

MINUTES OF THE ACADEMIC SENATE
Grossmont College
Monday, March 2, 2014 in Griffin Gate, 11:05 – 12:20

Attendance: Randy Abshier, Joan Ahrens, Shina Alagia, Liz Barrow, James Canady, Jennifer Carmean, Brian Carter, Joel Castellaw, Zoe Close, Ross Cohen, Judd Curran, Gareth Davies-Morris, Marion de Koning, Nadra Farina-Hess, Angela Feres, Claudia Flores, Sue Gonda, Oralee Holder, Tate Hurvitz, Brian Keliher, Cheryl Kerns-Campbell, Michael Lambe, Jeff Lehman, Helen Liesberg, Lisa Maloy, David Milroy, Todd Myers, John Oakes, Michele Perchez, Shirley Pereira, Terry Reilly, Gregg Robinson, John Scholte, Denise Schulmeyer, Scott Therkalsen, Renee Tuller, Christi Vicino, Peggy Wells, Cary Willard, Evan Wirig, Jessica Woods, Susan Working, Memorie Yasuda, Tina Young.

Guests: Patricia Cardozo, Sarah Moore, Jim Wilsterman.

Recorder: Tyler Dranguet.

I. Call to Order – Sue Gonda

A. Approval of Agenda

M/S/U Wirig/Lambe

B. Approval of Minutes from February 2 as amended

M/S/U Wirig/Working

II. President's Report – Sue Gonda

A. Committee Assignments for Associate Dean of Student Success & Equity

Sara Glasgow, Interim Associate Dean of Student Success and Equity, will be added to many committees for student success and equity to be represented (e.g., Basic Skills Committee, Student Success, etc.)

Committee chairs will be contacted to add it to their upcoming meeting agendas. ADSOC, the body that oversees committees, has approved the addition. (ADSOC: President's cabinet –President, Vice Presidents and Sr. Dean of Planning and Institutional Effectiveness and Senate Officers)

B. Current FTES Goals and Finances

We are currently below our FTES CAP from the State. We need more students to meet the state funding goal for the college (or we will eventually lose funding for those students we are not serving). Our college is funded by the number of Full Time Equivalent Students we serve. In order to break even—to meet our expenses with what the state pays us, the College must maintain 3.5 FTES per section. Currently it is just under, at 3.4 FTES. Overall, the College is currently down 106 FTES which may be able to be made up through 2nd-8 Week classes, enrollment strategies, and porting back summer enrollment into this academic year.

The main cause for below-goal FTES is that fewer high school students and less students overall are currently coming to the College. Instead, they are going straight to four-year institutions, other community colleges, for-profit colleges, or to work. It is projected that in future years, less eighteen to twenty-four year olds—the demographic that takes the most courses—will be coming to the College. With the implementation of strategic partnerships like the East County Education Alliance, students will be incentivized to come here instead of other institutions. Individuals in the District are working to align K-12 curriculum to prepare students for college – and build relationships so students to come to us-- in East County schools. Other strategies to get and keep students here includes technology like an app portal system that can connect with Blackboard and provide students with one sign-in on their phones to get notifications specifically for them from their professors and from the college about deadlines, financial aid, and so much more; also, a phone app that pushes general reminders to all students about important dates and deadlines.

C. ONE = TWO Campaign

The College will be introducing the ONE= TWO campaign in the near future to improve the College's student success rate. Currently, this rate is at 68.2% of course completion. If just one more student in each

section completed the course, then the overall students' success rate would go up almost two percent to 70%. Instructors are encouraged to continue to use and share strategies that they know work for their students. The campaign will remind us of the simple ones, e.g., putting textbooks on limited loan with the library and referring students to on-campus resources with the Student Services Sheet. Thank you chairs and coordinators for creating program maps that will help counselors and will guide students to take courses in the order that will improve their success.

D. Interim Administrative Roles

Despite having a large number of interim administrators at the College, successful initiatives and projects are happening throughout campus. A special thank you is extended to department chairs and coordinators for their consistency throughout this time.

Updates for Current Administrative Roles:

- Steve Baker, Dean of Arts, Languages & Communication, was expected to return during the week of March 2nd. He is now expected to return in two weeks.
- Taylor Ruhl, Interim Dean of Learning & Technology Resources, will be staying on for the 2015-2016 academic year.
- Augustin Albarran and Susan Schwarz are currently sharing the role as Deans of English & Social/Behavioral Sciences.
- The Director of Student Activities position previously held by Sara Glasgow has been filled by interim Shakerra Carter.

E. New HR Model Proposal

A new model has been proposed for the District's Human Resources department. The proposal is budget-neutral and replaces the former Associate Vice Chancellor, administrative assistant, and employment specialist positions to better tailor services to the colleges. The proposal includes two Human Resources Directors that will be devoted to all HR needs, one for Grossmont and one for Cuyamaca and District Services. They report to the Vice Chancellor of Human Resources and will have staff currently in position.

F. Tutoring

Katrina VanderWoude and Wei Zhou are working with Tim Corcoran and the Tutoring Taskforce to update and streamline the NANCE hiring form with the recommendation that the form be completed only once per academic year (vs. per semester) and to increase tutors' weekly hours from 19 to 25. Pay is also being discussed using benchmarks of other colleges' tutor pay scale and job descriptions.

G. Forum to Discuss Districtwide Cost-Effective Strategies

Grossmont will have a forum similar to Cuyamaca's to discuss cost-effective strategies that can be implemented throughout the District including the College's new staffing plan and enrollment strategies.

H. Staffing Plan

The new staffing plan will not be used to determine specific positions that should be hired or fired, but the consultant will help units create their criteria to for priorities and ideal staffing. This plan will help the college determine what level of staffing it may need in the next five to six years. It will also allow the College to have an overarching, balanced view at the College's staffing needs that it has never had previously. The plan will be created with the contributions of departments or divisions and will be vetted in all the shared governance venues. It will not affect our current staffing committee processes or ranked lists, but the plan should complement those processes.

III. Information Items

A. Board Policy (BP) 4030 "Academic Freedom"

BP 4030 is currently up for renewal. There are currently no recommendations for change proposed to this policy. Anyone with recommendations should contact Sue Gonda.[ADDENDUM: Jim Mahler brought suggestions for changes to the District Executive Committee, so an update will be brought to Senate.]

B. BP 1200 "District and College Vision, Mission, and Value Statements"

The proposed changes to BP 1200 include revisions to update the District's current vision and mission. If the colleges change their mission and vision statements, the Board Policy can be revised to match. (See Agenda attachment)

C. Proposed AP 4110: Administrative Procedure to Award Honorary Degrees

The current draft of AP 4110 is based on models from other institutions. For an honorary degree to be awarded, the Chancellor must consult with the Academic Senate. Recipients must demonstrate inspirational qualities and achievements that affect the greater good of the community. Anyone with recommendations or concerns about the proposed AP 4110 should contact Sue Gonda. (See Agenda attachment)

D. Draft of "Emerging Trends, Events...That Will Impact the District"

The College will be generating a new strategic plan for 2016-2022 in the near future. Some of the factors affecting the College include issues at the national, state, and regional levels. Accreditation standards, student success, and technology will also be affecting the College as it attempts to maintain districtwide and fiscal goals. (See Agenda attachment)

Upcoming Events:

College Planning Forum—Friday, April 17th

Meeting adjourned at 12:20pm.

Next Meeting: Monday, March 16, 2015 in Griffin Gate