



Minutes of the  
MEETING OF THE FACULTY SENATE  
April 7, 2014

APPROVED

PRESENT: Sandra Andre, Melinda Carrillo, Molly Faulkner, Jenny Fererro, Joel Glassman, Barb Kelber, Greg Larson, Jackie Martin, Patrick O'Brien, Lillian Payn, Susan Snow, Diane Studinka, Travis Ritt, Fari Towfiq, Rocco Versaci

ABSENT: Teresa Laughlin, Pam McDonough

GUESTS: Michelle Barton, Genesis Gilroy, Adrian Gonzales

CALL TO ORDER: The meeting was called to order by the President, Greg Larson, at 2:00 p.m. in Room SU-30.

Approval of Minutes:

Motion 1 MSC Morrow, Fererro: Faculty Senate approval of the minutes of March 31, 2014, as amended. The motion carried.

Public Comments: There were no public comments.

Announcements: There were no announcements.

Agenda Changes: Greg Larson noted that some changes may be made to the order of the agenda due to guests being present.

Election of Faculty Senate President: Nominations were accepted for the position of Faculty Senate President.

Senators Fari Towfiq, Diane Studinka, Jenny Fererro, and Sandra Andre were nominated. All declined the nomination.

Senate members agreed to postpone this item until next week.

Motion 2 MSC Kelber, Andre: To postpone the election of the Faculty Senate President until April 14, 2014. The motion carried.

Committee Appointments: There were no committee appointments.

Patrick O'Brien noted that he has distributed an announcement to all faculty members regarding current and upcoming committee vacancies. If there is an interest in volunteering for committee service, more information is available on the Faculty Senate website: <http://www.palomar.edu/facultysenate/coc/>.

- Accreditation  
Tri-Chair: Senators reviewed a letter of interest for the position of Accreditation Tri-Chair.
- Motion 3 MSC Kelber, Versaci: Faculty Senate support of the appointment of Brent Gowen as Accreditation Tri-Chair for a one-year term beginning Fall 2014, and ending this accreditation cycle. After completion of this cycle, the position will be filled for a three-year term. The motion carried.
- SLOAC Coordinators  
of the Learning  
Outcomes Council: Senators reviewed a letter of interest for the SLOAC GE/ILO Assessment Coordinator.
- Motion 4 MSC O'Brien, Faulkner: Faculty Senate support of the appointment of Wendy Nelson as SLOAC GE/ILO Assessment Coordinator for a two-year term beginning Fall 2014. The motion carried.
- Faculty Resource  
Coordinator: Senators viewed letters of interest for the position of Faculty Resource Coordinator.
- Motion 5 MSC Morrow, Faulkner: Faculty Senate support of the results of the ballot for the appointment of Lawrence Lawson as Faculty Resource Coordinator for a term beginning August 2014, through June, 2016. The motion carried.
- Curriculum: Copies of the following Curriculum items were distributed to Senators electronically:

**Palomar College Curriculum Actions**  
Wednesday, April 2, 2014

**I. CONSENT CALENDAR**

**SECOND READING – ACTION**

There will be no separate discussion of these items unless a Curriculum Committee member or guest requests that a particular item be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be **routine** and will be approved by **one motion**.

The following curriculum changes, pending appropriate approvals, will be effective Fall 2014.

**A. Credit Course/Program Packages**

1. Package Title: Open Entry/Open Exit Program Transition  
Discipline: Business Education (BUS)  
Description: OIS/BUS Computer Applications Reorganization  
*L. Jackie Martin*

**a. New Credit Courses**

1) Course Number and Title: BUS 104 Business Information Systems  
Discipline: Business Education (BUS)  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
b. Advertising, Marketing, and Merchandising, A.S. Degree Major/Cert. Achievement  
c. E-Marketing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: Create new course to match STMC C-ID BUS 140, Business Information Systems, Add to A.A. Admin. Asst. add to Admin. Asst. C. of A. and to the Business Administration Transfer Model Curriculum.  
*L. Jackie Martin*

