**Faculty Council Minutes**

**Attendees: Brian Nichols, Phil Moore, Tamberly Powell, Steven McQuiddy, Wendy Simmons, Hyla Rosenberg, Brooke Taylor, Maurice Hamington, Russell Shitabata, Joseph Colton, Jim Salt**

***Opening***

**Co-Chair Business (10 min)**

- Approve Minutes - Appointments/Approvals: **Discuss an idea of literature and/or writing certificate; approve with amendment**

- Kristina Holton - Student Affairs Council; **approved**

- Academic Program Review Oversight Committee (APROC) –

**A list of people interested in APROC was emailed earlier Friday; there are lots of people! The idea of 6 faculty members has been suggested (by those who developed APROC) but nothing is official, term limits have not be set either.**

**Has Faculty Council approved APROC? If not, who has? College Council? The timeline for statements of interest was very short. Classified staff don’t have a committee like FC to appoint members. FC could select classified staff and LCCEF could appoint folks. Suggestion to extend call for interested faculty.**

**FC approve/recommend APROC? Approved!**

**Areas needing to be clarified: appoint up to \_ members, we could appoint some folks today and give others the opportunity to submit a statement of interest.**

**More clarity is needed on role of APROC in decision-making power.**

**Approvals: 5 faculty members, 5 others: program coordinators, advisors, tech analyst, PT/tech/CHO**

**Info to be included needs to be determined**

**If deadline to submit statements is extended, all members should be voted on at the same time, it’s more equitable that way.**

**Timeline was too short to have a fair, open, equitable and transparent process. Call will be reopened. FC will vote on appointments next meeting or by email or have a meeting at a different time.**

**Can appoint 6 to 8 faculty. Vote for top 8. Statements of interest will be accepted until next Friday 5:00. Updated list will be sent to FC and we’ll vote by email by Tuesday 5:00. Vote to approve three classified people too. APPROVED.**

Meet May 22nd or May 29th? May 22nd.

***Current Topics***

Course Evaluations - Joseph Colton (40 minutes): **APROC took an hour, so this will be a topic for the May 22nd meeting**

Pilot Test Volunteers: **Brooke, Russell,**

**before Monday email Joseph with CRNs of classes to be evaluated**

May 8, 2015 3:00-4:30 PM - Boardroom

How do we handle default questions/updates/suggestions?

Under what conditions would we allow required questions?

Completion tracking: Reporting percent filled it out, who hasn't yet, privacy.

Disable options: course, number of students, instructor –

When do we present surveys?

How do we feel about carrot/stick encouragement? (delayed grades, etc.)

COPPS procedure suggestions: Evaluation, Student Statement LCCEA Contract suggestions

**Christina Howard: MOA program outside consultant is to be hired to redesign curriculum, faculty haven’t been invited to participate, a separate advisory committee will be created, health professions have external accrediting bodies, curriculum work is done by faculty, faculty are certified and qualified to redesign curriculum. MOA should be able to go through Academic Program Review and work with their national accrediting body. We have a structure, why can’t it be used? Curriculum revision needs to be revised to include electronic medical records, report suggested curriculum was out of date.**

**FC strongly condemns any administrative action to remove, supplant, circumvent or bypass the faculty role in reviewing and designing curriculum, an example of which is the college’s treatment of the Medical Office Assistant program. Any process involving program restructure at Lane must be lead by the program faculty, as well as follow the program review process and long established academic and empirical data standards.**

**Motion to approve statement and distribute college wide. Approve.**

***Council, Committee, Team Reports (15 min)***

- Governance Councils - LCCEA - Other Committees/Teams

***Division Reports (15 min)***

Divisions report on academic issues and events. Reports should be less than 3 minutes each.

***Future Topics***

- Snow Closures - No Show Drops