

**PALO VERDE COLLEGE**  
**Academic Senate Meeting**  
**Tuesday, February 11, 2020**  
**3.00 p.m.**  
**One College Drive, Blythe, CA – CS 123/124**  
**(ITV held at 725 West Broadway, Needles, CA)**  
**President: Hortensia Rivera**  
**Vice President: Sarah Frid**  
**Secretary: Nidhi R. Patel**

**MINUTES**

**Members Present:** A. Bavaro-Ricci, T. Brown, J. Campbell, A. Casas, R. Castillo, I. Dagnino, A. Davis, S. Frid, M. Gamez, M. Gaubeca, V. Hernandez, C. Hettige, D. Lilley-Edgerton, M. Lopez, L. Lujano, R. Martin, J. Martinez, C. Medina, G. Milke, N. Patel, K. Redwine, R. Robertson, S. Sher, P. Shibalovich, D. Silva, J. Singler, W. Smith, G. Snider, S. Stoeckle, B. Thieboux, J. Turner, and V. Velickovska.

**Members Absent:** J. Boire, D. Copple, K. Eoff, C. Lozoya, P. Martinez, S. Peterson, J. Rinaldi, and H. Rivera.

**Guests:** B. Raman.

**1. Opening of Meeting**

**1.1 Call to Order**

Meeting was called to order at 3:05 p.m. by Academic Senate Vice President Sarah Frid.

**1.2 Pledge of Allegiance**

The salute to the American flag.

**1.3 Public Commentary**

Biju:

- Seeking two volunteers from each of the six academic divisions to showcase their syllabi and student work. Student info will be redacted from portion shown to ACCJC. This is for the visit from March 2nd to the 5th.
- The SLO review matrix has been sent to the division chairs. Chairs should update it and send it back to Biju by Feb. 20th. Need to have it before ACCJC.

**2. Approval of Minutes**

**2.1 Minutes from 11/12/2019**

Action: Approval of Minutes from 11/12/2019  
 Motion by P. Shibalovich, second by I. Dagnino  
 Comments/Revisions: None  
 Final resolution: Passed unanimously

**2.2 Minutes from 12/10/2019**

Action: Approval of Minutes from 12/10/2019  
 Motion by P. Shibalovich, second by R. Castillo  
 Comments/Revisions: None  
 Final resolution: Passed unanimously

**3. Adoption of Agenda**

**3.1 Adoption of Agenda**

Action: Adopt the agenda for this meeting  
 Motion by D. Silva, second by I. Dagnino  
 Comments/Revisions: None  
 Final resolution: Passed unanimously

**4. Old Business**

**4.1 Update on AP 2510**

- At the Dec. 2019 Board meeting
  - This administrative procedure was on the Board agenda as an informational item, even though we had not, as a senate, agreed upon everything in a mutually agreeable fashion with the district.

- o The action was agreed upon was that the Curriculum Committee and the Equivalence Committee will revert back to the original language to relieve faculty concern for now, so that AP 2510 can move forward in the accreditation report as planned.
- o It was also agreed that the change from "rely primarily on" to "mutually agreed upon" will revert back to the original language, which is "rely primarily on", although that language is clearly inconsistent with BP 2510, which constitutes the mutual agreement between the Board and the Academic Senate.
- o The Academic Senate and the administration will continue to work on this language in accordance with all applicable codes and regulations until resolution is reached.
- Curriculum Committee changes are part of AP 2510. The meeting that took place on Friday, Feb. 7, 2020 between the Academic Senate leadership and the administrators, S. Bauer and B. Raman, S. Bauer gave us the rough timeline according to his research as outlined in the table below (1st handout):