**b. Credit Course Changes**

1) Course Number and Title: BUS 165 Beginning Keyboarding  
Discipline: Business Education (BUS)  
Course Included in the following programs:  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
*Standalone Course*  
Changed title, increased unit value from 1 to 2, increased lecture hours from 0.5 to 1, increased lab hours from 1.5 to 3, updated description, objectives and required writing, removed open entry/open exit.  
*L. Jackie Martin*

2) Course Number and Title: BUS 166 Intermediate Keyboarding  
Discipline: Business Education (BUS)  
Recommended Prep: BUS 165, or a keyboarding speed of 30 net words per minute  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
b. Business - General, A.S. Degree Major  
c. Escrow, A.S. Degree Major/Cert. Achievement  
d. Legal Support Assistant, Certificate of Proficiency  
e. Medical Office Specialist, A.S. Degree Major/Cert. Achievement  
f. Microsoft Office Specialist, Certificate of Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Changed number and discipline from OIS 102 to BUS 166, removed OIS 101 as recommended preparation, added BUS 165 as recommended prep, updated description, objectives, outline, and required writing, removed open entry/open exit.  
*L. Jackie Martin*

3) Course Number and Title: BUS 167 Microsoft Office Integration  
Discipline: Business Education (BUS)  
Recommended Prep: BUS 120  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Changed number from BUS 195 to BUS 167, increased units from 1 to 3, increased lecture hours from 1 to 1.5, increased lab hours from 1 to 4.5, added BUS 120 as recommended preparation, removed "applications" recommended preparation, updated description, objectives, methods of instruction, outline, textbooks, and required writing, removed open entry/open exit.  
*L. Jackie Martin*

**c. Credit Course Deactivations**

1) Course Number and Title: BUS 188 Voice Recognition  
Discipline: Business Education (BUS)  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Low to no enrollment.  
*L. Jackie Martin*

2) Course Number and Title: OIS 103 Advanced Keyboarding  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 102, or a keyboarding speed of 45 net words per minute  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Low to no enrollment.  
*L. Jackie Martin*

3) Course Number and Title: OIS 115 Filing and Records Management  
Discipline: Office Information Systems (OIS)  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement

b. Accounting, A.S. Degree Major/Cert. of Achievement  
c. Legal Support Assistant, Certificate of Proficiency  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Computer Assisted, Online  
OIS Revamping. Low enrolled. Content incorporated into new BIS 100 and BIS 102 Keyboarding classes.  
*L. Jackie Martin*

4) Course Number and Title: OIS 136.1 Word Basic  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 102, and OIS 120  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Duplicate course. OIS transition.  
*L. Jackie Martin*

5) Course Number and Title: OIS 136.2 Word Intermediate  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 136.1  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
b. Medical Office Specialist, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Duplicate course. OIS transition.  
*L. Jackie Martin*

6) Course Number and Title: OIS 136.3 Word Advanced  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 136.2  
Course Included in the following programs:  
a. Administrative Assistant, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Duplicate course. OIS transition.  
*L. Jackie Martin*

7) Course Number and Title: OIS 210 Law Office Procedures  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 102, and LS 121  
Course Included in the following programs:  
a. Legal Support Assistant, Certificate of Proficiency  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Not offered for many years.  
*L. Jackie Martin*

8) Course Number and Title: OIS 220 Medical Transcription Procedures  
Short Title: MEDICAL TRANSCRIPTN PROCEDURES  
Discipline: Office Information Systems (OIS)  
Distance Learning Offering(s): Online  
Reason for Deactivation: Outdated technology. Very low enrollment.  
*L. Jackie Martin*

9) Course Number and Title: OIS 231.1 Medical Machine Transcription I  
Short Title: Med Machine Transcription I  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 102, and OIS 220; OIS 80  
Transfer Acceptability: CSU  
Reason for Deactivation: Outdated technology. Very low enrollment.  
*L. Jackie Martin*

