

# Academic Senate Grossmont College

Monday, August 30, 2010  
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 May 17, 2010

## II. PRESIDENT'S REPORT

55 minutes

A. Announcements

B. Welcome New College Administrators

C. Introduction to the Academic Senate – What's Coming Up?

D. Part-Time Senator Elections

E. Budget and Legislative Update (Attachment #1)

F. Planning Process Update

G. ESL Assessments

## III. COMMITTEE REPORTS

NONE

## IV. ACTION ITEMS

NONE

## V. INFORMATION ITEMS\*

20 minutes

A. Distinguished Faculty Process – (Attachment #2)

B. Awards Process Timeline

C. Endorsement of AFT-1931-sponsored candidates for Governing Board

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

# Academic Senate Grossmont College

## Minutes of the Academic Senate – May 17, 2010

### MEETING ATTENDANCE:

X	Chris Hill (President)	X	Diane Mayne-Stafford (CSIS)		Dan Clauss/Karen Caires (Exer Sci/Well)
	P.J. Ortmeier (AOJ)		Ronald Norman (CSIS)		Larry Larsen (Exer Sci/Well)
	David Mehlhoff for Lance Parr (AOJ)	X	Bonnie Schmiege (Counseling)		Antonio Crespo (Foreign Lang)
X	Tina Young (AOJ)	X	Mary Rider (Counseling)	X	Virginia Young (Foreign Lang)
X	Jennifer Carmean (ASL)		Cruz Cerda (Counseling)	X	Robert Henry (History)
	Jamie Gould (ASL)	X	Danny Martinez (Cross Cult Stud)	X	Devon Atchison (History-Sen Officer)
	Jim Wilsterman (Art)		Joe Orate (Culinary Arts)		Angela Feres (History)
	Gareth Davies-Morris (Art)		James Foran (Culinary Arts)	X	Priscilla Rogers (Inter Bus)
X	Jennifer Bennett (Art)		Kathy Meyer (Dance) -Fall	X	Patty Morrison (Library)
	Malia Serrano (Art)	X	David Mullen (Dance) - Spring	X	Julie Middlemas (Library)
	Israel Cardona (Behav Sci)	X	George Gastil (P/T Senate Officer @large)	X	Jenny VandenEynden (Math)
X	Gregg Robinson (Behav Sci)		David Milroy (Divisional Senator AHLGC)	X	Susan Working (Math)
	Rebekah Wanic (Behav Sci)		Eric Lund (Divisional Senator CTE/WD)	X	Ray Funk (Math)
	Richard Unis (Behav Sci)	X	Kirin Farquar (Divisional Senator ESBS)	X	Arturo Millan (Math)
X	Virginia Dudley (Bio Sci)		Carla Sotelo (Divisional Senator LR)	X	Shawn Hicks (Math)
X	Michael Golden (Bio Sci)		Lee Johnson (Divisional Senator)	X	Evan Wirig (Media Comm)
X	Michele Perchez (Bio Sci)	X	Jane Nolan (DSPS)		William Snead (Media Comm)
X	Brian Keliher (Bus Admin)		Carl Fielden (DSPS)		Derek Cannon (Music)
	Nate Scharff (Bus Admin)	X	Gary Jacobson (Earth Sci)		Paul Kurokawa (Music)
X	Linda Snider (BOT)		Judd Curran (Earth Sci)		Steve Baker (Music)
	Barb Gillespie (BOT)	X	Oralee Holder (English)		Joy Zozuk (Nursing)Diane Hellar
	Andy Biondo (CVT)	X	Adelle Schmitt (English)	X	Diane Gottschalk (Nursing)
	Don Ridgway (CVT)		Joan Ahrens (English)		Sharon Sykora (Nursing)
	Jeff Lehman (Chemistry-Senate Officer)		Lisa Ledri-Aguilar (English)		Christine Vicino (Occ Therapy)
	Cary Willard (Chemistry)		Sue Jensen (English)	X	June Yang (Phil/ Rel Studies)
	Martin Larter (Chemistry)	X	Chuck Passentino (ESL)		Bill Hoaglin (Phil/ Rel Studies)
X	Diana Vance (Chemistry)		Nancy Herzfeld-Pipkin (ESL)		Ross Cohen (Physics)
X	Sheridan DeWolf (Child Dev)	X	Barbara Loveless(ESL)		Stephanie Plante (Physics, Astr. Ph Sc)
X	Claudia Flores (Child Dev)		Jim Tolbert (EOPS)	X	Shahrokh Shahrokhi (Polit Economy)
	Joel Castellaw (Comm)		Sylvia Montejano (EOPS)	X	Scott McGann (Polit Economy)
X	Jade Solan (Comm)		Laura Sim (Exer Sci/Well-Sen Officer)		Lorenda Seibold-Phalan (Resp Ther)
	Victoria Curran (Comm)		Jamie Ivers		Barry Winn (Resp Ther)
X	Janet Gelb (CSIS)		Jim Symington (Exer Sci/Well)	x	Craig Everett (Theatre Arts)
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### GUESTS:

