

Academic Senate Grossmont College

Minutes of the Meeting – August 31, 2009

MEETING ATTENDANCE:

X	Chris Hill (President)	X	Janet Gelb (CSIS)	X	Sue Gonda (History-Sen Officer)
	P.J. Ortmeier (AOJ)		Clifton Quinn (CSIS)	X	Devon Atchison (History-Sen Officer)
	Lance Parr (AOJ)	X	Ronald Norman (CSIS)	X	Angela Feres (History)
	Tina Young (AOJ)		Bonnie Schmiede (Counseling)	X	Priscilla Rogers (Inter Bus)
X	Jennifer Carmean (ASL)		Mary Rider (Counseling)	X	Patty Morrison (Library)
	Jamie Gould (ASL)		Danny Martinez (Cross Cult Stud)		Jenny VandenEynden (Math)
X	Jim Wilsterman (Art)		Joe Orate (Culinary Arts)		Susan Working (Math)
	Steve Garcia (Art)		James Foran (Culinary Arts)		Ray Funk (Math)
X	Jennifer Bennett (Art)		David Mullen (Dance)	X	Arturo Millan (Math)
	Israel Cardona (Behav Sci)		Kathy Meyer (Dance)		Shirley Pereira (Math)
X	Gregg Robinson (Behav Sci)	X	Jane Nolan (DSPS)	X	Evan Wirig (Media Comm)
	Rebekah Wanic (Behav Sci)	X	Carl Fielden (DSPS)	X	William Snead (Media Comm)
	Richard Unis (Behav Sci)	X	Gary Jacobson (Earth Sci)		Derek Cannon (Music)
X	Virginia Dudley (Biol Sci)		Judd Curran (Earth Sci)		Paul Kurokawa (Music)
	Allison Shearer (Biol Sci)	X	Oralee Holder (English)		Steve Baker (Music)
X	Michele Perchez (Biol Sci)	X	Adelle Schmitt (English)		Joy Zozuk (Nursing)
X	Brian Keliher (Bus Admin)	X	Joan Ahrens (English)		Christine Vicino (Occ Therapy)
	Nate Scharff (Bus Admin)	X	Lisa Ledri-Aguilar (English)	X	David Milroy (Part-time Rep)
X	Linda Snider (BOT)	X	Sue Jensen (English)		Lee Johnson (Part-time Rep)
X	Barb Gillespie (BOT)	X	Chuck Passentino (ESL)	X	Zoe Close (Phil/Hum/Rel Studies)
X	Andy Biondo (CVT)	X	Nancy Herzfeld-Pipkin (ESL)		Bill Hoaglin (Phil/Hum/Rel Studies)
X	Don Ridgway (CVT)	X	Jim Tolbert (EOPS)		Ross Cohen (Physics)
	Jeff Lehman (Chemistry-Sen Off)	X	Sylvia Montejano (EOPS)	X	Stephanie Plante (Physics, Astr. Ph Sc)
	Martin Larter (Chemistry)	X	Laura Burger (Exer Sci/Well-Sen Officer)	X	Shahrokh Shahrokhi (Polit Economy)
	Cary Willard (Chemistry)	X	Jim Symington (Exer Sci/Well)		Scott McGann (Polit Economy)
X	Sheridan DeWolf (Child Dev)	X	Randy Abshier (Exer Sci/Well)	X	Lorenda Seibold-Phalan (Resp Ther)
X	Claudia Flores (Child Dev)		Larry Larsen (Exer Sci/Well)		Barry Winn (Resp Ther)
X	Joel Castellaw (Comm)		Jamie Ivers (ExerSci/Well)	X	Craig Everett (Theatre Arts)
	Jill Carleton (Comm)		Antonio Crespo (Foreign Lang)		Beth Duggan (Theatre Arts)
X	Victoria Curran (Comm)	X	Virginia Young (Foreign Lang)	X	George Gastil (Prt-time senate officer)

X = present at meeting

GUESTS:

- Beth Smith, Math Faculty & Treasurer, Academic Senate for California Community Colleges
- Michael Golden, Biology Faculty

RECORDER: Rochelle Weiser

I. CALL TO ORDER (11:05)

A. Public Comment

None

B. Approval of Agenda

A motion was made to approve the day's agenda.

M/S/U Wirig/Fielden

C. Approval of Minutes from May 18, 2009

A motion was made to approve the minutes from the previous meeting.

M/S/U DeWolf/Morrison

*Note: Beth Smith noted that the Tenure Review Coordinator position is still open for next fall.

II. PRESIDENT'S REPORT

A. Introductions and Brief Orientation

Chris began by welcoming everyone back from summer break. She then asked the senators to introduce themselves, the department they represent, and positions held. Chris then began a brief orientation. Chris gave the new senators a handout outlining the role and responsibilities of the Academic Senate. She let the senators know the Senate would be meeting approximately 14 times this year, and encouraged the senators to share "information items" from each meeting with their departments and be ready at meetings to discuss and review them. Chris introduced William Snead as the Senate Parliamentarian and reviewed key Robert's Rules of Order motions for the members. She also mentioned that some of the Senate's Bylaws need review and update to clarify procedural issues for conducting meetings. Chris then presented an outline of some of the items for the Senate Agenda and discussion for Fall 2009. Some mentioned were; Sabbatical leave task force, EEO Plan, Basics Skills, grant process presentation, and review of committee compositions. She also noted that the elections for Part-Time senators will be taking place shortly.

