

Academic Senate Grossmont College

Minutes of the Academic Senate – November 19, 2012

	Sue Gonda (President)	X	Joel Castellaw (Comm)	X	Priscilla Rogers (Inter Bus)
X	Jeff Lehman (VP)	X	Jade Solan (Comm)	X	Nadra Farina-Hess (Library)
X	Joel Castellaw (Senate Officer @ Large)	X	Roxanne Tuscany (Comm)	X	Jenny VanDenEynden (Math)
	James Canady (Senate Officer @ Large)	X	Janet Gelb (CSIS)	X	Susan Working (Math)
X	Marion DeKoning (senate officer @large)		Ronald Norman (CSIS)		Ray Funk (Math)
X	Michael Lambe (P/T Senate Office large)		Kristi Kluka (Counseling)	X	Dan Greenheck (Math)
X	David Milroy (Div Sen ALC)		James Canady (Counseling)	X	Shawn Hicks (Math)
	TBD (Div Sen CTE/WD)		Danny Martinez (Cross Cult Stud)	X	Evan Wirig (Media Comm)
X	Alan Silva (Div Sen ESBS)		Joe Orate (Culinary Arts)		Jim Papageorge (Media Comm)
	Melanie Quinn (Div Sen LR)		James Foran (Culinary Arts)		Derek Cannon (Music)
X	Dan Greenheck (Div Sen MEEW)		Kathy Meyer (Dance)		Fred Benedetti (Music)
	Narges Heidari (Div Sen Stu Service)		Jane Nolan (DSPS) Carl Fielden		Lisa Maloy (Nursing)
	Tina Young (AOJ)	X	Judd Curran (Earth Sci)	X	Angela Ngo (Nursing)
	Lance Parr (AOJ)	X	Mark Goodman (Earth Sci)		Christine Vicino (Occ Therapy)
X	Jamie Gould (ASL)	X	Oralee Holder (English)	X	Zoe Close (Phil/ Rel Studies)
X	Israel Cardona (Behav Sci)		Tony Ding (English)		John Scholte (Phil/Rel Studies)
X	Sky Chafin (Behav Sci)		Adelle Schmitt (English)	X	Ross Cohen (Physics)
	Maria Pak (Behav Sci)		Michelle Barbeau (English)	X	Brian Carter (Physics, Astr. Ph Sc)
	Shina Alagia (Bio Sci)		TBD (English)	X	Brian Jennings (Polit Economy)
X	Michael Golden (Bio Sci)		Chuck Passentino (ESL)		Todd Myers (Polit Economy)
X	Michele Perchez (Bio Sci)		Nancy Herzfeld-Pipkin (ESL)		Peggy Wells (Resp Ther)
X	Brian Keliher (Bus Admin)		Barbara Loveless(ESL)		Rebecca Handley (Resp Ther)
	Nate Scharff (Bus Admin)		Michael Perez (EOPS)	X	Beth Duggan (Theatre Arts)
	Linda Snider (BOT)		Sylvia Montejano (EOPS)		Craig Everett (Theatre Arts)
	Barb Gillespie (BOT)	X	Beth Kelley (Exer Sci/Well)	X	Paul Turounet (Visual Arts & Humanities)
X	Liz Barrow (CVT)		Jim Symington (Exer Sci/Well)	X	Marion DeKoning (Visual Arts & Humanities)
	TBD (CVT)	X	Laura Sim (Exer Sci/Well)	X	Pete Schmidt (Visual Arts & Humanities) Malia Serrano
X	Cary Willard (Chemistry)		Kathleen Aylward		Edda Temoche-Weldele (World Lang)
X	Jeff Lehman (Chemistry)	X	Robert Henry (History)		Virginia Young (World Lang)
X	Angie Gish (Child Dev)		Devon Atchison (History)		Yolanda E. Guerrero (World Lang)
X	Claudia Flores (Child Dev)	X	Angela Feres (History)		Ruth Fatima Navarro (World Lang)

GUESTS:

- Sheridan DeWolf, Interim Dean CTE/Workforce Development
- Denise Schulmeyer, Professional Development Coordinator
- Michael Reese, Dean Math, Natural Science, Exercise Science & Wellness
- Barbara Blanchard, Vice President of Academic Affairs

RECORDER: Rochelle Weiser

I. CALL TO ORDER (11:04) by V.P. Jeff Lehman, standing in for Sue Gonda

A. Public Comment

Greg Robinson: Greg congratulated the faculty for their efforts in encouraging student participation in the election. Proposition 30 passed by a 54% margin and was heavily supported by young voters. Congratulations was also extended to Greg for his election to the San Diego County Board of Education, District I.

