

Academic Senate Grossmont College

Minutes of the Meeting – November 17, 2003

PRESENT: Beth Smith (President); Bonnie Schmiege (Vice President); Jennifer Carmean, Victoria Howitt (Senate Officers at Large); P.J. Ortmeir (AOJ); Jeff Irwin, Jim Wilsterman (Art); Virginia Dudley, Dave Wertlieb (Biological Sciences); Rick Kirby (Cardiovascular Technology); Cary Williard (Chemistry); Mary Courtney (Child Development); Joel Castellaw (Communication); Mary Rider, Lynn Gardner (Counseling); Marlene Jansky, Jane Nolan (DSPS); Nelson Paler, Julie Cardenas, Qais Sako (English); Virginia Berger, Nancy Herzfeld-Pipkin (ESL); Sylvia Montejano, Michael Perez (EOPS); Jim Symington (Exercise Science); Antonio Crespo (Foreign Languages); Carlos Contreras, Mel Amov (History); Zoe Close, William Hoaglin (Humanities); Patty Morrison (Library); Peg Hovde, Steve Davis (Math); Evan Wirig, William Snead (Media Communications); Steve Baker (Music); Nancy Tendall (Nursing); Marcelle Karlin (Occupational Therapy); David Milroy, Joan Ahrens (Part-time Representative); Ross Cohen (Physics, Astronomy & Physical Sciences); Shahrokh Shahrokhi (Political Economy)

ABSENT: Rick Michelson (AOJ); Ron Tatro (Art); Israel Cardona, Teresa Jacobs, Gregg Robinson (Behavioral Science); Diane Merlos (Biological Sciences); Judith Zander (Business Administration); Illyana McManus (Business Office Technology); Don Ridgeway (Cardiovascular Technology); Tom Olmstead (Chemistry); Cathie Robertson (Child Development); Roxane Tuscany (Communication); Janet Gelb, Clif Quinn (CSIS); Peggy Shepard (Counseling); Tom Gamboa (Cross-Cultural Studies); Joe Orate, Cathie Robertson (Culinary Arts); Kathy Meyer, David Mullen (Dance); Gary Jacobson, Mark Goodman (Earth Sciences); Gary Phillips, Marilyn Ivanovici (English); Gay Cox, Karen Caires, Larry Larsen (Exercise Science); Yolanda Guerrero, Paul Vincent (Foreign Language); Thomas Bell (History); Gene Britt (International Business); Derek Cannon (Music); Dennis Collins (Physics, Astronomy & Physical Sciences); Lorenda Seibold-Phalan (Respiratory Therapy); Hank Jordan, Beth Mallet-Anderson, Craig Everett (Theatre Arts).

GUESTS: Cathy Harvey

RECORDER: Jodene FitzPatrick

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 11:13am.

B: Approval of the Agenda

The Agenda was approved as presented: M/S/U Wertlieb/Carmean

C. Approval of the minutes

Both sets of the minutes were approved as presented: M/S/U Wertlieb/Montejano

II. President's Report

A: Introduction of new Senate Secretary, Jodene FitzPatrick, located in Room 501B (far southeast side of campus)

B: The next General Topic Forum will be held in the Griffin Gate, November 24 at 11:10 – 12:20. Topics will be rolled over from the last forum due to the fires.

The agenda for the next Forum is:

I. Budget follow up items

II. Planning Issues

C: Nominations for the Exemplary Program are due Friday (November 21).

D: The District Task Force is looking at ways to support over a dozen of our colleagues that were affected by the fires, as well as looking to assist students. ASGC has been phenomenal assisting students with textbook replacements; ASGC received a donation from Ross Books and put more copies of the books in the library on limited loans and will sponsor a pancake breakfast on the first weekends in December which will coincide with our new Open Air Market. All are encouraged to bring individuals to the pancake breakfast with hopes to raise monies that will be distributed to staff or students. There are students in the burn unit at UCSD. Unfortunately, we experienced a student loss due to the fires. The student, Christy Ann Davis was directly identified with Grossmont College, her obituary was in the paper last week and her family has contacted the foundation about setting up a memorial. The Task Force is also collecting ideas such as gift registries after rebuilding has begun. Beth Smith and Victoria Howitt currently serve on the task force and are readily available to answer questions. Further word will be passed through a more formalized process from the district office.

III. Committee Reports:

Professional Development Committee – Mike Matherly

The Flex Week Schedule for the Week of January 20 -23, 2004 was distributed and the website (www.grossmont.edu/staffdevelop/) to access information was provided.

Mike Matherly also distributed his memo dated November 13, 2003 to Dean Colli regarding the best day during Flex Week for administrative meetings. The committee recommends using the first day of Flex Week for division and department meetings.

