

Academic Senate Grossmont College

Monday, February 2, 2009
11:00am – 12:20pm in Griffin Gate

I. CALL TO ORDER

A. Public Comment – *Each speaker will be given a maximum of 4 minutes to address the senate about a non-agendized item or items, with a maximum of 15 minutes allowed for public comment. The senate may vote to extend public comment at any meeting. Please contact the senate secretary before the meeting when wishing to speak at public comment. The senate welcomes all speakers to participate in the discussion on agendized items.*

B. Approval of Agenda

C. Approval of Minutes from December 1, 2008

II. PRESIDENT'S REPORT

A. Osher Foundation presentation 10 minutes

B. Announcements 15 minutes

III. COMMITTEE REPORTS

A. SLO Report – Devon Atchison 10 minutes

IV. ACTION ITEMS

A. Part-time Senate Representation 20 minutes
(Attachment #1)

A. BP/AP 7111 – College President Evaluation 20 minutes
(Attachment #2)

V. INFORMATION ITEMS *

None

*The Academic Senate may move information items to action upon a 2/3 vote.

Academic Senate Grossmont College

Minutes of the Meeting – December 1, 2008

MEETING ATTENDANCE:

x	Chris Hill (President)	x	Janet Gelb (CSIS)		Antonio Crespo (Foreign Lang)
	P.J. Ortmeier (AOJ)	x	Diane Mayne-Stafford (CSIS)	x	Sue Gonda (History-Sen Officer)
	Lance Parr (AOJ)	x	Ronald Norman (CSIS)	x	Devon Atchison (History-Sen Officer)
	Tina Young (AOJ)	x	Donne Leigh (Counseling)	x	Priscilla Rogers (Inter Bus)
x	Jennifer Carmean (ASL)	x	Mary Rider (Counseling)	x	Patty Morrison (Library)
	Jamie Gould (ASL)	x	Bonnie Schmiege (Counseling)		Jenny VandenEynden (Math)
x	Jim Wilsterman (Art)		Tom Gamboa (Cross Cult Stud)	x	Susan Working (Math)
x	Steve Garcia (Art)		Joe Orate (Culinary Arts)		Ray Funk (Math)
x	Jennifer Bennett (Art)		James Foran (Culinary Arts)	x	Corey Manchester (Math)
	Israel Cardona (Behav Sci)		Kathy Meyer (Dance)	x	Shirley Pereira (Math)
	Amy Ramos (Behav Sci)	x	Jane Nolan (DSPS)	x	Evan Wirig (Media Comm)
x	Gregg Robinson (Behav Sci)	x	Carl Fielden (DSPS)	x	William Snead (Media Comm)
x	Michael Golden (Biol Sci)	x	Gary Jacobson (Earth Sci)		Derek Cannon (Music)
x	Allison Shearer (Biol Sci)	x	Jerry Mason (Earth Sci)		Paul Kurokawa (Music)
x	Michele Perchez (Biol Sci)	x	Oralee Holder (English)		Steve Baker (Music)
	Brian Keliher (Bus Admin)	x	Adelle Schmitt (English)	x	Joy Zozuk (Nursing)
	Nate Scharff (Bus Admin)	x	Joan Ahrens (English)		Christine Vicino (Occ Therapy)
x	Linda Snider (BOT)		Lisa Ledri-Aguilar (English)		David Milroy (Part-time Rep)
	Barb Gillespie (BOT)		Micah Jendian (English)		Lee Johnson (Part-time Rep)
x	Rick Kirby (CVT)	x	Chuck Passentino (ESL)		Zoe Close (Phil/Hum/Rel Studies)
x	Don Ridgway (CVT)	x	Barbara Loveless (ESL)	x	Bill Hoaglin (Phil/Hum/Rel Studies)
x	Jeff Lehman (Chemistry-Sen Off)		Nancy Herzfeld-Pipkin (ESL)	x	Ross Cohen (Physics)
	Martin Larter (Chemistry)	x	Sylvia Montejano (EOPS)	x	Joe Braunworth (Polit Economy)
	Diana Vance (Chemistry)		Pearl Lopez (EOPS)	x	Scott McGann (Polit Economy)
X	Sheridan DeWolf (Child Dev)	x	Laura Burger (Exer Sci/Well-Sen Officer)	x	Lorenda Seibold-Phalan (Resp Ther)
x	Mary Courtney (Child Dev)	x	Jim Symington (Exer Sci/Well)		Barry Winn (Resp Ther)
	Joel Castellaw (Comm)	x	Randy Abshier (Exer Sci/Well)	x	Craig Everett (Theatre Arts)
x	Jill Carleton (Comm)		Dan Clauss (Exer Sci/Well)		Beth Duggan (Theatre Arts)
	Victoria Howitt (Comm)		Larry Larsen (Exer Sci/Well)		