B. Sabbatical Leave Replacement of Senate Officer

Chris opened discussion regarding the Senate Officer-at-Large position left vacant for the Fall Semester because of Jeff Lehman's absence on sabbatical leave. Options available were to leave the position vacant or use our by-laws replacement procedure (drawing from sitting senators) to fill the position temporarily. Several comments were made that having the full complement of officers is best for the Academic Senate. There was a question regarding meeting times. Senate officers attend regular Academic Senate meetings and also meet every Friday 11:00-12:30pm.

A motion was made to use the normal senate procedure outlined in the by-laws to temporarily fill the vacancy left by Jeff Lehman's sabbatical leave for the fall semester.

M/S/U Robinson/Burger

Chris will send out an e-mail to senators asking for faculty interested in the open position.

C. SLO Coordinator Update-Devon Atchison

Chris introduced Devon Atchison, SLO Coordinator. Devon began by giving an update on the progress made with Student Learning Outcomes (SLOs). Last semester Grossmont College completed SLOs for every course and was able to have every department complete at least one course assessment. This is excellent progress and puts the college on track to be at Level III for the Western Association of Schools and Colleges (WASC) midterm report in October 2010. Level III means that everybody knows about SLOs, they are becoming institutionalized, departments are moving forward, assessments are being done, but not everything is yet complete. For this semester three items need to be completed by each department: 1) an Assessment Study Plan-which SLO the department is going to review this semester is due to Devon 9-18-09; 2) an Assessment Analysis Report due 10-2-09; and 3) a 6 year Plan- the plan for when department will assess course SLOs over next 5½ years. Devon demonstrated how to access the documents and forms via the SLO website. Some discussion occurred regarding what is required and enforceable by WASC and the Accrediting Commission for Community and Junior Colleges (ACCJC) in relation to what is seen as "benchmarks" for a department. Devon responded that the term "benchmark" is being used as an internal guide for the departments to determine whether or not the SLOs are successful. Devon will send out an e-mail to the chairs and coordinators with list of Assessment Study Plans she has received, then she will be able to expect which Assessment Analysis Reports she should be receiving. In closing, Devon stated the goals of SLOs are to keep moving forward and be ready for 2010 WASC report.

D. Budget Update

Chris presented information from the Planning and Resources Council meeting. The District wide tentative budget had planned for a \$4.1 million dollar deficit, yet after further statewide cuts throughout the summer the deficit looks to be around \$9.8 million. Through various cuts, including the Early Retirement Incentive, operational, and section cuts, the district has been able to balance the budget with the entire \$9.8 million deficit. The college Planning and Resources Council has set aside an additional 1 million dollars for the possibility of a mid-year "give back" to the State.

Chris then spoke about section cuts. For the original tentative budget it was planned to cut 217 sections since the college would not be receiving anticipated State growth funds. Upon learning the State would further reduce "workload" funds, the college will now need to target cuts of a total of 300 sections in order to meet budget requirements. So far the college has cut 18 sections for Summer 2009, approximately 147 for Fall 2009, and anticipate approximately 55 sections cut for winter Intersession - making a total of 220 sections cut thus far. The goal is to cut at least 80 more sections for Spring 2010. Discussion followed regarding the intersession section cuts and it was confirmed that, with the exception of a few classes required for athletics and performing arts productions, the winter intersession classes will be canceled. Recommendations were made to roll the cuts from the Fall to the Spring schedule thereby helping the college to meet the section cuts needed. It was noted it is much easier to add sections than remove. Chris closed by mentioning that anyone with further questions can e-mail Tim Flood directly.

As part of the annual planning process, the Planning and Resources Council reviewed the Prioritized Activities List forwarded from the Institutional Review task force. Since the process is for funding of items for the 2009-10 year only, the Council removed a couple of long-term items from the list. Any prioritized items that were not funded will be to the Resource Development Committee for help in researching additional funding options. All recipients of funding will be notified.

III. COMMITTEE REPORTS

None

IV. ACTION ITEMS

Chris entertained a motion to move Information Items for the "Equal Employment Opportunity (EEO) Plan Section" and "Standards of Good Practice for Conserving Resources" to Action.

M/S/U DeWolf/Gastil

A. EEO plan Section

Chris opened discussion for EEO Plan. She presented an overview of plan, how Grossmont College fares with regard to EEO requirements, and when this plan form must be turned into State. In addition, she mentioned that the plan was a key part of the college's response to Accreditation Recommendation #1 in the upcoming report. The whole plan can be viewed at www.gcccd.edu/intranet/EEO/. She indicated Section XIV of the plan specifically addresses practices on our campus to develop and nurture a welcoming and inclusive environment that will help us in attracting and retaining a more diverse workforce. There were suggestions to rearrange the numbered items to move the hiring focus to the top and to potentially focus on mentoring to aid retention.

Chris asked if the Senate would like to endorse EEO Plan. A motion made to endorse the EEO Plan. There was a request to be able to share the plan section with the departments. Chris indicated that even with an endorsement at this time, the plan is dynamic and will be updated on a regular basis. She encouraged further input from the faculty as they have suggestions. The Senate entertained a friendly amendment to the motion as follows: Endorse the EEO Plan in its current form; the Academic Senate likes the plan and would like the opportunity to take back to the Departments for further review.

M/S/P Everett/Atchison 1 abstention 1 no vote

B. Standards of Good Practice for Conserving Resources

This item was moved to an Action item but there no time remaining to discuss it. This item will return for action at the next meeting.

V. INFORMATION ITEMS

A. EEO plan Section

See above Action Item section.

B. Standards of Good Practice for Conserving Resources

See above Action Item section.

C. BP/AP 4045-Education Materials-Cost Reduction

Chris asked everyone to review and share the BP/AP with his or her constituents. This item will return as an action item at the next meeting.

Meeting Adjourned at 12:20pm

CH: rw

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."