

# Academic Senate Grossmont College

## Minutes of the Meeting – October 5, 2009

### MEETING ATTENDANCE:

X	Chris Hill (President)		Clifton Quinn (CSIS)	X	Randy Abshier (Exer Sci/Well)
	P.J. Ortmeier (AOJ)	X	Ronald Norman (CSIS)		Larry Larsen (Exer Sci/Well)
	Lance Parr (AOJ)	X	Bonnie Schmiege (Counseling)	X	Virginia Young (Foreign Lang)
X	Tina Young (AOJ)	X	Mary Rider (Counseling)	X	Sue Gonda (History-Sen Officer)
X	Jennifer Carmean (ASL)		Cruz Cerda (Counseling)	X	Devon Atchison (History-Sen Officer)
	Jamie Gould (ASL)	X	Danny Martinez (Cross Cult Stud)	X	Angela Feres (History )
	Jim Wilsterman (Art)		Joe Orate (Culinary Arts)	X	Priscilla Rogers (Inter Bus)
X	Paul Turounet (Art)		James Foran (Culinary Arts)	X	Patty Morrison (Library)
X	Jennifer Bennett (Art)		Kathy Meyer (Dance) -Fall	X	Jenny VandenEynden (Math)
X	Israel Cardona (Behav Sci)		David Mullen (Dance) - Spring	X	Susan Working (Math)
X	Gregg Robinson (Behav Sci)	X	David Milroy (Divisional Senator AHLGC)	X	Ray Funk (Math)
X	Rebekah Wanic (Behav Sci)	X	Eric Lund (Divisional Senator CTE/WD)	X	Arturo Millan (Math)
	Richard Unis (Behav Sci)	X	Kirin Farquar (Divisional Senator ESBS)	X	Shawn Hicks (Math)
X	Virginia Dudley (Biol Sci)	X	Carla Sotelo (Divisional Senator LR)	X	Evan Wirig (Media Comm)
X	Michael Golden		Lee Johnson (Divisional Senator)	X	William Snead (Media Comm)
X	Michele Perchez (Biol Sci)	X	Jane Nolan (DSPS)		Derek Cannon (Music)
X	Brian Keliher (Bus Admin)	X	Carl Fielden (DSPS)		Paul Kurokawa (Music)
	Nate Scharff (Bus Admin)	X	Gary Jacobson (Earth Sci)		Steve Baker (Music)
	Linda Snider (BOT)	X	Judd Curran (Earth Sci)	X	Joy Zozuk (Nursing)
	Barb Gillespie (BOT)	X	Oralee Holder (English)		Diane Gottschalk (Nursing)
X	Andy Biondo (CVT)	X	Adelle Schmitt (English)		Christine Vicino (Occ Therapy)
X	Don Ridgway (CVT)	X	Joan Ahrens (English)	X	Zoe Close (Phil/ Rel Studies)
	Cary Willard (Chemistry)		Lisa Ledri-Aguilar (English)		Bill Hoaglin (Phil/ Rel Studies)
X	Martin Larter (Chemistry)	X	Sue Jensen (English)	X	Ross Cohen (Physics)
	Judy George (Chemistry)	X	Chuck Passentino (ESL)	X	Stephanie Plante (Physics, Astr. Ph Sc)
X	Sheridan DeWolf (Child Dev)	X	Nancy Herzfeld-Pipkin (ESL)	X	Shahrokh Shahrokhi (Polit Economy)
x	Claudia Flores (Child Dev)	X	Jim Tolbert (EOPS)		Scott McGann (Polit Economy)
X	Joel Castellaw (Comm)		Pearl Lopez (EOPS)	X	Lorenda Seibold-Phalan (Resp Ther)
X	Jill Carleton (Comm)	X	Laura Burger (Exer Sci/Well-Sen Officer)		Barry Winn (Resp Ther)
X	Victoria Curran (Comm)		Jamie Ivers	X	Craig Everett (Theatre Arts)
x	Janet Gelb (CSIS)	X	Jim Symington (Exer Sci/Well)	X	Buth Duggan

X = present at meeting

### GUESTS:

- Brian Cantarini, Media Communications Faculty

**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 Perchez/Morrison

#### C. Approval of Minutes September 21, 2009

A motion was made to approve the minutes from the previous meeting.  
M/S/U Fielden/Morrison

## II. PRESIDENT'S REPORT

### A. Announcements

Chris began by welcoming everyone. She then introduced Stephen Harvey, campus photographer, and announced he would be taking pictures during the meeting to be used to update the Senate website. She then reminded the Senators to please pick up a copy of the Senate Rostrum, a publication of the State Academic Senate, available at the back of the room and noted copies would be available to those not at the meeting in their faculty mailboxes. Mary Rider, Transfer Center Coordinator, give a quick reminder about College Fair Day, Wednesday October 7, 2009. Mary encouraged faculty to wear T-shirts from their alma mater or pins saying "Ask Me Where I Graduated" to encourage students to ask about transfer opportunities.

### B. Introduction of new Part-time Senators

Chris introduced the six new Part-time Divisional Senators, they are; David Milroy-Arts, Humanistic Languages, Global Communications; Eric Lund-Career/Technical Education and Workforce Development; Kirin Farquar-English, Social and Behavioral Sciences; Carla Sotelo-Learning Resources; Lee Johnson-Math, Natural Sciences, Exercise Science and Wellness. Chris announced that Allen Chu had been elected to the position for Student Services, but due to budget cuts Student Services no longer has part-time faculty. Chris also introduced Brian Cantorini, who was a candidate for Divisional Senator and was attending as a guest. Chris reminded all Senators to please sign-in on the attendance sheets.

