ACADEMIC SENATE

Adopted Meeting Minutes 1:40-3:10 pm, SC 212 October 17, 2013

Members Present: R. Barrio-Sotillo, R. Dickes, D. Dionisio, G. Gardner, B. Gellert, A. Glanzer, J. Groper, C. Hastings, P. Kazanjian, R. Mauk, P. Mayer, A. Mecom, K. Meza, A. Ohanis, G. Perkins, C. Pollack, J. Queen, P. Renner, P. Rooney, M. Scott, R. Shamieh, F. Virani, A. Young.

Proxies: Chris Cicuto for

Resource, Non-voting: F. Strong

Members Absent: Yvette Ybarra

C&I Coordinator: S. McLemore, P. Renner substituting

Guests: Susie Chin

- 1. Call to order 1:45PM
- 2. Comments from the audience on agenda items only (5 minutes per speaker)
- 3. Approval of the minutes October 3, 2013 minutes approved.
- 4. President's report
 - a. Treasurer's report
 - b. Final Exam proposal 2 hour 15 minute final exams and 15 minute passing time.
 - c. November 12th 1:40 PM- 3:30PM Library Division hearing
 - d. FON number, range is 209-212; we have 214 full time faculty; we are not required to hire. Administration determining how to proceed.
- 5. Call for additional items (Gardner/Gellert) Change library hearing date to Dec. 5; (Mayer) FON is a floor for IHAC.
- 6. Approval of the agenda **MSC** Agenda approved as amended.
- 7. Old business

- **a. Motion 2013-28** Courses being moved from a Credit Division to a Noncredit Division within the same discipline or vice versa must be approved by the Senate.
- **b. Motion 2013-31** The Senate adopts the discipline of Small Business Development (Entrepreneurship)
- c. **MSC** Motion 2013-33 See below* This item was taken as the second item of the agenda.
- 8. New business:
 - a. Motion 2013-34 The Senate adopts the FACC proposed resolution to the ACCJC.
 - b. **MSC** Motion 2013-35 The Senate approves the transfer of \$5,000 from Student Scholarship Account B04 in order to pay our 2012-2013 PFE recipients with the understanding that the Foundation Office has promised to install \$5,000 back into the same account by the end of Spring 2014.
 - i. This item was taken as the first item of the agenda.
- 9. Officer's Report
 - a. 1st Vice President
 - b. 2nd Vice President
 - c. Treasurer
 - d. Budget representative
- 10. Reports from the college standing committees and the Technology Mediated Instruction committee
 - a. Academic Affairs
 - b. Administrative Affairs
 - c. Student Affairs
- 11. Reports from Senate Committees
 - a. Curriculum & Instruction
 - b. Distance Education
- 12. Accreditation report
- 13. Reports from task forces/ad hoc committees
- 14. Adjournment 3:15PM, minutes recorded by Roger Dickes, Senate Secretary.
- Motion 2013-33 Desiring to bring some clarity to the college's need for immediate action on SLO's and PLO's, and recognizing that any formal policy on this should originate in the SLO Committee and be passed through the normal governance process, the Senate proposes the following guidelines to be used until the more formal process can be completed:
- 1) A student learning outcome assessment cycle (SLOAC) shall be completed at least once every three years for every course offered by the college. Any SLOAC which has been completed and

- properly documented since the beginning of Fall 2010 for a specific course shall be considered to satisfy this requirement for that course for the purposes of the mid-term accreditation report.
- 2) For the mid-term report to be submitted next March, every effort must be made to ensure that every course that is currently being offered by GCC as of Fall 2013 has a SLOAC completed and properly documented by December 16, 2013.
- 3) A valid SLOAC for a given course may assess one or more of the defined SLO's of the course.
- 4) The assessment for each course for which four or more sections are offered in a given semester should involve more than one section of the course. Assessments for different sections of a specific course, if not identical, should be similar enough to allow for the data obtained to be reasonably aggregated and compared.
- 5) If only one section of a course is offered, or if only one instructor is involved in the assessment, that instructor should involve one or more additional instructors from that discipline, or a related discipline (possibly the Department Head, Division Chair, or their designee(s)), in discussion of the results of the assessment and how the results could be used to improve the course. All faculty involved in the assessments and/or the discussion thereof for a course should be listed as participants in the SLOAC for that course.
- 6) The program learning outcome assessment cycle (PLOAC) shall be completed at least once every three years for every defined program of the college. Any PLOAC which has been completed and properly documented since the beginning of Fall 2010 for a specific program shall be considered to satisfy this requirement for that program for the purposes of the mid-term accreditation report.
- 7) For the mid-term report to be submitted next March, every effort must be made to ensure that every program that is currently being offered as of Fall 2013 has a PLOAC completed and properly documented by December, 2013. If a program is so new that no student will have completed the program by the deadline, the program is exempt from this requirement.
- 8) A valid PLOAC for a given program may assess one or more of the defined PLO's of the program.
- 15. Adjournment **3:15PM** Minutes recorded by Roger Dickes, Senate Secretary.