

Academic Senate SBVC	AD/SS 207 3:00 - 4:30
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Minutes of October 21, 2009

Time	Topic	Discussion	Action
3: 05	Call to Order		
	Approval of Minutes for 10/7/09		Motion for approval of the Minutes of 10/7/09. by P Buckley 2nd by V Anemelu Voice vote - Ayes unanimous
	President's Report	<p>Topics (see attachment) - Accreditation Update - some clarification about the lack of a transparent funding model in place at the District was noted. Anticipate a report by Dec or Jan about a funding model. The possibility of an addition District Human Resources Plan and the need of a faculty rep from Academic Senate for District Strategic Planning Committee was mentioned. Professional Development, Fall Plenary Session of the Academic Senate for California Community Colleges.</p> <p>Thanks was given to Don Singer for his attendance at this Senate meeting.</p>	

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3: 24	New Business	<p>Disruptive Student Referral System - Z Russ presented info in regards to the process currently in place for dealing with disruptive students on campus, and importance of filing the associated form. A reminder concerning the importance of informing the Dept Chair & Dean in your area of the circumstances surrounding the disturbance. Z Russ noted that the process is time sensitive. A review of the hearing process that occurs after a disruptive student incident is reported occurred. Z Russ also reminded the Senate of the importance in written documentation of a disruptive incident. Information is also available in the College Catalog. The disruptive student incidents form are also available in the Student Services web site.</p> <p>C Huston enquired whether disruptions outside of the class also fall under this procedure. Z Russ confirmed that any disruptions on-campus fall into this procedure. J Stankas recommended that the name of the form be modified to include instances of plagiarism. Z Russ also encouraged feedback concerning items not included on the form. J Notrangelo asked about less serious incidents (not requiring police intervention). Z Russ responded that they should still be documented to keep a record for future incidents. C Cook asked about emergency phone availability on campus. Pres Daniels reviewed the rollout of emergency communications avenues this year including; a) Talk-a-Phones (aka Code Blue) in major parking lots, b) software to allow college to make announcements through all campus phones, c) install phones in the classrooms or nearby locations. O Salvaggio reminded the Senate of the use of the phrase "Mr Blue" when calling campus police in an emergency situation where you cannot speak openly. Z Russ also reminded everyone about the existence of a crisis intervention team on campus.</p> <p>Student Plagiarism - J Stankas referenced a letter dated 12/19/07 about the assignment of I or F grades for incidents of cheating in classes. The legal opinion (L 95-31) prohibits the use of F or I for the class in response to incidents of cheating in the class due to the preemption of due process for the student. F grades can be given for the assignment where the cheating occurred. J Stankas reminded the Senate that plagiarism and cheating are to be considered disruptive activities and therefore can be responded to by using the same form and process described in the previous topic. J Stankas referenced the applicability of Board Policy 5500 in these instances. R Pires enquired about the inclusion of the legal opinion to the faculty handbook. M Klingstrand and G Mack</p>	

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	New Business cont.	<p>Student Plagiarism cont.</p> <p>referenced the legality of a Nursing Student Handbook that eluded to the policy of failure in the program as a result of cheating. J Stankas made a point that if the assignment on which the cheating occurred was weighted heavily in the class grade an F for the assignment would constitute a de facto F for the course. Z Russ reminded the Senate about the importance of maintaining the Disruptive Student process in circumstances such as these. M Ikeda made a point that in circumstances where the failed assignment (resulted from the act of cheating) does not carry the weight to incur an F for the course, transcript information will not reflect a cheating incident. P Buckley reminded that the process is in part to limit the possibility of retaliatory grading. Z Russ reminded everyone that some transfer institutions enquire about the occurrence of disciplinary action for a transferee.</p>	
3:49	Committee Reports	<p>Ed Policy - Program Discontinuance Models (see attached document). R Pires reviewed the history, documents, and process that produced the draft version of this model for Valley College (by C Huston and reviewed by the sub-committee). R Pires emphasized that the discontinuance process not be part of the Program Review efficacy phase, but would be encompassed by an ad hoc committee formed under the auspices of Program Review. R Pires encouraged the senators to forward this draft within the Depts for feedback.</p>	

