

Minutes  
 Senate Meeting  
 Tuesday October 3, 2017  
 Tower (Room T-450) 12:10 PM-12:55 PM

**Present: Jacqueline Burgess, Bruce Lazarus, Roger Chung, Kimberly King, Antonio Watkins, Scott Godfrey, Laura Bollentino, Tracy Camp, Blake Johnson, Vina Cera, Cynthia Mahabir, Fred Bourgoin, Donald Moore, Suzan Tiemroth-Zavala, Eleni Gastis, Heather Sisneros, Yiping, Wang, Chris Weidenbach, Stephen Corlett, Jill Neely, Nick Kryiakopedi, Rajeev Banerjee**  
**Guests: Katie Graham, Nathaniel Pyle, Rebecca Bailey,**

AGENDA ITEM	SUMMARY OF INFORMATION AND DISCUSSION	FOLLOW UP ACTION
I. <b>Call to Order</b>	12:09	
II. <b>Approval of Meeting Minutes</b>	Louis, fred, call question...two tracy and chris abstentions	
III. Laney Eagle	Daniela Pachtrapanska gave the Eagle to Carol Brown for her contributions to the graphic arts dept and her dedication to students. She does a lot of outreach to high schools and workshops and contributes to the new brochure.	
IV. 2016-2017 Officer's Reports a. President's Report (Moore)  · VISIT FROM VP OF STATE GOVERNING BOARD ·  CANVAS APPOINTMENTS AND TRAININGS ·	<ul style="list-style-type: none"> <li>• Thomas Epstein will talk with faculty staff and students Wed 10/4 to learn about our campus</li> </ul> <p>DE Chelsea Cohen sends weekly emails about Canvas trainings. Christy Blue will send out info to department chairs.</p> <ul style="list-style-type: none"> <li>• There are drop in trainings at the TTLC (T-513) to get help with Canvas. 80 faculty who are using Moodle will need to be able to migrate to Canvas by Fall 2018</li> <li>• There are also workshops offered by Kevin Kelly, who consults with the District and who is here for the year.</li> </ul>	

- RECEPTION FOR BOARD OF TRUSTEES AT LANEY BISTRO FRIDAY OCT 6 FROM 4-6 SPONSORED BY PFT AND DAS

- b. DAS Representative's Report (Johnson)

V. Action/Discussion Items

a. LEARNING ASSESSMENT/CURRICULUM TOPICS (BAILEY/SISNEROS)

Revised Charge of the LAC:

- Ensure quality assessment of learning outcomes college-wide by reviewing course/program outcomes and recommending enhancements through the curriculum committee process.
- Advocate for a culture of continuous improvement of service to students through assessment. Clarify, for all college personnel, the importance of analyzing and reporting assessment results, development and follow-through of action plans, and update of

5-6 members of Board of Trustees have agreed to come; Chancellor will also be there  
Dr Gilkerson now; we will host a reception for her on Friday at 2 pm. She has our support in dealing with the District

- Focusing on asserting a stronger consulting presence in institutional planning
- Will the BOT the discussion about the stadium at next meeting?
- Reassert 10 + 1 and give district guidelines to follow
- Shared governance will incentivize the district to follow what they should do
- Budget and DE. formation of classroom upgrade committee to give faculty more of an ongoing voice in planning

- Based on the spring 17 end-of-year committee survey, LAC wanted to revisit charge and membership, considering changing needs of the college
- At our first meeting, it was determined that some areas were not represented or underrepresented on the committee, and used FTEF to help determine which areas needed representation, without adding too many positions to this already large committee
  - Visual and performing arts were added
  - Business was added; library and counseling were combined as a student service area
  - There were questions as to why this was done as Library and Counseling are very different-response was that they were both in the student services area
  - Suggestions were made to revisit the new composition of the LAC at the end of the semester to see if it is working
- Meta assessment module nearly ready – look out for trainings very soon! Please let the areas you represent know that this is coming and that Meta