- Sue Gonda, Acting Dean - English, Social & Behavioral Sciences

**RECORDER:** Rochelle Weiser

### I. CALL TO ORDER (11:05)

#### A. Public Comment

Sheridan DeWolf had contacted Chris regarding speaking during the Public Comment portion of the meeting, but was not yet in attendance. Due to the importance of the topic a motion was made to add Sheridan and her presentation as an information item to the day's agenda.  
M/S/U Robinson/Gastil

#### B. Approval of Agenda

A motion was made to approve the day's agenda with the following change: addition of Sheridan DeWolf to the Information items.  
M/S/U Wirig/Perchez

**C. Approval of Minutes from May 3, 2010**

A motion was made to approve the minutes from May 3, 2010.  
M/S/U Atchison/Bennett

**II. PRESIDENT'S REPORT**

**A. Announcements**

Chris began by reporting changes the Commencement Committee would like to make to the Commencement ceremony. The committee would like to have the faculty members participating in Commencement to line the walk way of the recession to the reception area; this will allow students to greet the faculty as well as direct students to the reception area. All agreed that this should be fine.

**B. Part-time Faculty Committee Recognition**

Chris reviewed the composition of the Part-time Faculty Committee and then introduced George Gastil, Committee chair and Part-Time Senate Officer-at-Large. George noted he would like to honor the members of the committee for their service. George announced elections would take place during the fall flex week at the department meetings and asked the senators to please encourage Part-time faculty to participate. George then presented the committee members present with a certificate in recognition of their service. George noted he hoped he would continue to see Part-time faculty participation in the Academic Senate grow.

Chris noted that the elections would take place in the fall at the Division meetings and that the members elected would not only serve on the Academic Senate Part-Time Issues Committee but would also serve as Part-Time senators as well.

Chris also wanted to recognize Beth Smith would be finishing her time as Tenure Review Coordinator and Linda Snider has been appointed to the position. Chris also thanked Jennifer Bennett for her service as a temporary Senate Officer and presented her with a certificate of recognition.

Chris announced Lorenda Seibold-Phalan was recovering well from her surgery. She wanted Chris to extend her thanks for all the support she has received at GC. Chris noted Lorenda will continue her efforts to build a support network for those affected by cancer on campus.

Chris then presented an overview of the recent District Services reorganization. Chris reviewed some of the reasons for the reorganization; to refocus on services and accountability, reduce senior management and streamline the operations, generate a budget savings, improve service to employees, and improve the information available to employees. Chris noted that the restructure would save the District around \$500,000.00.

**C. Planning and Resources Council Update-Shirley Pereira**

Shirley reported on the Governor's revised May budget; there is still a \$19.1 billion shortfall, federal funds for CA did not materialize, and the Cal Works program is due to be cut. Shirley noted the Governor is proposing a 2.2% enrollment growth; but at this time GC is still over CAP and will still have to cut classes in the fall. Shirley reported that the Planning and Resources Council is being very conservative with the budget. She also noted that currently there is a hiring freeze at the District and both campuses reporting on the current vacancies and the

positions to be filled (4 classified positions and 6 supervisory positions). She noted the positions to be filled were critical needs related to accreditation or health and safety issues. She reported that the Council had once again set aside \$300,000.00 for strategic planning activities for next year. It was agreed that all would like to have the budget information available on the intranet. Some discussion followed regarding the upcoming items on the June and November ballots that will impact the colleges. It was noted that the numbers presented were informational and that the budget situation is constantly changing. Shirley reported that a survey would be sent to faculty for their input on how they feel the budget and planning process is going and she noted the Council would like input.

