

# Academic Senate Grossmont College

## Minutes of the Meeting – Oct. 20, 2003

**PRESENT:** Beth Smith (President); Bonnie Schmiede (Vice President); Jennifer Carmean, Victoria Howitt (Senate Officers at Large); PJ Ortmeier (AOJ); Jeff Irwin, Jim Wilsterman (Art); Dave Wertlieb, Diane Merlos, Virginia Dudley (Biology); Rick Kirby (Cardiovascular Technology); Joel Castellaw, Roxanne Tuscany (Communication); Cliff Quinn (CSIS); Kathy Meyer (Dance); Jane Nolan (DSPS); Nelson Paler, Kamala Balasubramanian, Marilyn Ivanovici, Qais Sako (English); Virginia Berger, Nancy Herzfeld-Pipkin (ESL); Sylvia Montejano (EOPS); Antonio Crespo (Foreign Languages); Carlos Contreras, Mel Amov (History); Zoe Close, William Hoaglin (Humanities); Patty Morrison (Library); Peg Hovde, Steve Davis (Math); Evan Wirig (Media Communications); Steve Baker (Music); Marcelle Karlin (Occupational Therapy); David Milroy, Joan Ahrens (Part-time Representative); Dennis Collins (Physics, Astronomy & Physical Sciences); Shahrokh Shahrokhi (Political Economy); Lorenda Seibold-Phalan (Respiratory Therapy).

**ABSENT:** Rick Michelson (AOJ); Ron Tatro (Art); Israel Cardona, Teresa Jacobs, Gregg Robinson (Behavioral Science); Judy Zander (Business); Ilyana McManus (Business Office Technology); Don Ridgeway (Cardiovascular Technology); Tom Olmstead, Cary Willard (Chemistry); Mary Courtney, Cathie Robertson (Child Development); Mary Rider, Lynn Gardner, Peggy Shepard (Counseling); Tom Gamboa (Cross-Cultural Studies); Janet Gelb (CSIS); Joe Orate (Culinary Arts); David Mullen (Dance); Marlene Jansky (DSPS); Gary Jacobson, Mark Goodman (Earth Sciences); Sydney Brown; Gary Phillips (English); Michael Perez (EOPS); Jim Symington, Gay Cox, Karen Caires, Larry Larsen (Exercise Science); Yolanda Guerrero, Paul Vincent (Foreign Language); Thomas Bell (History); Gene Britt (International Business); Sharon Giles, Jim Tarvin (Math); William Snead (Media Comm); Derek Cannon (Music); Nancy Tendall (Nursing); Ross Cohen (Physics, Astronomy & Physical Sciences); Lorenda Seibold-Phalan (Respiratory Therapy); Hank Jordan, Beth Mallet-Anderson, Craig Everett (Theatre Arts).

**GUESTS:** Ben Newkirk, Jerry Buckley

**RECORDER:** Jennifer Carmean

*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 Items."*

### I. A. Call to Order:

Beth Smith called the Senate to order at 11:11am.

### B: Approval of the Agenda

The Agenda was approved as presented: M/S/U Wirig/Montejano

### C. Approval of the minutes

The minutes were approved as presented: M/S/U Wertlieb/Wirig

## II. President's Report

A: General Campus Forum: Room change: The meeting will be in the Griffin Gate. Topics will include a follow up to the discussion on Budget and Enrollment Strategies.

B: Fall 2003 Plenary Session: The Area D meeting was held on Friday, Oct. 17 in preparation for the session Oct. 30-Nov. 1. Resolutions were sent out on email. One new one was from Cuyamaca. Another college brought forth a resolution about restoring funding to the California Virtual Campus. CVC lists all colleges with online programs. It is a resource for those wanting to teach online. They have online models that instructors can review.

Appendix C – Hoke Simpson has written comments about the role of the Past President on Academic Senate. Is it crucial for the Past President to be part of the Senate Officers Committee? Academic Senate at the State level will be discussing a resolution to remove the past-president as an officer.

Grossmont's Senate's past president serves as a great resource to the Senate. The past president doesn't attend the Senate Officers committee meetings.

C: Faculty participation on committees. An announcement was made that some committees still have participation opportunities available and need members.

D: Legislative Program 2002-04. This is updated every 2 years. The District comes up with priorities and serves as a focus for our legislature and lobbying groups. Access is number 1 and funding is number 2. Beth reported that she met with Christine Kehoe on Thursday. Ms. Kehoe is running for Senate in Dede Alpert's spot.

E: The Way Forward: Draft 15 was presented. Suggested changes should be brought to the Senate Officers. Bonnie Schmiege noticed that mention of student service support had not been included.

One announcement: Staff Development evaluations have been put in mailboxes. Please fill out and return to Mike Matherly's mailbox.

### III. Committee Reports:

Academic Rank Committee. Evan Wirig reported a meeting with the Cuyamaca senate president and vice president (P. Utgaard and P. Setzer). Cuyamaca's Academic Rank process offers rank to adjunct instructors. Both campuses want to acknowledge the work adjuncts do. A proposal from both Grossmont and Cuyamaca will be forthcoming and will offer the opportunity for part time faculty to apply for the rank of Adjunct Professor when one has met rehire preferences (8 semesters).