B. Approval of Agenda

M/S/U Wirig/Goodman

C. Approval of Minutes from November 5, 2012.

M/S/U

II. PRESIDENT'S REPORT – Jeff Lehman

- **Accreditation “Read-In”:** Jeff reported that approximately 40 students, faculty and staff participated in the Accreditation Read-In held this past Wednesday. Jeff encouraged interested faculty to review the Accreditation document at WWW.grossmont.edu/intranet/selfEvalReport13/default.htm.
- **College Hour Discussion Update:** A task force is being formed to continue discussions on feasible plan for College Hour. The group consists of students, faculty and staff with diverse view points on the issue. Patrice Braswell-Burris, Sarah Glasgow and Agustin Albarran have agreed to participate. The goal of the task force is to bring a proposal to the Senate in the Spring.
- **System maintenance December 20, 2012:** Jeff gave a brief reminder that grades are due by December 19, 2012 and the system will be offline for maintenance beginning December 20, 2012. No changes have been made to the timeline or grading deadlines, just a reminder that the system will be down.
- **Plenary Report:** Sue Gonda and Kristi Kluka attended the Plenary Session. VP Jeff Baker was also in attendance, as the Student Services Officer Conference was at the same place/time. Sue attended sessions regarding collaborative practices between instructional faculty and student services. Sue and Kristi are working on a Flex Week workshop on the topic. Sue will follow-up with the Resolution results once they are finalized and published.

III. COMMITTEES

A. Modification of Academic Program Review Committee Charge--Proposal from the Committee

In order to encourage greater membership participation, the Academic Program Review Committee would like to have the membership changed to reflect “one at-large faculty member” rather than a “Senate faculty member”.

A motion was made to change the charge/membership of the Academic Program Review Committee to reflect “one at-large faculty member”.

M/S/U Sim/Serrano

IV. ACTION ITEMS

A. Role and Responsibilities of faculty as Committee Division Representatives

Jeff presented a draft of “Role and Responsibilities of Faculty as Committee Division Representatives,” included with the Agenda (and attached hereto). Discussion points:

- Should we consider having the division representatives give reports at the division council meetings?
- OR, should the division representatives contact their department chair with the meeting information and re-cap, and then have the chair take the information to division council meetings?
- This guideline would not create more power for a division representative, rather a guide for being a conduit of information.
- All agreed focus of discussion was regarding item 2 and 4; both items were in need of wordsmithing. Or should item 4 be dropped?

A motion was made to drop item 4.
M/S Sim/Gelb 11 in favor/20 opposed; motion failed.

The following suggestions were made:

- Change item 4 to read: Synthesize information given in meetings in order to engage in committee decision making by balancing the input from the division with the needs of the college as a whole.
- Remove from item 4 the rest of the sentence following "college".
- Item 2; change to read "needs of all" points of view...
- Combine 4 and 5 into one thought.
- Rename the document "Best Practices of Faculty as Committee Division Representatives."

A motion was made to table the draft in order to edit the document to address the Senate concerns.
M/S/U Holder/DeKoning

V. INFORMATION ITEMS

A. Replacement of Senate Officer: James Canady

A motion was made to move this item to action.
M/S/U VandenEynden/Serrano

Motion made to approve James as Senate Officer at Large.
M/S/U VandenEynden/Serrano

B. Committee Terms--Discussion

Jeff reported that some committees on campus have Committee Terms: Planning and Resources Council and some of their sub-committees. It was noted that the committee itself discussed the idea of terms and requested it. To clarify: this discussion is regarding term lengths, rather than term limits: length of service--individuals can volunteer as many times as they wish. Some ideas mentioned in the discussion:

- Would different committees have different lengths? Or would they all be the same?
- Most seemed to like the 2 year length.
- Can an individual "get out" of the 2 year term?
- 2 year term length makes sense, Chairs and the Chair of Chairs serve for 2 years.

C. Academic Senate California Community College Leadership Institute

Jeff announced that the ASCCC Leadership Institute would take place on the GC campus November 30, 2012 and to contact Sue for more information.

<http://www.asccc.org/events/2012/11/leadership-regional-meeting>

Meeting adjourned 12:15pm
Next meeting: December 3, 2012, 11:00-12:20pm Griffin Gate

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."

ATTACHMENT A (ACTION ITEM A 11-19-2012)

DRAFT 11-19-2012

Role and Responsibilities of Faculty as Committee Division Representatives

Division representatives on committees are an important component of shared governance and effective communication between the committees and departments. It is the role of a division representative to collect information from the departments in their division, provide that point of view to the committee, work collaboratively in committee for the good of the college, and disseminate information coming from the committee.

Specifically, responsibilities are to:

1. Act as a liaison by soliciting input from department chairs relevant to the agenda of the committee before the meeting
2. Act as an advocate for the division by reporting the needs and points of view of the departments
3. Collaborate with other members of the committee as a resource about your division to execute the charge of the committee
4. Synthesize information given in meetings so that decisions are made for the good of the college, versus for one single individual department or divisions needs
5. After meetings, send committee information to the dean and to division chairs, who can then disseminate to department faculty as needed
6. Serve as a resource for your division, particularly department chairs, to answer questions or refer individuals to the proper person or process as set out by the committee

Points to consider:

- It would help division reps if committee agendas were available before the same day of the meeting
- Committee membership information will be available on the website under "Faculty & Staff"
→Organizational and Governance Structures
- ?Division Council agenda item to get feedback and provide information from the committee?
- Are these responsibilities true of any committee membership?

Committees with Division Reps:

Planning and Resources Council
Academic Program Review
Collegewide Professional Development
Curriculum
Enrollment Strategies
Facilities
Faculty Professional Development
Faculty Staffing
Institutional Review
Technology for Teaching and Learning

Other Committees w/Faculty Reps:

Institutional Excellence Council
Student Services Council
Diversity, Equity & Inclusion
Student Success Steering