

Academic Affairs Committee
Co-Chairs: Paulette Hopkins and Dan Igou
Thursday, March 5, 2020, 2:00-4:00 p.m.
Room L-309

Minutes

Approved: 4/16/2020

Present: Lou Ascione, Cheryl Barnard, Francois Bereaud, Gina Bochicchio, Rebecca Bowers-Gentry, Dawn DiMarzo, Molly Fassler, Ben Gamboa, Nicolas Gehler, Adrian Gonzales, Mary Hart, Paulette Hopkins, Dan Igou, Richard Halliday, Carmen Jay, Mary Kjartanson, Jesse Lopez, Andrew Lowe, Pablo Martin, Jesse Martinez (student), Jessica McCambly, David Mehlhoff, Jordan Omens, Larry Pink, George Rahmoun (student), Mara Sanft, Duane Short, Namphol Sinkaset, Tonia Teresh, Gail Warner, Kirk Webley (by proxy), Dan Willkie, Linda Woods, Joe Young

Absent: John Couture, Darren Hall, Daniel Miramontez, Scott Moller

Guests: Kandice Brandt, Dawn Diskin, Tanya Hertz, Wai-Ling Rubic

I. Call to Order

The meeting was called to order at 2:10 pm by Co-Chair Paulette Hopkins.

II. Approval of Agenda

MSC (Lowe/Omens) to accept the agenda as presented.

III. Approval of Minutes

MSC (Kjartanson/Omens) to approve the minutes of November 21, 2019 as presented.

IV. Subcommittee and Coordinator Reports

No reports.

V. Old Business

No items.

VI. New Business

A. Proposal for Regional Entrepreneur Center (REC)

Tanya Hertz presented background information on a proposal for a Regional Entrepreneur Center (REC) on-campus which would allow students access to

resources and hands-on training. Currently, the Centers which exist in the region are exclusive access by university students or industry.

Hertz explained logistics of a pilot she is offering through a work experience course to give hands-on training to students. She had researched the market, gained insight from industry advisory board, and sought funding to implement the course. She clarified to the committee that industry experts are volunteering to mentor students and offer additional support once a location on campus has been solidified.

A question-and-answer dialogue followed which included current challenges, possible resolution, and benefits to students and effect on equity gaps. Hertz made herself available for future questions or collaboration.

B. Program Viability Review Process

MS (Martin/Omens) to apply the Program Viability Process for the REC.

Discussion followed relative to definition of “program modification and improvement”, appropriate process, transparency, and document ambiguity. During discussion, Martin and Omens rescinded their motion.

MSC (Lopez/Kjartanson) to move forward with supporting the REC [Regional Entrepreneur Center] and not go through the program viability process. (23-Ayes; 1-Nay; 0-Abstention)

MSC (Jay/Kjartanson) to suspend the rules. (1-Nay)

A volunteer workgroup formed to review the current document and offer revisions. The workgroup consists of Mary Kjartanson, Pablo Martin, Ben Gamboa, Dan Wilkie, Dan Igou, Gail Warner, Carmen Jay, Jordan Omens, Nick Gehler, and Paulette Hopkins.

C. CDC Advisory and “Teleschooling”

In light of the District Chancellor’s e-mail regarding the Corona virus, Cheryl Reed gave a presentation on resources and tools available for online teaching in the event of a campus closure.

She mentioned the Teaching and Learning Blog, Use of Discussion Boards and Modules, Canvas tutorials and archived recordings, and professional development opportunities. A brief discussion followed about feasibility of some of our programs to convert to online and the impact as a whole to students, faculty, staff, and high school programs.

Igou to send Reed’s Powerpoint presentation to committee members.

D. California Virtual College-Online Educational Initiative

Reed also gave an update on the recommendations from the Distance Education Committee regarding the CVC-OEI Rubric and Joining of the Consortium. Benefits and Challenges were discussed. ALL were asked to take the information back to their departments for feedback; Igou will resend rubric and information.

E. Proposed College Governance Handbook

The proposed College Governance Handbook is circulating campus for constituent feedback and discussion. Igou displayed the proposed committee charter for the Enrollment Management committee.

Discussion centered on size of committee, adequate representation, purpose and responsibilities, and the enrollment process/procedures from global and local perspectives.

ALL to obtain feedback from their departments for further discussion at the next meeting.

VII. Announcements

Jay – English department is discussing the proposed College Governance handbook; due date for feedback is March 20.

Barnard – Covid-19/Coronavirus information should be shared with students until a mechanism can be found to better communicate with them; suggestion was made to post on Canvas as an announcement. More hand sanitizers, door self-cleaning panels, and informational posters will be available soon. The District Health Centers are coordinating efforts. Suggestions may be forwarded to her, Lezlie Allen, or VP Gonzales.

VIII. Adjournment

MSC (Lowe/Woods) to adjourn at 3:57 p.m.

Carol Sampaga
Vice President's Office of Instruction