

IV. COMMITTEES

❖ **Curriculum Committee – David Kary**

The curriculum committee has not met since the last Senate meeting.

The next curriculum meeting is tomorrow, Thursday, 12/9, at 2:30 pm in IS 108. This will be the final full curriculum meeting of the semester and the last opportunity to approve course modifications or new courses for next year's catalog. On the agenda, we have 1 new credit course (LEAD 103 Foundations of Leadership) and 15 new non-credit courses. We will also look at modifications to 16 courses in ANTH, AUTO, CHLD, DRAF, FOR, PE, PHTO, and PHYS. We will be deactivating 10 courses in CHLD, COS, and MATH, and reviewing modifications to 4 degrees (Child Development, Cosmetology, Drafting and Design Technology, and Photography) and 4 certificates (Child Development Teacher, Child Development Master Teacher, Child Development Master Teacher Early Intervention, and Public Works II), and reviewing a proposal change the Child Development Associate Teacher Skill Award into a Certificate.

We will also be discussing a proposals to change the name of the Physical Education program and discipline and to change the graduation requirements in response to the new transfer degrees. We are also reviewing a proposal to add some new courses to some of our broad-based degrees.

The "Discipline Input Groups" working on a common C-ID number system and on transfer model curriculum will have meetings on March 11 in Irvine to discuss the following disciplines: Business, Marketing, Management, Accounting, Studio Art, English, Economics, Computer Systems, Information Systems, Political Science, Music, Math, and Teacher Prep/Liberal Studies. We will be contacting faculty in these disciplines. You can sign up to get information on these meetings at the C-ID web site: the web address is <http://www.c-id.net>.

❖ **Student Learning Outcomes and Assessment**

The committee has a meeting coming up this Friday.

V. OFFICERS' REPORTS

Secretary, Sheryl Walz – No report.

Treasurer, Paul Swatzel – No report.

Past President, John Vaughan – No report.

Vice President/President-Elect, Nicki Shaw – Just a reminder that elections will be coming up in the spring so please think about running.

CCFA Liaison, vacant - The next meeting will be in February or possibly March.

ASCC Representatives, Karlyn Bradley – This is the second day of elections. Stressbuster and Night Owls are going on at this time. The Region meeting will be held on Saturday with elections for a new regional senator. The last ASCC meeting of the semester was yesterday. Election results will be announced on Monday.

President, Roberta Eisel –

- EPC – Program Review for Instrumental Music was approved, there was a name change for PE, a new program – architecture – was approved, LEAD is the new course identifier for leadership courses, a new discipline approved is ETHN – Ethnic Studies, and there was an Ed Master Plan update.

- Enrollment Management – has met. Faculty suggested the committee also look at the impact of SB 1440. The steering committee oversees enrollment management; faculty are more than welcome to attend steering.

VI. SPECIAL REPORTS/PRESENTATIONS

A. Forum on Statewide Hot Topics

Roberta described a letter from statewide, which arrived today, about C-IDs. The letter contains a link, which will take you to a site where you can sign up for the list serve that will ensure you receive email information on your particular discipline. She demonstrated how to access the site and sign up. There were some questions and discussion. A meeting will be held on March 11 in Irvine on this subject. WWW.C-ID/net

A Citrus strike team is holding regular meetings on 1440 to try to stay on top of these changes.

1143 – no new information

20/20 Report – no new information

VII. NEW BUSINESS

A. Basic Skills Initiative Action Plan

This is an annual plan submitted by Sylvia Smythe, Director of Basic Skills . With no questions or objections from the assembly, Roberta, as senate president, will sign the document.

B. State of the Classrooms – Anna Villeneuve

Anna described the state in which classrooms are often left by the previous instructor. She asked how senate feels about having maintenance clear out the rooms of any trash, leftover papers, materials, etc, at the end of each semester. She also asked about the policy of eating in classrooms. Is it up to the individual instructors to approve that?

The senate was sympathetic to the situation Anna described and asked that she draft something and bring it back to them. Once the senate approves the statement it can be broadcast to all faculty in a variety of methods. The suggestion was also made to bring up this issue at division meetings.

C. Educational Master Plan

See EPC report.

D. BP 3310 Records Retention and Destruction

E. AP 3510 Workplace Violence Plan

F. BP 3510 Workplace Violence Plan

Roberta feels APs and BPs should be cross-referenced where appropriate. Items D, E, and F will be placed on the next agenda as Old Business.

VIII. OLD BUSINESS

A. AP 3505 Emergency Response Plan

B. BP 3505 Emergency Response Plan

C. AP 3570 Smoking on Campus

- D. BP 3570 Smoking on Campus**
- E. BP 4250 Probation, Dismissal and Reinstatement**
- F. AP 4250 Probation**
- G. AP 4255 Dismissal and Reinstatement**

In response to Items A and B, there were comments about not receiving Citrus alerts and the need to install phones in classrooms. Cosmetology particularly feels abandoned and left in the dark when it comes to emergency response plans. Roberta agreed to bring this to the attention of the committee.

In response to Items C and D, it was pointed out that smoking restrictions are law in California but they are not being enforced on the Citrus campus. Several questions were raised: can security levy a fine for those who do not comply with the law and is it a violation of the student code. Designated smoking areas, more signage, and adding the smoking policy to the foreign students' orientation were suggested as possible solutions. It was requested that the senate's comments on this subject be taken to Steering.