X = present at meeting

GUESTS:

- Helen Liesberg, ESL Instructor
- Jerry Buckley – Dean, Math, Natural Sciences, Exercise Science and Wellness
- Beth Smith – Math Professor; South Representative, ASCCC
- Dr. Janet Castanos – Dean, Humanities, Social and Behavioral Sciences and International Programs
- Anthony Guaracha – SDICCCA Intern

RECORDER: Joy Tapscott

I. CALL TO ORDER (11:05 am)

A. Public Comment

B. Approval of Agenda

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

Chris added an item not listed on the Action Items – Approval of Committee Appointments
M/S/U Wirig/Fielden

C. Approval of Minutes from November 17, 2008

A motion was made to approve the minutes from the November 17, 2008 meeting.

It was noted that Rick Kirby & Don Ridgway were accidentally left off the attendance record
M/S/U Perchez/Burger

II. PRESIDENT'S REPORT

C. Announcements

Chris opened the floor for discussion regarding the new election process and there was positive feedback about the process.

D. Presentation of Resolution of Appreciation

Chris introduced Sue Gonda who presented a Resolution of Appreciation to the staff from Instructional Operations. The honorees received a standing ovation from the Senate floor.

III. COMMITTEE REPORTS

None

IV. ACTION ITEMS

A. Approval of Committee Appointments

Chris briefly discussed the Committee Appointments and asked for a motion to approve.
M/S/U Atchison/Wirig

B. AP 7111 – College President Selection (Attachment 1)

Chris referred to Attachment 1 and reviewed and discussed the noted highlighted changes. There was discussion and questions on various issues relating to confidentiality and other points of concern. Chris then opened the floor for a motion to approve the process.
M/S/P with 3 nays & 2 abstentions Gonda/Courtney

C. AP 3720 – Computer and Network Use (Attachment 2)

Chris referred to Attachment 2 and discussed the new changes mentioning that there was more detail in the section regarding the expectation of privacy. She then opened the floor for questions and comments, and after discussion a motion was made to approve the item.
M/S/U Gonda/Atchison

D. Integrated Planning Process (Attachments 3a &b)

Chris reviewed the refined version of the flow chart and shared a PowerPoint presentation that highlighted both the old and new process. She also provided a summary to explain the symbols in the flow diagram and pointed out that the process would not affect the current department budgets. The floor was opened for discussion, questions, and further clarification. Chris then asked for a motion to approve the process.
M/S/U with 1 abstention DeWolf/Burger

V. INFORMATION ITEMS

i. BP/AP 7111 – College President Evaluation – Attachment 4

Chris pointed out key parts about the evaluation process and there were several questions regarding widespread participation in the process. Chris said she will research and address concerns and bring them back as an action item for the first Spring 2009 Academic Senate meeting.

Meeting Adjourned at 12:20pm.

CH:jt

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."

Action Item – February 2, 2009

Attachment #1

Proposed constitutional and by-law changes regarding Part-time Senate representation

Constitution of the Grossmont Academic Senate:

Article IV. Membership and Organization

1. The Senate shall consist of:
 - a. A Senate Officers Committee consisting of the President, Vice President, three Officers-at-large, and a part-time faculty officer. All officers shall be elected at large to two-year terms. Officers shall begin their terms on the last day of the spring semester and may succeed themselves for as many terms as elected.
 - b. Designated Senators as described in Section 3 of the By-Laws.
 - c. ~~Two at-large~~ Six divisional part-time instructors (four instructional, one library, and one student services), selected by part-time instructors to a term of one year as described in Section 3 of the By-Laws. ~~electd by part-time instructors to terms of two years with each representative elected in an alternate year.~~

Units represented by Senators are departments, divisions, or combinations of disciplines for purposes of Senate representation. These units shall be referred to as departments throughout this Constitution. The current alignments of unit representation will be listed as Appendix A to this Constitution. Adjustments to Appendix A will be made by the third Senate meeting of each Fall semester based on each department's current FTEF.

