

MINUTES OF THE ACADEMIC SENATE
Grossmont College
Monday, March 3, 11-12:10 in Room 38B-342

I. CALL TO ORDER

- A. Approval of Agenda, M/S/U Wirig/Rogers**
- B. Approval of Minutes of February 3, 2014
M/S/U Wirig/Abshier**

II. PRESIDENT'S REPORT – Sue Gonda

Hiring Smart workshops: Alicia Muñoz (Cuyamaca Senate President) and I met with VCHR Marsha Edwards and Chancellor Cindy Miles. Both Senate presidents are also now on the District's Human Resources Advisory Committee. The District is working on three things, and these workshops are designed to: streamline our hiring process, make sure our processes do not discriminate, and keep us in compliance and consistent. There has been confusion from people who have attended these workshops, and HR will work on a Q & A sheet to clarify messages and processes. [**ADDENDUM:** No changes need to take place in hiring practices before July 1.]

Tutor hires: College Presidents, VPs are now working with Tim Corcoran and Marsha Edwards about problems with pay inequities, inconsistent practices throughout both colleges, and the problem with the TIME LAG to get tutors hired.

“Salary Equity Taskforce” (SET)– presidents of all the unions sit on it with the Chancellor and VC Sue Rearic, along with Alicia M as senate pres rep. Senate rep is there because problems w/salaries has impacted the academic and professional capabilities of our departments – turnover in admins, getting and retaining part-time faculty and FT hires. The charge is to, over time, help all employee groups to meet the 50th percentile of their peers in the area colleges. It will look at existing data, get a new compensation study, identify greatest outliers with the greatest needs to be brought up in salary, analyze costs for implementation, draft solutions for each challenge, and develop a district-wide plan for addressing salary equity for all groups, including phasing and communication.

Website Redesign: No one will be cut off in October if you have elaborate self-made Learning Module Containers. Still working on gathering information for options for those few. Faculty web pages will be easy to create and maintain ourselves. There will be Bb-type forms to fill in course material. Some day when we have Curricunet, we'll be able to have it auto-fill the course description and anything else from the Course Outline so students can see the information about the courses on our websites. We will have the ability to easily add links, video, photos and more.

The biggest task will be between mid-March and Summer – Departments should be deciding how all your information will be displayed in the new website – do you want it under current tabs, or better organized so it's more user-friendly for students and employees to find? You'll have to make some decisions. There will be help with guidelines. **Review your web pages NOW and delete obsolete info.**

STUDENT PATHWAYS PROJECT: One of the coolest things I've ever been part of at the college— completely student-centered. Student Services and Instruction, basic skills and college-level instructors are involved. We are looking at what happens to students from the time they apply to the point of certificate, degree or transfer. Where are hold-ups? Bottle-necks? Where can we keep them from leaving college at certain “momentum points,” such as their 1st, 2nd or 3rd semesters; 30 units, etc.?

There is lots of literature about what works for student success – best practices to help students get through the pipeline (Gary Jacobs had a lovely visual). We're working on a Plan (it's demanded by the State to justify our Student Success Money), but also we want to improve the number of our students completing, and we are writing a Federal Title V grant as a Hispanic-Serving Institution.

Re: VICE PRESIDENT, Student Services – Administration is exploring all options to provide interim leadership, clarifying the structure of Student Services, and moving forward on the hires of the new VP, deans and supervisors. We need to respect Jeff Baker’s privacy and his reasons for leaving. He will be missed. Please--don’t believe rumors; at times like this the rumor mill can be nasty, and all of our counselors and hardworking student services staff are too central and important to drag through assumptions. We can’t know all of the details, as personnel matters are protected by law. [**ADDENDUM:** We are thrilled that **Peter White** has agreed to come back as Interim VP of Student Services!!]

PLEASE ANNOUNCE TO YOUR CLASSES: The deadline to apply for a spring 2014 degree or certificate is **Friday, March 21**. Students can apply for graduation in person in the Admissions & Records office or online at Grossmont.edu/evaluation. Students who are unsure if they meet all requirements for their certificate or degree should make a counseling appointment.

III. COMMITTEES

A. New Member Approval - M/S/U Willard/Gastil

1. Adelle Schmidt, ESBS, Planning & Resources Council
2. John Oakes, MNSESW, Enrollment Strategies
3. Jennifer Carmean, ALC, Institutional Review Committee
4. Sue Gonda, District Human Resources Advisory Council

IV. ACTION ITEMS

None

V. INFORMATION ITEMS

A. Introducing Victoria Kerba Miller, Associate Dean, Student Affairs. Vicky discussed her philosophy about student discipline, which is that her role is to assist faculty. She has ten years of experience and has learned that in her work, her choice of language matters in how she communicates to students, e.g., that we are a community with rules of behavior that have consequences (versus a discussion of “discipline” or “conduct.”) Oralee Holder mentioned that Vicky has been very responsive and communicative in resolving issues in her Department.

B. Student Attendance: no-show students left on the roster costs money and creates problems for students on Financial Aid. Issues:

- Veterans and financial aid students are primary sources of concern as their financial aid award can suffer when there is no last date of attendance on record.
- The College can incur penalties and loss of funds when last date of attendance has not been appropriately reported. Wrong drop date = funds that either the student or the college cannot get back.
- A well-functioning system for “early alert” will someday ideally allow faculty members to intervene with students earlier, which should ultimately reduce the number of non-attending students remaining on the roster at the end of the semester.
- Waiting until the end of the semester also puts the burden on faculty to remember and or locate the last date of attendance.
- While clearly dropping a course is the responsibility of the student, faculty are encouraged to pay close attention to students with repetitive attendance patterns and expect their final date of attendance will likely be required during the final grading process.
- There was a suggestion to re-institute the second drop roster at or before Week 12, which had been a college practice before the online rosters came into effect. It’s a way to clear the rosters with a more accurate last date of attendance than can be garnered at the end of the semester.