10) Course Number and Title: OIS 231.2 Medical Machine Transcription II  
Short Title: Med Machine Transcription II  
Discipline: Office Information Systems (OIS)

Recommended Prep: OIS 231.1  
Transfer Acceptability: CSU  
Reason for Deactivation: Outdated technology. Very low enrollment.  
*L. Jackie Martin*

11) Course Number and Title: OIS 231.3 Medical Machine Transcription III  
Short Title: Med Machine Transcription III  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 231.2  
Transfer Acceptability: CSU  
Reason for Deactivation: Outdated technology. Very low enrollment.  
*L. Jackie Martin*

12) Course Number and Title: OIS 231.4 Medical Machine Transcription IV  
Short Title: Med Machine Transcription IV  
Discipline: Office Information Systems (OIS)  
Recommended Prep: OIS 231.3  
Transfer Acceptability: CSU  
Reason for Deactivation: Outdated technology. Very low enrollment.  
*L. Jackie Martin*

**d. Program Change**

1) Program Title: Administrative Assistant  
Discipline: Business Education (BUS)  
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
Total Units: 31  
Updated title, added BUS 100, 10, 120, 152, 166, 167, 171, 173, 176, 187 and 205, removed BUS 125, 176, 180, 185, 186 and 195, removed OIS 103, 115, 120, 136.2, 136.3, and 205, removed CE 100, updated total units, removed typing note and recommended electives, removed OIS reference in CAP footnote.  
*L. Jackie Martin*

**B. Program Changes**

1. Program Title: Fashion: Buying and Management  
Discipline: Fashion (FASH)  
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
Total Units: 26  
Added FASH 110, removed FASH 178 and FASH 197A, removed BUS 125 and CE 150, updated total units.  
*Rita Campo-Griggs*

**C. Program Deactivations**

1. Program Title: International Administrative Assistant  
Discipline: Office Information Systems (OIS)  
Award Type: A.S. Degree Major/Cert. Achievement  
Total Units: 28 - 31  
Reason for Deactivation: Few number of degrees/certificates earned over the last six years.  
*L. Jackie Martin*

2. Program Title: Medical Office Management  
Discipline: Office Information Systems (OIS)  
Award Type: A.S. Degree Major/Cert. Achievement  
Total Units: 22  
Reason for Deactivation: Few number of degrees/certificates earned over the last six years.  
*L. Jackie Martin*

3. Program Title: Receptionist  
Discipline: Office Information Systems (OIS)  
Award Type: Certificate of Proficiency  
Total Units: 13  
Reason for Deactivation: Few number of degrees/certificates earned over the last six years.  
*L. Jackie Martin*

4. Program Title: Virtual Assistant  
Discipline: Office Information Systems (OIS)  
Award Type: Certificate of Proficiency  
Total Units: 17

Reason for Deactivation: Few number of degrees/certificates earned over the last six years.  
*L. Jackie Martin*

**D. New Credit Courses**

1. Course Number and Title: ACS 180 Intercollegiate Sand Volleyball  
Short Title: Intercoll Sand Volleyball  
Discipline: Athletics and Competitive Sports (ACS)  
Transfer Acceptability: UC, CSU  
*Standalone Course*  
Justification: Begin to implement a competitive Women's Sand Volleyball team.  
*Karl Seiler*

**E. Credit Course Changes**

1. Course Number and Title: ARCH 121 Multicultural Architectural History  
Short Title: Multicultural Arch History  
Discipline: Architecture (ARCH)  
Course Included in the following programs:  
    a. Architecture, A.S. Degree Major/Cert. Achievement 18 units/more  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area C: Arts and Humanities - C1: Arts  
IGETC Area 3: Arts and Humanities - 3A: Arts  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Updated textbook, added online distance learning and XB09 to "Includes work Based Learning."  
*Kenneth E. Swift*

