

ACADEMIC SENATE MINUTES**DATE:** November 30, 2023**PRESENT:** Suzette Nynas
Mara Pierce
Scott Gorman
Kari Dahle-Huff
Paul Pope
Vern Gagnon
Tami Haaland (ex-officio)
Sep Eskandari (ex-officio)
Eileen Wright (ex-officio)Matt Queen
Jennifer Lynn
Susan Gregory
John Pannell
Melissa Boehm
Jim Barron (ex-officio)
Susan Gilbertz (ex-officio)
Sue Balter-Reitz (ex-officio)**ABSENT:** Debra Schoenfeld*
David Russell (student)
Vicki Trier (ex-officio)*
Leslie Weldon (ex-officio)Austin Bennett*
Ann Beste-Guldborg (ex-officio)
Kim Hayworth (ex-officio)
Jana Marcette (ex-officio)* *excused***GUESTS:** Cheri Johannes
Cindy Bell
Melinda Tilton
Mark Jacobson
Alisa BatchelorKatie Moffat
Steve Eliason
Joann Stryker
David Nedrow**PRESIDING:** Jennifer Lynn, Chair

Jennifer Lynn called the meeting to order at 3:41 p.m. in the Chancellor's Conference Room.

I. ANNOUNCEMENTS

None

II. ACCEPTANCE OF MINUTES

The minutes of October 26 were accepted as presented.

III. PROVOST REPORT

Provost Eskandari noted he would like Katie Moffat, Retention Director, to make a report on Navigate. It is attached to these minutes.

Second, Dr. Eskandari asked Cindy Bell, Director of Grants & Sponsored Programs, to introduce an issue encountered by the CARE Committee. Ms. Bell stated that, when Dr. Eskandari began as Provost at MSUB, the CARE Committee undertook a review of CARE grants and who receives them. City College faculty rarely apply for CARE grants, so in response, the Committee revised the application guidelines to emphasize applied research. Further, a City College faculty member asked about using a CARE grant for large-scale curriculum revision, so the Committee also added curriculum development as a possible grant purpose. This year with the new guidelines, the Committee received 3 applicants for curriculum development, none of which were from City College. Dr. Eskandari stated that this will be a conversation with the Senate at a later date, but what would be an appropriate mechanism to support curriculum development? Melissa Boehm, Chair of the CARE Committee, noted that the Committee does struggle to discern what is part of their normal duties and what is not.

IV. OTHER REPORTS

Updated Incompletes & “I” Grades in Banner

Cheri Johannes, Registrar

Dr. Johannes reminded the Senate that the new Incompletes Policy is in effect this Fall semester. She has pushed for a new Banner feature called Narrative Grade Comments which will also be in effect this semester. It is a little box on the Banner grading page that allows for up to 200 characters of explanation. This box will be required for F's and I's. At this time, the instructor and the Registrar's Office can see the text, but the student side of Banner must be updated before they can see it—but students will see it in the future, so keep that in mind.

Dr. Johannes is asking that faculty still submit the written, signed form that describes exactly what the student must do to complete. However, if possible, faculty can also include that completion information in the 200-character text box.

It was agreed the Senate will reinforce the message the Registrar's Office has already sent on this by sending another email to all faculty.

V. CONSENT AGENDA

Title	Status	Received
Business Administration Accounting Option Bachelor of Science Degree	Edited	11/15/2023
ACTG 321: Acct Information Systems I	Edited	11/15/2023
ACTG 411: Auditing I	Edited	11/15/2023
BGEN 405: Laws, Regulations & Research	Edited	11/15/2023

⇒ Motion by Paul Pope, seconded by Vern Gagnon to **approve the consent agenda.**

⇒ Motion carried.

VI. ITEMS FOR APPROVAL

Title	Status	Received	Request Type
Updated General Education Programmatic Learning Outcomes	Added	11/14/2023	Policy

⇒ Motion by Vern Gagnon, seconded by Mara Pierce to **approve the Updated General Education Programmatic Learning Outcomes.**

Melinda Tilton, Chair of the GEC, noted that the Committee re-wrote outcome 9 and removed “effective” as a qualifier in outcome 8.

⇒ Motion carried.

Item 1		
EDCI 697: Capstone: Issues in Education	Edited	10/12/2023

⇒ Motion by Paul Pope, seconded by Mara Pierce to **approve Item 1.**

⇒ Motion carried.

Item 2		
Teaching and Learning Online Certificate	Deleted	10/12/2023

⇒ Motion by John Pannell, seconded by Paul Pope to **approve Item 2.**

Kari Dahle-Huff noted that this program has been hanging around since 2015 but has no students.

⇒ Motion carried.

Group 3		
Computer Science Minor	Deleted	11/1/2023
Mathematics Minor	Deleted	11/1/2023
Statistics Minor	Deleted	11/1/2023

⇒ Motion by John Pannell, seconded by Matt Queen to **approve Group 3.**

Mark Jacobson, Chair of Math, noted that these programs were placed on moratorium three years ago and are ready to be deleted. The revised Math Major no longer matches up with these programs.

⇒ Motion carried.