### **III. COMMITTEE REPORTS**

Chris noted that the committee reports would be given out of the order on the Agenda due to senators' availability.

#### **A. Faculty Professional Development Committee**

No report given due to time constraints.

#### **B. Technology for Teaching and Learning/ DE Subcommittee-Angela Feres, Janet Gelb**

Chris noted Angela was unable to attend the meeting, so TTLC would report in the fall, but Janet was in attendance and would give the DE Subcommittee report. Janet noted that the subcommittee was late in getting started and had only met in the last couple of weeks. She reported the committee was made up of members of the TTLC committee, faculty that were teaching online courses, and anyone interested in teaching online courses. One item the committee dealt with was the certification of online instructors, the other was the upcoming update to BlackBoard 9. Janet encouraged senators to attend the Blackboard 9 workshops, as the current program and Blackboard 9 are quite different. Janet noted that Blackboard 8 would be shut down on June 3 for the update to Blackboard 9 and that the system may be down for 72 hours. She encouraged faculty to have a backup of their "container" as well as the semester grades saved. She noted that in the fall TTLC and the DE subcommittee hoped to have available a "virtual community" that would allow input from DE instructors and faculty members interested in technology. Janet reported some of the upcoming projects for TTLC; survey/suggestions for the training CATL offers, training on website content and 508 compliance, and a new online product "Elluminate" that would allow online office hours for faculty and students to be able to chat.

#### **C. Curriculum Committee-Sue Gonda**

Sue began by reporting that the committee had decided that Student Services would house, update, and maintain the new General Studies and Universities Studies Degrees. Sue reported Student Services would be working on the procedures and guidelines for doing so and would report to the Curriculum Committee. Sue noted another important issue the committee dealt with was the new coding for Basic Skills courses. Sue explained prior to the new coding system there was no way to track how basic skills students were improving; traditional methods of tracking a college's success was in the number of students it graduated. The coding process allows a college to track basic skills students from their entry level skills and follow them through to college level coursework; giving the college a way to gauge their success. Sue then reported several courses were presented to the committee for approval to be taught as distance education courses (some mentioned were biology, child development, CSIS, VOP, philosophy, and respiratory therapy). Sue noted that Distance education is affecting courses campus wide as a wide variety of courses were approved. She also noted that the State is changing the process colleges go through to set up prerequisites, allowing for the use of content review to

establish cross-disciplinary prerequisites. Sue reported that once the process is implemented at the State there would be discussions college-wide regarding pre-requisites and what changes to make.

#### **D. General Education (GE) Task Force-Jeff Lehman**

Jeff began by reporting the task force had met 5-6 times and had started off their work by reviewing the Grossmont GE package as relative to other colleges. He explained that the Diversity Subcommittee had done a presentation for the task force regarding including a diversity component in the GE package. Another area the task force looked at was Information Competency, its impact on higher learning and the possible inclusion in the GE Package. Jeff reported that the task force would like to see GC develop a philosophy regarding what General Education is; then work towards what should be included in the GE Package. It was noted that a GE philosophy that was simple and agreed upon would be a great tool for counseling to use when guiding students in the need to take general education courses.

#### **ACTION ITEMS**

##### **A. Accreditation Mid-Term Report ([www.grossmont.edu/intranet](http://www.grossmont.edu/intranet))**

Chris began by thanking those that participated in reviewing the Mid-Term Report and giving their input. Chris noted that all but one of the Recommendations had been covered in previous Follow-up Reports. She then reviewed Recommendation #4 and Grossmont College's (GC) responses. Chris then asked for a motion to endorse the Accreditation Mid-Term Report.

