

ACADEMIC SENATE MINUTES

DATE: April 11, 2019

PRESENT: Suzette Nynas
Scott Butterfield
Heather Thompson-Bahm
Vern Gagnon
Rachael Waller
Mary Susan Fishbaugh (ex-officio)
Darlene Hert (ex-officio)

Jim Barron
Kelly McCoy
Sarah Keller
Paul Pope
Joy Honea (ex-officio)
Sue Balter-Reitz (ex-officio)

ABSENT: Cindy Dell*
Kelly Shumway
Halle Keltner (student)
Ed Garding (ex-officio)*
Vicki Trier (ex-officio)
Trudy Collins (ex-officio)

Keith Edgerton*
Jennifer Lynn*
John Dorr (ex-officio)*
Christine Shearer (ex-officio)
Melinda Arnold (ex-officio)*

* *excused*

GUEST: Melinda Tilton

PRESIDING: Jim Barron, Chair

Jim Barron called the meeting to order at 3:47 p.m. in the South Conference Room of the City College Health Science building.

I. ANNOUNCEMENTS

The Atomic Circus for elementary students is on campus today and tomorrow.

II. ACCEPTANCE OF MINUTES

The minutes of March 28 were accepted as presented.

III. REPORTS

No reports.

IV. ITEM FOR INFORMATION

Item 61 Programs to be placed on moratorium as a result of Program Alignment.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **accept Item 61 for information.**

These programs have been identified *by the departments* as programs that can be phased out.

Sue Balter-Reitz, Vice Provost, stated that she is working with OCHE to do a group moratorium of all 37 programs to save paperwork efforts. The programs with no students can be deleted immediately, if that is what the department wants. In addition, there are 12 more programs that will be changed or integrated, but that takes more time and will happen later.

Sarah Keller, Co-Chair of Strategic Program Alignment committee, noted that each department is meeting with the Provost to receive a charge to grow current programs and discuss recruitment, partnering with other departments, and marketing. Dr. Balter-Reitz noted that there is a concerted effort to get individual program marketing ideas and collaborate with University Relations.

⇒ Motion carried.

V. CONSENT AGENDA

Item 28 GPHY 222 Introduction to Economic Geography. Delete course.

Item 28.a GPHY 240 Landscape and People of North America. Delete course.

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

⇒ Motion carried.

VI. ITEM – SECOND READING

Item 58 Revised General Education Learning Outcomes. Submitted by the Gen Ed Committee.

Melinda Tilton, Co-Chair of the Gen Ed Committee, noted the Fine Arts outcome has been revised. Yesterday the GEC updated the Gen Ed catalog copy.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Item 58 on second reading.**

⇒ Motion carried.

VII. ITEMS – FIRST READING

Item 62 Old Courses Deleted from 2019-2020 Catalog.

⇒ Motion by Paul Pope, seconded by Vern Gagnon to **approve Item 62 on first reading.**

It was noted that the Commissioner's Office is pushing for all courses listed in the CCN database to include outcomes. City College is at the bottom of the list for compliance, mainly because there are over a dozen DDSN (drafting and design) courses still on the books, even though the program was deleted this year. Deleting these courses, which include some old courses from other disciplines, will help with our compliance.

It was cited that all the programs we will be putting into moratorium this Spring will have the same issue!

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Vern Gagnon to **waive second reading of Item 62.**

⇒ Motion carried.

Item 63 Academic Senate policy regarding syllabi for General Education courses.

This policy will require that both the Gen Ed purpose statement and category-specific outcomes be listed on any Gen Ed course syllabus.

⇒ Motion by Suzette Nynas, seconded by Paul Pope to **approve Item 63 on first reading.**

Ms. Tilton noted that many faculty were under the impression that Gen Ed outcomes should be listed on their Gen Ed course syllabus, but most faculty did not. Once this policy is approved, the GEC will send a notice to department chairs. It was noted that chairs change over time, so this notice will need to be re-sent periodically. It was suggested the policy also be shared with department administrative assistants, just so they are aware (not to enforce). Ms. Tilton noted that a reminder will also be included in the biennial Gen Ed course review.

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Kelly McCoy to **waive second reading of Item 63.**

⇒ Motion carried.

VIII. DISCUSSION/ACTION ITEMS

A. Annual Review of Administrators by Faculty: Ad Hoc Committee Members

The Senate has agreed that faculty members on this committee should be tenured. The criteria for members will be as simple as faculty who have experience building a survey of this type, because building a good survey means more useful data.

Paul Pope and Jennifer Scroggins, both of Social Sciences & Cultural Studies, have volunteered for the committee. We only need two or three more faculty, one of which needs to be from City College. Faculty from Education would be useful for their expertise in evaluating.

It would be great to get the group together before the end of this year, so Senate can give them a charge. Also, they should look to other universities for a survey instrument we may use. The intent is to share the results not only with the MSUB faculty, but also the Commissioner and President Cruzado.

It was noted that goal setting could be a valuable part of the process for those administrators being reviewed. However, the Senate has no power to ask administrators to set goals. The objective of this survey would be to give faculty a chance to share their thoughts on how administrators are doing, but still serve as a developmental tool.

We likely won't be ready to do our first round of evaluations until this time next year.

IX. OLD BUSINESS

We did send a letter to NWCCU about the lack of references to academic freedom in Standard 2. They have revised Standard 2 to include a line about academic freedom. Dr. Balter-Reitz noted that NWCCU plans to send out a draft in May and institutions will vote on the new wording in late summer.

X. THANKS

The Senate acknowledged the contributions of Mary Susan Fishbaugh to the Senate and the University as well, and thanked her for her many years of service.

The Senate also thanked Paul Pope and Kelly Shumway, whose terms on Senate are ending.

The meeting adjourned at 4:41 p.m.

rjrm