

Academic Senate Grossmont College

MINUTES OF THE MEETING – April 1, 2002

PRESENT: Cathy Harvey(President), Mary Rider(Vice President), Beth Smith, Jerry Buckley(Senate Officers at Large); P.J. Ortmeier, (AOJ); Jeff Irwin(Art); Dave Wertlieb(Biological Sciences); Illyana McManus(Business Office Technology); Rick Kirby(Cardiovascular Technology); Cary Willard(Chemistry); Barbara Chernofsky(Child Development); Sheri Sjoberg (Communications); Janet Gelb, Wayne Allen, Diane Mayne-Stafford(CSIS); Peggy Shepard(Counseling); Mike Matherly(Earth Sciences); Gary Phillips(English); Nancy Herzfeld-Pipkin(ESL); Jim Symington (Exercise Science); Jerry Baydo, Mel Amov(History); Zoe Close, William Hoaglin(Humanities); Patricia Morrison(Library); Peg Hovde(Math); Diane Helland(Nursing); Marcelle Karlin(Occupational Therapy); Bushra Jonna(Part Time Representative); Lorenda Seibold-Phalan(Respiratory Therapy);

ABSENT: Rick Michelson(AOJ); Ron Tatro, Les Lawrence(Art); Gregg Robinson, Ben Newkirk, Maria Pak, Israel Cardona(Behavioral Science); Diane Merlos(Biological Sciences); Judith Walery(Business); Don Ridgeway(Cardiovascular Technology); John Oakes(Chemistry); Cathie Robertson(Child Development); Roxane Tuscany (Communications); Lynn Gardner, Bonnie Shcmiege(Counseling); Tom Gamboa(Cross Cultural Studies); Kathy Meyer(Dance); Jane Nolan, Marlene Jansky(DSPS); Tim Cliffe(Earth Sciences); , Chuck Passentino, Sydney Brown, Marilyn Ivanovici, Qais Sako(English); Virginia Berger(ESL); Sylvia Montejano(EOPS); Rick Trestrail, Gay Cox, Laura Burger(Exercise Science); Yolanda Guerrero, Paul Vincent(Foreign Language); Gene Britt(International Business); Curtis Stevens(Library); Jenny Vanden Eynden, Larry Langley, Linda Langley(Math); Evan Wirig, William Snead(Media Communications); Steve Baker, Fred Benedetti (Music); Pat Bradley (Nursing); Kritten Maria Reichardt(Part Time Representative); Dennis Collins, Patti Tsai(Physics, Astronomy & Physical Sciences); Bill Cummings(Political Economy); Craig Everett, Beth Mallet-Anderson, Henry Jordan (Theatre Arts).

GUESTS: Sheridan DeWolf

RECORDER: Martha Garcia

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."

I. PRESIDENT'S REPORT

A. Call to order

Cathy Harvey called the meeting to order at 11:10 a.m.

B. Approval of Agenda

The agenda was approved with the following amendment:
Graduation regalia was added to the President's Report.

M/S/U Charnofsky/Smith

C. Approval of Minutes

The minutes of the March 18, 2002, meeting were approved as submitted.

M/S/U Wertlieb/Kirby

D. Graduation Regalia

Presented by Janet Althaus

Janet informed senators that the Grossmont College Commencement Ceremony will take place on June 6th; therefore, it is time to order the graduation regalia. For more information, faculty may call extension 7668 or stop by the College Bookstore to put in an order. Orders need to be received by April 11th to guarantee getting the regalia on time.

E. Part Time Senate Election – Nomination Committee Needed

Bushra Jonna's term as Part Time Academic Senate Representative will end on May 31, 2002. Cathy Harvey asked for three faculty members to serve on a Nominations Committee that will facilitate the nomination for a new Part-time representative. Barbara Chernofsky, Mary Rider, and Illyana McManus volunteered.

