeline on this
      process. This will be a future action item. Vote on motion: motion approved
      unanimously.
VI. Discussion Items

a. Senate SubCommittee Report: Faculty Travel -- Gigi Fiumerodo
Fiumerodo explains that the district gives $100 to each full time faculty member for
conference travel. Historically, much of this money was not being used. Explains the
function of the faculty travel pool that has been in place since Fall 2007. Explains
application process. Says that this year they collected $12,300 total. This spring they have
about $6,500 available for disbursement. The committee will put out a call to all faculty to
apply for travel money. Sandford asks about the average amount of travel money
requested/awarded. Fiumerodo says awards are usually $500-$700; but if they can
accommodate all requests, they fund the full amount. Horigan asks if they application has
a question about whether faculty has applied for travel funds before. Fiumerodo says
their application tries to follow the model of Sabbatical Leave applications, but the
committee is always open to suggestions for improvement. Carrasco-Nungaray shares a
personal story of travel and reimbursement before the travel committee created this new
process. Fiumerodo says that the announcement of this process is critical—how to
effectively spread the word of this pool of travel money. Kolesnik says that he thinks the
process now is a vast improvement over the past—expresses this gratitude to the
committee.

b. College Planning Council and Program Review Process
Lange requests a recap for senators of yesterday’s CPC meeting. Sandford summarizes
the highlights of the meeting. Discussion had regarding the process itself and possible
improvements. Discussion had re: resources available to fund initiatives. Carrasco-
Nungaray comments re: the function of CPC and the committee’s lack of voice or voting
power in the program review process (i.e. that CPC members are spectators to this
process). Lange asks why CPC does not vote on these initiatives? Lange further
comments about the artificiality of the 1/3, 1/3, 1/3 ranking system—how one
department’s high priority might get lost at the division level in favor of someone else’s
low priority initiatives. Kolesnik suggests making a proposal to include faculty and/or staff
on executive decision-making team. Sezzi suggests requesting that executive team “close
the loop” and explain why they are not able to fulfill program review requests that are
ranked high. Senators discuss this. Mules comments that a full-time grant writer could
help by brining in money to add to these dollars, particularly for technology needs.
Kolesnik makes comments that grants are tricky because most require the
institutionalization of some feature or position, so there are limitations to these. Sezzi
makes motion that we request executive team to offer an explanation whenever they
make the decision not to honor/fund a high priority program review request. Horigan
seconds. Senators discuss this. Sezzi amends his motion to read “If the executive team
does not honor the rankings….”. Motion passes unanimously.

c. Faculty Staffing Priorities Committee process and meeting.
Meeting 12/6 at 11:30a.m. - 3:30p.m. Sandford reviews the criteria for evaluations of
requests for faculty growth positions. Sandford reviews membership on the committee:
Art Sandford, Scott Corbet, Peter Sezzi, Colleen Coffey, Bill Hendricks, Mary Zacharias,
Marian Carrasco-Nungaray. Horigan asks a question about the money available for faculty
growth. Sezzi clarifies how funding is determined for growth and replacement faculty.
Kolesnik offers clarification on funding from perspective of BRC. Sezzi suggests that SPC
ask President to join their meeting on 12/6. Senators discuss past practice regarding staffing priorities.

d. Special Senate Meeting on Thursday, December 12th at 4:00. This meeting will take place at Bill Hendricks’ house. It will be the last meeting of the calendar year. This will be a short meeting followed by a senate social. Sandford says a sign-up list for refreshments will circulate at our next meeting. All new faculty members will be invited.

VII. Information Items
a. Revised report on success rates by method of instruction
Senators discuss this document and, particularly the findings re: distance education. Sandford makes suggestion that discussion of distance education be an action item for 1st January meeting.

b. “Visioning Team” and Strategic Plan
Sandford updates senators re: the membership of the “Visioning Team.” Carrasco-Nungaray expresses concern that this is duplicating work done by faculty and staff back in April 2013 through the participation of CPC. Discussion had regarding differences between April’s work and this effort. Senators discuss timing of this meeting so late in fall semester. Sandford says he is hearing that strategic planning/visioning process be postponed to the spring semester—he will convey this to leadership.

VIII. President’s Report
a. Fall Plenary—Sandford reports that major topics of discussion at this event were: Student Success Act; basic skills re: K-12 & CC’s (overlapping adult ed; credit v. non-credit courses, etc); and pre-draft of accreditation standards update.

b. DCAS—discussed allocation model; pre-proposal for Associate Vice Chancellor (Academic and Student Services); full-time faculty obligation number estimated (district) 10 replacements at VC. No decision on growth positions.

c. International students task force formed. VC and MC have international students (albeit, very few), OC has none. Non-resident and international student tuition (allocation questions).

d. DCHR—“expected completion of degree” will no longer be part of equivalency process. Lange brings up difficulty of situations where minimum qualifications book conflicts with opinions of discipline faculty (with respect to adjuncts). Senators discuss need to revisit/review AP re: equivalencies.

e. ITAC
Course Studio will be phased out; DeAnza College grant may lead to statewide course management system and a single portal that would allow students to enroll in online classes anywhere in the state. Senators discuss pros and cons of such a system. 3SP implementation requires data collection between matriculation, Banner, etc—this needs a solution because this is how we will be funded.
IX. Senate Subcommittee Reports—none.

X. Campus Committee Reports—none.

XI. Information Items
Senators discuss the attendance/financial aid issue and faculty’s requirement to report on last day of attendance for any student who fails course or receives no credit. This will be a future agenda item to develop a coherent policy on this and communicate it to faculty.

XII. Announcements for the Good of the Order—none.

XIII. Adjournment at 3:22p.m.