

Academic Senate Grossmont College

Minutes of the Academic Senate – December 3, 2012

X	Sue Gonda (President)	X	Joel Castellaw (Comm)		Priscilla Rogers (Inter Bus)
X	Jeff Lehman (VP)	X	Jade Solan (Comm)	X	Nadra Farina-Hess (Library)
X	Joel Castellaw (Senate Officer @ Large)		Roxanne Tuscany (Comm)	X	Jenny VanDenEynden (Math)
X	James Canady (Senate Officer @ Large)		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)	X	James Canady (Counseling)	X	Shawn Hicks (Math)
	TBD (Div Sen CTE/WD)		Danny Martinez (Cross Cult Stud)		Evan Wirig (Media Comm)
X	Alan Silva (Div Sen ESBS)		Joe Orate (Culinary Arts)		Jim Papageorge (Media Comm)
X	Melanie Quinn (Div Sen LR)		James Foran (Culinary Arts)		Derek Cannon (Music)
X	Dan Greenheck (Div Sen MEEW)	X	Kathy Meyer (Dance)		Fred Benedetti (Music)
	Narges Heidari (Div Sen Stu Service)	x	Jane Nolan (DSPS)		Lisa Maloy (Nursing)
X	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)
	Israel Cardona (Behav Sci)		Tony Ding (English)	X	John Scholte (Phil/Rel Studies)
	Sky Chafin (Behav Sci)		Adelle Schmitt (English)		Ross Cohen (Physics)
X	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)	X	Chuck Passentino (ESL)		Todd Myers (Polit Economy)
	Michele Perchez (Bio Sci)		Nancy Herzfeld-Pipkin (ESL)	X	Peggy Wells (Resp Ther)
X	Brian Keliher (Bus Admin)		Barbara Loveless(ESL)		Rebecca Handley (Resp Ther)
	Nate Scharff (Bus Admin)	X	Michael Perez (EOPS)		Beth Duggan (Theatre Arts)
X	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)	X	Jim Symington (Exer Sci/Well)		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)	X	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
- Jeff Baker, Vice President Student Services

RECORDER: Rochelle Weiser

I. CALL TO ORDER (11:10)

A. Public Comment

Sue Gonda: Sue congratulated Rochelle Weiser on her new position in the Professional Development Office and thanked her for her service. We ate cake to celebrate!

B. Approval of Agenda with the following additions:

- **III. Committees-Confirmation of Mehdi Safaee as the Part-time Faculty representative to the Diversity, Equity and Inclusion Committee**

- **V. Information Items-Student Services Overview-Jeff Baker, VP Student Services
M/S/U Lambe/Serrano**

C. Approval of Minutes from November 19, 2012.

M/S/U Working/Serrano

II. PRESIDENT'S REPORT – Sue Gonda

- **Summer Schedule:** Both Districtwide Executive Council and Districtwide Strategic Planning and Budget Council are meeting today to review the FTES goals for the upcoming year and a decision would be forth coming regarding holding a Summer session. The planning process continues to be difficult due to the uncertainty of the California budget and noted GC and the District are working hard to serve the most students possible with the available resources. **{POSTSCRIPT: Since then, the decision has been made to offer summer at a level close to the 2011 Summer offerings}**
- **Enrollment Trends:** Conversations are taking place statewide and at the national level regarding student enrollment trends--expectations are that in the next 3 years there will be a decrease in the number of students leaving high school and enrolling in community college, but increases in adult students attending community college for career retraining. **{POSTSCRIPT: We're already seeing the enrollment change this semester}**
- **Evaluation Form Changes:** Currently no items are being negotiated in the faculty contract, so no changes have been made to the faculty evaluation form. The Statewide Academic Senate has a committee working on a 'white paper' about best practices with Faculty Evaluations. The focus is on changing the evaluation process to be more of a discussion/process for professional development and growth. The hope would be to make it a more collegial process. The committee has representatives from both Senate and unions. The committee hopes to have the paper ready some time in Spring.
- **PELL Grant limitations:** Sue wanted to make faculty aware of the new Pell Grant limitations; students only have 12 lifetime semesters to complete their schooling; need to raise faculty awareness and help focus efforts on getting students the services they need to help them complete on time.