### C. Discussion of Faculty Evaluation Form

Chris began by presenting the Faculty Evaluation Form document. She noted that Beth Smith as Tenure Review Coordinator wanted to present the document to the Senate for discussion of sections of the document that are unclear. She mentioned that one part of the form that seems to be inconsistent is the statement at the bottom. It asks if a faculty member meets the standards of the institution (presumably a yes or no question), yet provides a 1-5 scale on which to answer.

Discussion followed regarding interpretation of the questions, what the standards are (perhaps the statements are vague on purpose), the interpretation of the statement, that this document doesn't relate well to online courses. Some suggestions made were; utilize a rubric, clarify the last sentence, rearrange form, utilize a scale for the items at the beginning of the form, be able to utilize fractions, clarify statement.

A motion was made to form a task force to review the Faculty Evaluation Form and make recommendations for the Academic Senate. More discussion occurred regarding who would participate in this process; senate representatives from Grossmont and Cuyamaca, AFT, online courses, and Instructional Deans.

Chris called for the question on the motion to form a task force to review the Faculty Evaluation Form and make recommendations for the Academic Senate.

M/S/P Curran/Burger  
1 abstention

Chris then asked for those interested in serving on the task force to please raise their hands; Lorenda Seibold-Phalan, Janet Gelb, Adelle Schmitt, Craig Everett, Victoria Curran, Martin

Larter, Greg Robinson, William Snead, Paul Turounet, Angela Feres. Chris closed by saying if anyone else is interested in serving on the task force, or if anyone had anymore recommendations on who should be involved with the process, please contact her.

#### **D. Conserving Resources-Instructional Section**

Chris began by reviewing the “Standards of Good Practice for Conserving Resources” document. Chris reported the changes that were made to the document and the items that were reviewed with Chancellor Miles. Chris then requested recommendations for an Instructional Section of the document. Some of the items mentioned were; shutting off computers and overhead projectors at night, utilizing blackboard for assignment handouts, utilizing more e-mail communication with students, keeping doors closed, using natural light in classrooms, back-to-back printing, tests online, homework in electronic form, consider online courses or hybrid courses, consider length of course requirement, recycling bins in all rooms on campus, recycling for dry erase markers and ink cartridges, putting class, district and curriculum forms online, for faculty; utilizing group voice mail, e-mail and web advisor for reminders.

On a related note, Chris reminded faculty members that they must turn in their census rosters on time. Our financial aid process is negatively affected by delinquencies. Those present discussed various options for providing multiple reminders to faculty to do so.

In addition, it was brought up that part-time faculty often do not maintain a Grossmont e-mail address nor check it frequently because of the amount of spam e-mail. It was noted that faculty can have their Grossmont e-mail forwarded to a preferred user account and it was suggested that the Academic Senate Part-Time Faculty Committee develop a plan to communicate this option to part-time faculty.

#### **E. AP4045 – Affordable Educational Materials**

Chris began by reviewing BP4045 and the recommendations that the Academic Senate had made for changes to the document. Chris then reported that the chancellor’s suggestion for AP4045 would be to simply state that each group involved in purchasing or using educational materials (i.e. the bookstore, Academic Senate, Classified Senate, etc.) would annually establish guidelines that they would share.

Discussion followed regarding textbooks and the ability to use older, less expensive textbooks. Chris referred the discussion to Sue Gonda, Curriculum Committee co-chair. Sue commented she would do research on articulation of older textbooks and how other schools handle the articulation requirement on older texts. Much discussion occurred regarding representative textbooks, what is required for a class outline, and what can be used in the class. The group agreed more clarification was needed on representative textbooks and what is acceptable.

### **III. COMMITTEE REPORTS**

**None**

### **IV. ACTION ITEMS**

#### **A. 2010-2016 Strategic Plan**

(<http://www.grossmont.edu/intranet/strategicReport/default.htm>)

Chris entertained a motion to approve the 2010-2016 Strategic Plan.

Chris requested input on the mission and vision statements. One suggestion included the combination of two of the listed mission statements to reflect the diversity of the community. Chris noted that both the mission and vision statement choices will go out for input from the campus community as a whole.

Chris called for the question to the motion to approve the 2010-2016 Strategic Plan.  
M/S/P Gonda/Burger

## **V. INFORMATION ITEMS**

### **A. College Technology/DL Structure**

Chris began by reviewing a diagram of the current committees, positions, and task forces at Grossmont College that deal with technology and distance learning and how they relate to each other. She then mentioned that some of the current committees and positions do not have the resources or direct contact to the committees that they need. Chris introduced a proposal from ADSOC (the Administrative-Senate Officer Council) that the Technology for Teaching and Learning Committee (TTLC) become the primary committee dealing with instructional technology issues and report directly to the Planning and Resources Committee. Specific issues dealing with distance learning would be handled through a subcommittee of TTLC and the position of Distance Education Coordinator (as well as the supporting Distance Education Task Force) would be eliminated.

Chris then opened the idea for discussion. The discussion items included the inclusion of an administrative co-chair that would provide direct support and how the positions on committees were filled. Chris mentioned that the new structure of the committee would allow the committee to go directly to Planning and Resources for discussion of technology funding, but they would still need to bring recommendations to the Senate for items that pertain to faculty in the classroom. Chris then asked if there was a general sense that this restructure would work and if so she would bring a revised charge for TTLC to the next Senate meeting for action. There was general agreement to do so.

### **B. Strategies for Instructional Continuity**

Chris noted this item will return at the next meeting. She let the senators know the document will sent out to them and requested they review it with their constituents as it will be considered for action at the next meeting.

### **C. Approval of Committee Members**

This will return as an information item at next meeting.

Meeting Adjourned at 12:20pm

Next meeting is scheduled for October 19, 2009.

CH: rw