

# Academic Senate Grossmont College

## Minutes of the Academic Senate – May 2, 2011

X	Sue Gonda (President)	X	Jade Solan (Comm)		Edda Temoche-Weldele (Foreign Lang)
X	Jeff Lehman (VP)	X	Victoria Curran (Comm)	X	Robert Henry (History)
X	Laura Sim (Senate Officer @ Large)	X	Janet Gelb (CSIS)	X	Devon Atchison (History)
X	Jennifer Carmean (Senate Officer @ Large)	X	Ronald Norman (CSIS)		Angela Feres (History )
X	Devon Atchison (senate officer @large)	X	Bonnie Schmiege (Counseling)	X	Priscilla Rogers (Inter Bus)
X	Michael Lambe (P/T Senate Office large)		Mary Rider (Counseling)	X	Patty Morrison (Library)
X	David Milroy (Div Sen ALC)		Cruz Cerda (Counseling)		Julie Middlemas (Library)
	TBD (Div Sen CTE/WD)	X	Danny Martinez (Cross Cult Stud)	X	Jenny VandenEynden (Math)
	Kirin Farquar (Div Sen ESBS)		Joe Orate (Culinary Arts)	X	Susan Working (Math)
	TBD (Divisional Senator LR)		James Foran (Culinary Arts)	X	Ray Funk (Math)
X	Mike Lambe (Div Sen MEEW)		Kathy Meyer (Dance) -Fall	X	Irene Palacios (Math)
	Narges Heidari (Div Sen Stu Service)	X	David Mullen (Dance) - Spring	X	Shawn Hicks (Math)
	P.J. Ortmeier (AOJ)	X	Jane Nolan (DSPS)		Evan Wirig (Media Comm)
	Lance Parr	X	Patrice Braswell-Burris (DSPS)		William Snead (Media Comm)
X	Tina Young (AOJ)	X	Tim Cliffe (Earth Sci)		Derek Cannon (Music)
X	Jennifer Carmean (ASL)	X	Mark Goodman (Earth Sci)		Paul Kurokawa (Music)
	Jamie Gould (ASL)	X	Oralee Holder (English)		Steve Baker (Music)
	Israel Cardona (Behav Sci)		Tony Ding (English)		Joy Zozuk (Nursing)Diane Hellar
X	Gregg Robinson (Behav Sci)		Kirin Farquar (English)		Diane Gottschalk (Nursing)
X	Rob Fargo (Behav Sci)		Sue Jensen (English)		Sharon Sykora (Nursing)
X	Virginia Dudley (Bio Sci)	X	Adelle Schmitt (English)		Christine Vicino (Occ Therapy)
X	Michael Golden (Bio Sci)		Lisa Ledri-Aguilar (English)		June Yang (Phil/ Rel Studies)
X	Michele Perchez (Bio Sci)	X	Chuck Passentino (ESL)		Ross Cohen (Physics)
X	Brian Keliher (Bus Admin)		Nancy Herzfeld-Pipkin (ESL)		Stephanie Plante (Physics, Astr. Ph Sc)
	Nate Scharff (Bus Admin)	X	Barbara Loveless(ESL)	X	Shahrokh Shahrokhi (Polit Economy)
	Linda Snider (BOT)		Jim Tolbert (EOPS)	X	Scott McGann (Polit Economy)
X	Barb Gillespie (BOT)	X	Sylvia Montejano (EOPS)	X	Lorenda Seibold-Phalan (Resp Ther)
X	Andy Biondo (CVT)		Beth Kelley (Exer Sci/Well)		Rebecca Handley (Resp Ther)
	Don Ridgway (CVT)		Jim Symington (Exer Sci/Well)		Beth Duggan (Theatre Arts)
	Cary Willard (Chemistry)		Randy Abshier (Exer Sci/Well)		Craig Everett (Theatre Arts)

	Martin Larter (Chemistry)		Larry Larsen (Exer Sci/Well)		Pete Schmidt (Visual Arts & Humanities)
X	Diana Vance (Chemistry)		Yolanda E. Guerrero (Foreign Lang)		Gareth Davies-Morris (Visual Arts & Humanities)
X	Angie Gish (Child Dev)	X	Virginia Young (Foreign Lang)	X	Jennifer Bennett (Visual Arts & Humanities)
X	Claudia Flores (Child Dev)		Paul Vincent (Foreign Lang)	x	Malia Serrano (Visual Arts & Humanities)
	Roxanne Tuscany (Comm)				