2. Course Number and Title: ART 221 Painting  
Discipline: Art (ART)  
Prerequisites: ART 220  
Course Included in the following programs:  
    a. Pictorial Arts-Painting, A.A. Degree Major  
    b. Pictorial Arts-Printmaking, A.A. Degree Major  
Transfer Acceptability: UC, CSU  
Updated title, description, objectives, outline and textbook.  
*Lily Glass*

3. Course Number and Title: FIRE 131 Emergency Preparedness  
Discipline: Fire Technology (FIRE)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Removed FIRE 100 as prerequisite, updated methods of instruction, textbook and methods of assessment.  
Updated CB05 to "transferable to CSU."  
*Carl Lofthouse*

**F. Credit Course Deactivations**

1. Course Number and Title: BUS 186 Microsoft Publisher  
Discipline: Business Education (BUS)  
Recommended Prep: BUS 170, or OIS 136.1  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Low to No Enrollment. Adding Publisher content to new BUS 120, formerly OIS 120.  
*L. Jackie Martin*

2. Course Number and Title: CSIT 130 Windows 7  
Discipline: Computer Science and Information Systems - Information Technology (CSIT)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Haven't offered this course in 4 years. Windows 7 is an older O.S., CSNT 121 - Windows Client is the same course.  
*Nicholas R. Green*

3. Course Number and Title: OIS 125 Creating the Virtual Office  
Discipline: Office Information Systems (OIS)  
Distance Learning Offering(s): Online  
Reason for Deactivation: Part of OIS deactivation due to low enrollment.  
*L. Jackie Martin*

4. Course Number and Title: OIS 225 Managing the Medical Office  
 Discipline: Office Information Systems (OIS)  
 Prerequisites: A minimum grade of C in BMGT 101  
 Transfer Acceptability: CSU  
 Distance Learning Offering(s): Online  
 Reason for Deactivation: Course not offered for several semesters.  
*L. Jackie Martin*

**E. Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2014.

Catalog/Subject Number	Learning Offerings
ARCH 121	<u>Online</u>
BUS 104	<u>Online</u>
BUS 165	Online
BUS 166	Online
BUS 167	Online
FIRE 131	Online

**F. Requisites and Advisories**

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2014.

Catalog Number	Type	Description	Proposal Type
BUS 166	Recomm. Prep.	<del>OIS-101</del> BUS 165 or a keyboarding speed of 30 net words per minute	Change
BUS 167	Recomm. Prep.	<del>Intermediate level knowledge of word processing, database, spreadsheet, and presentation software applications</del> BUS 120	Change
BUS 181	Prerequisite	<u>BUS 180</u>	New
BUS 182	Prerequisite	<u>BUS 181</u>	New

**VIII. TECHNICAL CORRECTION**

A. The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2013.

Catalog/Subject Number	Learning Offerings
READ 49	<u>Computer Assisted Instruction</u>

B. The following TOP Code corrections are effective immediately:

Course	Old TOP	New TOP
CHDV 108	130540	130500
CHDV 112	130500	130520
CHDV 115	130560	130500
CHDV 125	130540	130500
CHDV 130	130540	130500
CHDV 135	130540	130500
CHDV 142	130540	130500
CHDV 144	130540	130500
CHDV 152A	130500	130540
CHDV 152B	130500	130590
CHDV 152D	130500	130550
CHDV 172	130540	130500
CHDV 197C	130580	130500
CHDV 202	130500	130540
CHDV 203	130500	130590
CHDV 204	130500	130520

**IX. TECHNICAL UPDATES**

The following updates to programs and courses are necessary to reflect course changes that were approved by the Curriculum Committee and Faculty Senate. These updates will be entered into Curricunet by Instructional Services and reflected in the 2014-15 College Catalog.

