Academic Senate **SBVC**	AD/SS 207 3:00 - 4:30

Minutes of February 5, 2014

Time	Topic	Discussion	Further Action
	Call to Order		
	Approval of Minutes from January 29, 2014		**Motion** by A Alsip for approval of the Minutes of January 29, 2014. **2nd** by G Curasi. **Voice vote - unanimous**

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	President's Report	A Au addressed the following issues in her report (attached): **District Resource Allocation Model Analysis:** Senators are encouraged to read the emailed report (especially first two pages) and attend the Feb. 13 meeting (2:00 – 3:30). It is up to District to formulate allocation models; feedback from SBVC is critical. J Hoyt asked if discussions would address the CHC deficit, which last year had a rationale to request more funds. Reply: the meeting will be more informational than discussion. E Millican reported that College Budget Committee will meet next week (Monday or Wednesday); Senators are invited. **District Strategic Plan Updates:** The committee is currently in the "priorities, integrate with campus plans" phase; following steps include drafting strategies for these priorities and how they will be cohesively integrated into the college's plans. District is endeavoring to get its projections done by the end of this semester and implemented by Spring 2015. Senators are invited to the Friday meetings. **CAE2YT Updates:** In Nov. 2013, a National Center of Academic Excellence in Information Assurance/Cyber Defense for Two-Year Education (CAE2Y) meeting explored the possibility of our district becoming a participating entity. Faculty was tasked with the job of weighing and seeking more information. The Chancellor feels the budget model isn't clear yet; more study is underway. The question is whether we can, within CIT, make a program out of cyber-defense courses. A discussion followed regarding faculty/Senate oversight and the sustainability of cyber-defense as a certificate program, considering other programs whose budgets have been shrunk. A Au reiterated Senate's commitment to a full and open process of exploring options. **Anti-Plagiarism Software Program Updates:** Turnitin is recommended by the Distance Education Coordination Council (DECC) over Safe Assign: the former is more intuitive, user-friendly, and with more usable features. Technology and Educational Support Services (TESS) suggests a gradual phase-in with full implementation in Fall 2014. Tutorials/webinars are available at www.turnitin.com.		

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	New Business	**Advancement in Rank:** An email went to all deans and faculty. We can nominate ourselves or others; paperwork should be sent to the Senate Secretary. The deadline is March 5. A committee will be needed to evaluate the nominations. **Honors Committee Chair:** guidelines are the same as for Curriculum Committee; the nominations deadline is March 1. Bylaw #334 has information. J Lamore is the current chair. The position includes .2 release time. **Plagiarism Policy:** The College's policy is decidedly soft; both Administrative Procedure (Section A1G / Policy #550) and the Student Handbook have brief references under Misconduct. Senate has considered adding plagiarism to a future agenda of District Assembly. R Hamdi said it was important, when software is in place, to have a stated policy on the books. Filling out an incident report treats plagiarism on the same level as a classroom disruption; due process – even for the students' sakes – needs to be outlined. A Au observed that the AP allows for great instructor latitude: a student "may" be expelled; some teachers handle incidents informally with no paper trail. Discussion ensued whether Student Services should be involved; J Lamore said that plagiarism is an academic crime; the punishment should be academic. However, Student Services could possibly maintain centralized records; otherwise, a student can carry dishonest practices from one division to another. **Strategic Plan: Institutional Set Standard:** C Huston said that Institutional Set Standards are required by law and the ACCJC. SBVC considered models from other institutions, especially those that passed accreditation. The second initiative is Student Success; appropriate benchmarks include performance scores; completion; persistence; remedial math/English; online courses; increasing transfer, graduation, and success rates. The goal is to be able to monitor our numbers on an ongoing basis, and track campus goals. Jack Jackson wishes to include distance-education courses and to bring an Online Committee recommendation to Senate for forwarding to College Council. C Huston will email copies of the Strategic Plan to Senators. Following the La Jolla workshop on ISS (Feb. 7), C Huston will work with J Smith to incorporate current numbers into the models being considered; Senate can then make an ISS recommendation to College Council.		**Motion** by K Kammer to have Ed Policy Committee investigate procedures of other campuses. **2nd** by R Pires. **Voice Vote – unanimous.**

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	Old Business	**Faculty Committee Assignment 2-14-2016**: A Au reminded Senators to send her division faculty lists by Feb. 7.	
	Committees	**Ed Policy -** **Student Services - no report.** **Personnel Policy - no report.** **Career & Tech Ed - no report.** **Financial Policy - no report.** **Equity and Diversity - no report.** **Legislative Policy - no report.** **Elections –** C Huston reiterated that both Honors and Curriculum chairs must be elected; she will have materials ready for the March 15 meeting. Nominees will be invited to speak. A Au reported that there will be a "Spotlighting Our Success" banquet event; volunteers are needed. **Curriculum -** **Program Review -** **Professional Development –** **Accreditation & SLOs –** A first forum for Standard One will be Thursday, Feb. 6, in the Library. Gathered information from this past year will be presented, outlining a rationale for met standards and resolving evidentiary gaps. There will be forums each Thursday in February. C Huston and R Hamdi reported that Dr. Marshall will return for three workshops: Feb. 25: program maps for transfers: how to interpret program flaws in SLOs Mar. 25: Writing measurable and effective SLOs Apr. 8 (Flex Day): how to use program maps to complete program evaluation forms. Program mapping is a great foundation for aligning courses. He will also share other methodologies and campus-wide SLO models next Fall. In Spring 2015 SBVC can hopefully move beyond doing SLOs simply to meet accreditation and build a culture of sustainable SLO planning that complements accreditation.	

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	Additional Reports	**College President's Report –** In G Fisher's absence, A Au reported that an AB 89 forum will take place Friday. **SBCCD-CTA –** S Lillard addressed AB 86 and encouraged attendance at the Friday meeting; a note-taker is needed. **District Assembly –** J Stanskas said that AB 86 was discussed. The smoking policy now includes e-cigarettes. They received information from Physical Services about the budget and information shared from the Governor and plans to pay down deferral. The audit policy is being reviewed.		
	Public Comments	J Hoyt thanked interim president A Au for the efficient Senate meetings and her emphasis on the use of technology. S Lillard asked if Senate was going to take a look at and discuss the Brain Trust report. Since there isn't another Senate meeting before the District meeting, Senators are encouraged to forward observations to her.		
	Announce-ments			
3:55	**Adjourned**			

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