

Academic Senate Grossmont College

Minutes of the Academic Senate – January 30, 2012

X	Sue Gonda (President)	X	Joel Castellaw (Comm)	X	Priscilla Rogers (Inter Bus)
X	Jeff Lehman (VP)	X	Jade Solan (Comm)	X	Patty Morrison (Library)
	TBC (Senate Officer @ Large)	X	Roxanne Tuscany (Comm)		Julie Middlemas (Library)
X	Patrice Braswell-Burris (Senate Officer @ Large)	X	Janet Gelb (CSIS)	X	Jenny VandenEynden (Math)
X	Malia Serrano (senate officer @large)		Ronald Norman (CSIS)	X	Susan Working (Math)
X	Michael Lambe (P/T Senate Office large)	X	Kristi Kluka (Counseling)Bonnie Schmiege	X	Ray Funk (Math)
X	David Milroy (Div Sen ALC)		Mary Rider (Counseling)		Irene Palacios (Math)
	Jacqueline Richards (Div Sen CTE/WD)	X	James Canady (Counseling)	X	Shawn Hicks (Math)
	TBD (Div Sen ESBS)		Danny Martinez (Cross Cult Stud)	X	Evan Wirig (Media Comm)
x	Melanie Quinn (Div Sen LR)		Joe Orate (Culinary Arts)	X	Michael Grant (Media Comm)
X	Michael Orr(Div Sen MEEW)		James Foran (Culinary Arts)		Derek Cannon (Music)
	Narges Heidari (Div Sen Stu Service)	X	David Mullen (Dance)		Fred Benedetti (Music)
	P.J. Ortmeier (AOJ)		Jane Nolan (DSPS)		Lisa Maloy (Nursing)
	Lance Parr	X	Carl Fielden (DSPS)	X	Laurel Vanlandingham (Nursing)
X	Tina Young (AOJ)		Tim Cliffe (Earth Sci)		Joy Zuzuk (Nursing)
X	Jennifer Carmean (ASL)	X	Mark Goodman (Earth Sci)		Christine Vicino (Occ Therapy)
	Jamie Gould (ASL)	X	Oralee Holder (English)	X	Zoe Close (Phil/ Rel Studies)
X	Israel Cardona (Behav Sci)		Tony Ding (English)	X	John Scholte (Phil/Rel Studies)
X	Sky Chafin (Behav Sci)		Kirin Farquar (English)	X	Ross Cohen (Physics)
X	Maria Pak (Behav Sci)		Sue Jensen (English)	X	Philip Blanco (Physics, Astr. Ph Sc)
X	Virginia Dudley (Bio Sci)		Adelle Schmitt (English)	X	Brian Jennings (Polit Economy)
	Michael Golden (Bio Sci)		Lisa Ledri-Aguilar (English)	X	Scott McGann(Polit Economy)
	Michele Perchez (Bio Sci)		Chuck Passentino (ESL)		Lorenda Seibold-Phalan (Resp Ther)
X	Brian Keliher (Bus Admin)	X	Nancy Herzfeld-Pipkin (ESL)		Rebecca Handley (Resp Ther)
	Nate Scharff (Bus Admin)		Barbara Loveless(ESL)	X	Beth Duggan (Theatre Arts)
X	Linda Snider (BOT)		Jim Tolbert (EOPS)		Craig Everett (Theatre Arts)
X	Barb Gillespie (BOT)	X	Sylvia Montejano (EOPS)		Pete Schmidt (Visual Arts & Humanities)
X	Andy Biondo (CVT)	X	Beth Kelley (Exer Sci/Well)		Gareth Davies-Morris (Visual Arts & Humanities)
	TBD (CVT)		Jim Symington (Exer Sci/Well)	X	Jennifer Bennett (Visual Arts & Humanities)
X	Cary Willard		Randy Abshier (Exer Sci/Well)	X	Alison Elder (Visual Arts & Humanities)
	Martin Larter (Chemistry)	X	Laura Sim (Exer Sci/Well)		Edda Temoche-Weldele (World Lang)
	Diana Vance (Chemistry)	X	Robert Henry (History)	X	Virginia Young (World Lang)
X	Angie Gish (Child Dev)		Devon Atchison (History)	X	Yolanda E. Guerrero (World Lang)
X	Claudia Flores (Child Dev)		Angela Feres (History)		Ruth Fatima Navarro (World Lang)

GUESTS:

- Barbara Blanchard, VP Academic Affairs

- Janet Castanos, Dean English, Social and Behavioral Sciences
- Kerry Kilber, Dean, Learning & Technology Resources
- Sheridan DeWolf, Interim Dean Career and Tech Ed/Workforce
- Dan Greenheck, Part-Time Math faculty
- Denise Schulmeyer, Professional Development Coordinator

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/Morrison

C. Approval of Minutes from December 5, 2011.

Postponed to next meeting..

