

Academic Senate Grossmont College

Monday, November 19, 2012
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 November 5, 2012

II. PRESIDENT’S REPORT 20 minutes

Accreditation “Read-In;” College Hour Discussion Update
<http://www.grossmont.edu/intranet/selfEvalReport13/default.htm>
Grades can’t be late (system will be Down 12/20!);
State Senate Plenary Report

III. COMMITTEES 10 minutes

A. Modification of Academic Program Review Charge
PROPOSAL FROM THE COMMITTEE:
CHANGE “Academic Senate Representative at large” to “Faculty at Large”
http://www.grossmont.edu/org_gov_structures/committees/committees09/ACADEMIC%20PROGRAM%20REVIEW%20COMMITTEE%20-%20Charge.pdf

IV. ACTION ITEMS 30 minutes

- A. Role and Responsibilities of faculty as Committee Division Representatives: Creating a shared understanding
(ATTACHMENT A)

V. INFORMATION ITEMS*

- A. Replacement of Senate Officer: James Canady
- B. “What did I get myself into?” or “Am I a Lifer?” 15 minutes
Discussion about Committee Terms

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

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Role and Responsibilities of Faculty as Committee Division Representatives

Division representatives on committees are an important component of shared governance and effective communication between the committees and departments. It is the role of a division representative to collect information from the departments in their division, provide that point of view to the committee, work collaboratively in committee for the good of the college, and disseminate information coming from the committee.

Specifically, responsibilities are to:

1. Act as a liaison by soliciting input from department chairs relevant to the agenda of the committee before the meeting
2. Act as an advocate for the division by reporting the needs and points of view of the departments
3. Collaborate with other members of the committee as a resource about your division to execute the charge of the committee
4. Synthesize information given in meetings so that decisions are made for the good of the college, versus for one single individual department or divisions needs
5. After meetings, send committee information to the dean and to division chairs, who can then disseminate to department faculty as needed
6. Serve as a resource for your division, particularly department chairs, to answer questions or refer individuals to the proper person or process as set out by the committee

Points to consider:

- It would help division reps if committee agendas were available before the same day of the meeting
- Committee membership information will be available on the website under "Faculty & Staff"
→Organizational and Governance Structures
- ?Division Council agenda item to get feedback and provide information from the committee?
- Are these responsibilities true of any committee membership?

Committees with Division Reps:

Planning and Resources Council
Academic Program Review
Collegewide Professional Development
Curriculum
Enrollment Strategies
Facilities
Faculty Professional Development
Faculty Staffing
Institutional Review
Technology for Teaching and Learning

Other Committees w/Faculty Reps:

Institutional Excellence Council
Student Services Council
Diversity, Equity & Inclusion
Student Success Steering