AP 2510	Voting Status	Denise's Committee List 2018-19	Voting Status	Curriculum Committee/Senate Proposal	Voting Status	District Proposal	Voting Status	District Counter Proposal	Voting Status
Math/ and Science, Division Chair	Y	Allied Health Division Chair*	Y	Allied Health Division Chair*	Y	Allied Health Division Chair*	Y	Allied Health Division Chair*	Y
CIS/Business, Division Chair	Y	Business Division Chair	Y	Business Division Chair	Y	Business Division Chair	Y	Business Division Chair	Y
Social Science, Division Chair	Y	History, Social and Behavior Sciences, Division Chair	Y	History, Social and Behavior Sciences, Division Chair	Y	History, Social and Behavior Sciences, Division Chair	Y	History, Social and Behavior Sciences, Division Chair	Y
Vocational Education, Division Chair	Y	Math and Science Division Chair	Y	Math and Science Division Chair	Y	Math and Science Division Chair	Y	Math and Science Division Chair	Y
Language Arts, Division Chair	Y	Language, Arts, and Communication Studies, Division Chair	Y	Language, Arts, and Communication Studies, Division Chair	Y	Language, Arts, and Communication Studies, Division Chair	Y	Language, Arts, and Communication Studies, Division Chair	Y
Counseling, Division Chair	Y	Professional Technologies, Division Chair	Y	Professional Technologies, Division Chair	Y	Professional Technologies, Division Chair	Y	Professional Technologies, Division Chair	Y
		Counseling Student Services, Division Chair	Y	Counseling Student Services, Division Chair	Y	Counseling Student Services, Division Chair	Y	Counseling Student Services, Division Chair	Y
Librarian	Y	Librarian	Y	Librarian	Y	Librarian	Y	Librarian	Y
Articulation Officer	Y	Articulation Officer	Y	Articulation Officer	Y	Articulation Officer	Y	Articulation Officer	Y
Director of Admissions and Records	Y	Director of Admissions and Records	Y	Director of Admissions and Records	N	Director of Admissions and Records	Y	Director of Admissions and Records	N
Associated Students Rep	Y	Associated Students Rep	Y	Associated Students Rep	N	Associated Students Rep	N	Associated Students Rep	N
Vice President of Instruction, Co-chair	Y	Vice President of Instruction and Student Services, Co-Chair	Y	Vice President of Instruction and Student Services, Co-Chair	N	Vice President of Instruction and Student Services, Co-Chair	Y	Vice President of Instruction and Student Services, Co-Chair	N
		Dean of Instruction and Student Services	Y			Dean of Instruction and Student Services	Y	Dean of Instruction and Student Services	Y
		Instructional Services Manager	Y	Instructional Services Manager	N	Associate Dean of Instruction and Student Services	Y	Associate Dean of Instruction and Student Services	Y
		Curriculum and Catalog Specialist, Recorder	N	Curriculum and Catalog Specialist, Recorder	N	Curriculum and Catalog Specialist, Recorder	N	Curriculum and Catalog Specialist, Recorder	N

AP 2510	Voting Status	Denise's Committee List 2018-19	Voting Status	Curriculum Committee/Senate Proposal	Voting Status	District Proposal	Voting Status	District Counter Proposal	Voting Status
<i>This is the language from the old AP 2510 that needs to be updated and mutually agreed upon by Academic Senate and District.</i>		<i>This is what appears to be agreed upon for Curriculum Committee in 2018-19</i>		<i>This is the membership and voting rights for the Curriculum Committee unilaterally decided upon by Curriculum Committee and supported by Academic Senate</i>		<i>This was presented to Academic Senate leadership by the district for collegial consultation and mutual agreement.</i>		<i>This is the counter proposal by the District after initial proposal was rejected by Academic Senate leadership during the Fall 2019 semester. There has no response since counterproposal.</i>	
<b>The following row is part of our discussion</b>									
<b><i>This language was written and approved by the college council and the Board in 2010.</i></b>  <b><i>This is the most official, which is 10 years old.</i></b>		<b><i>Denise's Committee list does not denote who is voting member.</i></b>  <b><i>Not sure how this column was this voting status was decided.</i></b>  <b><i>The voting information is not supplied in this document.</i></b>		<b><i>Our proposal</i></b>  <b><i>Unsure when this was proposed but seems like sometime this academic year</i></b>  <b><i>Only want faculty voting</i></b>		<b><i>District proposed 4 administrators to vote in addition to faculty</i></b>  <b><i>We rejected</i></b>		<b><i>District came back with 2 administrators voting, Dean and Assoc. Dean of ISS</i></b>	

- S. Frid's research is shown below (2nd handout):

AP 2510 - as it is written, was approved by College Council and Board in 2010

Curric Committee Minutes - November 8, 2012 and stayed in this structure until September 2014

**Members:**

ASG  
7 Division Chairs  
VP (Sheri) - Curric Co-Chair  
Tencha - Curric Co-Chair

**Ex-Officio Members:**

Articulation  
Librarian  
Director of A&R (Shelley)