II. PRESIDENT'S REPORT – Sue Gonda

- Sue reported the new Griffin Gate was not ready for today's meeting, but the next meeting, February 6, 2012 will be held there. The entrance to Griffin Gate is located on the outside of the building, facing the bookstore.
- Sue reminded the Senators of some of the items that were covered at the previous meeting; policy change for students' 3 course attempts with "W" withdrawals or failures; changes to priority registration; an increase in Health Services fee; discussion of course maximums.
- Sue reported from the Budget and Planning Council on the current FTES situation. Faculty are being asked adhere to the course maximums due to mid-year reductions from the State—a reduction in the number of FTES for which GC would be paid. Due to the funding reductions, if courses continue to be above the allowed maximums, it will mean even more section reductions next year. It will cut into the amount of cushion money we can roll over into next year; it will indicate that we need to plan for fewer sections, since we cannot depend upon our number of FTES matching the course max numbers. Enrollment Strategies will discuss how to execute section reductions for next year – roughly between 250-350. Senators are encouraged to begin discussions in their departments, divisions and with their deans. Fall line sheets will be available late February to early March after a review and analysis of the census numbers for this semester. Barb noted that the college will need to plan to adhere to "CAP" (number of FTES funded by the state).
- Discussions for a process to implement cross-discipline pre-requisites has begun. Curriculum Co-Chairs (GC & CC), the District's Educational Council and the Senate Presidents are working on a guide for the departments to use about how to set up the pre-requisites. Jeff Waller said that departments could begin work now with IR to collect data comparing the student success of those who completed the targeted prereq course with students who did not. Please contact Jeff Waller if your department is discussing the possibility of a cross-discipline prerequisite.

III. COMMITTEES

Sue reported that the following committees need representatives:

- Institutional Review Committee-member from the Career Tech Ed/Workforce Development or Allied Health Division. **Postscript: there is no vacancy after all; all spots are filled and were approved by Senate.**
- Curriculum-members from Counseling and the Arts, Languages and Communications Division.
- Academic Rank-at large faculty member. **Postscript: and one from the ESBS Division**
- TTL- 3 members from: *Arts, Languages and Communications Division, *Math, Natural Sciences, Exercise Science and Wellness Division, and a part-time faculty member
- Professional Development Committee-members from English, Social and Behavioral Sciences Division and Career Tech Ed/Workforce Development and Allied Health Division.

Cary Willard volunteered to be considered for the Academic Rank Committee.

IV. ACTION ITEMS

A. “Tools and Techniques for Online Teaching”-Janet Gelb and Kerry Kilber

Janet and Kerry reviewed the changes (in red) made to the document since it came for information and after discussions with Michael Golden. Requests made by AFT: changing the title (from “Best Practices”), changing “must” to “should”. The following items were suggested to add to the document;

- Add the State’s language defining Online/Hybrid courses.
- Add a section at the beginning explaining the purpose of the document; that it is a guide and not mandatory.
- Under the “Development” section, add the suggestion that faculty consider on ground/proctored tests for student authentication.

It was noted that at this time there is not a separate evaluation for online instructors and this document is not intended to be used as an evaluation tool; hence the recommended changes from AFT to the title and the “musts” to “should”. Janet noted the document is intended to help instructors currently teaching online courses or those interested in teaching online.

A motion was made to approve the “Tools and Techniques for Online Teaching”; the motion was amended to include approval with the above changes.

M/S/U Serrano/Rogers

B. Evaluation Form, Revised-Sue Gonda

Sue asked for a motion to put the “Peer Manager/Instructor Evaluation Form” on the table.

M/S Holder/Braswell-Burris

Sue reviewed the document and the changes that had been made. Much discussion occurred regarding the document. Some items mentioned were;

- Language of the Organization Skills section; change #3 to read “Ability to relate content to course objectives”; #4 change to “Management of class time and students effectively”; remove # 1.

Gregg Robinson spoke against the motion. Noting that he was not in Senate during discussions to change the form from the format proposed by the Evaluations Committee, of which he was a member, he mentioned the following concerns:

- The original intent was to keep the language the same as the old evaluation form to prevent confusion when using the document.
- There is not a clear set of instructions for the document.
- One intent was to align the document with the student instructor evaluation form.
- He recommended the document be withdrawn

Sue noted that the iteration of the document being presented was the version worked on by both Senates and any future document would need to go through the same process. It was noted that any change to the document will also need to go to the union for negotiation. More points raised:

- Many do not like the current student evaluation form.
- Perhaps more training on the current form is needed rather than a new form.

Sue called for the question to the motion.

Motion failed

A motion was made to keep the current evaluation form with the addition of the change to evaluation scale at the end and the opportunity for self-reflection.

M/S Holder/Rogers

Discussion occurred due to lack of time to discuss.

Motion withdrawn

C. BP/AP 4300 (Field Trips)

Unable to cover this item due to time constraints.

D. Charge for the Academic Senate Part-Time Faculty Committee

Unable to cover this item due to time constraints.

V. INFORMATION ITEMS

A. State Senate Resolution: Part-Time Area seats on the Executive Committee

This item was pulled from the Agenda for further discussion by the Academic Senate Part-Time Faculty Committee.

B. Senate Officer Candidate Statements--Joel Castellaw & Cary Willard

C. District's Educational Master Plan

Unable to cover the above items due to time constraints

Meeting Adjourned at 12:20 pm

Next meeting is scheduled for February 6, 2012 at 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."