F. On-line Printing Request

Presented by Roz Scott and Phillip Phan

Roz and Phillip presented the recently designed Printing Department web site. The web page includes information about the department, department services, a list of supplies, a job submission form, ordering tips, and department news. Faculty and staff will now be able to order supplies and submit printing requests online. Phillip guided senators through each of the page's options and gave special instructions on how to submit the job submission form. This function will not be available until Summer 2002.

II. ACTION ITEMS

A. PE9 Procedural Addition

The PE9 Procedural Addition was approved as follows:

Faculty appointments to a Search and Interview Committee when the direct report is an administrator

*If the direct report for a full time faculty position will be an administrator, the Senate Officers at each College assume the responsibility to identify the most appropriate discipline that has functional characteristics closely paralleling the duties and responsibilities of the full time job description. The department chair or coordinator of that discipline **will may** assume the responsibility to recommend to the Academic Senate President **those** faculty members **of to serve on** the S&I Committee. In the absence of such a chair or coordinator, the Senate Officers will assume responsibility for identifying faculty members of the S&I Committee to recommend to the Academic Senate President for approval.*

The motion was approved with the additions indicated in bold.

M/S/U Wertlieb/Amov

B. Catalog Review Senate Resolution
Presented by Sheridan DeWolf

The Catalog Review Process Resolution was approved as follows:

Grossmont College Catalog Review Process Resolution
Draft 031402

Whereas the ability of students to transfer, to meet career objectives and to be certified for general education is jeopardized when course outlines are not current, and

Whereas more and more universities and colleges will not articulate a course with an outline over five years old, and

Whereas course outlines from Grossmont College are shared with other institutions for consideration for possible course articulation, and

Whereas Title 5 requires the ~~revision~~ review of course outlines every five years, and

Whereas the official course outline serves as a guide for adjunct and other faculty in determining what is critical to a course, and

Whereas the college catalog should reflect courses that are current and that are being offered in the curriculum, and

Whereas it is the professional responsibility of faculty to ensure the academic integrity of coursework at Grossmont College,

Let it be resolved that the Grossmont College Academic Senate supports the catalog review process and delegates the Title III Catalog Review Task Force with creating procedures to meet Title 5 mandates relative to maintaining catalog currency.

Let it further be resolved that the Academic Senate recognizes that the chairs and coordinators, Program Review Committee, Curriculum Committee, and instructional administration will all play critical roles in implementing this process.

Let it further be resolved that the Title III Catalog Review Task Force will report these procedures to the Academic Senate ~~for final approval~~.

M/S/U Wertlieb/Smith

III. INFORMATION ITEMS

A. Upcoming Plenary Session

Presented by Mary Rider

In preparation for the Spring 2002 Plenary Session, local colleges met on March 23 to discuss resolutions that will receive state level consideration. The intent of the meeting was to have the resolutions ready to be presented at the up-coming plenary session. Mary Rider attended the meeting and explained that Matriculation cuts, CalWORKS cuts and Staff Development cuts were the three main topics of discussion.

Sheri Sjoberg will attend the Spring 2002 Plenary Session that will take place from April 4 through April 6, 2002. Senators may contact her with questions regarding concerns that they would like to see carried forward.

IV. COMMITTEE REPORTS

A. ICC Committee Report

- **Introductory Remarks**

Presented by Gary Phillips

Gary explained that as distance education is becoming a more common mode of presentation, the Distance Education Task Force will make four consecutive presentations to the senate to cover as many aspects as possible.

- **Distance Education Task Force Update**

Presented by Jerry Baydo

Today's presentation focused on instructor and student orientation. Jerry explained that there are currently 40 online courses being offered at Grossmont College, and that 70 or more are expected to be offered in the fall. Therefore, orientation for both faculty and students is essential. Jerry highly recommends completion of EDU 214 for instructors. He has also recommended that an online faculty coordinator be assigned.

B. Staff Development Proposal

Presented by Nelson Paler

Cathy reported that Nelson Paler presented his Staff Development Plan to the President's Cabinet and that he received an enthusiastic response from the administration.

Nelson presented his plan and guided senators through each of the five stages and the three components that constitute it.

The meeting adjourned at 12:23 p.m.