**Recorder:** Instructional Services Manager (Lisa)

Curric Committee Minutes - September 11, 2014 and stayed in this structure until April 2017

**Members:**

ASG  
7 Division Chairs  
VP (Sean) - Curric Co-Chair  
Tencha - Curric Co-Chair

**Ex-Officio Members:**

Articulation  
Librarian  
Director of A&R (Shelley)

**Melinda Walnoha (Temporary Assistant)**

**Recorder:** Instructional Services Manager (Lupita)

Curric Committee Minutes - April 27, 2017 and stayed in this structure until November 2017

**Members:**

ASG  
 7 Division Chairs  
 VP (Sean) - Curric Co-Chair  
 Tencha - Curric Co-Chair  
**Ex-Officio Members:**  
 Articulation  
 Librarian  
 Director of A&R (Shelley)  
 Melinda Walnoha (Temporary Assistant)  
 Dean of ISS (Dr. Givens)

**Recorder:** Instructional Services Manager (Denise Taylor)

Curric Committee Minutes - November 16, 2017 and stayed in this structure until September 2018

**Members:**

ASG  
 7 Division Chairs  
 VP (Sean) - Curric Co-Chair  
 Tencha - Curric Co-Chair  
 Dean of ISS (Dr. Givens)

**Ex-Officio Members:**

Articulation  
 Librarian  
 Director of A&R (Shelley)  
 Melinda Walnoha (Temporary Assistant)

**Recorder:** Instructional Services Manager (Denise Taylor)

Curric Committee Minutes - September 13, 2018 until October 2019

**Members:**

ASG  
 7 Division Chairs  
 VP (Bauer) - Curric Co-Chair  
 Rosanna- Curric Co-Chair

**Ex-Officio Members:**

Articulation  
 Librarian  
 Director of A&R (Shelley)  
 Dean of ISS (Biju)  
 Instructional Services Manager (Maria Kehl)  
 A&R Evaluator (Noelle)

**Recorder: Curriculum & Catalog Specialist ( Elizabeth)**

Curric Committee Minutes - October 10, 2019

**Members:**

ASG  
 7 Division Chairs  
 VP (Bauer) - Curric Co-Chair  
 June- Curric Co-Chair  
 Dean of ISS (Biju)  
 Instructional Services Manager (Maria Kehl)

**Ex-Officio Members:**

Articulation  
 Librarian  
 Director of A&R (Shelley)

**Recorder: Curriculum & Catalog Specialist ( Elizabeth)**

- Misunderstanding about what ex-officio means.
  - Researching other colleges, some colleges define ex-officio as purely non-voting unless there is a specific denotation next to your name.
  - We have no specific definition officially.
  - So, it is based on what we have thought it meant.
- By looking at it can you tell what we meant?
  - Hard to tell because the most of the actions were unanimous in the Curriculum Committee meeting minutes.
- In this research, did not see official discussion happening that was recorded in the minutes, in the Curriculum Committee or in the Senate about these changes.
- As a whole, we have been operating very informally and now it has caught up to us.
- District is saying: we have been trying to work with you on this for several months, we haven't heard back.
- Worth knowing, the state is not one mind on this.
  - Many districts have singular educational administrator as a vote, all other voting members are faculty, but have all the instructional Deans show up, they are non-voting members.
  - There are several educational administrators and some faculty members that vote

- Some institutions have all faculty members and no one from administration
- Ultimately, this is a mutually agreed upon committee. These are the facts we have. How do we want to move forward as an institution? What's prudent? What should we be keeping in mind?
- With two administrators, the faculty will still have more weight. Recommend, good compromise, 7 faculty and 2 educational administrators as the voting member (last column in the table above.)
- Note, we don't know that in the past VP voted or not. If, we feel comfortable with two educational administrators being voting members, are Dean and Assoc. Dean of ISS most appropriate or do we have another suggestion?
- Is this entirely to address the AP? Does this have any other purpose than that?
  - Number one concern is that our operating procedures and what we are doing in curriculum does not match up with AP 2510.
  - AP 2510 is ten years old.
  - It doesn't reflect what we are doing or the positions that we currently have. So, we need to fix it. And, this is their proposal on how to fix it.
- If the problem is with the AP then it is logical and simpler to change the AP.
  - The Curriculum Committee is defined within the AP.
- Why not change the AP?
  - To reflect what specifically?
- What actually is going on.
  - What we have is one version in our list of organizations and committees.
  - Another version in the Curriculum Handbook.
  - We have another one in AP 2510.
  - We have another one in our agendas and our minutes at the Curriculum meetings.
- No idea how to fix that. Why we are fiddling around with the composition of the committee rather than straightening out the paper work?

