

# Academic Senate Grossmont College

## Minutes of the Meeting – April 20, 2009

### MEETING ATTENDANCE:

x	Chris Hill (President)	x	Janet Gelb (CSIS)	x	Sue Gonda (History-Sen Officer)
x	P.J. Ortmeier (AOJ)	x	Diane Mayne-Stafford (CSIS)		Devon Atchison (History-Sen Officer)
	Lance Parr (AOJ)	x	Ronald Norman (CSIS)	x	Angela Feres (History )
x	Tina Young (AOJ)	x	Donne Leigh (Counseling)	x	Priscilla Rogers (Inter Bus)
x	Jennifer Carmean (ASL)	x	Mary Rider (Counseling)	x	Patty Morrison (Library)
	Jamie Gould (ASL)		Bonnie Schmiede (Counseling)	x	Jenny VandenEynden (Math)
x	Jim Wilsterman (Art)		Tom Gamboa (Cross Cult Stud)	x	Susan Working (Math)
x	Steve Garcia (Art)	x	Joe Orate (Culinary Arts)	x	Ray Funk (Math)
	Jennifer Bennett (Art)		James Foran (Culinary Arts)	x	Arturo Millan (Math)
	Israel Cardona (Behav Sci)	x	David Mullen (Dance) - Spring		Shirley Pereira (Math)
x	Gregg Robinson (Behav Sci)	x	Jane Nolan (DSPS)		Evan Wirig (Media Comm)
	Rebekah Wanic (Behav Sci)	x	Carl Fielden (DSPS)	x	William Snead (Media Comm)
	Richard Unis (Behav Sci)	x	Gary Jacobson (Earth Sci)		Derek Cannon (Music)
x	Virginia Dudley (Biol Sci)		Jerry Mason (Earth Sci)		Paul Kurokawa (Music)
x	Allison Shearer (Biol Sci)		Oralee Holder (English)		Steve Baker (Music)
x	Michele Perchez (Biol Sci)		Adelle Schmitt (English)	x	Joy Zozuk (Nursing)
x	Brian Keliher (Bus Admin)	x	Joan Ahrens (English)		Christine Vicino (Occ Therapy)
	Nate Scharff (Bus Admin)	x	Stephanie Mood (English)	x	David Milroy (Part-time Rep)
	Linda Snider (BOT)	x	Sue Jensen (English)		Lee Johnson (Part-time Rep)
	Barb Gillespie (BOT)	x	Chuck Passentino (ESL)	x	Zoe Close (Phil/Hum/Rel Studies)
	Rick Kirby (CVT)	x	Barbara Loveless (ESL)		Bill Hoaglin (Phil/Hum/Rel Studies)
x	Don Ridgway (CVT)	x	Nancy Herzfeld-Pipkin (ESL)	x	Ross Cohen (Physics)
x	Jeff Lehman (Chemistry-Sen Off)	x	Sylvia Montejano (EOPS)	x	Stephanie Plante (Physics, Astr. Ph Sc)
x	Martin Larter (Chemistry)	x	Pearl Lopez (EOPS)	x	Joe Braunworth (Polit Economy)
	Cary Willard (Chemistry)		Laura Burger (Exer Sci/Well-Sen Officer)	x	Scott McGann (Polit Economy)
x	Sheridan DeWolf (Child Dev)	x	Jim Symington (Exer Sci/Well)	x	Lorenda Seibold-Phalan (Resp Ther)
	Mary Courtney (Child Dev)		Randy Abshier (Exer Sci/Well)		Barry Winn (Resp Ther)
x	Joel Castellaw (Comm)		Dan Clauss (Exer Sci/Well)	x	Craig Everett (Theatre Arts)
x	Jill Carleton (Comm)	x	Karen Caires (Exer Sci/Well)		
	Victoria Howitt (Comm)	x	Antonio Crespo (Foreign Lang)		

X = present at meeting

### GUESTS:

- Beth Smith - Math Faculty, South Representative, ASCCC
- George Gastil - History Faculty
- Marsha Raybourn - Supervisor, Instructional Operations
- Tina Pitt - Vice President, Academic Affairs
- John Colson - Vice President, Student Services
- Brad Tiffany – Dean, Admissions and Records

**RECORDER:** Rochelle Weiser

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

#### A. Public Comment

None

#### B. Approval of Agenda

A motion was made to approve the day's agenda.  
M/S/U Fielden/Perchez

### **C. Approval of Minutes from March 30, 2009**

A motion was made to approve the minutes from the March 30, 2009 meeting.  
M/S/U Robinson/Rogers

## **II. PRESIDENT'S REPORT**

### **A. Announcements**

Chris started with highlights from the Academic Senate of California Community Colleges 2009 Spring Plenary Session. She supplied a handout that highlighted a few of the adopted resolutions, Adopted/Recommended papers list, and Disciplines list recommendations for addition or modification. Chris also announced that Beth Smith had become an officer of the ASCCC with her election to Treasurer. Also included on the handout were dates for the upcoming 2009 Academic Senate Institutes and "Save the date" for 2010 Institutes. When Chris receives the final list of adopted resolutions from the session she will make those available to all.

### **B. Status of Drop for Non-payment - John Colson**

John began by giving the background and current practice regarding non-payment of enrollment fees. Currently Grossmont College does not drop students for non-payment of enrollment fees. The current practice resulted in around \$273,000.00 in fees being owed to Grossmont College at the end of a semester. John then announced that beginning with the summer session students maybe dropped for non-payment of enrollment fees prior to the start of the semester. Students were sent postcards via mail regarding the new approach and faculty should expect an e-mail later this week regarding the new practice. It was requested that faculty wait to announce this to students until they receive the e-mail, which is to be read to students, and should help faculty with questions that may arise. As a result of the practice, faculty can expect to see the normal increases on the rosters, and then on May 31 the purge will take place and clear students who have not paid from the roster. Several issues that were discussed included a question about the effect on waitlists (answer - waitlists will not go up until 1 week after purge), the notification of dropped students (dropped students will be notified via e-mail), and the effect on class size minimums (answer-this will be reviewed as they go along in the process).

