Minutes


Ana Garcia Nevarez had a personal emergency off campus and will not be able to attend this meeting. Susan Gomez and Sherrie Carinci will be conducting this meeting.

**Agenda**—Approved with no additions.

**Minutes**—Suggestion to add attendees on printed minutes. Stephenson will add list of attendance on the minutes in future minutes. Minutes from 2/11/13 approved.

**Updates:**

**Timely instructional material policy (please see attached)**-
Gomez reported that this is new from Faculty Senate this year.
Faculty should have course material identified by registration start for the appropriate semester. For example Registration for Fall starts in May, at that time materials should be identified.
Hembree asked what if you don’t want to go through the bookstore?
Gomez will follow up to ask what about non bookstore related materials.
Conversation continued regarding materials are too expensive for students to purchase only from the bookstore.

**Course Subject changes- old and new**
Some courses will only be changing code, i.e., EDTE to EDUC.
Some courses are also change number.
Carinci announced that this information needs to be announced to students. Also, please note all the hand outs that may have old codes on them to change.

**Faculty and Staff positions**
CHDV faculty has been approved.
Hembree updated that deadline is very tight. The position is advertised. Asks that faculty also get the information to qualified colleagues. Screening process will start April 1. Undergraduate staff position is in the interview stage.

**Coordinator Updates:**
- CHDV- Gomez announced that CHDV has been working on the Faculty search, updating course listings for major and minor elective requirements. Also going through the
University catalog to see if there are any new courses that may be added. CHDV program is also doing work on assessment. There will be a new format required from the campus. Members of CHDV will be attending assessment training with Ana Garcia Nevarez.

• MATH LEARNING SKILLS (MLSK)- Ravin Pan announced that the move to Eureka hall is a priority discussion for MLSK. Also discussing adding 3 unit courses for students. Faculty have discussed adding a signature assignment and discussing program assessment.

• DEAF Studies- This Friday is Deaf Culture Day. It’s an all day event. Day events are free. $10 for the evening program, which is called “Half and Half.”

• GE- Carinci reported that group met Feb 22. Need to revisit the conversation regarding 199. Will have an open conversation with Branch to clarify by the end of the semester. Area B was GE reviewed this year. Area C will be reviewed next year. Working on updating course Reader for intensive writing courses.

Minor in Education update: decided to have 5 electives making it a 15 unit minor. Conversation involving the name of the minor is still a priority. Current name is “Minor in Education.” Suggestions included: Equity and Learning, Social Justice, Education and Teaching. Naming will continue.

- Coughlin asked what the 6 minors are: Counseling, Child Development, Deaf studies, Education, BMED, Special Ed
- Baird asked what courses are being considered for the minor?
- Nowell was under the impression that there would be a pathway for minors in teaching
- Conversations continued regarding: Would we want fewer stronger minors?
- Mejorado added that BMED would be for those students who may not be interested in only teacher.
- Carinci said the core courses for Education Minor would be EDTE 101 or 103, EDTE 120 or 121. With EDTE 150, EDTE 165, and an elective (new/change)
- Some were thinking that there would be a combination of minors with different pathways, but both groups feel strongly that the two minors be kept separate-Teacher ED and BMED.
- Conversations continued. Topics included what courses are helping students in job interviews- community service? What courses students can take based on availability and demand. Also, how a minor is described by name considering it will go on the students degree.
- GE area group meets this Friday, Majority of the meeting will be discussing the minor

Discussion Items

• Follow up the discussion from the proposed RTP and new proposal from CoCo.
• Hembree noted that the CHDV faculty has noted that the charge for some of these proposed committees is much too broad.
• Committee on Committee has asked for comments to be sent.
• Discussion continued whether the comments would be considered. Is the structure already set in the proposal?
• Grushkin expressed concern for faculty not being able to continue to serve continuously on committees when faculty are voted in and out of these committees. There is real concern that there is not enough faculty to participate. Also, he expressed concern that RTP policy will penalize faculty for not participating on committees, but that there isn’t opportunity to be elected to a committee.
• Carinci expressed concern that there may not be enough faculty to serve also. The amount of full time faculty has decreased significantly. There are a lot more FERPing faculty.
• Gomez will send out an excerpt from the document shared at last weeks’ college wide meeting. She strongly urges everyone to make their own comments and sent to RTP committee (Jose Cintron).
• 4 Categories are: Teaching, Institutional service, Scholarly/creative achievements, and Contributions to the community.
• Change includes removing 55% weighted evaluation on teaching criteria. Discussion continued regarding that the proposal still says that the largest weight will be teaching criteria regardless of actual percentage.
• Clarification was made that all branches will have the same policy.
• Primary committee is intended to be program or discipline specific with in the branch.
• Hembree suggested that there be discipline specific allowances.
• Grushkin added that evaluations have always been heavily weighted for teaching competency. Not sure how faculty evaluations compare in other disciplines and/or across the college. This is a big concern for DEAF professors because they are teaching through others- an interpreter. Also noted that there is no clarity for beyond probationary years.
• Beddow suggested that faculty offer files to give examples of how others have been evaluated, changing the criteria is vague.
• Horobin added that the legality of this new policy needs to be considered.
• Conversation continued concerning how the university will have to approve of these new policy proposals.
• Conversation regarding what exactly is scholarly and/or creative achievements.
• Grushkin added his concern that all criteria is based on peer review. What about non peer review work? For example as a DEAF Faculty, he works with a parent group, a newsletter, etc. Is that all for nothing?
• Gomez clarified that the additions presented in this document today came from CHDV RTP document that was in progress, but put on hold as the college restructured. Suggested that each program add items that may be specific to programs or that may have been left out.
• Many requested paper ballot for this topic.

Announcements

The Branch needs a rep for the GE subcommittee and FSAC- this was held by Jennifer Rayman who is still out on sick leave.
CTL summer institute announcements went out. Dates are May 28, 29, 30, 31. Please see attachment.

UG meetings are 2nd Tuesday of the month: April 9, May 14.

Meeting adjourned.

Minutes Submitted by: A. Stephenson
Approved By: Ana Garcia-Nevarez