

Academic Senate Grossmont College

Minutes of the Meeting – May 18, 2009

MEETING ATTENDANCE:

X	Chris Hill (President)	X	Janet Gelb (CSIS)	X	Sue Gonda (History-Sen Officer)
X	P.J. Ortmeier (AOJ)		Diane Mayne-Stafford (CSIS)	x	Devon Atchison (History-Sen Officer)
	Lance Parr (AOJ)	X	Ronald Norman (CSIS)	X	Angela Feres (History)
X	Tina Young (AOJ)		Donne Leigh (Counseling)	X	Priscilla Rogers (Inter Bus)
X	Jennifer Carmean (ASL)		Mary Rider (Counseling)	X	Patty Morrison (Library)
	Jamie Gould (ASL)		Bonnie Schmiede (Counseling)	X	Jenny VandenEynden (Math)
	Jim Wilsterman (Art)		Tom Gamboa (Cross Cult Stud)	X	Susan Working (Math)
X	Steve Garcia (Art)		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	X	Shirley Pereira (Math)
X	Gregg Robinson (Behav Sci)	X	Jane Nolan (DSPS)	X	Evan Wirig (Media Comm)
X	Rebekah Wanic (Behav Sci)	X	Carl Fielden (DSPS)		William Sneed (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)	X	Oralee Holder (English)		Steve Baker (Music)
X	Michele Perchez (Biol Sci)	X	Adelle Schmitt (English)	X	Joy Zozuk (Nursing)
X	Brian Keliher (Bus Admin)	X	Joan Ahrens (English)	X	Christine Vicino (Occ Therapy)
	Nate Scharff (Bus Admin)		Stephanie Mood (English)	X	David Milroy (Part-time Rep)
X	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)
X	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)
X	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)		Antonio Crespo (Foreign Lang)		

X = present at meeting

GUESTS:

- John Colson-Vice President, Student Services
- Jerry Buckley-Dean, Math/Natural Sciences/Exercise Science
- George Gastil-Faculty History
- Janet Castanos-Dean, Hum/Social & Behavioral Science/International Programs/English
- Michelle Blackman-Librarian
- Sunita Cooke-President, Grossmont College
- Tim Flood- Acting VP, Administrative Services

RECORDER: Rochelle Weiser

I. CALL TO ORDER (11:10)

A. Public Comment

None

B. Approval of Agenda

A motion was made to approve the day's agenda.

M/S/U Wirig/Montejano

C. Approval of Minutes from May 4, 2009

M/S/U Fielden/Atchison

*Note: Attendance from May 4 meeting corrected to show Oralee Holder present at Meeting.

II. PRESIDENT'S REPORT

A. Announcements

Chris began by welcoming everyone. She thanked all the senate members for their service and hard work this year. Chris announced that the Academic Senate would be starting early in the fall to work on accreditation-related items. Chris was asked by Tim Flood to announce that a volunteer was needed to work on the task force to plan the parking structure opening; Jennifer Carmean volunteered. Chris also announced that Beth Smith would be stepping down as the Tenure Review Coordinator at the end of next year and asked if anyone was interested in the position with the hope that someone could shadow Beth to learn how the process works.

B. Threat Assessment

Chris introduced John Colson, Vice President of Student Services. John presented the Senate with a "Threat Assessment at Grossmont College" process flow chart. John thanked Jeff Lehman for his work on reducing the process sheet to the current one. He explained this process is primarily for behavioral threats coming from either a student or staff member and then explained the process as outlined in the handout. It was suggested that the outline be posted in the adjunct faculty offices as well as sent via e-mail to faculty with either a link to the webpage or as a PDF. John then introduced Joel Javines, Director of Public Safety. Joel explained the role of his department is immediate response to emergencies. He then explained that he and his officers are available to handle emergencies that occur on campus or in the classroom, medical or criminal, and that phones are located in each classroom that dial directly to campus police for assistance.

