**Porterville College Academic Senate APPROVEDa**

Minutes: September 28, 2018

1. Jeff Keele called the meeting to order at 8:04.
2. Roll Call:

Voting Members: Jeff Keele, President; Rickelle Syradahl, Sarah Rector, David Kavern, Jim Carson, Kathryn Benander, Robert Hayes, Patricia Serrato, Miguel Ruelas

Non-voting Members: Primavera Arvizu, Sarah Phinney, Karen Bishop

III. Approval of Agenda: (David Kavern, Kathryn Benander)

IV. Approval of Minutes: (James Carson, Rickelle Syrdahl)

V. Action Items:

1. Guided Pathways update: (Primavera Arvizu)

Discussion on renaming ‘Meta Majors’,

addition of completion team

2. Tobacco Free: (Primavera Arvizu)

Committee has been made to review policies for this change.

3. Distance Education Committee Changes: (Sarah Phinney, Karen Bishop)

There are seven representatives on he committee and their is a desire to add a counselor to the committee.

* Motion to include one counselor to the committee: (Katheryn, Patricia)

4. Distance Education Handbook: (Sarah and Karen)

Update for the handbook:

* Attendance and Drop policy- modification of participating for online classes (addition of language)
* Requirements to teach DE course- Must takes @One courses to teach an online or hybrid course (recommendation of a change or addition of language in handbook)

(We are going to review the handbook for next meeting)

5. Full-time Faculty Position Ranking:

* Jeff Keele sent information to every administrator from the dean level and above ask well as division chairs of the deadline for the full-time faculty position ranking.

6. Senate President Election:

* Asking senate to consider some nominees for the position.

7. Accreditation Visit: Reminder of events

8. High School Senior Day:

* Sound system concerns for the gym

VI. Adjourn: 9:37