III. COMMITTEES

A. Committee Confirmation

A motion was made to confirm Mehdi Safaee as the Part-Time Faculty Representative for the Diversity, Equity and Inclusion Committee.
M/S/U VandenEynden/Working

IV. ACTION ITEMS

A. Best practices for Committee Division Representatives: Creating a Shared Understanding

Sue presented the draft document “Best practices for Committee Division Representatives”. Motion was made to place the document on the table for discussion and approval.

M/S Serrano/Holder

Input:

- How is the representative to communicate information to their Division and Dean? That would be determined by discussions within the Division.
- In what way is a Division Committee Representative a “resource” to faculty? Would they would be asked to review curriculum submissions or program review documents? Senate Officers changed the wording to liaison rather than resource for that reason—the reps are not expected to do that kind of additional work, but rather help faculty get information from appropriate people (committee chair, a staff member, etc).

Motion passed.

B. Committee Terms: 2 year committee/council membership term.

Sue explained the background for the proposed 2 year committee/council membership terms: it would allow potential representatives to know how long their commitment would be, allow them to volunteer for additional terms; allow new members to join committees.

A motion was made for the Academic Senate committees to adopt a 2 year committee/council membership term with the option for members to volunteer for additional terms.

M/S Serrano/Lambe

Discussion occurred how candidates were selected for committees; call goes out to faculty to fill positions, candidates are reviewed by SOC using the “Criteria for Committee Appointments” (found on the Senate website http://www.grossmont.edu/academic_senate/senatecommittees.asp), then selected candidate is confirmed by the Academic Senate. If a candidate is needed for Division Representation the Division may be involved in the discussion. Nothing prevents an individual from volunteering for the committee for additional terms.

Motion passed with the following change

- Change *volunteer* to *re-apply*.
- The new term lengths would take effect for Senate committees and be endorsed by the Senate for all GC committees and councils.
- Committee discussions would need to occur to find the best way to implement the term lengths for each committee.

V. INFORMATION ITEMS

A. Student Services-Jeff Baker, VP Student Services

Jeff gave a brief explanation of Student Service’s mission. He handed out a brochure for faculty explaining the work that Student Services does and the resources that are available to students. Jeff and his Division would like to have as many faculty and staff informed on what services are offered in the various offices to help make students more successful.

Jeff reported on the 2012 Student Success Act (SB 1456)--the first piece of legislation supporting the Student Success Taskforce recommendations. **Easy-to-follow details can be found at this link, specifically, a link to the “Summary Fact Sheet”**

<http://www.collegecampaign.org/our-work/policy/community-college-completion/>

Jeff explained the new law would implement 'score cards' on student success: the number of degrees and certificates being issued, number of transfers and how long is it taking for students to move through basic skills to college level coursework. A large part of the new legislation deals with how and when students receive matriculation support (orientation, assessment and education planning advising). Currently there are "benchmarks" set for implementation, with full implementation by 2014.

In closing Jeff noted Student Services is hoping to work with Senate to create a broad base of knowledge across campus so faculty and staff can refer students to the appropriate services. Sue noted that online programs are being developed in order to have the information online and available to students.

Meeting adjourned 12:10pm

Next meeting: January 24, 2013 10-2pm **CUYAMACA COLLEGE**-Joint Senate Meeting

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."

**GROSSMONT COLLEGE ACADEMIC SENATE
(Adopted 12/3/2012)**

**Terms for Committee Representatives and
Best Practices for Committee Division Representatives**

Terms for Committee Representatives

MOTION: Academic Senate committees will adopt a 2 year committee/council membership term for all Grossmont College committees and councils, with the option for members to re-apply for additional terms.

Committees should discuss a method implement the term lengths and track them with the aid of the Senate Secretary.

Best Practices for 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 college committees, 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 liaison for your division to execute the charge of the committee
4. Engage in committee decision-making by balancing the input from the division with the interests of the college as a whole.
5. After meetings, report committee information to the dean and to division chairs, who can then disseminate to department faculty as needed
6. Serve as a liaison for your division, particularly department chairs, to answer questions or refer individuals to the proper person or process as set out by the committee

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