Program Name	Technical Update
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Accounting AS/CA	remove OIS 115-deactivated
Art History AA	ART 102-change title to "Foundations of Drawing" change OIS 102 to BUS 166 add BUS 181 Access Intermediate add BUS 182 Access Advanced
Carving Technology AS/CA	CFT 144 "Production Furniture Making (Toys) Wood Products I" CFT 110A change title to "Period Case Furniture Design" CFT 111A change title to "Period Case Furniture Production" CFT 110A change title to "Period Case Furniture Design" CFT 111A change title to "Period Case Furniture Production" change OIS 102 to BUS 166
Case Furniture Construction/ Manufacturing AS/CA	
Escrow AS/CA	
Family and Consumer Science-General AS/CA	ART 120 change title to "Foundations of Life Drawing"
Graphic Design AS	ART 120 change title to "Foundations of Life Drawing"
Illustration AS	ART 120 change title to "Foundations of Life Drawing" ART 121 change title to "Intermediate Life Drawing" ART 125 change title to "Introduction to Portraiture" ART 220 change title to "Introduction to Painting" ARTI 210 "Illustration I, - <del>Traditional</del> -Rendering Techniques"
Legal Support Assistant CP	change OIS 102 to BUS 166 remove OIS 115-deactivated remove OIS 210-deactivated change units from 2 to 0.5
Music AA MUS 224	ART 103 change title to "Intermediate Drawing"
Pictorial Arts-Painting AA	ART 120 change title to "Foundations of Life Drawing" ART 121 change title to "Intermediate Life Drawing" ART 220 change title to "Introduction to Painting" ARTI 210 "Illustration I, - <del>Traditional</del> -Rendering Techniques"
Retail Management CA	change OIS 120 to BUS 120
Veneering Technology	AS/CA CFT 110A change title to "Period Case Furniture Design" CFT 111A change title to "Period Case Furniture Production" CFT 144 "Production Furniture Making (Toys) Wood Products I" CFT 145 "Advanced Manufacturing Production Techniques Wood Products II"
Woodworking Skills Technology AS/CA	CFT 144 "Production Furniture Making (Toys) Wood Products I" CFT 145 "Advanced Manufacturing Production Techniques Wood Products II"

## X. INFORMATION

### A. Course Outline Reviews

The following courses have completed the course outline review process between March 1, 2014 and March 28, 2014 and are effective Fall 2014.

MATH 105 Concepts of Elementary Mathematics I

### B. 2013-2014 Curriculum Activity Summary

<b>Proposal Type</b>	<b>Current Agenda</b>	<b>2013-2014 Cumulative</b>
New Courses	2	53
Course Changes	6	161
Course Reactivations	0	2
Course Deactivations	16	36
Course Reviews (3/1/2014 – 3/28/2014)	1	49
New Programs	0	10
Program Changes	2	38
Program Deactivations	4	19
<b>Total Activity</b>	<b>31</b>	<b>368</b>

*Details of all program and course proposals may be viewed at [www.curricunet.com/palomar](http://www.curricunet.com/palomar)  
Select "track" and "check status" to view programs and courses. Select the Pencil icon in order to navigate  
through the various pages of the proposal. Reports include "COR," "PR" or "WR," Course Outline of Record  
or Program Report. "CC" displays proposed changes for the course outline of record or program.*

These items will be brought back for Faculty Senate ratification on April 14, 2014.

Course Cancellation  
and Transfer:

This item will be postponed until April 14, 2014.

Academic Senate  
Plenary:

Greg Larson reminded Senate members that he would be attending the Academic Senate's Spring Session later in the week. He shared on the overhead some Resolutions that will be discussed and voted on, and asked for Faculty Senate input:

13.01 S14 Researching the Feasibility of the CCC Bachelor's Degree

The resolution opposes adding bachelor's degrees to the mission of California community colleges. It cites the need for a comprehensive feasibility study and environmental scan by independent researchers to be distributed to the colleges for information, deliberation, and further recommendations to the Legislature.

This also ties in with Senate Bill 850, Public Postsecondary Education: Community Colleges Districts: Baccalaureate Degree Pilot Program.

After discussion, Senators supported a "no" vote on this Resolution.

