

MINUTES OF THE ACADEMIC SENATE
Grossmont College
Monday, September 29, 2014 in Griffin Gate, 11:00 – 12:15

Attendance: Randy Abshier, Joan Ahrens, Liz Barrow, Jennifer Carmean, Brian Carter, Tim Cliffe, Zoe Close, Gareth Davies-Morris, Chris Farquar, Claudia Flores, Janet Gelb, Sue Gonda, Oralee Holder, Brian Keliher, Cheryl Kerns-Campbell, Micahel Lambe, Helen Liesberg, Barbara Loveless, Lisa Maloy, Kathy Meyer, David Milroy, Todd Myers, Michele Perchez, Shirley Pereira, Michael Perez, Terrance Reilly, Priscilla Rogers, John Scholte, Denise Schulmeyer, Robin Sepulveda, Linda Snider, Jade Solan, Scott Therkalsen, Paul Vincent, Peggy Wells, Cary Willard, Evan Wirig, Jessica Woods, Memorie Yasuda, Virginia Young, Tina Young.

Guests: Victoria Curran

I. Call to Order—Sue Gonda

A. Approval of Agenda

M/S/U Wirig/Lambe

B. Approval of Joint Senate Minutes from August 14, 2014

M/S/U Reilly/Pereira

II. President's Report – Sue Gonda

A. Enrollment Workshops

The Enrollment workshops on September 15 and 16 were great successes. The first day's workshop focused on how to maximize student enrollment and best serve a broad student body to help them meet their educational goals. A great thank you was extended to VPAA Katrina VanderWoude for organizing the event. The second day's workshop concentrated on discussions with experts to create a plan of action for the College to move forward with its enrollment goals. Information will soon be disseminated [**ADDENDUM:** the Oct 6 Senate meeting will be devoted to this topic, with guest presenter Pam Deegan]. The Enrollment Strategies Committee and Planning and Resource Council will be deeply involved with process, but all staff and faculty are welcome to be a part of the discussion and implementation of these new practices.

B. Upcoming Dates of Importance

Training for the new website will begin October 3 and continue throughout the semester. The new website will go live on December 18. Every faculty member will have a personal webpage and those who asked for their previous pages to be ported over to the new site will have access to their original content.

As of September 29, nominations for the next Academic Senate President are open. The nomination period closes as of Monday, October 13. Nominations should be sent to Marion de Koning.

Faculty Staffing Paperwork is due on Friday, October 3.

Planning Activities are due on Friday, October 17.

C. Professional Development Needs Assessment

On September 25, an assessment was launched to discover what the College as a whole and administrators, faculty, and staff need from Professional Development. The aim of the assessment is to implement practices that help steer the College toward its goals from a Professional Development level. The assessment will focus on broad, college-level goals such as campus processes and more specific goals like training and classroom instruction. There will be focus groups and surveys conducted to assist in the assessment's goals.

D. CCSSE Coming in Spring

Two years ago, our first CCSSE surveys were conducted. This survey gave the college terrific

information from both students' and faculty members' viewpoints especially where the two groups' opinions were in contrast. As part of the College's goal to proctor the CCSSE survey every two years, it will be administered again in the upcoming spring semester. This time faculty will have more advanced notice if their classes are selected by CCSSE. (To work with this national organization of experts, it's an all-or-nothing prospect. Their processes must be the same for all colleges, so we are not part of the section selection process.) It is a paper and pencil study that takes approximately forty minutes to complete. Data from the CCSSE is important to help the College determine where it should be investing its resources.

III. Committees – Sue Gonda

Curriculum: Tony Ding, Barbara Loveless, ESBS Div.

Program Review: Gareth Davies-Morris, ALC Div.

DEI: Cheryl Campbell, MNSESW Div.

Motion to approve these new committee members: M/S/U Wirig/Gelb

IV. Action Items – Sue Gonda

A. Student Success and Support Plan (SSSP) for Grossmont College

Matriculation funds granted to the colleges for many years are being replaced by SSSP funds. Forty percent of SSSP funding will come from student headcount and base funding. The other sixty percent will be based on the number of students that the college serves in areas of assessment, orientation, education plans, progress and probation services, advising and counseling. The funds require a 2:1 match from the state, up to \$2 million if the College can come up with \$4 million of its own funding in these areas. By accepting these funds, the College is agreeing to adopt the common assessment that is used statewide. Since SSSP funds are replacing matriculation funds, they are a reliable source of funding for the College and a few full-time employees have been hired in Student Services as a result. Some SSSP funds will be utilized for the new Pathways to Success program. The Pathways program will help students obtain the classes and services that they need to succeed and move on. Motion to endorse the Student Success and Support Plan for Grossmont College: M/S/U Willard/Young

V. Information Items – Sue Gonda

A. Faculty Evaluation Forms

A Tentative Agreement has been reached between the District and AFT. The final unresolved issue is formalizing the evaluation forms. A joint task force was created to finalize this last item with the senate presidents and AFT exec members Gregg Robinson, Michael Golden and Dave Rainey . The new form is a blend of Cuyamaca's and Grossmont's old forms. Two new changes were presented in this draft of the evaluation form since the Senate last approved it: the format of the list of items from our job description at the top and the addition of "All materials required of students are ADA compliant," to help us remain within the law. Discussion of the new form led to a suggestion of removing the checkboxes on the top half of the form and the suggestion to add wording to the new contract language to clarify it to read "All materials required of, and provided to, students are ADA compliant." On the Evaluation Summary report form, an additional checkbox was added to comply with the SLO recommendation from the Accreditation team, and that language is in the new contract: "I have participated in the assessment of student learning outcomes and discussions with colleagues about using the information to improve teaching and learning." During evaluations, only tenure-track faculty will be required to complete a self-reflection. The self-evaluation will be optional for other faculty members, and it allows them to participate in their own evaluation. The Senate website will acknowledge this, and it will be recommended to the Deans' assistants that they

include the brief paragraph about the fact that faculty have the option to do a self-reflection with the list of suggestions of what they might consider. Training and professional development will accompany the new contract and evaluation forms as they are implemented. Training and professional development will also promote uniformity in the evaluation process and follow past practice established in Chairs in Coordinators of providing workshops about effective evaluations.

Meeting adjourned at 12:15pm.

Next Meeting: Monday, October 6, 2014 at 11:00-12:20 in Griffin Gate