**GUESTS:**

- Jorge DeSaracho, Counselor
- Chris Hill, Interim Dean Math, Natural and Earth Science
- Janet Castanos, Dean English, Social and Behavioral Science
- John Colson, VP Student Services
- Scott Barr, DSPS Counselor

**RECORDER:** Rochelle Weiser

**I. CALL TO ORDER (11:15)**

**A. Public Comment**

Jane Nolan: Due to continued cuts to funding(45% decrease last year, more this year) DSP&S will no longer be able to provide the mobility cart for students after this semester. Please let students know; nursing and emergency services still have carts available for emergency situations and unexpected needs. Discussion occurred whether or not Departments could transfer funding toward cart service; speak to your Dean and DSP&S.

David Milroy: David reported that the *Senate Rostrum* (the State Academic Senate Publication) is only distributed to full time faculty at Grossmont College. [POSTSCRIPT: Unfortunately the number of hard copies sent to GC is limited; the State Senate is considering going strictly online. In the meantime, the *Rostrum* is always available online at <http://www.asccc.org> and a facultywide e-mail blast can go out when the new issue is available.]

David also reported that the Academic Senate Part Time Faculty Committee had proposed a draft “Overload Resolution” to be presented to the Senate but it was not on the Agenda. Discussion occurred: a detailed email was sent from Sue and the Senate Officers to the PTFC last week. The resolution was not brought forward yet because of a decision at the previous Senate meeting. The issue of losing part-time faculty due to cuts and the question of full-time overload vs. a part-time assignment had been discussed. As minutes reflect, the issue was referred to Chairs and Coordinators for discussion there, and it is on that Agenda for next Monday. Rather than subvert the process, SOC recommended that CCC have the discussion before a resolution was brought to the Senate.

A motion was made to put the draft “Overload Resolution” on today’s Agenda.

**M/S/F** Robinson/Serrano

Motion Failed 12 yes/28 opposed

In closing, Sue noted the resolution could be brought to the next Senate meeting.

**B. Approval of Agenda**

A motion was made to approve the day's agenda with the following change: Information Item "A" would be moved to the next meeting, since Wendy Stewart is gathering new information.  
M/S/U Atchison/Flores

**C. Approval of Minutes from March 21, 2011 and April 4, 2011.**

A motion was made to approve the minutes from March 21, 2011 and April 4, 2011.  
M/S/U Schmiede/Montejano

**II. PRESIDENT'S REPORT – Sue Gonda**

**A. Plenary Resolutions Report**

Sue presented highlights of the Statewide Academic Senate Resolutions. A printed summary was attached to the Agenda. A resolution *passed* to eliminate the word "activity" for courses in Title 5, placing all courses on the same academic level. A resolution was *defeated* limiting repeatability for Exercise Science and performance courses. This was in an effort to head off legislation targeting "activity courses." A list of all the resolutions can be found on the Academic Senate of California Community Colleges website at [www.asccc.org/content/spring-plenary-session-resolutions](http://www.asccc.org/content/spring-plenary-session-resolutions). Sue noted if anyone had any additional questions to please contact her. [POSTSCRIPT: The resolution to investigate 18 units for a major also passed. And a huge oversight in the announcements! Beth Smith was elected Vice President of the statewide Senate!]

**B. Process for determining Spring Break (Calendar Committee)**

The suggestion from Chairs and Coordinators has been made to the Calendar Committee: review timing of Spring Break by surveying staff, faculty and students. See the attached list of spring breaks in the area, along with the list of dates for Easter for the next 10 years.

**III. COMMITTEE REPORTS**

**A. Academic Rank**

The candidates for Academic Rank were viewed; Linda Mitchell was available for questions.

