

Academic Senate Grossmont College

Minutes of the Meeting – March 3, 2008

PRESENT: Chris Hill (President); Sue Gonda (Vice President); Laura Burger (Senate Officer at Large); P.J. Ortmeier, (AOJ); Jennifer Bennett, Marion deKoning (Art); Israel Cardona (Behavioral Science) Virginia Dudley, Michele Perchez, Allison Shearer (Biological Sciences); Rick Kirby, Don Ridgway (Cardiovascular Technology); Martin Larter, Diana Vance (Chemistry); Sheridan DeWolf, Amy Obegi (Child Development); Jill Carleton, Victoria Howitt, Joel Castellaw (Communication); Janet Gelb, Diane Mayne-Stafford (Computer Science); Donne Leigh, Mary Rider, Debbie Lim (Counseling) Jane Nolan, Carl Fielden (Disabled Student Services); Scott Therkalsen (Earth Sciences); Scott McGann (Economics); Oralee Holder, Micah Jendian, Lisa Ledri-Aguilar (English); Pat Bennett, Barbara Loveless, Nancy Herzfeld-Pipkin (ESL); Sylvia Montejano, Pearl Lopez (EOPS); Jim Symington, Jamie Ivers (Exercise Science and Wellness); Paul Vincent (Foreign Language), Devon Atchison (History); Priscilla Rogers (International Business); Pat Morrison (Library); Jenny Vanden Eynden, Susan Working, Ray Funk, Corey Manchester, Shirley Pereira, (Math); William Snead, Evan Wirig (Media Communications); Derek Cannon (Music) Joy Zozuk (nursing); Christine Vicino (Occupational Therapy); David Milroy (Part-Time Representatives); Zoe Close, Bill Hoaglin (Philosophy, Humanities & Religious Studies); Ross Cohen (Physics, Astronomy, & Physical Sciences); Brian Jennings, Scott McGann (Political Economy); Lorenda Seibold-Phalan (Respiratory Therapy; Craig Everett (Theatre Arts).

ABSENT: Scott Barr (Senate Officer at Large); Jeff Lehman (Senate Officer at Large); Raul Sandelin (Senate Officer at Large); Lance Parr, Tina Young (AOJ); Jennifer Carmean (ASL); Jim Wilsterman (Art); Amy Ramos, Gregg Robinson, (Behavioral Sciences); Michael Golden (Biological Sciences); Judith Zander, Evan Enowitz (Business Administration); Linda Snider, Barb Gillespie (Business Office Technology); Tom Gamboa (Cross Cultural Studies); Joe Orate (Culinary Arts); Kathy Meyers (Dance); Jenny Duncan (Earth Science); Joan Ahrens, Tony Ding, Adelle Schmitt, Tate Hurvitz, (English); Randy Abshier, Larry Larsen (Exercise Science and Wellness); Yolanda Guerrero, Carmen Hernandez, Edda Temoche-Wedele (Foreign Language); Shawn Hicks (Math), Paul Kurokawa, Steve Baker, (Music); Lee Johnson (Part-time Representative); Joseph Braunwarth (Political Economy); Barry Winn (Respiratory Therapy); Beth Duggan (Theatre Arts).

GUESTS:

- Beth Smith - Grossmont, Faculty & State Academic Senate Representative
- Tina Pitt - Vice President Academic Affairs
- Marsha Raybourn - Instructional Operation Supervisor
- Crystal Sudano - Governing Board Student Trustee

RECORDER: Andrea Whitney

I. CALL TO ORDER (11:03am)

A. Public Comment

There was one public comment presented by Crystal Sudano, Governing Board Student Trustee for Grossmont College. Crystal advised the group that it would be helpful as a student if the catalog or class schedule would also make a note of any computer/internet access that is required for a particular class. This is an issue for students who do not have computers or internet access at home. It would save a lot of trouble for everyone involved if this information was given up front prior to the student enrolling in the class. Chris thanked Crystal for pointing out this issue and advised her and the group that she will work with Diane Mayne-Stafford to find a resolution for this issue.

B. Approval of Agenda

A motion was made to approve the day's agenda.
M/S/U Wirig/Morrison
The motion passed

C. Approval of Minutes from February 4, 2008

A motion was made to approve the minutes from the February 4, 2008 meeting.
M/S/U Mayne-Stafford/Morrison
The motion passed

II. PRESIDENT'S REPORT

A. Announcements

B. College wide Professional Development

Chris welcomed Victoria Howitt to the floor to give an announcement regarding "College-wide Professional Development". Victoria announced she is one of the faculty members on the "College-wide Professional Development Committee". She advised the group that everyone should have received an email with information about the "vision quest". The idea is to spend some time with the faculty, staff, administrators, and students getting to know one another and to come up with a vision for the campus. The vision quest activities are planned for three separate Fridays in April. The committee is asking everyone to choose one Friday that works for you and select your top three activity choices. The majority vote will decide the activities and the participants will then be arranged into groups.

