SAN DIEGO CITY COLLEGE
ACADEMIC SENATE MEETING
November 17, 2014

Academic Senators: Chaddock, Deaton, Engstrom, Gaipa, Jones, Johnson, Julian, Leboffe, Martin F., McGhee, Milburn, Pesce, Perez, Shelton, Spearman, St. George
Proxy Senators:
Adjunct Senate School Representatives: Ardrey, Bacon, Miles, Rivera
Academic Senate Officers: Akers, Fontana, Haro, Harris, Lacher, Mayhew
Guests: Candice Bell, Laura Castaneda

I. Call to order: 2:35
II. Minutes from November 3, 2014 were approved by consensus
III. Additions/Adoption of Agenda was approved by consensus
IV. Announcements
   a. Social Courtesy Committee-Berta Harris announced that a vote for a Chair is in progress and will update the Academic Senate once the decision is made.
   b. CTE Perkins Conference (Dec. 2-3, 2014 in Sacramento, CA)-Berta Harris passed out flyers entailing the details for the CTE Perkins Conference which is going to be held through December 2-3 in Sacramento, California. If you are interested in attending, please contact Charlene Atkins to help you with your travel paperwork.
   c. Costs for Adobe Software- Laura Castaneda discussed the current issues involving Adobe Software. Adobe license options were discussed along with current and projected computer counts. Overall, the annual cost estimate would have no changes as departments will continue to license individually. Also the ETLA license includes unlimited numbers of computers running Adobe Acrobat. This eliminates the need for a separate license which is currently coordinated by the District. This license is a 3 year lock-in at approximately $18,000 annually and covers all three campuses.

V. Guest/Special Committees
   a. Associated Students-Candice Bell announced that ASG will be hosting a Forum on November 20th from 2:30-4:30 PM in room MS 140. They will be asking students to share ideas on how ASG can improve.

VI. Old Business
   a. 2nd reading By-Law revisions-Justin Akers read the second reading of the Academic Senate By-Laws with the requested revisions. A motion was made to accept the changes made to the Academic Senate By-Laws. The By-Law changes were approved by unanimous vote. (MSC P. Haro and L. Perez)

VII. New Business
   a. Study Abroad-Berta Harris announced that if any senators are interested in doing Study Abroad over the summer that now is the time to submit proposals. Harris plans on forwarding out the Study Abroad Handbook to those who are interested. The process takes about six months to be approved so now is the time to start working on it.
b. Adjunct paid office hours-Kelly Mayhew shared that she would like the adjunct office hour pool to be raised so that students can have access to their professors. Mayhew announced that a proposal is being created so that office hours will get paid for which will come through Equity funding.

c. BP and AP 3540 Sexual and other Assaults on Campus-Berta Harris stated that she will electronically send out handouts that were discussed during the Distance Governance Council meeting. There are new guidelines that are required and need to be included in the faculties Policies and Procedures regarding sexual and other assaults on campus. Please contact Berta Harris for further information.

d. 2014-15 Prioritization Allocation Rubric (PAR)-Berta Harris and Sally Deaton shared information regarding this attempt to have an objective method evaluating requests for resources. A Prioritization Allocation Rubric (PAR) was reviewed. A DL will be sent out for senators to share this information with departments.

VIII. Officer Reports

a. President Report-Berta Harris’ first announcement was that the Instruction Hiring Committee will be hiring a new Vice President of Instruction. It was suggested that the committee hire a vice president, 6 faculty representatives, 3 classified representatives, 3 administrative representatives, and 1 EEO representative. Harris’ second announcement involved the Mission Statement and the Mission and Values Statement. There are currently three different versions of these statements. There was a request for subscriptions and library materials (MSC 10-5-0). Please take these statements back to your departments for review as there will be a vote at the next Academic Senate meeting which will be on December 8, 2014.

IX. Facilities Update

X. Standing Committees

a. Distance Learning Committee-Sandra Pesce announced that there will be a meeting on December 5\textsuperscript{th} in room R-212. Draft minutes from the last meeting have been posted online as well.

XI. Roundtable

XII. Adjourn 3:52 (Kelly Mayhew/Sally Deaton)