<p>curriculum.</p> <ul style="list-style-type: none"> <li>• Participate in creating effective college report templates that appropriately address outcomes. Ensure integration of assessment results into college reports.</li> <li>• Work with faculty and deans to clarify needs and requirements in regard to assessment, and provide support and training to departments/units.</li> <li>• Assist departments/units in meeting accreditation standards pertaining to assessment.</li> <li>• Maintain a repository of evidence for assessment at the college.</li> <li>• Produce and maintain documents and resource materials regarding assessment for the college community.</li> <li>• Promote student awareness of SLOs, PLOs and ILOs.</li> </ul> <p>Curriculum Committee Update</p> <p>Charge of the Curriculum Committee: As a standing committee of the Laney College Faculty Senate, the Curriculum Committee is responsible for the review and approval of curriculum. After Curriculum Committee approval, curriculum requests move through to the Vice President of Instruction, the Council of Planning and Development (CIPD)</p>	<p>will be the only data recording method we use this year. All faculty will need to train to enter course-level data, and departments will need to organize with leads to work on higher assessment levels</p> <p>Curriculum:</p> <ul style="list-style-type: none"> <li>• There are no deans since they usually don't come and it was decided to have deans come only when needed for support</li> <li>• all faculty must come and defend proposal; help protect and answer questions;</li> <li>• The committee will table proposals if no faculty member is present</li> </ul>	
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<ul style="list-style-type: none"> <li>● Review proposals for new courses and programs, course and program revisions and deactivations</li> <li>● Participate in the program review and accreditation review processes.</li> <li>● Review and recommend changes in the general education and graduation requirements</li> <li>● Review course proposals for alignment with articulation requirements.</li> <li>● Recommend procedures and policies affecting curriculum.</li> <li>● Review and recommend changes to the college catalog.</li> </ul> <ul style="list-style-type: none"> <li>● b. Special Fall Election WEEK OF OCT 9-13 c. DE RESOLUTION</li> <li>● d. Resolution to affirm Senate responsibility to be consulted on 10+1</li> </ul> <p>DE Resolution</p>	<p>Special Election starts Monday, October 9 to Friday, October 13.  To affirm what we did last year: there will now be 4 part timer reps  ¼ vote for part timers when electing reps; constitution does not say whether that is true for other elections</p> <p>Diagram for DAS; not all senate, colleges; not all members of all constituencies are against the stadium</p> <p>Louis, rajeev to discuss; not a charge of DE committee; vina says we need to be DE Courses need to be taught pedagogically well  How well are students doing? How are new programs being assessed? Could be online or hybrid</p>	
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<ul style="list-style-type: none"> <li>• e. Stadium Workgroup</li>   <li>• VII. Announcements:</li>   <li>• NEXT Senate Meeting Tuesday, October 17, 2017</li> <li>• Curriculum Update*</li> <li>• Facilities Update* Assessment Update</li> <li>• *DE Update Adjournment</li> <li>•</li> </ul>	<p>The vote was as follows.</p> <p><b>Yes Votes:</b> Donald Moore, Eleni Gastis, Blake Johnson, Suzan Tiemroth-Zavala, Louis Quindlen, Scott Godfrey, Rajeev Banerjee, Stephen Corlett, Tony Watkins, Chris Weidenbach, Jill Neely, Kimberly King, Tracy Camp, Fred Bourgoin, Jacqueline Burgess, Nick Kyriakopedi, Laura Bollentino, YiPing Wang</p> <p><b>No votes:</b> Heather Sisneros, Vina Cera</p> <p>Abstention: Cynthia Mahabir</p> <p>Amendment -tabled before and now redone; louis made motion so he accepts; implied in language there and not too specific</p> <p>Friendly amendment-distance ed, not distant; second whereas, eleni has roll call; passed;</p>	
<p>NEXT Senate Meeting Tuesday, October 17 , 2017</p>	<p>12:54</p>	

<p><b>Donald Moore</b> President</p> <p><b>Eleni Gastis</b> Vice-President</p> <p><b>Louis Quindlen</b> Parliamentarian/Treasurer</p>	<p><b>Roger Chung</b> Ethnic Studies</p> <p><b>Heather Sisneros/ Jeff Haagenson</b> Kinesiology/Physical Education</p>
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**Suzan Tiemroth-Zavala**

Secretary

**Blake Johnson**

DAS Representative

**Stephen Corlett**

Chemistry

*Senate Representatives*

**Rajeev Banerjee**

Biology

**David Simon**

Business, CIS

**Bruce Lazarus**

Cosmetology

**Chantal Martin**

Culinary Arts

**Chris Weidenbach**

**Tony Watkins**

English

**Jill Neely**

**Anne Agard**

ESOL

**Arturo Davila Sanchez**

**Kimberly King**

**Scott Godfrey**

**Gregory Schwartz**

Liberal Arts

**Tracy Camp**

**Fred Bourgoin**

Mathematics

**Jay Lehman**

Music

**Vina Cera**

**Jacqueline Burgess**

**Cynthia Mahabir**

Part-Time Faculty

**Louis Quindlen**

Career Technology

Education

**Laura Bollentino**

**Terrance Greene**

**Karen Talbot**

**Yiping Wang/Autumn**

**Sullivan**

Student Services