**Porterville College Academic Senate APPROVED**

**Minutes: October, 25 2019**

I. Miles Vega called the meeting to order at 8:02.

II. Roll Call:

Voting Members: Miles Vega, President; Kathryn Benander, Vice President; Matthew Flummer, Secretary-Treasurer; Past-President, Jeff Keele; Sarah Rector, David Kavern, Rickelle Syrdahl, Patty Serrato, Robert Haynes, Miguel Ruelas

Non Voting Members: Rebecca Baird (CCA), Karen Bishop (DE Committee Chair)

Guests: Elisa Queenan

III. The agenda was approved \*(M-S-P, David Kavern, Patty Serrato).

IV. The minutes were approved as amended \*(M-S-P, Kathryn Benander, Sarah Rector).

V. Discussion/Action Items:

1. Online Teaching Handbook –
   1. New additions to clarify final exam criteria
   2. Proctorio for proctoring online exams
   3. Section added for zero textbook cost
      1. Suggestion: Add a section on how to report zero cost
   4. Additional online resources appendix added
   5. Appendix B is missing accessibility checklist
   6. Motion to approve changes to online teaching handbook with suggested additions/changes \*(M-S-P, Rickelle Syrdahl, Miguel Ruelas)
2. Security Cameras –
   1. Three issues: (1) placing of the cameras and why they’re there; (2) process of the whole thing; (3) who gets access to camera feeds
   2. Moving forward with discussions with the president and CCA
3. Course Substitution – DRC update
4. Medals of distinction – pressure from the graduation committee to shorten the ceremony
   1. The Senate is in agreement that we should continue to give the medals of distinction at the graduation ceremony.
5. Campus Access: CCA will be having a discussion about this in the context of the contract
   1. Music students need to be able to access the pianos on Saturdays
   2. It would be a good idea to have the library open on at least one Saturday a month
6. OER Rep update: Still haven’t found one (Even with Miles’s offer of a free lunch)
7. Program Discontinuance – Solar Sales
   1. Motion to approve the discontinuance of Solar Sales Certificate \*(M-S-P, Jeff Keele, Kathryn Benander)
8. Request for New/Replacement Faculty – Divisions need to submit proposals digitally by 11/8/19; presentations (6 min max) 10:30-12:30 on the 15th; voting on the 22nd
9. End of Year Report: Motion to approve the report \*(M-S-P, Kathryn Benander, Jeff Keele)
10. Senate Resolutions: Let Miles Vega know how we want him to vote

VI. Information Items

VII. Reports

1. The event for undocumented students went really well.
2. CCA: Changes in contract for evaluation practices: new adjuncts being reviewed every three years might have very unfortunate consequences
3. Peer Observation: Miles Vega is interested in faculty observing him counsel students
4. Counseling issue: A student athlete was put into 4 difficult classes during a semester in which the student was competing

VIII. Adjourn: 9:34

Respectfully Submitted,

Matthew Flummer, Secretary-Treasurer

*\*In consideration of the Brown Act, Items considered to be part of routine procedural business or that incur a unanimous vote have been determined to not require delineation of votes.*