Questions raised: The term "professor" what are the implications? If hired full time, would the person continue to carry the rank of "professor?" No one thought this to be the case. A newly hired instructor would need to obtain tenure first. What are the implications of having rank? To show one has hiring preference? Respect in the community? Are there instances where our District uses rank? Is it used locally? Do professional organizations use rank? Our Contract doesn't differentiate.

David Milroy, the Adjunct Instructor Senator, commented that many at the statewide level despise the term "Adjunct." The dictionary definition of adjunct means "useless." This term should be examined. He reported that at an LA meeting many part timers commented that they would rather be paid fairly than have a ranking.

Comments: When comparing the 2 titles "Adjunct instructor" and "adjunct professor," they have the same status. UC system uses the term "lecturer." Mel Amov will be checking on the Ed Code. Implications of this term are unknown. The contract uses the term "Faculty" to

represent both full time and part time. Zoe Close commented that Lecturer is a standard term, but does it fit student services?

Another charge of the Academic Rank Committee is to recommend Emeritus Status. The process begins with 3 tenured faculty providing information to the Academic Rank Committee.

Planning & Budget: Jerry Buckley reported on the Ed Master Plan and the revised template. After filling out the template and sharing with your Dean, the final draft goes to Hsiu Chih – she will be responsible for compiling them.

Chairs and Coordinators will be emailed the template and the instructions will be included. November 1 is the anticipated email date to everyone. It will, most likely, be due in Spring, 04 immediately following staff development week.

This is a 2 phase process – a “living document.” Initially, programs and departments should include accomplishments from last year while detailing a program/department’s goals for the next year. The Educational Master Plan doesn’t include negotiated items.

#### **IV. Action Items:**

A: Approval of committee members:

Craig Everett – Petitions Committee

Mary Courtney – Calendar Committee

Diane Mayne-Stafford – Planning and Budget Council

Julie Middlemas – Curriculum Committee

Chris Hill and Chuck Passentino – Campus Art Review Committee

Julie Middlemas and Clif Quinn – Student Disciplinary/Hearing Committee

M/S/U Wertlieb/Kirby

B: District Student Diversity and Equity Committee: Suggestions from the last meeting have been included, and faculty appointed by the college president are subject to senate approval. Under the “charge” of the new Student Diversity committee, the task of compliance was eliminated. The committee charge is more focused on guiding the colleges in development of plans for equity.

One concern was the duplication of existing resources. The college Student Success committee may be doing some of this work already and will probably be assigned the task of developing the college student equity plan.

A question was raised about the need for the committee and whether or not a need for the committee had been demonstrated. The initial charge from the state senate is to develop a plan to discover any inequities and develop mitigation strategies.

M/S/P – Wertlieb/Nolan

#### **V. Information Items**

A. Committee membership. The following committee participations will be brought next meeting for action: Student Gateway Task Force – Sylvia Montejano, EOPS; Student Due Process – Linda Snider, BOT; Academic Rank – Cary Willard, Chemistry.

B. Student Evaluation form for Distance Education Classes: Zoe Close presented information on the evaluation form. Input was utilized from those who teach online. It is desired to have standard form, however, not all components fit distance education. The example given was "the instructor's speech is clear." Most of the changes were language changes to make the form more student friendly.

The process of the evaluation will be web based and students will be notified of the opportunity to participate in the evaluation process. If you would like to see the form, please contact the union.

C. Plan to Deliberate on Changing Math and English AA requirements: Bonnie Schmiege presented a handout provided by the statewide senate.

Issues – raising Math to college level from Intermediate Algebra over a 5 year transition period. English to transfer level – let local colleges decide.

The counselors will present discussions on what to expect with the changes. At the December 1st meeting the Math department will make a presentation about the proposed change. The English department will present at the February senate meeting since this semester they are in Program Review. The campus must have a position by April, 04.

D. Bookstore Committee: This is a large committee with active student participation chaired by D. Fitzsimons. Ben Newkirk and Michael Gilchrist (manager of both Cuyamaca and Grossmont's Bookstores, employee of Barnes and Noble) presented information from the committee. The committee wants to enlist the senate's aid on how to help the Bookstore. It is important to know that Michael is a great resource but sometimes his hands are tied as to how much he can change.

This semester there is the opportunity to fill out book orders on line. Some issues that the bookstore faces were relayed to the senate such as the bookstore running out of books and late instructor orders. Some statistics were reported to help faculty understand the situation: last Fall, the bookstore received 241 book orders 2 weeks before school began and 27 orders the first week of school. As many as 75% of those books were required by other instructors, so students take the books off the other instructors' shelves. A question was raised as to the 75% - who is it? Full time? Adjunct? Can a department chairs order books for the instructors who are last minute hires?

Mel Amov commented that sometimes instructors face the problem of searching for an effective book. They search and search down to the last minute to no avail, and then must pick a book.

A comment was made in regards to packets that are copied for students and on the bookstore shelf. Many times the bookstore runs out of these packets. Often the number of packets requested by the instructor aren't printed. Many students go and copy the packet themselves, but the cost of buying the packet at the bookstore is cheaper than paying to copy it. That issue may need some investigating.

The bookstore is looking to faculty for help in problem solving some of these issues.

The meeting was adjourned at 12:22.