M/S/U Gastil/DeWolf

##### **B. BP/AP 4300-Instructional Field Trips and Other Student Travel**

Chris began by reviewing BP/AP 4300; Chris explained that the BP had always been in place, but did not deal with "other" student travel i.e. travel for award ceremonies, student government, etc...and that the changes made to the Board Policy would now cover those areas. The Administrative Procedure then listed the various documents/release forms that were to be used and the procedures that needed to be completed prior to students traveling. Chris noted that concerns had been raised regarding the various forms and documents and the legal liability/responsibility of faculty. Chris then explained that in further reviewing the AP that perhaps the procedures and guidelines for faculty should not be addressed in the AP but in the faculty handbook. Discussion then followed regarding instructor liability and areas that do not appear to be addressed in any of the documents; many concerns were raised regarding legal questions that need to be answered regarding faculty liability. It was noted that the current release/liability forms had been through the GC legal department review and had been in use at GC for many years. If questions remained then a discussion needed to take place; but in the meantime the current forms were in place and did not affect the BP and AP, which reflected current practice. Much discussion followed regarding the liability concern; the meeting was then interrupted by the fire alarm and the meeting was adjourned. Discussion on this topic will resume in the fall.

##### **C. Distinguished Faculty Process**

There was no time to cover this item due to time constraints.

#### **IV. INFORMATION ITEMS**

##### **A. Sheridan DeWolf**

There was no time to cover this item due to time constraints.

Meeting Adjourned at 12:15 pm  
Next meeting is scheduled for Fall 2010.

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."

## Attachment #1



### ***SB 1440 (Padilla) Advances to the Governor's Desk***

The Senate just voted 34-0 to approve **SB 1440 (Padilla)**, the transfer guarantee measure that significantly streamlines the process for California Community College (CCC) students transferring to the California State University (CSU). The bill now proceeds to the Governor's desk to await action. The Governor has until September 30, 2010 to sign or veto this legislation. SB 1440 is being hailed as one of the most significant higher education bills to pass the Legislature in decades.

Please send a letter of support to the Governor's Office urging him to sign this bill into law. Although the bill has gathered tremendous support, a letter to the Governor reinforces just how important this legislation is to improving educational opportunities in the State of California. If signed into law, this new policy would simplify the transfer process for future generations of students and would generate millions of dollars in savings that can be redirected to open access to thousands more students at both the CCCs and the CSU. Attached is a template letter. Please feel free to use this as a starting point and add your own personal message. See attachment for where to send your letter.

### ***Other notable bills advancing through the Legislative Process:***

**SB 1143 (Liu)** was approved by the by the Senate and now heads to the Governor's desk. This bill directs the CA Community College Board of Governors to convene a Task Force to examine best practices and national models for improving student success and completion within the California Community College System. The BOG is required to report to the Legislature no later than March 1, 2012 prior to implementation of its plan.

**AB 2682 (Block)**, the common assessment measure, was approved unanimously by the Senate and moves back to the Assembly for concurrence in Senate Amendments. The bill establishes a pilot project to create a common assessment for English, Math and English as a Second Language that would be made available to colleges online.

**AB 2302 (Fong)** was approved unanimously by the Senate and moves back to the Assembly for concurrence in Senate Amendments. This bill compliments the transfer pathway established in SB 1440 and urges University of California (UC) to provide a similar opportunity to students transferring to a UC campus. The UC is asked to submit a report to the Legislature on the progress of its efforts to streamline the transfer process by the end of 2011.



# CALIFORNIA COMMUNITY COLLEGES

## CHANCELLOR'S OFFICE

### **SB 1440 (Padilla): The Student Transfer Achievement Reform Act**

#### **What does SB 1440 do?**

- Creates an associate degree for transfer that guarantees admission with junior standing to the CSU system.
- Defines this degree as having sixty transferrable units that include the IGETC or CSU GE Breadth pattern and 18 units in a major or area of emphasis.
- Provides these students with priority admission to their local CSU campus and to a program or major that is similar to their major or area of emphasis at the community college.
- Prohibits the CSU from requiring students to repeat courses that are similar to courses completed as part of the associate degree for transfer at the community college.
- Prohibits the CSU from requiring students to take more than 60 units to complete a 120-unit baccalaureate degree.