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		<p>Personnel Policy - Management Hiring Process (see attachment) - L Hector encouraged senators to email her if you were supposed to be serving on this committee but did not receive the emails. She then went on to review areas of the draft document where questions were raised. These were; p4, #3 suggest to have an appointee from the Academic Senate seated on each hiring committee, p5, #10 clarification of direct supervisor and site administrator. Pres Daniels added that these title designations were used so that the hiring process could be a generic process for any site within the District, p5, #12 add Academic Senate President or Designee to the composition of 2nd level interview committee.</p> <p>L Hector enquired about the importance of the last item (p5, #12) to the Senate in light of its contribution to the collegial consultation component of the Accreditation final report. Pres Daniels pointed out the since this is a District Policy, and since Crafton Hills Academic Senate had not historically been included in 2nd level interviews (p5 #12) the draft process is reflecting this difference. O Salvaggio added that the inclusion of this change might allow Crafton Hills Academic Senate to enjoy the same right of representation in 2nd level interviews. S Bangasser recounted the history of the inclusion of the Senate in 2nd level interviews and the strengths associated with this informal policy. P Buckley recounted that a letter and resolution passed by the Senate and sent to the Board of Trustees last Jan dealt with the abrupt change in past practice that occurred upon the removal of the Senate's participation in the 2nd level interviews. J Stankas confirmed the desire of Crafton Hills Academic Senate to be party to 2nd level interviews. J Stankas elaborated on the forwarding of the Senate's comments to District Assembly. T Sheffield made a point that the citation in Accreditation for collegial consultation did not specify this practice by name. J Stankas cited the commendation for collegial consultation came from the faculty's inclusion in decision making at all levels within the college. Pres Daniels reminded the Senate about the District wide applicability of the Management Hiring Process document and to keep an open mind about the wording rather than interpreting the process as a Valley College focused process.</p>	<p>Motion to forward the Academic Senate's version of the Management Hiring Process to District Assembly. by G Mack 2nd by A Aguilar-Kitibutr Voice vote - Ayes unanimous</p>

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		<p>Professional Development - C Hunter recounted the impressive support and participation in the Flex Day Activities (over 130 people). Thanks to S Briggs, D Daniels, J Stanskas, K Ragan, and K Fleming for their contributions. Thanks to EduStream for sponsoring lunch. Thanks also to the Professional Development Committee, Classified Senate, Campus Police, Audio Visual for their support. Feedback from presenters and participants will be gathered next week.</p>	
4:30	College President's Report	<p>Pres Daniels reiterated her thanks for the Flex Day participants and contributors. She also recommended that the faculty spread the word about the importance in maintaining this event in future years.</p> <p>Pres Daniels reviewed the construction progress. Media Building areas housing Valley's communication programs will be in by the end of the spring semester. North Hall is looking to be completed by June. Progress on the Math/Physical Sci building looks on schedule.</p> <p>A overview of the recent OSHA inspection report was made noting that 22 out of the 34 items had been addressed. An All Campus Meeting will be held to review other matters linked with this report.</p> <p>Lastly the VP Instruction screening committee is moving forward. A public forum for the second level candidates will be held on Nov 6th. Pres Daniels noted the importance of faculty feedback from these fora in aiding her decision making process.</p>	
	District Assembly	<p>O Salvaggio announced that the next District Assembly meeting will be held on Tuesday, Nov 3rd</p>	

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	Announcements	<p>Library Databases - C Huston noted that the budget for the Library databases has been payed for this academic year and also identified for the next academic year. She passed out a handout (see attached) concerning the current budgetary circumstances influencing the databases, their function and usage on campus. O Savaggio enquired about the possibility of a student fee being identified. Some conversation about the possible use of Perkins monies was also mentioned. Pres Daniels stated her on-going commitment to this aspect of the Library but cautioned about the uninformed use of Perkins monies.</p> <p>Flex Day - C Hunter added a note of appreciation to S Bangasser, A Au, B Clark, and J Jorgensen for their panel presentation during the Flex Day Activity.</p> <p>Election of Academic Senate President - V Anemelu inserted mention of the ongoing election process for Academic Senate President until Oct 29th. Currently 95 faculty have voted out of 166.</p>	
4:39	Adjournment		