C. Accreditation Report

Chris presented a summary of the Accreditation Report. She noted that the summary is not the entire report and if anyone would like to view the report in its entirety they can visit the campus website for that information. The attachment shows seven recommendations from the accrediting committee. Chris outlined the information from the attachment with the group and shared some important dates. She advised the group that every March 15th there is an annual academic report for Students Learning Outcomes (SLOs). The report details the progress on SLO development and assessment cycles. By October 15th, 2008 a progress report addressing four of the seven recommendations is due. Once the report is submitted it will be followed up by a visit to the campus, likely sometime in November. The areas that the ACCJC Visiting Team will be looking at are recommendations 1, 2, 3 and 7. By 15 October 2009, there is a second report due for recommendations 5 and 6. By 15 October 2010 all the information must be rolled together and put into the mid-term report. It has been decided that a faculty member and an administrator will be assigned as a writing pair for each recommendation. The reports need to be completed by the end of the spring semester in order to get it edited and compiled over the summer and ready for the constituent bodies to review it in September.

Chris thanked everyone for their hard work with SLOs during flex week. However, there are a couple key items that still need to be done. She asked the departments to fill out a green sheet that detailed their plans for developing SLOs and assessments during the spring 2008 semester and return it to Chuck Passentino's mailbox by 11 March 2008. Chris also stated she will email everyone the form so it can be done electronically. There was a Q/A/Comment discussion between the group and Chris.

Chris announced that Chuck Passentino will become a department chair in Fall 2008 and a replacement will need to be selected for SLO Coordinator. The senate needs to select a new replacement as soon as possible to work with Chuck to get up to speed quickly.

A motion was made to follow the previously-established procedure to have interested individuals respond to a questionnaire and provide biographical information. The senate officers were charged with reviewing the applications and selecting a replacement.

M/S Gonda/Bennett

A Q/A/Comment discussion occurred. Some key points that were discussed were:

- Bill Hoaglin suggested that the senate officers first think about which colleagues are qualified and then asking those colleagues if they would be willing to take over the position.
- Another comment was made to ask Chuck for his opinion with regard to who would be a good replacement.

A vote was taken by Chris to move forward with the motion.

The motion passed unanimously.

III.COMMITTEE REPORTS

A. Curriculum – Report on University Transfer Studies Degree Conversion

Chris asked Sue Gonda to give a report with regard to the Transfer Studies Degree Conversion. Sue passed out a handout with information which she reviewed with the group. She reported that there are new Title 5 changes that require us to eliminate our general studies and transfer studies degrees and replace them with degrees that have an 18-unit emphasis. The G.E. transfer patterns do not by themselves satisfy the requirements of the Title 5 language. The statewide academic senate has voted and advised the colleges not to use the word “transfer” or “university” in the degrees. Sue stated that the degree conversion needs to be in the catalog for next year. Janice Johnson, the articulation officer here at Grossmont, has prepared a draft. Beverly Wight, Evaluations Advisor, will prepare drafts for the General AA and AS degrees. The curriculum committee would like to send out the drafts immediately to all the department chairs showing the list of courses of each divisional general studies degree for their review. Sue also made it clear to everyone that these first converted versions are not written in stone and they can always be changed later. With regard to university transfer degrees Sue distributed and reviewed another handout with examples given by the systems office. Chris thanked Sue for working very hard to move this issue forward and advised the group to contact Sue with any questions or concerns.

IV. ACTION ITEMS

None

V. INFORMATION ITEMS

A. Equivalency Process

Chris explained equivalency to the "Minimum Qualifications" and discussed the Disciplines list where those qualifications can be found. Chris stated that we have been out of compliance in our application of equivalency and need to establish clear and documented criteria for granting discipline, not course, equivalencies. The District Human Resources office has been requesting updated information for the files of those faculty that had apparently been granted course equivalencies. At the joint senate meeting in Fall 2007, the senate presidents introduced a proposal outlining a process for documenting district equivalencies. In addition, Chris reviewed the yellow handout with the group and stated this handout was the philosophy that was adopted by both senates. One of the recommendations states:

“Recognize that an equivalency granted by either college constitutes an equivalency for that part-time faculty member as an employee of the district, and each college retains the right of assignment of any part-time faculty member”.

The proposed process called for working with counterpart departments at each college to establish mutually agreeable criteria for granting discipline equivalencies, documenting those criteria, and placing them on file in the Offices of Instruction. Once the criteria are in place they can be used for evaluating any new prospective faculty hires. There was a Q/A/Comment discussion that occurred between the group and Chris. Chris addressed the timeline issue with the group and passed out two handouts. One called “FAQ’s on Minimum Qualifications” and “Equivalence to the Minimum Qualifications”. Most people agreed that a timeline is very important.

A motion was made to work with the proposed process.

M/S/U Atchinson/Montejano
The motion passed

Chris thanked everyone for coming to the meeting.

I. OTHER

Meeting adjourned at 12:25 p.m.

***The next meeting will be on March 31, 2008.**

CH:aw