#### **What does this mean for students and the colleges?**

- Recognizes the associate degree as the measure of preparation and readiness for transfer to upper-division course work at the CSU, thus shifting the authority for defining lower division major preparation to the community colleges.
- Reduces the need for students to take unnecessary courses, thereby shortening their time to degree completion and reducing costs for students, community colleges and the CSU.
- Eliminates confusion caused by different and shifting major preparation requirements for each CSU campus.



Attachment #2

**Nomination Form For the Distinguished Faculty Award**

For the nominator, please consult with the nominee and other faculty members, and respond to the following three questions below. The **deadline** for completion and submission to the campus selection committee is **4:00 p.m., \_\_\_\_\_, 20\_\_**. Attach a copy of nominee's up-to-date, complete curriculum vitae if available; it will be helpful to the Campus Selection Committee in their deliberations to select a recipient of the award.

Name of Nominee: \_\_\_\_\_

Department/Division: \_\_\_\_\_

Please provide answers to each of the following questions (there is no word limit on this section).

**1. In what way/s has the nominee contributed to excellence with respect to his/her profession and discipline?**

This could be articles in refereed journals or other publications; the acquisition of grants, awards, or perhaps the development of innovative and recognized programs. The emphasis here is on scholarly activity.

**2. In what way/s has the nominee contributed to excellence with respect to Grossmont College and its affairs?**

Here the emphasis is on involvement and action beyond the classroom or other assigned duties. Activities in this category might be chairing an important campus committee, involvement as a faculty advisor to a student group, serving as department chair or coordinator, serving in the Academic Senate, or perhaps spending time on labor issues or negotiations.

**3. In what way/s has the nominee contributed to excellence in the community as a representative of Grossmont College?**

The emphasis here is not so much on involvement as an individual, but as a faculty member who brings some skill to solving a problem. Examples might be off-campus speaking engagements, consulting in nominee's area of expertise, or donating time to service groups as a college representative.

\_\_\_\_\_  
First Nominator (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Brief supporting statement by second nominator (please keep to 250 words or less).**

\_\_\_\_\_  
Second Nominator (please print)

**Brief supporting statement by third nominator (please keep to 250 words or less).**

\_\_\_\_\_  
Third Nominator (please print)

**Verification:** Nominee is a full time tenured faculty member who has received an overall rating of 3.5 or higher on two consecutive Evaluation Summaries.

Year of the evaluations: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Administrator providing verification:  
(Please print)

\_\_\_\_\_  
Dean/Director Signature

\_\_\_\_\_  
Date

# Grossmont College Distinguished Faculty Award

## I. Statement of Purpose

It is an essential part of academic life to identify, encourage and reward excellence among the faculty. With respect to this end, Grossmont College will present an Annual Distinguished Faculty Award to a superior faculty member, selected by peers and publicly acclaimed.

## II. Eligibility

All full-time, tenured faculty members are eligible to receive the award. Classroom and non-classroom faculty will be eligible by the process described below.

## III. Criteria

The recipient of the Annual Distinguished Faculty Award should represent the very best our profession has to offer. Each recipient, **in addition to fulfilling all of the job requirements of a full-time faculty member, must also go beyond these duties. Furthermore, each recipient will also show a sustained commitment to excellence:**

- (a) **in teaching, or in the performance of other assigned duties;**
- (b) as a faculty member who has contributed to his/her discipline;
- (c) through an active and involved role in campus affairs; and
- (d) by involvement in the community as a representative of the college.

## IV. The Award

The announcement of the award shall be made at the general faculty meeting during the Fall Professional Development Week. A medallion appropriate to the occasion will be inscribed and presented at that time. The recipient of the award will also receive a stipend of \$500. A letter noting the award shall be signed by the President and forwarded to the Personnel Office for inclusion in the recipient's file. The recipient may be introduced to the Governing Board for recognition by mutual agreement of the recipient and the President.

## V. Procedure and Decision Rules for Selection

Section 1 - **Annually (and by a timeline determined annually by Senate Officer Committee), any faculty member may initiate nomination of any full-time tenured faculty member by submitting his/her name to the respective dean/director of the nominee.** This nomination shall be made with respect to the criteria in Part III above.