Action: 9 Faculty voters + 2 administrators voters

Motion by B. Thieboux, 2nd by I. Dagnino

Comments/Discussion:

- What happens to the non-voting members?
  - They will be on the committee, but they would not necessarily have a vote. Everyone is invited and provide feedback.
- When Curriculum Committee assembles, what establishes quorum and who are the member that establishes the quorum?
  - It's been faculty
  - Librarian (J. Turner) is the chair, so only to break a tie.
  - Articulation officer (I. Dagnino)
- So, consistency has always been the faculty establishing the quorum. The administrations' role in this committee has been inconsistent. In the last two-three years, two new position have been added. If these positions go away, we will be right back here deciding who in administration will be the voting member.
- Will the administrators establish quorum in addition to their voting rights?
- What is wrong with the Curriculum Committee as it presently stands that needs fixing?
- If J. Turner is no longer the Chair of Curriculum Committee, does she get to vote as a librarian?
  - Good question. Don't know.
- If Division Chair doesn't show and send another person to sit in for them, can they vote?
  - Currently have a proxy.

Final resolution: Yes-7, Nay-12, Abs-10, not passed.

We will take the questions brought up in our discussion to the administration and hopefully we can get closer to a resolution that we can agree on and feel comfortable with and confident voting on.

(Thanked and acknowledged Academic Senate leadership taking the lead on this and busting their collective tail feathers to try to get this resolved. Noted.)

#### 4.2 Update on Associate Dean of Instruction and Student Services position

- At the last Board meeting in January (2020)
  - The Board voted to upgrade, Maria Kiel into the Assoc. Dean of ISS position.
  - Academic Senate leadership had asked the Board to give us something in writing concerning why they didn't take our recommendation and background on their decision.
- D. Wallace wrote this letter to us on behalf of the Board. See attached documents in the agenda.
- One reason why the Academic Senate leadership asked for this rationale, because when we attended the Board meetings in Dec. 2019 and Jan. 2020, there was no Board discussion about it. CTA and Academic Senate brought forth their concerns and there was just vote that followed.

#### 4.3 E-reader, CDCR

- Only 11 books have been loaded on to the E-readers.
- Counselor have been receiving request to drop because students don't have access to the books that they need.
- In general, this is a complicated issue, with a lot of moving parts, in terms of getting books on the E-readers. Already incarcerated students have textbook obstacle, this is a new hurdle for them.
- Biju is buying few textbooks for ISP and CVSP. We don't know which.
- What would be the drop out rate in this case in the current enrollment?
  - Have a report from S. Hamilton when registration was processed and in few weeks plan to ask for another report to see how many students dropped. Will bring to the next meeting.
- 3 ADTs and the Golden Four (english, critical thinking, math, and speech)

- If faculty adapt OER textbooks, would it help?
  - It depends, not all.
  - Not a simple answer.
  - Not easy access, in terms of printing.
  - It is not automatically free, the way that the E-readers are.
  - It could be something we explore, see if it is a viable option.
  - Not a slam-dunk resolution.
  - Caution us from thinking that it will solve everything.
- Been told for the last year and half, ISP especially, is that E-readers have been taken away from most of our students and "allocated elsewhere."
- Not cool!
- One particular textbook loaded onto the E-reader did not include all the chapters. Make sure it matches the content you want.
- This solution where Biju is buying few textbooks for the local prisons, it would be helpful for the faculty to get a list of the quantity and which books and that will help us plan and help us advocate for what we need. Also, in terms of moving forward, making sure we are communicating with everybody we need to, should we start looking into and changing textbooks to the OER or not.

#### 4.4 Syllabus

- One thing Biju brought up, he wanted to make sure we communicated to everybody, is that our finals must be conducted during the final week of classes. This is something they were looking for when they were reviewing syllabi. So, moving forward, we will have fewer hiccups, if we ensure that when the finals are indicated on the syllabus.
- Also, there has been some syllabus delays and issues at ISP and CRC. One or two weeks ago, there were some issue with the clerks and the educational unit that were found have been selling exams and answer sheet. Clerks are inmates not proctors. Ethical issues. Clerks were fired.
- Yesterday, few syllabi were printed out, so they should have everything already.
- As of last Friday, the district said they have delivered 100% of the syllabi in hand of the students at CVSP and ISP.