## **III. COMMITTEE REPORTS**

### **A. Curriculum Committee – General Studies and University Studies Degrees**

Chris introduced Sue Gonda, faculty co-chair of the Curriculum Committee. Sue began by stating that the Curriculum Committee had a good discussion regarding the Universities Studies degree. Sue then reported that the Curriculum Committee had voted to include the Fitness/Wellness Requirement, with the options that are outlined in the Veterans Affairs requirement for Associate's degree, for the Universities Studies degree. Sue then reported that the next step is to begin a task force to review the college GE package, as it has been 12 years since the last review.

## **IV. ACTION ITEMS**

### **A. International Baccalaureate Proposal**

Chris introduced Mary Rider, Transfer Center Coordinator. Mary began by giving a brief overview of the programs currently in place at Grossmont College to accept Advanced Placement (AP) Examinations for credit towards Associate degrees and fulfillment of transfer requirements. System-wide, both the California State University and University of California also

award baccalaureate credit for AP Examination and International Baccalaureate (IB) Higher Level Examinations. Mary then opened the discussion by stating the University Transfer Center and Counseling Department propose that the Academic Senate consider also accepting successful completion of IB Higher Level Examination to meet Associate Degree and transfer requirements. Several issues that were discussed included a clarification that IB a very rigorous program, many international students come to Grossmont having completed IB courses, and that overall it is a good program that would serve Grossmont's students well. A motion made to accept International Baccalaureate Courses for General Education and Baccalaureate Credit proposal.

M/S/U Dudley/Gonda

## **B. BP/APs 4020 (Program and Curriculum Development), 4021 (Program Discontinuance), and 4230 (Grading and Academic Record Symbols)**

Chris began by giving a brief explanation that typically the Board Policies (BP) and Administrative Procedures (AP) in the 4000 series deal with Academic and Professional items and therefore would come to the Academic Senate for review. Currently we have many Board Policies in place but not Administrative Procedures, which need to be developed, reviewed and/or changed in order to be in compliance with Title 5. Chris then opened the discussion regarding each BP/AP section.

### **BP4020-Program and Curriculum Development**

Chris referred to Attachment #2 showing the revisions that had been made. Key items were removed from the BP and moved to the AP, and then the new items added to the AP more clearly defined the Policy.

#### **AP 4020**

Chris referred to attachment #2 - Draft New Procedure - which would outline the procedures for Program and Curriculum Development.

Motion was made Orate/DeWolf to approve. There was a significant amount of discussion and concern expressed on the need for more clarification of the items included. A motion was made and seconded to withdraw the BP/AP 4020 for revision and discussion as a future meeting.

### **BP4021-Program Discontinuance**

Chris referred to attachment #2 - Draft New Policy

#### **AP4021**

Chris referred to attachment #2 - Draft New Procedure. Discussion occurred regarding removal of the time constraint of two years under second bullet. There was also agreement that the department chair/coordinator would submit a plan and timeline for the program.

Motion made to approve BP4021/AP4021 with the following changes:

*The Program Review Committee shall write clear recommendations to the department that include specific goal and a follow-up timeline. ~~Of at least two years.~~ The department chair/coordinator and dean shall be included in discussions about recommendations **and the submission of a plan and timeline.** The recommendations shall be forwarded to the Curriculum Committee and other appropriate college committees.*

M/S/U Gastil (not member)/Gonda

### **BP4230/AP4230-Grading and Academic Record Symbols**

Chris referred to attachment #2 - BP4230 (Draft) and AP4230 (Draft new procedure). She outlined the changes to the title in BP4230 to provide consistency with AP4230. The grading and record symbols in the AP were recently approved by the Academic Senate or already appear in the college catalog. A motion was made to approve the BP and AP.

M/S/U Caires/Robinson

### **C. Resolution on MOU between Academic Senates and United Faculty**

Chris presented the Academic Senate resolution to develop a Memorandum of Understanding (MOU) between the Academic Senates and United Faculty. Chris entertained a motion to approve and then opened discussion. It was stated that the Academic Senate for California Community Colleges had recommended that local Academic Senates adopt a MOU with the faculty bargaining agents to outline organizational responsibilities and areas of overlap as well as ways to effectively communicate. Given a pending Public Employment Relations Board (PERB) election and the resulting uncertainty in union representation, there was some discussion on whether the resolution should be revised to be more generic in its reference to the union. A motion was made to replace term "United Faculty" with "faculty bargaining agent".  
M/S/P Snead/Robinson 31 yes 8 no

The resolution was then approved with the above friendly amendment and some minor grammatical changes.  
M/S/U Caires/Dudley

### **V. INFORMATION ITEMS**

#### **A. Approval of Academic Rank (handout)**

Chris asked everyone to review the names of those recommended and said that a few more may be added. This item will return as an action item at the next meeting.

#### **B. Resolution on Inclusion of Student Learning Outcomes(SLOs) as Addenda on Course Outlines (attachment #4)**

Chris asked everyone to review and share the resolution with their constituents. This item will return as an action item at the next meeting.

#### **C. State Senate Resolution to Establish Four Part-Time Area Representative Executive Committee Seats (attachment #5)**

Chris asked everyone to review and share the resolution with their constituents. This item will return as an action item at the next meeting.

Next meeting is scheduled for May 4, 2009.

Meeting Adjourned at 12:20pm

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."