## **ACADEMIC SENATE**

Adopted Meeting Minutes 1:40-3:10 pm, LR 105 December 6, 2012

Members Present: R. Dickes, B. Gellert, N.Getty, A. Glanzer, P. Kazanjian, R. Mauk, P. Mayer, A. Mecom, A. Ohanis, G. Perkins, C. Pollack, J. Queen, P. Renner, P. Rooney, M. Scott, F. Virani, R. Shamieh, Y. Ybarra, A. Young

Proxies: Sarah McLemore for Cameron Hastings, Kathy Flynn for Glenn Gardner

Resource, Non-voting: None

Members Absent: R. Parker, R. Cortes, B. Gellert

**C&I Coordinator: Sarah McLemore** 

**Guests: None** 

- 1. Call to order **1:45PM**
- 2. Comments from the audience on agenda items only (5 minutes per speaker)
- 3. Approval of the minutes \*\*MSC\*\* November 15<sup>th</sup>, 2102 minutes approved as amended.
- 4. President's report
  - a. Final Exams
  - b. Treasurer's report
  - c. Budget report
  - d. Reorganization Policy
  - e. Superintendent/President's search update
  - f. Course scheduling
- 5. Call for additional items (Glanzer) discussion of final exam schedule; (Queen) discussion of Method for Proposing Reorganizations item 2(c); (Queen) discussion of bylaws and constitution: (a.) election timing and (b.) whether C&I co-chair should be a member of senate.
- 6. Approval of the agenda \*\*MSC\*\* Agenda approved as amended.

## 7. Old business

- a. Motion 2012-18 The Senate recommends that if an instructor is repeatedly late to class during the semester, the student should report the lateness to the division chair responsible for the instructor. Repeatedly is defined as ........ Late to class means more than 10 minutes late for each hour or partial hour of class time, i.e. 15 minutes for one and a half hour course, 20 minutes for two hour classes etc.... "
- b. **Motion 2012-20** The Senate approves the change to Admin. Reg. 7120 Tenure Track Hiring Procedure (See Oct 18 Senate agenda)
- c. **Motion 2012-22** The Senate approves the changes made to Admin Reg. 4228 Course Repetition-Significant Lapse of Time (See Nov. 1 Senate agenda)
- d. \*\*MSC\*\* Motion 2012-23 The Senate approves new Board Policy 4222 Remedial Coursework (See Nov. 15 Senate agenda)
  - i. \*\*MSC\*\* (Young/Glanzer) this item was taken as the second item in the agenda.
- e. **Motion 2012-24** The Senate approves new Board Policy 4231 Grade Changes (See Nov. 15 Senate agenda)
- f. \*\*MSC\*\* (Parker/Renner) The Senate recommends that the Guild form a task force to propose a new final exam schedule to address the following concerns: final exams should be 2.5 hours in duration; there should be at least 20 minutes of passing time in between exams; the final exam schedule should more closely follow class schedule. Task force membership may include key administrators as well as Guild and Senate representatives. The Senate recommends that the task force report back to Senate in February 2013.
  - i. \*\*MSC\*\* (Glanzer/Perkins) This item was taken as the first item of the agenda

## 8. New business:

- a. **Motion 2012-25** For minimum qualification purposes, there is no equivalency for Associate Degrees.
- b. 1<sup>st</sup> Vice President
- c. 2<sup>nd</sup> Vice President
- d. Treasurer
- e. Budget representative
- 9. Reports from the college standing committees and the Technology Mediated Instruction committee
  - a. Academic Affairs
  - b. Administrative Affairs
  - c. Student Affairs
  - d. Technology Mediated Instruction
  - e.

- 10. Reports from Senate Committees
  - a. Curriculum & Instruction
  - b. Distance Education
- 11. Accreditation report
- 12. Reports from task forces/ad hoc committees
- 13. Adjournment \*\*MSC\*\* (Glanzer/Dickes) 3:11 PM, minutes recorded by Roger Dickes, Senate Secretary.