A motion was made to accept the candidates for Academic Rank.  
M/S/U Serrano/Milroy

**B. Curriculum Committee**

Sue, as Curriculum Committee Co-Chair, reported on the committee activities; 41 course deletions (many of these were "stand alone" courses not offered for years; they were not attached to a degree, area of study or GE, 1 degree deletion (Speech-Language Pathology Assistant), creation of two SB1440 degrees (Sociology and Psychology), and 16 Distance Education courses approved. Cuyamaca created a new English 109 for their first course below transfer-level English; it is a non-degree/non-transferrable course, listed as "basic skills" English. Because it does not align with our transferable English 110, a variety of data will be collected about students from both courses to add to alignment discussions in the future. Alignment issues and processes are being discussed in a variety of district venues. Sue is stepping down as Curriculum Co-Chair and Jeff Waller (Math) is taking over.

**IV. ACTION ITEMS**

None

## V. INFORMATION ITEMS

### A. Questions about student absences, final exams, and Admissions and Records Research requests: Wendy Stewart

This item was postponed until the next meeting.

### B. Priority Registration Task Force - John Colson

The Districtwide Coordinating Education Council (DCEC) proposed creation of the GCCCD Priority Registration Task Force to investigate priority registration and processes. John presented the charge/purpose of the task force as well as the composition (attached to the Agenda). The task force will be looking at the best ways to populate priority registration for student success. The task force hopes to have some recommendations in time to make changes for Fall registration.

### C. Professional Relations Committee Update - Scott Barr

The Professional Relations Committee is still around and seeing an increased need; the committee is available to provide help in conflict resolution and the goal is to provide a safe, collegial environment in which open discussion can occur. The current committee membership is T Ford, Victoria Curran, Scott and William Snead. The committee is soliciting more members and considering a name change.

### D. District Diversity, Equity and Inclusion Committee Charge and Composition – Janet Castaños

In reviewing the charge and composition of the committee (attached to Agenda), Janet said that the plan is to have each college create a DEI committee after this district committee is approved. Members from the college DEIs and the District will form the districtwide DEI. Greg Robinson noted that this was a very important committee and felt the Academic Senate should give its endorsement to the committee.

Greg made a motion that the Academic Senate give support and encouragement to the District Diversity, Equity and Inclusion Committee.

Discussion: It was suggested that students be included in committee composition; Janet agreed to take the suggestion back, especially for the campus committees.

M/S/U Robinson/Rogers

### E. Part-Time Academic Rank – Sue Gonda

The Part-Time Faculty Committee proposed creating Academic Rank for Part-Time Faculty; this would allow Part-Time faculty to use the titles when applying for grants, jobs, and when publishing articles. The Senate Officers Committee adapted the proposal from the current full time rank criteria. Sue noted she would send the proposed procedure out via e-mail and it would return as an action item at the next meeting. [POSTSCRIPT: The criteria was sent out; since the Senate's Academic Rank Committee did not have a chance to review the proposal and make recommendations to the Senate, the item will come back for action in the fall after the Committee has a chance to discuss it.]

### F. Professional Development Guidelines

Running out of time, Sue referred the senators to the documents "Examples of Activities that Don't Meet Flex Criteria" and "Examples of Activities that Do Meet Flex Criteria." Senators should discuss the guidelines and get input from their departments. It was noted that the Professional Development Committee is trying to create these guidelines to help faculty, chairs, coordinators and deans determine what activities count for flex credit professional development. These guidelines were written to align with California state guidelines. Send input to Sue, Mark Goodman, Clifton Quinn or Martin Larter.

Meeting Adjourned at 12:20 pm  
Next meeting is Scheduled for May 16, 2011 Griffin Gate 11:00-12:20pm

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."

**President's Report Attachment B**

**Spring Breaks:**

<b><u>Grossmont:</u></b>	<b>April 18-22 (Week 9 was 3/21-25)</b>
<b>SD Unified:</b>	<b>April 4-8; Year round: 4-29</b>
<b>Grossmont Union HSD:</b>	<b>April 18-22</b>
<b>Jamacha Elementary:</b>	<b>April 11-15<sup>th</sup></b>
<b>Avocado Elementary</b>	<b>"</b>
<b>Cajon Valley Middle</b>	<b>"</b>
<b>Fuerte Elementary</b>	<b>"</b>
<b>SDSU:</b>	<b>March 29- April 1</b>
<b>SDCCD and SWC</b>	<b>April 18-22</b>

