**Porterville College Academic Senate APPROVED**

**Minutes: February, 8 2019**

I. Jeff Keele called the meeting to order at 8:02.

II. Roll Call:

Voting Members: Jeff Keele, President; Miles Vega, President-Elect; Kathryn Benander, Vice President; Matthew Flummer, Secretary-Treasurer; Rickelle Syrdahl, Sarah Rector, James Carson, David Kavern, Miguel Ruelas

Non Voting Members: Joel Wiens, Sarah Phinney, Anne Marie Wagstaff,

Guests:

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

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

V. Discussion/Action Items:

1. Accreditation issue with distance education – Review of new policy for regular and effective contact, suggestion for adding more details within eLumen regarding student contact; DE addendum modification to add more detail
2. Distance Education Committee report – changes to the policy for regular and effective contact; motion to approve the policy \*(M-S-P, Kathryn Benander, Miguel Ruelas)
   1. Suggestion to use a classified staff to review online classes to make sure that they are complying with the contact policy and report to directly to the faculty member (a gentle reminder), then if the issue isn’t resolved, the classified staff will contact DE for instruction
   2. Motion: We ok the use of an classified individual to review online classes to make sure that these classes are complying with the instructor-initiated contact policy and the classified individual will have direct contact with the faculty member if the class doesn’t comply and if the instructor doesn’t respond to the issue appropriately the classified individual will contact the Distant Education committee for follow up. \*(M-S-P, Rickelle Syrdahl, Kathryn Benander
3. 2020-2021 Academic Calendar – ad hoc calendar committee (Jeff and Miles) to make proposals and discuss in the next meeting
4. Scholar of the year process discussion – April 26 is the scholarship ceremony so this needs to be resolved by April 19, goal of 1st week of March to have a list of qualified students
5. Discussion of CC’s Resolution RE Chancellor Oakley – tabled discussion till next time.

VI. Reports

VIII. Adjourn: 9:32

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.*