

Standards and Practices Committee

Saturday, October 4th, 2014

9:30 AM – 2:30 PM

West Los Angeles College – President’s Conference Room

**Members Present:** J. Adams, J. Bruno, P. Crawford, A. Foster, A. Juarez, C. Rutan. P. Setziol

**Members Absent:** None

Meeting called to order at 9:35 AM

At the beginning of the meeting, C. Rutan reported that M. Schiel had resigned from the committee. C. Rutan will consult with the President to determine if a replacement will be chosen for the committee.

1. Order of the Agenda

The order of the agenda was not changed.

1. Approval of the Minutes

(J. Bruno/P. Setziol) – Minutes were approved with corrections. A. Foster requested that names be listed in the minutes with first initial and last name. This format will be used for future minutes.

1. Disciplines List Submissions

The committee discussed what information will be shared with the field about the proposed disciplines list revisions. It was agreed that the each of the submitted proposals would be posted to the ASCCC website and a summary report would be distributed to the field for review.

Concern was expressed about the two year timeline and the need to consider a process to address minimum qualifications for instructors tied to AB86 and SB850. The committee was informed that there have already been preliminary discussions and C. Rutan will bring additional information to the committee as it becomes available.

* 1. Update on African American Studies

C. Rutan reported on the discussions with San Diego Mesa College about this submission. The submission was modified to reflect the recommendations of S&P and has the support of the National Council for Black Studies. The committee agreed that this was a model for how the new submission process should look and they commend the faculty that put this proposal together. (J. Bruno/A. Foster) – The committee voted unanimously for to send this proposal forward for consideration.

* 1. DSPS Submissions

C. Rutan presented the background of the DSPS revisions. The Chancellor’s Office convened a task force to look at the minimum qualifications for DSPS that are currently part of title 5 regulations. This group completed their work and was informed that it also needed to go through the academic senate’s disciplines list revision process. If these changes are adopted, it is hoped that they will be part of the minimum qualifications document and that the title 5 sections pertaining to DSPS minimum qualifications for faculty can be removed. The committee members agreed that it is extremely important to encouraged CAPED to have DSPS faculty participate in the disciplines list hearing at the fall plenary session. Any faculty member can participate, they do not need to be a registered session attendee, and the hearing will also be available on CCCConfer.

* + 1. Learning Disabilities Specialist

The committee reviewed this proposal and voted unanimously (A. Foster/A. Juarez) to send the proposal forward for consideration.

* + 1. Counseling DSPS

The committee reviewed this proposal and voted unanimously (A. Foster/A. Juarez) to send the proposal forward for consideration.

* + 1. Director, DSPS

The committee discussed the Director, DSPS qualifications. This was submitted to the academic senate because a faculty member could fill the coordinator/director position. There was some concern that this section should be in title 5 and really shouldn’t go through the senate’s process. J. Adams suggested that a resolution of support for the title 5 revision might make more sense. C. Rutan will contact the proposers to get additional information and will work with S&P and the executive committee to determine the best course of action.

* 1. Supply Chain Technology

The committee discussed this proposal and there remain some unanswered questions. A. Juarez wondered if it would be possible to have a list of courses and programs at various colleges that would fit into this new discipline. J. Bruno asked if we could find out what discipline colleges are using now for this area and how would those colleges be better served by the new discipline. The committee (J. Bruno/P. Setziol) agreed to send the proposal forward for consideration and C. Rutan will follow up with the proposer to convey some of the questions discussed.

1. Update on Disciplines List Document

C. Rutan reported that a meeting is scheduled for October 16, 2014 between the Academic Senate and the Chancellor’s Office to discuss what remains to be done before the 2014-16 Disciplines List can be published. This version of the Disciplines List includes several minimum qualifications that are currently located in title 5 with the disciplines that have always been part of the list. C. Rutan expressed that he believes the meeting will lead to the publication of the disciplines list prior to the hearing at the fall plenary session and it will give us insight how to approach several resolutions requesting that the Academic Senate work with the Chancellor’s Office to remove minimum qualifications from title 5.

1. Update on S&P Resolutions

C. Rutan reported that the currency (recency) survey, addressing resolution 10.01 F2013, has been submitted to the executive committee for review and approval. The survey question about whether some disciplines should have a recency requirement was left in the survey and the executive committee agenda item requests the executive committee to decide whether to include the question when the survey is distributed.

1. Bylaws Revision Discussion

The bylaws discussion began with information provided by Mark Alcorn, ASCCC attorney, about areas where the current bylaws are not clear or are inconsistent with legal requirements. The goal of the revision is to ensure that the bylaws comply with all laws and regulations, reflect the current practices of the academic senate, and address any inconsistencies between the bylaws and other senate documents. The Executive Committee will be referred to as the Board of Directors in the bylaws, but will continue to be referred to as the Executive Committee. This modification will allow the bylaws to be more consistent with laws governing nonprofit corporations. A. Foster and P. Setziol will work on a definition of a district academic senate that clearly indicates when the executive committee will recognize a district senate. A draft of this language will be sent to C. Rutan by October 15, 2014. A policy for the removal of an executive committee member is also needed. P. Crawford and J. Adams will work on a draft of this policy, starting with the policy outlined in Robert’s Rules and send this draft to C. Rutan by October 15, 2014. The committee agreed that the senate rules should be removed from the bylaws and the rules will be discussed at the December 19, 2014 meeting. J. Adams will send the draft of the bylaws revision to C. Rutan to be sent to the members of S&P and the executive committee for review before bringing them to the fall plenary session for discussion. The revised bylaws will be brought to the spring 2015 plenary session for adoption.

During the discussion about the bylaws, it was suggested that a Rostrum article about how committee members are appointed might be a good idea. J. Adams and C. Rutan will work on this article for a future Rostrum.

1. Fall Plenary Breakout Descriptions

Standards and Practices has two breakout sessions at the fall plenary session that need breakout descriptions. A. Juarez, C. Rutan, and P. Setziol will be presenting a breakout on equivalency titles “The Who, What, Where, and When of Equivalency” and that breakout description is complete. J. Adams, A. Foster, C. Rutan, and P. Setziol will be presenting a breakout on the bylaws revisions. This breakout will present a draft of the revisions and feedback from this session will be reviewed and incorporated into the bylaws at the December 19 Standards and Practices meeting. J. Adams and A. Foster will work on the breakout description and will get it to C. Rutan by October 6, 2014. All breakout descriptions are due to the senate office by October 10, 2014.

1. Other

The committee thanked A. Foster and West Los Angeles College for hosting the meeting. The committee was reminded that the next meeting will be the Exemplary Program Award norming session on November 25, 2014. The next in-person meeting is scheduled for December 19, 2014 at the ASCCC office at 1 Capitol Mall in Sacramento.

The meeting adjourned at 2:20 PM

Respectfully submitted,

Craig Rutan

Approved on December 19th, 2014