

Academic Senate Grossmont College

MINUTES OF THE MEETING – February 25, 2002 Special Meeting

PRESENT: Cathy Harvey(President), Mary Rider(Vice President), Beth Smith, Jerry Buckley(Senate Officers at Large); P.J. Ortmeier, (AOJ); Jeff Irwin(Art); Gregg Robinson(Behavioral Sciences); Dave Wertlieb, Diane Merlos(Biological Sciences); Illyana McManus(Business Office Technology); Rick Kirby(Cardiovascular Technology); Cary Willard(Chemistry); Barbara Chernofsky(Child Development); Sheri Sjoberg(Communications); Lynn Gardner(Counseling); David Mullen(Dance); Jane Nolan, Marlene Jansky(DSPS); Mike Matherly(Earth Sciences); Gary Phillips, Marilyn Ivanovici, Chuck Passentino, Kamala Balasubramanian(English); Virginia Berger, Nancy Herzfeld-Pipkin(ESL); Jim Symington, Laura Burger(Exercise Science); Yolanda Guerrero(Foreign Language); Mel Amov(History); Zoe Close, William Hoaglin(Humanities); Patricia Morrison(Library); Peg Hovde(Math); Steve Baker(Music); Jeanne Raimond(Nursing); Bill Cummings(Political Economy); Lorenda Seibold-Phalan(Respiratory Therapy); Craig Everett(Theatre Arts).

ABSENT: Rick Michelson(AOJ); Ron Tatro, Les Lawrence (Art); Ben Newkirk, Maria Pak, Israel Cardona(Behavioral Science); Judith Walery(Business); Don Ridgeway(Cardiovascular Technology); John Oakes(Chemistry); Cathie Robertson(Child Development); Roxane Tuscany(Communications); Janet Gelb, Wayne Allen, Diane Mayne-Stafford(CSIS); Bonnie Shcmiege, Peggy Shepard(Counseling); Tom Gamboa(Cross Cultural Studies); Joe Orate(Culinary Arts); Kathy Meyer(Dance); Tim Cliffe(Earth Sciences); Julie Cardenas, Qais Sako, (English); Sylvia Montejano(EOPS); Rick Trestrail, Gay Cox(Exercise Science); Paul Vincent(Foreign Language); Jerry Baydo(History); Gene Britt(International Business); Curtis Stevens(Library); Jenny Vanden Eynden, Larry Langley, Linda Langley(Math); Evan Wirig, William Snead(Media Communications); Fred Benedetti (Music); Diane Helland, Pat Bradley, Susan Wild(Nursing); Marcelle Karlin(Occupational Therapy); Kriten Maria Reichardt, Bushra Jonna(Part Time Representatives); Dennis Collins, Patti Tsai(Physics, Astronomy & Physical Sciences); Beth Mallet-Anderson, Henry Jordan (Theatre Arts).

GUESTS: Bill Bradley, Bonnie Price, Cassandra Evans.

RECORDER: Martha Garcia

The Academic Senate minutes are recorded and published in summary form. Readers of these minutes must understand that recorded comments in these minutes do not represent the official position of the Academic Senate. The Academic Senate expresses its official positions only through votes noted under “Action.”

I. PRESIDENT’S REPORT

A. Call to order

Cathy Harvey called the meeting to order at 11:10 a.m.

B. Approval of Agenda

The agenda was approved as presented.

M/S/U Wertlieb/Smith

C. Approval of Minutes

The minutes of the February 4, 2002, meeting were approved as submitted.