Section 2 - **The Dean/Director will provide the nominator with an electronic copy of the nomination packet and** will review the nominee's two most recent evaluations to validate the nominee's commitment to excellence in the classroom or in the carrying out of other assigned duties. More specifically, on the nominees' Evaluation Summary, the overall rating must be 3.5 or higher on two consecutive evaluations. If the nominee's evaluation is based on the forms in use prior to 1991-92, the overall ratings must be 75% excellent.

Section 3 - Upon verification of excellence in performing assigned duties by the Dean/Director, the nominator shall submit a statement of the nominee's qualifications. This statement may include a curriculum vitae and shall include responses to the three questions below.

- 1. In what way/s has the nominee contributed to excellence with respect to his/her discipline?** This could be articles in refereed, journals or other publications; the acquisition of grants, awards; or perhaps the development of innovative and recognized programs. The emphasis here is on scholarly activity.

2. **In what way/s has the nominee contributed to excellence with respect to Grossmont College and its affairs?** Here the emphasis is on involvement and action beyond the classroom or other assigned duties. Activities in this category might be chairing an important campus committee, involvement as a faculty advisor to a student group, serving as department chair or coordinator, serving in the Academic Senate, or perhaps spending time on labor issues or negotiations.
3. **In what way/s has the nominee contributed to excellence in the community as a representative of Grossmont College?** The emphasis here is not so much on involvement as an individual, but as a faculty member who brings some skill to solving a problem. Examples might be off-campus speaking engagements, consulting in area of expertise, or by donating time to service groups as a college representative.

Section 4 – The nominator will submit the official nomination form, with all required signatures and supporting statements to the Campus Selection Committee by the appropriate due date. If possible, curriculum vitae should also be included.

~~Section 5 – The DSC shall be convened by the division dean or appropriate administrator and shall review the qualifications of the nominees. With the Dean/Director acting as a non-voting facilitator, the chairs and coordinators comprising the DSC shall, by casting secret ballots, select one individual. The nominee receiving the largest number of votes shall be the division finalist; that name shall be forwarded to the Campus Selection Committee (see section 7) by the designated deadline, along with a completed application form and curriculum vitae, if the latter is available.~~

Section 5 - For the purpose of selection, faculty in the L.R.C., Counseling, and Special Services shall be considered as a single "division" described in section 5 above. The Vice-President of Student Services shall assume the duties of the Division Dean.

Section 6 - The Academic Senate shall annually form a Campus Selection Committee (CSC). The CSC shall include the President of the Senate (or designee), who will act as a non-voting chair, and one **faculty member** from each division, including one **faculty member** from the "division" described in Section 6 above. This slate shall be presented to the Senate as the CSC.

Section 7 - The Campus Selection Committee is to review the nominations and select the single recipient for the award. The finalist who receives the largest number of votes shall be the Distinguished Faculty. That name shall be forwarded to the **Academic Senate President**.

Section 8 - The name of the Distinguished Faculty shall not be made public but will be forwarded to the **Academic Senate President** who will notify the **college president**, awardee and the other finalists.

#### **VI. Concerning Year- long Recognition:**

- The Distinguished Faculty person from the previous year shall be present (if possible) and play a role in recognizing the current recipient during the president's address of Fall Professional Development Week.
- During the Spring Recognition, the **Academic Senate President or designee** will have an opportunity to commend the recipient.
- The recipient shall serve as an ambassador for the college ~~with released time, if funds are available.~~
- A photograph of the recipient shall be displayed in the L.R.C. and recognized in suitable media.
- The recipient's name shall be posted in the commencement printed program, and he/she shall have special seating at Commencement.

- Monetary Awards:
  - The College President will assume the responsibility of seeking the funding for the stipend.
  - The check will either be made out to the recipient of the award or to another group, charity, or department if the recipient so designates.
  - ~~If Staff Development funding is available, and if the recipient so desires, he/she will be sent to the annual NISOD conference.~~

## **VII. Review and Approval of Process**

This process has been reviewed and approved by the President of Grossmont College and its Academic Senate.