Group 4		
CJUS 121: Intro to Criminal Justice	Added	11/1/2023
CJUS 205: Intro Criminal Law and Courts	Added	11/1/2023
CJUS 220: Introduction to Corrections	Added	11/1/2023
CJUS 225: Careers in Criminal Justice	Added	11/1/2023
CJUS 227: Introduction to Policing	Edited	11/1/2023
SOCI 221: Criminal Justice System	Deleted	11/1/2023
Criminal Justice Associate of Science Program of Study	Edited	11/1/2023

⇒ Motion by Paul Pope, seconded by Mara Pierce to **approve Group 4.**

Steve Eliason, Social Sciences and Cultural Studies, noted that the Criminal Justice Associate of Science Program of Study has been at City College, and they are moving it to CLASS with the rest of the Criminal Justice program. The hope is students will continue in the BS program once they have completed the AS. Other changes include updating several courses to move them from the SOCI rubric to the more appropriate CJUS rubric.

⇒ Motion carried.

Group 5		
CJUS 305: Crit Issues in Law and Courts	Added	11/1/2023
CJUS 320: Critical Issues in Corrections	Added	11/1/2023
CJUS 327: Critical Issues in Policing	Edited	11/1/2023
CJUS 335: Victimology	Added	11/1/2023
CJUS 375: Inequality in Criminal Justice	Edited	11/1/2023
CJUS 400: Applied Research Methods	Added	11/1/2023
CJUS 421: Criminal Justice Ethics	Edited	11/1/2023
CJUS 427: Deviance and Social Control	Edited	11/1/2023

CJUS 480: Crime Theory & Data	Added	11/1/2023
CJUS 491: Special Topics	Edited	11/1/2023
CJUS 499: Senior Thesis/Capstone	Edited	11/1/2023
SOCI 355: Population and Society	Deleted	11/1/2023
SOCI 423: Sociology of Corrections	Deleted	11/1/2023
SOCI 425: Victims and Society	Deleted	11/1/2023
SOCI 435: Law and Society	Deleted	11/1/2023
Criminal Justice Bachelor of Science Degree	Edited	11/1/2023
Criminal Justice Minor	Edited	11/1/2023

⇒ Motion by Kari Dahle-Huff, seconded by Paul Pope to **approve Group 5**.

Dr. Eliason noted that much of these changes are moving courses from the SOCI rubric to the CJUS. They are also aligning courses in preparation for the future Master in Criminal Justice.

⇒ Motion carried.

Item 6		
Craft Brewing and Fermentation Certificate of Technical Studies	Deleted	11/15/2023

⇒ Motion by Paul Pope, seconded by Mara Pierce to **approve Item 6**.

It was noted this is a less-than-30-credits certificate and the courses have not been offered in years. It was further noted this was an Extended Campus program, and when that was dissolved the program went to City College, and they chose to stop accepting students a while ago.

⇒ Motion carried.

Group 7		
CSTN 260: Constrctn Cncpts & Bldg Lb III	Edited	11/15/2023
CSTN 298: Internship	Edited	11/15/2023
CSTN 299: Capstone: Construction	Edited	11/15/2023
Construction Management Associate of Applied Science Degree	Edited	11/15/2023

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Group 7**.

David Nedrow, Construction Program, noted that these courses are all in the fourth semester of the program. With the limitations on their lab space, an internship for finishing students makes the most sense. He also has greater support from industry partners for those internships.

⇒ Motion carried.

Item 8		
Art Teaching Minor (K-12)	Edited	11/15/2023

⇒ Motion by Vern Gagnon, seconded by Kari Dahle-Huff to **approve Item 8.**

Mara Pierce, Art, noted that this is the last step to make this program viable. It had been on moratorium from SPA2, which was removed last Spring. The curriculum is now aligned with accreditation and state licensure directives.

⇒ Motion carried.

The meeting adjourned at 4:24 p.m.

rjrm



EAB Navigate – Overview for Academic Senate on 11/30/2023
Katie Moffat – Retention Director

Ongoing/New Features:

Early Alert and Case Management

- Since we launched Navigate in Fall 2022, 118 distinct faculty have issued 2,256 alerts (data as of 10/9/23)
 - 1 faculty member has submitted over 150 alerts alone!
 - 1,832 of those alerts opened cases and triggered the Case Management process
- Comparison: From Fall 2016 through Summer 2022, 158 distinct faculty issued 2,467 alerts using the previous system

Hand Raise Feature

- New in Fall 2023: students can request support through Navigate; opens case
- Tutoring/academic support, getting involved on campus, basic needs support

Progress Report Campaigns for Student-Athletes and TRIO SSS

- Week of October 23: Requests sent to 212 faculty for 585 students; 72% response rate

Enrollment Census Campaigns for International Students in HyFlex Courses

- 2 Campaigns: Week of October 23 and Week of December 11; streamline existing processes and meet federal immigration policy reporting requirements
- Requests sent to 12 faculty for 22 students; 92% response rate

Intake Survey and Automated Responses

- Method of collecting additional data on who our students are and what challenges they face
- Some responses are automated to connect students with resources

To-dos

- Worked with Darin to add a “To-Do” item for Course Evaluations
- For First Half Session courses, saw a response rate of 66%

Coming Soon:

Population Health Dashboard (PHD): Assess the “health” of selected student populations and identify intervention opportunities using key academic performance metrics like GPA and credit completion.

- Launched with faculty leadership in November
- Will allow us to take a deeper look into intervention effectiveness

Student Promotion Campaign: Targeted messaging to students with the goal of increasing adoption

- Approximately 1300 students have downloaded Navigate since launch (data as of 10/9/23)