#### 4.5 Correspondence Education Standards

- We want to make sure that the syllabus review process that the district is undertaking is in sync with the Correspondence Education Standards that our task force has outlined.
- 7 contacts, gives examples of what contacts are, no need to stay in that box, we champion academic freedom to decide what those contacts can be.
- There was something with direct conflict with itself, something about correspondence is different from distance education.
  - Paul answers: This is the definition that was established by our Board, we also spotted that, and were told we cannot change that. It was created by the people who wrote the first document. So, we cannot redefine what it is. We don't know who wrote the first document. We found it on PVC website. Assume that people who wrote the document copied the language from ACCJC.
  - These are the modalities defined as of August 2009 from ACCJC.
  - So, what should we do?
  - The ISER report has a Quality Focus Essay (QFE). The subject of QFE is correspondence education, in which B. Thieboux proposed series of inquiries or projects that we propose the college undertake in the next several years. Great starting point but suggests, after the accreditation process, revisit this.
  - Propose to change the language: interactions between the instructor and the student is intermittent.
  - We can also say, piggy back on that idea, that this is what ACCJC defines right now, but this is the standard for PVC. PVC Academic Senate recommends that we have regular and ongoing contact with our students through our correspondence program to an extent as possible.
  - It doesn't have to in conflict. The standards of ACCJC can be lower than ours, which is fine. We're academics, we can make our own standards.
- Would like a syllabus review process discussed by the Senate.
- We have not done so from the district side. We have this syllabus stuff we are suggesting from the Senate side. This is the intention of the leadership that once we this settled, make sure that we are in sync and have a transparent documented process that everybody feel confident about turning in their syllabi, when it's going to get reviewed, by whom, on what things and when it's then going to the students.

Action: Approve this document

Motion by P. Shibalovich, second by I. Dagnino

Comments/Discussion:

Final resolution: Yes-23, Nay-3, Abs-2, motion passes

## 5. New Business

### 5.1 Immigration Legal Council

- MOU going on the Board agenda tonight, due to an Assembly Bill, from the state of California, 1809.
- It appropriates fund for the California Department of Social Services to execute agreements with qualified organizations to provide immigration legal services and support to persons on California Community College campuses. The funds provided under executed agreements are for the sole purpose of providing immigration legal services and education and outreach services to California Community College affiliated individuals at CCC campuses.
- Meeting space is in FA 113, to conduct workshops, information sessions, and private room for legal assessments.

- The college is responsible informing students, faculty, and staff about these services through all outreach channels available.
- TODEC, company that is contracted to provide these services, such as consultation, assist with application for initial or renewals for DACA, for citizenship, etc.
- Representative from TODEC:
  - Non-profit community based organization
  - Serve Riverside, San Bernadino, and ??? County for the last 35 years.
  - The Closest office is in Coachella.
  - For sometime, coming to Blythe to give free workshops in a various place.
  - Depending on the demand, set-up dates for legal staff, so students can make appointment online, so they know what document to bring depending on what their need is.
  - Service is for college students and faculty only.
- Students in Needles will have access, it's in San Bernadino County?
  - Yes, the closest office is Bakersville office, where they can get free service.
  - As long as they are students, they are eligible.
- What do they need to prove they are students?
  - Schedule or Student ID
- Some fees charged by USCIS is also covered, but the resources are going away quickly.