A concern was raised regarding where specific meetings would be posted. As soon as individuals have information regarding meetings they should advise their deans, send the information to Mike Matherly and he will connect with Reyna regarding a meeting room.

Planning & Budget Council – Jerry Buckley/Chair

The handout summarizing issues from the last Planning & Budget Council Meeting held October 23, 2003 was distributed. Jerry Buckley stated his intention was to come to the senate on a more regular basis this semester and next, and to provide highlights to improve communication of budget and operational information as much as possible, such as posting detailed information on the Budget Crisis website. At the last college leadership retreat, the following college wide priorities were discussed:

I. One of the college wide priorities is Articulation. The senate passed a resolution last year and the Curriculum Committee passed a motion this fall both in support of the critical need for an Articulation Officer. The question currently is, how are we going to deal with Articulation?

Beth provided two sides of the situation:

1. The college has stated in different venues and documents the importance of Articulation and lists it as a priority.

2. There's no funding available to hire anyone to do this, and the staffing process has determined the approved list of faculty and the order in which those faculty would be hired, and Articulation hasn't fallen onto the list of approved faculty.

Beth suggested adding the Articulation Officer as the 5th faculty member to the following possible list that may be hired by the President (these are not listed in any particular order):

- Counseling
- Exercise Science
- History
- Nursing

II. Budget was the second major item and basically addressed minimizing the impact of the state budget cuts on students in program areas. In order to deal with these issues, the Planning & Budget Council worked with Debra Fitzsimons to tighten our budget in areas where it did not directly effect students learning. Other ideas are being developed by the College Savings Task Force.

III. Communications - To identify specific mechanisms for improving college-wide communications. The Budget Crisis webpage enhancement is underway.

IV. Planning - To increase coordination of all planning efforts, integration of all planning documents and the linkage of planning and budget. The Educational Master Plan is being enhanced and revisions will be added to the template.

V. Revenue Enhancement – Increasing external resources and community partnerships for enhanced and stable college funding. Developing relationships with outside groups to bring in new revenue sources on campus, such as:

- The Brick Campaign: Individuals can purchase a brick with their name on it and the brick will be placed on the side of a structure on campus.

- Renting a space on campus for vendors

VI. Technology – To increase usage of existing technology to allow staff and faculty to carry out their activities more efficiently and effectively and to allow students greater access to resources in the system to reach their educational goals. Block grant money this year is much smaller compared to previous years.

III. Action Items: None.

IV. Information Items:

A: Committee Memberships: Faculty serving on a Scholarship Committee – Illyana McManus (Business Office Technology).

B: Proposed Change to GC Graduation Requirement: Sue Gonda brought to the senate a proposal approved by the Curriculum Committee to change the options for military personnel wishing to complete graduation requirements. The proposal comes from the Exercise Science and Wellness Department which is concerned that military personnel, including

veterans, who participate in basic training receive lots of activity but not necessarily the core curriculum of the department (nutrition, cholesterol information, etc.). However, if military personnel can provide evidence of training programs that include the equivalent of the core curriculum, then the department is willing to acknowledge that the requirement has been met. Exercise Science created 4 different options that service personnel can chose from to fulfill the general requirements for Fitness and Wellness.

C. Curriculum Technical Review Process and Participants: The purpose of the Curriculum Committee Technical Review Process and the role of the Associate Dean of Instructional Services was presented by Sue Gonda. She emphasized the need for the technical review process, its purpose to help faculty prepare to address the committee, the volume of work handled by the committee, and the role of the Associate Dean of Instructional Services found in Attachment #2. Questions were raised about the need for another administrator, who is not a member of the Curriculum Committee, serving on technical review. Sue said that the committee would like to try the proposed arrangement for a year.

D. Part Time Faculty Issues: David Milroy and Joan Ahrens distributed the Fall 2003 Edition of the California Part-Time Faculty Association. Their attendance at Campus Equity Week was postponed due to the fires. David Milroy referred to the Congressional Resolution supporting higher education and contingent faculty mentioned in the CPFA News. David Milroy also stated that he is working on a proposal for a part-time faculty senate committee which will consist of representatives from each department.

E. Role of Past President: The senate will consider the Role of Past President at the next meeting. Beth mentioned the BY-LAWS contained in Attachment #3, advised that the Senate the Constitution is also on the web page, and encouraged faculty to preview the information for the next meeting. She also reminded the senate that copies of Prop 55 (The Budget Accountability Act) and The Real Cost Project (March 2003) document were provided.

The meeting was adjourned at 12:22 p.m.