Call to Order 1 min
Quorum of 8 was set at 1:17pm. Introductions: Leigh Anne Shaw, Melissa Michelitsch, Michael Moynihan, Nick Kapp, Tiffany Schmierer, Liza Erpelo, Fermin Irigoyen, Melanie Espinueva (standing in for Nate Nevado), Edwina Yuan (ASSC), Richard Lopez (ASSC), Kate Williams Browne, Chip Chandler. Tiffany was selected as Timekeeper.

Adoption of the Agenda 1 min
M: Michelitsch / S: Moynihan / U: Action

Approval of the January 27, 2012 Minutes 5 min
M: Schmierer / S: Michelitsch / U: Action

Public Comment 10 min
3 minutes will be allowed per speaker. No one addressed the Senate today. Information

Agenda Item

Update IRB 20 min
Institutional Review Board
Language was added to the proposed IRB policy to address a concern with inexperienced research groups coming to campus without having an appropriate level of research experience and background to ensure quality research. The added language is as follows: “Previous research experience is needed to be able to identify methodological flaws in proposals that would result in ethically compromised research, and as such it would negatively impact subjects.”

If approved, this policy will go to College Council District for approval. The process of creating the IRB will begin, involving Rob Johnstone and other members of the current research committee.
M: Moynihan/ S: Kapp/ U: Action

VP Instruction Search Committee 5 min
Approval of faculty to serve on the VP-Instruction Search Committee
Nick Kapp-Jennifer Merrill-Virginia Padron-Karen Wong
M: Moynihan/Browne/U: Action

English Faculty Screening Committee 5 min
Approval of faculty to serve on English Faculty Hiring Committee
Jim Bowsher-Liza Erpelo-Katharine Harer-Lucia Lachmayr
M: Moynihan/S: Schmierer/U: Action

General Counselor-Transfer Emphasis Screening Committee 5 min
Approval of faculty to serve on General Counselor-Transfer Emphasis Hiring Committee
Jacquie Escobar-Joyce Lee-Don Biederman
M: Moynihan/S: Espinueva/U: Action

Early Childhood Education Faculty Screening Committee 5 min
Approval of faculty to serve on ECE Hiring Committee
Kate Williams Browne- Patty Dilko-Tony Jackson-Luciana Castro
M: Moynihan/Kapp/U: Action

Biology Faculty Screening Committee 5 min
Approval of faculty to serve on Biology Hiring Committee
A.J. Bates-Shari Bookstaff-Christine Case
M: Moynihan/Erpelo/U: Action

Paralegal Faculty Screening Committee 5 min
Approval of faculty to serve on Paralegal Hiring Committee
Steve Aurilio-Christine Roumbanis-James Wong-Michael Moynihan
M: Moynihan/Erpelo/U: Action
| Standing Committees | 20 min | **ASSC:** Preparing for March in March, sending 3 buses. Aiming for 150 students. Signups started Feb 8th - students can talk to anyone on ASSC to sign up. SOCC wants to hold a book drive in March. There will be a Valentine’s Day event. There are petitions being circulated for the oil tax. Planning to write a resolution commenting on the SSTF recommendations.  
**AFT:** In fact-finding.  
**Classified Council:** No report today.  
**District Strategic Planning Committee:** Will meet on Monday Feb 13. Will be looking at district goals and look at the board goals discussed at the board retreat on February 4th. Q: how is the faculty staff housing filling up at Cañada? Comment: It appears fairly full at |
| **Accreditation Writing Team** | President | 5 min | **Approval of faculty on Accreditation Writing Teams**  
Further additions have not been presented to the Senate yet, so they will be approved when they are presented. There was no vote on this item today.  
**Elections Update** | President | 10 min | **Discussion for the 2012 elections**  
Elections are set up and ready to go; they should occur at some time in April. The Senate by-laws will be reviewed by a subcommittee of Nick Kapp, Leigh Anne Shaw, and Melissa Michelitsch. The group will be looking at specifying language to clarify our process and obligations.  
**Officers’ Reports** | President/Vice President | 20 min | **College Council:**  
Will meet February 22nd. Fermin will put the IRB on the agenda.  
Suggestion for topic to bring up to College Council: there are several students whose disability prevents them from using their hands to open doors. All of the accessible door-opening devices are at a height requiring hands.  
**College Budget Committee:**  
Skyline College will be going into Basic Aid; we thought we were already there, but the state calculation is in dispute right now. We do anticipate going into Basic Aid soon; we are not there yet.  
**District Academic Senate/District Shared Governance**  
DAS will meet on Monday, February 13th and will host two guests from the State Academic Senate. We will discuss the MOU for the Performance Evaluation Review Committee, plus/minus grading, and the Student Success Task Force.  
**District Shared Governance:**  
Met on Monday, Feb 6th. They approved several policies already approved by SCAS and discussed the budget situation.  
**Treasurer:** No report today.  
**Research:** A proposal for research has come to the research committee that was dated 2010, so it appears that the research has already been done or is currently happening. The Senate advised that the Research committee meet directly with the group to further examine and discuss the work and the importance of procedure.  
**Curriculum Committee:** Curricunet is now being used for all curriculum. The forms are still up on the curriculum web site. The Curriculum Committee will be revising those forms to act as templates for people designing curriculum; the forms need to be altered to match the flow of categories in curricunet. When faculty submit curriculum in curricunet, it goes directly to their dean, who needs to sign off on it. Faculty can follow the status of their curriculum on the system. Curricunet has a component that connects with Program Review, so that information will be available. It may even have functionality to track SLO progress (like TrakDat), but that is still being examined.  
**Educational Policy:** last met on the 24th of January where they looked at the policy 6.14 (reported at the last meeting). Will meet again March 6th.  
**Professional Personnel:** There was no report today.  
<p>| <strong>Information</strong> |  |  |  |</p>
<table>
<thead>
<tr>
<th>Announcements &amp; Future Agenda Items</th>
<th>All</th>
<th>5 min</th>
<th>Next meeting February 24, 2012 at 1:10 room 5-5131</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjourn</td>
<td></td>
<td></td>
<td>This meeting was adjourned at 2:29pm. M: Moynihan/S: Michelitsch/U. These minutes are respectfully submitted by Leigh Anne Shaw.</td>
</tr>
</tbody>
</table>