Easter Day in 2011 falls on Sunday, April 24, 2011  
Easter Day in 2012 falls on Sunday, April 08, 2012  
Easter Day in 2013 falls on Sunday, March 31, 2013  
Easter Day in 2014 falls on Sunday, April 20, 2014  
Easter Day in 2015 falls on Sunday, April 05, 2015  
Easter Day in 2016 falls on Sunday, March 27, 2016  
Easter Day in 2017 falls on Sunday, April 16, 2017  
Easter Day in 2018 falls on Sunday, April 01, 2018  
Easter Day in 2019 falls on Sunday, April 21, 2019  
Easter Day in 2020 falls on Sunday, April 12, 2020

**ATTACHMENT B (5/2/11)**

**III. Committee Reports – A.**

**ACADEMIC RANK:**

**Assistant Professor**

Steve Garcia  
Joy Zozuk  
Angela Feres  
Michele A. Perchez  
Bonnie Ripley  
Robert Henry  
Andrew Biondo  
Roxane BenVau

**Associate Professor**

Linda Snider  
June H. Yang  
Devon Atchison  
Jennifer A. Bennett  
Lisa Ledri-Aguilar  
Mark Pressnall  
Corey Manchester

**Professor**

Qais Sako  
Shirley Pereira  
Mark A. Goodman  
Jeff Irwin  
Michael Grant  
Bonnie Schmiege  
Sheri Strothers  
Jennifer Vanden Eynden  
Julie Middlemas  
Sonia Ghattas-Soliman

**V. Information Item – D.**

**Diversity Equity and Inclusion Committee**

**Charge**

***DRAFT 05-09-11***

Diversity Equity and Inclusion Committee

**Charge**

The charge of the Diversity Equity and Inclusion Committee is to build a culture of inclusivity that promotes a global consciousness in the college district and community. Our objective is to provide a welcoming environment that fosters cultural competence, equity and respect for all employees and students.

The committee is responsible for assessing progress and disseminating information regarding diversity and equity; recommending meaningful strategies for improvement; overseeing the implementation of the charge districtwide, and ensuring compliance with relevant laws and regulations.

The committee is also responsible for writing plans in accordance with Title 5 or other federal and state regulations and the district Diversity, Vision, and Mission. The Diversity Equity and Inclusion Committee promotes acceptance of people of diverse age, ancestry, color, disability, ethnicity, perspective, national origin, religion, gender, sexual orientation, education and socioeconomic status. The goal of the Diversity, Equity and Inclusion Committee is to create an inclusive environment in the GCCC District and to honor the importance of differences in others. The goal of the Diversity, Equity and Inclusion Committee is to create a welcoming and inclusive educational environment conducive to student success, where all feel safe, valued and respected.

**Structure:**

Reporting to DEC/Chancellors Cabinet  
Under Districtwide Operations

**Chair:** Elected by committee

**Vice-chair:** Elected by committee

**Composition:**

Institutional Research representative  
Department of Employment Services representative  
3-5 from each college DEI committee  
3-5 from District Services  
Student Representative from each college

**Meeting schedule**

Once a month, 3<sup>rd</sup> Thursday, 1:30-3:30 p.m.

**V. Information Item E.**

**DRAFT PROPOSAL for ACADEMIC RANK POLICY FOR PART-TIME FACULTY**

In the spring of 1987 the Academic Senate of Grossmont College instituted awarding academic rank to recognize teaching excellence, professional achievement, and college service. Faculty whose professional activities meet the criteria are invited to petition the Academic Senate for the appropriate rank.

**ARTICLE I – Non-compensation**

The awarding of academic rank shall not result in any change in the salary schedule or in the position which the faculty member occupies on that schedule. Any attempt to affect such a change shall result in revocation of Academic Senate sponsorship of this plan.

## **DRAFT PROPOSAL for ACADEMIC RANK POLICY FOR PART-TIME FACULTY p2**

### **ARTICLE II – Designations**

- A. Part-Time Professor: twenty semesters as a community college, college, or university faculty member and at least three of the criteria in Article III to include at least one from each category.
- B. Part-Time Associate Professor: Twelve semesters as a community college, college, or university faculty member and at least one of the criteria from each category in Article III.
- C. Part-Time Assistant Professor: Faculty member of GCCCD, and at least one of the criteria from each category.
- D. Faculty who work less than full-time contract will be designated Adjunct Instructor, Librarian, Counselor or Learning Specialist as appropriate.