M/S/U Wertlieb/Smith

D. Administrator Evaluation Process: Appropriate Faculty Rating Groups

The following changes were made to the Appropriate Faculty Rating Groups Draft 022002 attached to the agenda:

On page #1 the following information was added:

Under Vice President, Instruction:

- **All faculty serving on committees/councils (co-)chaired by the Vice President, Instruction**

Under Manager, Institutional Research:

- **Department Chairs and Coordinators**

On page #2 the following information was added:

Under Director, College Business Services:

- **A random sample of 15% of all full-time Faculty**

Under Associate Dean, EOPS:

- **A random sample of 15% of all full-time Faculty**

Under Associate Dean, Special Funded Programs:

- **A random sample of 15% of all full-time Faculty**

Under Associate Dean, Learning Resources:

- **A random sample of 15% of all full-time Faculty**

On page #3, the following information was added:

Under Assistant Dean, EOPS:

- **A random sample of 15% of all full-time Faculty**

The Appropriate Faculty Rating Groups draft, developed by Paul Carmona and Cathy Harvey at the request of Human Resources, is a list of most of the administrators in the District, Cuyamaca College and Grossmont College. The purpose of the list is to identify which faculty members would be the most appropriate to evaluate the specified administrators.

Cathy asked senators to review the list and forward suggestions for changes to her. She added that a list of councils and committees from Grossmont College on which the administrators serve has been developed to identify the faculty members who work with them and who would also serve as evaluators.

II. ACTION ITEMS

A. Staffing Committee Criteria

The Faculty Staffing Committee Criteria Review Task Force was formed to review the existing faculty staffing criteria and weighting as well as to make recommendations for revisions.

The task force consisted of nine Faculty Staffing Committee members, all Instructional and Student Services Deans and four faculty members appointed by the Academic Senate.

The task force developed a new criteria, which Bill Bradley presented for senate approval.

After discussion, the Academic Senate unanimously approved the new criteria with the condition that Bill Bradley present a staffing criteria considering the factors for departments that do not generate WSCH. Bill agreed and will present the criteria at the March 4 senate meeting.

B. DCEC Charge

Cathy presented the Districtwide Coordinating Educational Council (DCEC) charge for senate approval. She read the charge and identified the changes suggested by Cuyamaca and Grossmont College.

The DCEC charge was unanimously approved as presented.

III. INFORMATION ITEMS

A. SB 334 Senate Bill

Bill Bradley briefly explained that the SB 334 Senate Bill is a new law relating to teachers' retirement benefits. According to the old law retirees could get as high as 2.2 % extra for retirement, while with the new law a person who retires may receive as high as 2.4%. However, the new law does not apply for those who retired prior to the law that introduced the 2.4% factor (the date was approximately 1996). Therefore, the SB 334 Senate Bill allows those who retired prior to the 2.4% law to apply for two years of service credit in order to receive the 2.4% benefit based on all prior years of service.

B. Military Withdrawal

Brad Tiffany informed senators of a new administrative annotation to student transcripts called Military Withdrawal (MW). The new mark will be used for students called to arms, reserves, or military service. "MW" will hold students harmless to probation and will allow them to get a total refund.

IV. COMMITTEE REPORTS

A. ICC Committee

Gary Phillips reported on the following:

- The ICC Committee is working with Mel Amov from United Faculty on the on-line peer and student evaluation.
- The ICC Committee is developing a manual for Standardization of Distance Learning.
- The ICC Committee will work with United Faculty and the Academic Senate on developing a policy that will recommend that every instructor intending to teach an on-line course must take the On-line Course Development Training Program.
- A Grade Master scantron machine has been set-up outside Gary Phillips' office (room 558). Kats Gustafson invited faculty to try it.

B. Staff Development Committee

Barbara Chernofsky informed senators that the term for the Staff Development Coordinator position will terminate at the end of the current academic year and invited senators to consider applying. Last year the position's reassigned time was divided amongst three people. If no applications are submitted, Judy Walery would take a .1 reassigned time to fulfill fiscal responsibilities and Barbara is willing to accept a .3 reassigned time for the subsequent year.

Barbara also informed senators that Nelson Paler will soon be coming to the senate to make a presentation regarding his proposed Staff Development Plan.

She also reported that the Staff Development Committee has a different plan for next fall's flex week, which stipulates three-hour workshops Monday through Friday with only one topic each day. The purpose for this new strategy is for more faculty interaction. She will be soon asking for senate's input on topics of interest.

The meeting adjourned at 12:10 p.m.

Approved on March 4, 2002