13.01 S14 Add Established At-Risk Student Groups to Exemptions Under BOG Fee Waiver Policy

This resolution recommends that the Board of Governors amend §58621 of Title 5 to grant EOPS/CARE, CalWORKs, DSPS, and veterans the same exemptions to the new academic and progress standards currently granted for foster youth.

After discussion, Senators supported a "no" vote on this resolution.

9.0 S14 Academic Senate Involvement in AB 86 Regional Planning Consortia

The Academic Senate urges local academic senates to use established CB21 coding to develop a framework for connections between credit basic skills, noncredit basic skills, and adult education offerings. The Senate further urges the Chancellor's Office to remind local governing boards that the Title 5 requirements for collegial consultation with academic senates on academic and professional matters extends to interagency legislative bodies, including joint powers authorities established between community college and K-12 governing boards.

After discussion, Senators supported a "yes" vote on this resolution.

9.02 S14 Changes to Recent Community College Repeatability Regulations

The Academic Senate continues to support unfettered access to quality community college education for all Californians, including lifelong learners. California Community Colleges should work with the Consultation Council and the Board of Governors to increase repeatability options needed for student success in order to provide equal access to a balanced, comprehensive, and high-quality education as outlined in the California Master Plan for Education.

After discussion, Senators supported a "yes" vote on this resolution.

For a complete list of the resolutions, visit the Statewide Academic Senate's website at: <http://www.asccc.org/2014-spring-session-resolutions>.

TERB: Revision  
of Forms:

Barb Kelber stated that members of the Tenure & Evaluations Review Board (TERB) are currently discussing Directors and Coordinators having some input into faculty evaluations in areas where there isn't a department chair. Departments such as Financial Aid, EOPS, and DRC have directors supervising faculty members, but the Directors have no formal input in the evaluations process for the faculty members in their areas. Kelber noted that the goal is to maintain Peer Review and the requirement that faculty evaluate faculty. TERB is working on an approach which would allow the director/coordinator to provide a letter or fill out a form, allowing them to offer input for consideration in Peer Review. Discussion followed on the importance of faculty having the lead role in the evaluation of other faculty members. Senators also acknowledged the need for meaningful input in areas where faculty members' job duties require the supervision of non-faculty colleagues.

Barb Kelber added that there are approximately 30 faculty members in Occupational and Non-Credit Programs who have been outside of the evaluation process for 6-7 years. Those faculty need to be brought into an evaluation cycle and members of TERB are discussing the possibility of putting together a pool of willing faculty members for a pilot project in the Fall semester with the potential for NOHE compensation to complete this task.

Governance Structure  
Change: Basic Skills/  
Title 5 Steering  
Committee:

Patrick O'Brien distributed copies of a Governance Structure Group Request with amendments for the Basic Skills Committee. Several changes are being proposed to the structure of the group, and O'Brien noted several in the document. He asked Senators to review it prior to next week's meeting, where it will be presented for Senate approval in its new format.

Student Equity Plan:

Adrian Gonzales and Michelle Barton presented the district's Student Equity Plan 2014 on the overhead. The document, created by Institutional Research & Planning, is in response to legislation requiring that a student equity policy be created to ensure that all groups have an equal opportunity for access, success, and transfer.

Gonzales and Barton shared slides and information on the History, Potential Funding Opportunities, Elements of the Plan, Success Indicators, Required Research/Analysis Subpopulations, as well as Next Steps in the process. A question and answer period followed the presentation.

Gonzales indicated that a committee will be established consisting of representatives of the Student Services Planning Council, the Basic Skills Committee, the Faculty Senate, as well as other members. The group will conduct research, develop goals and outcomes, develop Action Plans to address and monitor disparities, implement Action Plans, coordinate with the SSSP Plan (SB1456), and review progress and make changes as needed. He noted that it is anticipated that the committee will begin meeting over the summer months, with compensation being provided to faculty members who serve.

ADJOURNMENT:

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Barb Neault Kelber, Acting Secretary