By-Laws of the Grossmont Academic Senate:

Section 3. Designation of Senators other than officers

1. Senate representatives shall consist of:
 1. The chair or coordinator of each department.
 2. In addition to the chair/coordinator, each department with more than four but less than ten Full Time Equivalent Faculty (FTEF) may be represented by one senator selected by the department faculty.
 3. For each additional ten FTEF, or fraction thereof, a department may select one additional senator.
2. It shall be the responsibility of the faculty within each department to ensure the timely designation of their representative and to determine the method of selection.
3. Selection of part-time representatives will be conducted by a vote of part-time instructors during each respective division meeting of fall flex week. ~~shall follow the same procedures as those specified for election of officers in Section 2 of the Bylaws, except that they shall be nominated by and elected by a vote of the part time faculty only.~~ Should a mid-year vacancy occur, it will be filled at the next flex week division meeting.

Section 4. Vacancies

1. President. In case of the continued disability or resignation of the President, the Vice-President shall fill the unexpired term of the President until a special election can be held.
2. Other Officers. In case of the resignation or disability of any elected officer other than the President, the Senate shall designate one of its members to fill the remainder of the unexpired term by a simple majority vote.
3. Department or division representatives. In case of the resignation or disability or continual non-attendance of any Senate member other than an officer, the department (or division, in the case of part-time representatives), which the Senator represents will ~~conduct a special election to~~ fill the vacancy, in accordance with the provisions of By-Laws Section 3, parts 2 and 3.

Attachment #2

AP 7112 College President Evaluation

Accreditation Standard IV.B.1.j, IV.B.2, IV.B.3.e.

Reference:

Date Issued:

Overview

The Chancellor delegates to the college presidents responsibility and authority to implement and administer district and system policies and holds the presidents responsible for the operation of the colleges.

The Chancellor shall conduct an evaluation of each college president at least annually based on board policies, position description, and requirements set forth in their contract of employment.

Process

Each college president shall be evaluated by the Chancellor at least annually based on the District's fiscal year beginning July 1 and ending June 30. The evaluation process shall include performance goals and objectives developed jointly by the Chancellor and college president. Performance goals and objectives are personal to the administrator, confidential, part of the evaluation process, discussed as a part of the evaluation only in closed session, and are not released to the public.

- The Chancellor, or designee, will provide, no later than June 1 of each year, a Performance Self-Assessment form to each college president for completion. The college president shall include in their self-evaluation a review of their progress or accomplishments in meeting current year goals and objectives. Upon receipt of the Performance Self-Assessment from the college president, the Chancellor will schedule a performance review meeting with the college president.
- The performance review will be based on the position description, contract, goals and objectives for the current year, employee self-evaluation, and Chancellor Performance evaluation. The evaluation will also include a mechanism/tool to solicit direct feedback from those with a direct or regular working relationship with the President (e.g. President's Cabinet members, Academic Senate President). This feedback will be shared as one component to be discussed during the performance review meeting between the President and the Chancellor.
- Performance factors may include:
 - ♦ Planning, organizing, and executing
 - ♦ Problem solving/decision making
 - ♦ Job knowledge
 - ♦ Leadership and development
 - ♦ Communication

- ◆ Working relationships
- ◆ Contributions to the advancement of *The Way Forward*
- ◆ Commitment to the principles of effective collegial consultation

Following the performance review meeting, the Chancellor will complete the Performance Review form, have it routed to the college president for review and signature, and have the completed form provided to the Vice Chancellor Human Resources and Labor Relations to be filed in the college president's file. The Vice Chancellor Human Resources and Labor Relations will provide a final copy to the college president.

The Chancellor will report the results of college president evaluations to the Governing Board at its next closed session meeting.