



**ACADEMIC SENATE MINUTES**

**Thursday, August 30<sup>th</sup>, 2018 1:00 p.m. Board Room**

**ATTENDANCE**

**Senators**

**Visitors**

Harvey Estrada  
Jerome Evans  
Roza Ekimyan  
Paul Flor  
Amber Gillis  
Nikki Williams  
Hoa Pham  
Kent Schwitkis  
Vanessa Haynes  
Brent Kooiman  
Jesse Mills  
Minodora Moldoveanu  
Mahbub Khan  
Pamela Richardson  
Rajinder Sidhu  
Shirley Thomas  
Andree Valdry

Eyob Wallano  
Citlali Gonzales  
Jasmine Philips  
Gerson Valle  
David McPatchell  
Robert Franklin  
Aurora Cortez- Perez  
Jennifer Hill  
Valerie Woodward  
Kendahl Radcliff  
Vanessa Madrid  
Axa Maradiaga  
Abby Tatlilioglu

**I. CALL TO ORDER** – Amber Gillis 1:03 p.m.

**II. APPROVAL OF AGENDA** – Evans/Schwitkis- Approved With correction to the Vice president’s name

**III. APPROVAL OF MINUTES** – Schwitkis/Valdry - Approved

**IV. REPORTS**

**President’s Report-** Amber Gillis reporting.

- No report

**Vice President-** Jesse Mills

- No report

**Board Representative** – Jerome Evans reporting

- No report

**Accreditation:** Amber Gillis reporting.

- No report

**V. ACTION ITEMS-UNFINISHED BUSINESS**

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## **VI. NEW BUSINESS**

- There are 3 Administrative Procedures that we need to go through this week will complete first read.
  - AP 4050- Articulation. Gillis asked if there are any comments, questions, or suggestions. Gillis stated that she worked on this over the summer and has already shared this with the managers in order to get assistance from them on the wording. Flor asked about Accreditation Standard IIA 6 referenced in the AP and if this is the only Accreditation standard that would apply. Flor asked Jasmine Philips if articulation is relevant to Standard I. Philips stated that articulation and Distance Education are separate from each other. Gillis will look into this and amend to include this information if necessary.
  - AP 4235- Credit by Examination. The Board Policy for Credit by Examination was covered last semester and we need to have an Administrative Procedure to cover the requirements. Gillis discussed some of the highlights of the requirements. Haynes asked for clarification of the wording “middle of the term” and not using more specific wording such as week 8 instead of the “middle of the term.” It was noted that if we have a shorter term, such as the winter session, this general wording will cover all terms. Richardson brought up the need for the policy to expressly state who gets the final determining say on who can get credit by examination, the dean or the faculty. Gillis stated that we can add a section that covers this. What about the use of the word “examination” for students who are looking for something such as a course waiver. Barbara Perez stated that there is a course waiver process where students can request a course waiver and for reasons such as a course not being offered. Richardson shared the story about her students and how difficult it has been for them to test out of a course that they have essentially taken in order to become licensed. This has hindered their ability to graduate and consequently the students went to El Camino and received the credit by examination from them. Haynes stated that she should get together with Richette Bell since El Camino has a policy in place we should be doing it as well.
  - AP 4236- Credit for Military Service. Gillis stated that we will bring this back for a second read next week and asked Shirley Thomas to take an extra close look at the connection to the Nursing area. Please take a look at this over the next week and we will be considering this for second read next week at our regular senate meeting.

## **VII. Information- Discussion Items**

- Curriculum Process and Future Courses- Gillis stated that there are some courses that have not been transferred over in areas such as Music and Theater because of some of the prerequisites and some of the wording of the requirements that courses are asking for. Gillis showed one of the examples of where the wording needs to be changed in the future because if the class is put forward as is, it would be putting faculty and students in a hole. Valdry asked if we can change the wording. Perez stated that we cannot make any major changes to the courses because of the way that we are getting these articulated. What we are being asked is to remove courses that have major discrepancies that cannot be changed at the moment and we should not bring them over right now. Perez stated that there are only 2 courses that are running into this problem. Discussion followed about the rationale of what it means to take the courses out.
- Gillis stated that she has all of the curriculum here and she would like to parcel it to the 3 division chairs that are present and have the faculty in the divisions go through it for first read. Faculty grouped up and worked on the curriculum.

## **VIII. Events/Meetings**

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**MOTION TO ADJOURN** – Approved – 2:15 p.m.