Members present:

Guests:
Deb Daniels, Jessica Grimes, Marianne Castano Bishop, Leslie Minor, Reginald Clemons, Shrazad Shabani

Call to Order
Public Commentary

Action Items
1. Approval March 30, 2020 Meeting Minutes (3 minutes) ACTION
   Needed correction to reflect M. Oja’s remarks during the meeting, correct the spelling of Nathan Cahoon’s name, and add Joy Reynolds to the members present section.
   Motion to approve the minutes with the above corrections: Jacobi
   Second: Rodenhauser
   Roll call vote: Passed unanimously.

Information/Discussion Items
2. Superintendent/President Update (10 minutes) INFORMATION
   VPs and Superintendent President have been staying abreast of the Chancellor’s office updates and announcements about future offerings.
   Taft College is responsive to the Governor’s office and Chancellor’s office. TC is bound by state guidelines, not the Taft City Council. Recent concerns about reopening based on Taft City Council have been expressed. TC does not reopen based on local politics.
   Question about Solar Project
   Response: It is moving quickly. Currently, they are working on wiring. Since no one is in the parking lot, this project is ahead of schedule.
   Dr. Daniels added that the TC Student Center project is also making great progress.

3. Welcome to Dr. Marianne Castano Bishop (3 minutes) INFORMATION
   Distance Education has virtually transitioned from Adam to Marianne Castano Bishop. Dr. Bishop remains out of state at present. She is working remotely. Questions and concerns about Distance Education can now be sent directly to Dr. Castano Bishop. Adam Bledsoe will forward concerns to her as he receives them.
4. Recommendation of Dual Enrollment Course Offerings for AY 2020-2021

(5 minutes; S. Eveland)

Some considerations/concerns were raised to be addressed during work on the AY 2021-2020 dual enrollment course offering decision-making process and standard evaluation processes. Concerns included: grading consistency concerns, modality of offerings (face-to-face versus online) for some dual enrollment courses (i.e. COMM 1511 and PSYC 1500).

Motion to accept recommendation of proposed 2020-21 Dual Enrollment classes: D. Bogle
Second: V. Jacobi
Roll call vote. Passed unanimously.


(15 minutes; C. Duron)

Candace Duron updated the Academic Senate on the Academic Policies and Procedures Committee work on the Excused Withdrawal (EW) grade now available. Our current policy has been aligned with the executive order.

Students will have the opportunity to request an EW, and faculty will have the option to assign the EW grade in roster. Answers to questions about assigning an EW can be found in the EW FAQ document distributed to the Academic Senate electronically. A request has been submitted to share this FAQ on the TC website as soon as possible. There is one piece of missing information needed prior to posting.

Recently the AP&P Committee had created EW language for the existing grading option. This new policy added state of emergency language in order to address current and possibly future concerns. EW start date March 4th. Awarding an EW will not hurt eligibility for financial aid. Questions about faculty awarding an EW included veterans and federal financial aid concerns. These questions are best answered on an individual basis with counselors and the FAQ page.

This was an action item to back up AP&P’s work.
Eveland thanked the AP&P Committee for its work.

Motion to accept the application of the EW grade: T. Furman
Second: D. Rodenhauser
Roll Call Vote: 34 aye; 1 no

6. 2020_04_24 Distance Education (Temporary) Local Emergency Approval Form

(10 minutes; A. Bledsoe)

The Distance Education Emergency Approval Plan Report is due in June. At present, the DLE Committee has used the traditional Distance Education Course Approval Form and tweeked it to fit our emergency situation. The group used the language “Taft College Board of Trustees declared emergency” intentionally to ensure future emergencies would be included in the form.

There are links within the electronic approval form to facilitate the process.
Bledsoe also mentioned that question 4 is the most common one to cause the approval process to slow. A reminder to verify that the Course Outline of Record listed activities and assessments be revisited to ensure the COR is reflected in the approval form was shared. Faculty are encouraged to explain how labs, presentations, speakers, and other activities can be addressed in online format.
Bledsoe walked through the emergency approval form during the Zoom meeting and showed the senate of the whole where the links and common challenges are.
Eveland thanked the DLE committee for its work.

Questions about Distance Education and the new form can be forwarded to Dr. Bishop.

Motion to approve the DLE Emergency Distance Ed approval form: A. Abbott
Second: K. Carlson
Roll call vote: passed unanimously
Information/Discussion Items

7. Topics of Interest Q&A (10 minutes) NO ACTION
   Tori had an informational share about TC Spirit Challenge. Please consider participating in Social Media trend/presence to encourage enrollment and student success.

Open Forum for Announcements NO ACTION

Adjournment

   Motion to adjourn: Jiles
   Second: Bledsoe
   Passed unanimously. Voice vote. Meeting adjourned at 1:02 pm

Respectfully submitted,
K. Kulzer-Reyes