Items A through D will be on the agenda for action at the March 9 meeting. Items E, F and G will be discussed by a work group at a meeting immediately following this senate meeting.

IX. PUBLIC FORUM

1. Tommy Humbug and the Christmas Gypsies, and Holidance will be presented at the Haugh.

X. ANNOUNCEMENTS

1. **Golf-themed swap meet on December 11 from 9-12 pm.**
2. **CSEA Holiday Buffet December 9, 12-2 pm.**
3. **Christmas Is..... December 4 through the 19th.**
4. **Superintendent/ President's Holiday Reception December 14th from 2-3:30 pm in the CFI Community Room.**

XI. ADJOURNMENT – meeting adjourned at 3:50 pm until the next meeting on March 9, 2011.

Attachments:

#1 California Government Code Sections 7596-7598 - Smoking

Members and Guests Present:

**Kathy Bakhit
Beverly Van Citters**

**Raul Sanchez
Jack Call**

DRAFT

Future Academic Senate Meeting Dates:

Sept. 8, 2010	March 9, 2011
Sept. 22, 2010	March 23, 2011
Oct. 13, 2010	April 13, 2011
Oct. 27, 2010	April 27, 2011
Nov. 10, 2010	May 11, 2011
Nov. 24, 2010	May 25, 2011
Dec. 8, 2010	June 8, 2011

Submitted by: Linda Swan
District Academic Senate Secretary

Visit our website at: <http://www.citruscollege.edu/as>

Note: Tenants or condominium owners with certain disabilities relating to smoke sensitivity may have other legal remedies available to address the problem of drifting smoke entering their units. See entries 79 and 80 for more information on remedies available to people with disabilities.

ENFORCEMENT: See entry 1 for a summary of how the California Labor Code may be enforced.

PENALTY: See entry 1 for penalties available under the California Labor Code.

3. STATE, COUNTY, AND CITY BUILDINGS

California Government Code Sections 7596-7598

Scope: Smoking is prohibited:

- inside a public building, which is a building owned and occupied, or leased and occupied, by the state, a county, a city, or a California community college district;
- in an outdoor area within 20 feet of a main exit, entrance, or operable window of a public building;
- in lobbies, lounges, waiting areas, elevators, stairwells, and restrooms that are a structural part of a covered public parking lot or a building to which such a parking lot is attached; and
- in a passenger vehicle owned by the state.

This law explicitly permits local governments and campuses (e.g., a campus of the University of California, the California State University, or the California community college system) to pass more restrictive ordinances, regulations, and policies.

Note: The workplace smoking restrictions in California Labor Code section 6404.5 also apply. (See entry 1.)

Exception: The smoking prohibition does not apply to private living areas of public buildings or to the parking areas of covered public parking lots. Smoking may be allowed in any outdoor area of a public building unless otherwise prohibited by state or local law and a sign describing the prohibition is posted by the state, county, or city agency, or other appropriate entity.

ENFORCEMENT: Not specified.

PENALTY: Not specified.

4. TOT LOTS AND PLAYGROUNDS

California Health and Safety Code Section 104495

Scope: Smoking of tobacco products is prohibited within 25 feet of a playground or tot lot sandbox area. The disposal of tobacco-related waste, such as cigar and cigarette butts, in these areas is also prohibited. A playground is defined as a park or recreational area specifically designed for use by children that has play equipment installed. This includes facilities located on public or private school grounds, or on city, county, or state park grounds.

A tot sandbox area is a play area within a public park designated for use by children under five years of age. The law allows local governments to pass and enforce stricter laws.

Exception: The law does not apply to private property (except for private schools) or to public sidewalks within 25 feet of a playground or tot lot area.

Enforcement: Local law enforcement agencies have the general authority to enforce this law under California Penal Code section 830.1.

Penalty: Violators are guilty of an infraction and subject to a fine of \$250 per violation.

5. SCHOOLS

20 United States Code Section 6083

Scope: It is illegal under federal law to permit smoking within any indoor facility utilized for kindergarten, elementary, or secondary education or library services for children.

Note: The workplace smoking restrictions in California Labor Code section 6404.5 also apply. (See entry 1.)

Note: See entries 14 and 15 for summaries of tobacco possession and use restrictions relating to schools.

Enforcement: The U.S. Department of Education is authorized to enforce this law.

Note: A school or library may use its general power over its property to enforce no-smoking rules against visitors and its general power over its terms of employment to enforce no-smoking rules against employees. A school may use its normal disciplinary powers to enforce no-smoking rules against students.

Penalty: Violators may be liable for a civil penalty of up to \$1,000 for each violation and/or may be subject to an administrative compliance order. Each day a violation continues constitutes a separate violation.

6. DAY CARE FACILITIES

California Health and Safety Code Sections 1596.795, 1596.890

Scope: California law prohibits smoking on the premises of a licensed day care center and in a licensed family day care home (e.g., a day care for children based in the home of the provider) during the hours of operation as a family day care home and in those areas of the family day care home where children are present. The law allows for more stringent local laws.

Note: The workplace smoking restrictions in California Labor Code section 6404.5 also apply. (See entry 1.)

Exception: This law does not prohibit smoking in family day care homes before the hours of operation as a day care facility.

Enforcement: This law may be enforced by the California Department of Social Services or by local law enforcement agencies.

Attachment #1