## **6. Reports**

### **6.1 President**

### **6.2 Vice President**

- According to Biju, request for Summer and Fall classes will start next week, the 18th (not a deadline but the beginning.)
- Summer 2020 will be part of the next academic year.
- It was brought to Academic Senate leadership's attention that not everybody is comfortable with how the audio is being recorded and placed on the internet for our Academic Senate meetings.
  - We have been posting them on BoardDocs with our agendas.
  - We have some recordings that are posted on our website from 2008 and before.
  - Between 2008 and this academic year, do not know where those recordings are or what they are being used for.
  - So, we have lots of options. What are we comfortable with?
  - Prefer to keep recordings as an attachment that goes along with the agenda. It is easier to go through the agenda and have the file in there.
  - Is there a choice, these meetings are subject to Brown act?
    - Will have to research the Brown act.
  - What is the issue?
    - Some people didn't realize that we were posting it to BoardDocs, which is publicly accessible, didn't realize we had some recordings on the website.
    - Want to make sure that we are discussing it and making sure everybody is aware of what our practice is and if we are comfortable with it, or we need to change it.
  - The recording from October 2019 meeting, it was mentioned that the audio files will be attached to the agendas when we are approving the minutes. Since then, we have approved minutes with the recordings and nobody objected.
  - What is the rationale for that?
    - Transparency.
    - The recordings provide veracity for the minutes for public meetings.
    - Has been done for the last 10 years, posted online, practice is not consistent.
  - Do they have to be online, could they be kept in a Senate file?
    - That is a possibility.
  - Suggest getting legal opinion from Chancellor's Office. The whole intent of the Brown Act is to make public meetings and their records fully accessible to people. If you start squirreling records away, you get sued. The text of the Brown Act clearly provides that anybody can come into one of these meetings and make a recording. Apparently, are allowed to destroy the records after 30 days. Senate should get opinion on what is the general practice.
  - Emulate what the Board does with their recordings.
  - Will look into legal opinion from the Chancellor's office.
  - We can check in with C. Mullen.
  - Get the information from Brown act.
  - Come back next meeting and provide some options.
  - Have a standing general announcement, reminder, at the beginning of each meeting that we are recording audio.

### **6.3 Secretary**

Nothing to report

### **6.4 Standing, Ad Hoc, and Special Committees**

1. Academic Standards

- o Nothing to report
- 2. Curriculum - J. Turner
  - o Had to leave.
- 3. Equivalency - R. Robertson
  - o Nothing to report
- 4. Flex - G. Snider
  - o Pointed out that C. Hettige is joining the Flex Committee
- 5. Scholarship - C. Medina
  - o V. Velickovska is joining the Scholarship Committee
- 6. Student Learning Outcomes - B. Thieboux and V. Velickovska
  - o Check the matrix online, make sure what courses are due for what SLO assessments during which semester.
  - o Make sure the matrix includes new courses that are being added and any courses that have been deleted.
  - o Division Chairs will let you know.
- 7. Academic Task Force for Correspondence Education - P. Shibalovich
  - o Document delivered.
  - o Task has been completed, but we will continue to discuss as a Senate body.
- 8. Faculty Handbook Task Force - R. Martin
  - o Would like the Senate to officially recognize
  - o Action: Faculty Handbook Task Force as an official Senate committee
  - o Motion by B. Thieboux, second by D. Silva, third by P. Shibalovich
  - o Resolution: Passed unanimously
- 9. Bylaws Task Force - N. Patel
  - o Met once, we are still working on it.

### **6.5 Representation Committees**

1. Accreditation - H. Rivera
  - o 3/2-3/5 accreditation team will be on campus
2. Budget and Planning - H. Rivera
  - o Nothing to report
3. 3SP/Equity - H. Rivera
  - o Meeting tomorrow
4. Distance Learning - D. Lilley-Edgerton
  - o Left, therefore no report
5. Foundation - V. Velickovska
  - o Meeting will be in March, nothing yet.
6. Facilities/Emergency/Security Task Force - R. Martin
  - o R. Martin is unable to make the meeting time, so stepping down.
  - o A. Davis will take over
  - o Plan a fire drill for Spring semester on Tuesday between 11 a.m. - 12 p.m hopefully before the 3rd week, but that is today
7. Program Review - S. Frid
  - o We are meeting on Thursday at 11 a.m. in CS 236.
  - o All are welcome.
8. Staff Development - A. Casas
  - o Left, therefore no report
9. Technology - N. Patel
  - o We met last Wednesday
  - o We went over the ISER document, the technology portion of it.
  - o Bring your tech concerns and I will take it to the committee.

### **7. Open Forum**

- March 4th, 2020, Career and Transfer Day, ~150 HS students visiting. Will be in CL building and our tech buildings. Help out if you can.
- When are the schedule for Summer and Fall due?
  - o 3-4 weeks after next week.
- Are we going to do that big mapping for the Fall?
  - o It's up to the faculty.

### **8. Announcements**

No announcements.

### **9. Adjournment of Meeting**

Meeting adjourned at 4:30 p.m.