### **ARTICLE III – Criteria**

#### A. Criterion One – Professional Achievement

- 1. Possession of an earned doctorate from an accredited institution.
- 2. Initiated and played a major role in the implementation of an educational program recognized by the Academic Rank Committee (ARC) as a significant benefit to students.
- 3. Made significant contributions to the community's cultural enrichment through personal achievements in the performing, literary and/or visual arts.
- 4. Authored or co-authored a referred text or research article, or computer software in petitioner's subject specialty recognized by the ARC as significant.
- 5. Made presentations at professional conferences or meetings recognized by the ARC as academically significant to petitioner's discipline.
- 6. Obtained outside funding or grants to enhance the college's teaching, research, and/or educational resources.
- 7. Other professional achievement recognized by the ARC as at least equal in significance to any of the above.

#### B. Criterion Two – College Service

- 1. Served at least four semesters as a department chair or coordinator or served at least four semesters as a member of the Academic Senate.
- 2. Served at least four semesters on one or two semesters on two major college or district committees (e.g. General Education, Curriculum, District Load, Program Review, Learning Skills, AFT, Professional Development, College Planning) within the past five years.
- 3. Served at last six semesters on any combination of college or district committees within the past five years not covered by the previous criterion.
- 4. Chaired a major committee within the past five years for a period of at least two semesters..
- 5. Other college service which the ARC deems to be at least equal in significance to any of the above.

### **ARTICLE IV - Procedures**

- 1. Application Process
  - Obtain an *Academic Rank Petition* form from Forms Depot. .
- 2. Complete the petition and attach applicable supporting materials.
- 3. Obtain the appropriate Dean/Director's verification of satisfactory or better scores on the two most recent evaluations.

## **DRAFT PROPOSAL for ACADEMIC RANK POLICY FOR PART-TIME FACULTY p 2**

4. Submit the completed petition to the President of Academic Senate or the Chair of Academic Rank Committee.

### A. Approval Process

1. The Academic Rank Committee consists of four members elected by the Academic Senate.
2. Decisions of the Academic Rank Committee must be unanimous.
3. Petitions will be rejected only for failure to meet the criteria.
4. Petitioners who do not receive a unanimous vote will receive a written explanation.
5. The Chair of the Academic Rank Committee will submit recommendations for rank to the President of the Academic Senate.
6. Approval of rank shall require a majority vote of the senators present at a regular meeting of the Academic Senate.
7. A Certificate of Rank will be granted by the Academic Senate.
8. The Academic Senate will forward in an annual report the names of faculty approved for academic rank to the college President for publication and dissemination.

### B. Conciliation Process

1. An unsuccessful petitioner is entitled to meet with the Academic Rank Committee if he/she feels that, through violation of the procedure or misinterpretation of the criteria or of the petition, the Academic Rank Committee is in error.
2. The petitioner will request that the Chair of the Academic Rank Committee convene the Committee to hear the petitioner.
3. The Academic Rank Committee will reevaluate its decision and, if rank is recommended, notify the President of the Academic Senate.

### C. Appeal Process

1. If no resolution is possible at the conciliation level, the petitioner will present written details of the appeal along with a copy of his/her original application for rank to the Professional Relations Committee.
2. The petitioner will notify the Academic Rank Committee in writing that an appeal has been presented to the Professional Relations Committee.
3. The Professional Relations Committee will meet to resolve the appeal within ten (10) working days (exclusive of Summer) of receipt of the appeal.
4. The Professional Relations Committee will forward a written response to the petitioner with a copy to the Academic Rank Committee.

## **ARTICLE V – Publication of Academic Rank**

Each person who is awarded academic rank will be accorded the benefits and recognition of rank. Academic rank designation will be included in all future catalogues, class schedules and official records of the college. A Certificate of Rank, signed by the President of Grossmont College, the President of the Academic Senate and the Chancellor, will be presented to the faculty member.