C. Absence Report Process

Chris introduced Jerry Buckley, Dean of Math/Natural Sciences/Exercise Science. Jerry presented that the administration is working on a new system for absence reporting that would consist of a single phone line to report absences for both faculty and classified staff. Some ideas were mentioned including the use of an e-mail process that would be valuable to the deaf members of the faculty and staff. In addition, an absence line would help with posting for classes when an instructor is absent with the intent of improving communication with the students.

There was also a request from the administration to formalize a policy for the use of email as the main form of campus communication. There were some concerns expressed if this were to become policy including the management of the spam filters, increasing the server size on mail boxes, and training on managing attachments. All agreed that both ideas would improve communication for staff, faculty and students.

D. Budget Update

Chris introduced Tim Flood, Acting Vice President of Administrative Services. Tim presented the 2009-2010 tentative budget and gave the background of what items factor into building the budget. The previous year's budget was used to create the tentative budget, with an included 4% reduction as they know the funds coming from the State will be reduced (4% being the state average). In order to balance the tentative budget the College used the 4% savings, reductions in some areas (i.e. hours of operation in bookstore, tech mall), found monies that had been allotted but not used, and included monies not being spent in the next year (i.e. shuttle and of-campus parking). However, the budget from the State will still heavily impact the Grossmont College tentative budget, as they are anticipating an minimal additional 5% reduction in funding. Tim and Chris closed by stating that any questions and concerns that arise could be directed to Tim.

III. COMMITTEE REPORTS

A. Faculty Professional Development

Chris introduced Martin Larter, Faculty Professional Development Committee Co-Chair. Martin briefly described the flex week training sessions upcoming in the Fall 2009 and Spring 2010. Following the ribbon-cutting ceremony for the new parking structure and convocation, there will be a two-hour Emergency Operations Center training for all full and part-time faculty to attend. Martin noted this training is necessary to be eligible for funds from the federal government in the event of an emergency at Grossmont and strongly suggested everyone attend. In the spring there will be a focus on the Basic Skills Initiative. An e-mail will be sent with the tentative dates and schedule to the chair and coordinators of the departments.

B. Curriculum

Chris introduced Sue Gonda, Curriculum Committee faculty co-chair. Sue gave a brief report of what Curriculum has been working on: deletion of 28 courses and 2 certificates (haven't been used or replaced by something else), created Universities Studies and General Studies degrees (now listed in catalog), made recommendation for Diversity within GE package (working on 3 year timeline to incorporate diversity components into the GE classes and adding diversity choices of existing GE classes), approval of 45 new courses, 93 course modifications, 3 new certificates, 3 new proficiencies, 18 modifications to certificates, and 35 new distance education courses.

IV. ACTION ITEMS

A. Approval of Technology for Teaching and Learning Committee (TTLC) chair

Chris entertained a motion to approve Patty Morrison as the new Chair of TTLC.
M/S/U Mullen/Dewolf

B. Board Policy (BP) 2430- Delegation of Authority to the District Chancellor and the College Presidents

Chris introduced BP 2430. She noted a change had been made to the numbering so that it was now BP 7113. Because the 2000 series deals with the Board's duties and the 7000 series deals with the Chancellor's duties, the language for the president's authority would best be separated into its own BP within the 7000 series.
M/S/U Montejano/Mullen

C. Accreditation Follow-up Report

Chris presented the accreditation follow-up report. She reviewed the four recommendations for Grossmont College and outlined the steps that had been taken over the past year to address the recommendations. There was a question about the specific components that had been discussed for Recommendation #7 on effective working relationships between the college, district, and governing board. Chris shared a table of issues that had been discussed as well as the next steps to be pursued. A motion was made to endorse the follow-up report.
M/S/U Passentino/Atchison

D. Textbook Task Force proposal

Chris presented the “How Can Faculty Keep Textbook Costs Down” guidelines. This document outlines ways in which instructors can assist students in keeping costs down. Faculty are encouraged to utilize the guidelines, but it is not required. Chris also distributed a handout from TTLC regarding their discussion on E-books. A motion was made to adopt the guidelines.
M/S/U Passentino/Atchison

V. INFORMATION ITEMS

None

Next meeting is scheduled for August 31, 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.”