

MINUTES OF THE ACADEMIC SENATE
Grossmont College
Monday, August 31, 2015 in Griffin Gate, 11:05 – 12:20

Attendance: Randy Abshier, Shina Alagia, Ken Ard, Liz Barrow, Patrice Braswell, Jeanette Calo, Derek Cannon, Nemie Capacia, Patricia Cardozo, Jennifer Carmean, Brian Carter, Judd Curran, Gareth Davies-Morris, Beth Duggan, Nadra Farina-Hess, Angela Feres, Barb Gillespie, Angie Gish, Sue Gonda, Stacie Hankinson, Oralee Holder, Tate Hurvitz, Brian Keliher, Beth Kelley, Cheryl Kerns-Campbell, Helen Liesberg, Barbara Loveless, Lisa Maloy, Scott McGann, Kathy Meyer, David Milroy, Domenica Oliveri, Michele Perchez, Clifton Quinn, Terry Reilly, Gregg Robinson, Priscilla Rogers, John Scholte, Denise Schulmeyer, Robin Sepulveda, Linda Snider, Scott Therkalsen, Christi Vicino, Paul Vincent, Peggy Wells, Cary Willard, Evan Wirig, Jessica Woods, Memorie Yasuda, Tina Young. **Guests:** Javier Ayala, Jennifer Denney, Dave Dillon, Lida Rafia. **Recorder:** Tyler Dranguet.

I. Call to Order

- A. Approval of Agenda
M/S/U Wirig/Carmean
- B. Approval of Minutes from May 18
One typographical error was amended in the “Census Date as Last Day to Add Classes” section of the minutes. M/S/U Willard/Milroy
- C. President’s Welcome – Dr. Nabil Abu-Ghazaleh
The College President wanted to extend a warm welcome back for the fall semester and wanted to thank the Academic Senate’s members for their involvement in collegial matters.

II. President’s Report – Tate Hurvitz

- A. Introduction of Senate Officers
Tate acknowledged and introduced the Senate’s current Senate Officers at Large: Beth Kelley, Cary Willard, Pearl Lopez, and David Milroy. Jeff Lehman, the Senate’s Vice President, was also acknowledged. Since Jeff will be out on leave this semester, Sue Gonda will be temporarily filling Jeff’s position.
- B. New Deans Lida Rafia & Javier Ayala
The College welcomes two new deans to its campus. Lida Rafia is the new Associate Dean of Student Success and Equity and Dr. Javier Ayala is the new Dean of CTE/Workforce Development.
- C. Sabbatical Leave Workshop Dates
Four workshops will be held during the month of September for individuals who are interested in applying for Sabbatical Leave during the 2016-2017 academic year. Applicants must attend one of these workshops to be considered for Sabbatical Leave. For more information on the Sabbatical Leave process or this year’s workshop dates, please check the Academic Senate website.
- D. Achieving the Dream
The Achieving the Dream kickoff event will be held on Friday, September 18. This event will give the College an opportunity to reframe some of its ongoing discussions about student success. The event aims to create a space where individuals can engage with some core questions about student success, student equity and achievement gaps and how to move forward with these questions in the College’s future planning. Achieving the Dream will allow the College to focus on a few major issues and to coordinate efforts around one to three key interventions that can have a major impact on students throughout the institution. Faculty members are strongly encouraged to attend the event on September 18. The kickoff event is the start of a long-term discussion that everyone is welcome to contribute to. It will also provide the basis for our work in developing the college’s 6-year plan.

E. Enrollment Management

The College has been working on Enrollment Management over the course of the last year. In this time, a more proactive approach has been taken to enrollment by means of meeting with an enrollment management consultant and by means of the District's Enrollment Management Committee. This semester, however, many chairs and coordinators felt that they were not appropriately involved in the process, particularly with regard to class cancellations. The process by which these decisions were made came with good intention, but the rollout was not executed collegially and cooperatively. As a result, a formal procedure is currently being discussed so that a more positive, collaborative process can be utilized in the future. A special meeting of the Council of Chairs & Coordinators will be meeting on Wednesday, September 9 to discuss solutions, processes, and ideas that can potentially be used in a formalized process. The CCC will then meet again on Monday, September 14, to begin discussing the formalization of a procedure that is more inclusive at all levels of the enrollment management process.

Jim Mahler's comment that "it only takes nine students to run a class" was also clarified, as it had been the source of some confusion across campus. While the exact number regarding how many students it takes to break even on a course is currently unclear, at the margins (ie. when all other operational costs have been covered and the schedule has already been created) Jim Mahler contended that the college should be running classes with low enrollment (9 or more students) because they at least break even, paying for the cost of an adjunct faculty member's salary. The college's plan, however, is to cancel low-enrolled courses and to work to seed the cancelled FTEF back into the schedule later in the term, or into the next semester, in places that are likely to yield greater enrollment. Multiple attendees stressed that while the college does need to stay afloat, it's also not a business. It's a higher education institution, so a balanced approach must be taken to insure that the courses that are important to the college aren't simply cut due to numbers.

These issues and concerns reflect the need for a formal process to be put into place. Low numbers should trigger a conversation between a dean and a department chair, so that balance can be maintained campus wide. There will always be a balance between larger and smaller programs. Some divisions already have good processes in place, which will augment the conversations on September 9 and 14.

F. Campus Thefts

There have been multiple break-ins on campus that have been reported in Building 30 and 20 complexes. As a result, offices in these areas have been or will be rekeyed. Faculty members can call Facilities & Operations at any time to discuss having their offices rekeyed. Concern about outstanding keys from adjunct instructors when they leave the College was also discussed since some faculty members were under the impression that keys did not have to be returned upon leaving. The College's current policy is to hold an instructor's final check until they turn in their keys, but due to laws about withholding checks, the College can only do so for a limited period of time before they must release an instructor's pay regardless of whether they submitted their keys or not. The possibility, desirability and feasibility of security cameras on campus were also discussed. Individuals have very mixed feelings on these topics. It's a topic that is open for discussion, but the budgetary costs would be substantial and likely span the course of several years. The campus covers 800,000 square feet, so questions about what to monitor and who should monitor it are also important to the conversation.

III. **Information Items**

A. Distance Education Committee

There has been some conversation about moving the Distance Education committee to be more connected with teaching and learning on campus. As a result, discussion is currently beginning to take place to decide where the Distance Education Committee might be housed in the future.

B. Canvas

Canvas is being offered to community colleges statewide for free. Because of this potential for substantial savings, the Senate needs to look at Canvas as a potential option in comparison to Blackboard. However, it

is in the best interest of faculty and students to ensure that division on a course management system is driven by functionality and student need, not simply by savings potential. To facilitate an effective review process, Janet Gelb is planning to put together a small group of ten to twelve faculty members to try Canvas out and practice with it, so that qualitative data is available. Also, this will need to be a district-wide collaboration.

C. *Compensation for PT Shared Governance Committee Work*

In 2008, a side letter was included in the faculty contract that discussed pay for part-time faculty members who are involved in shared governance work. This language has been included in the new contract. This has brought up the discussion of what “shared governance” means and how to define it, so we can identify which committees qualify under this language Chris Hill has since found documents from a 2009 task force which discuss this subject and will be useful as a starting point for the continued discussion of this topic in the future. More information will be presented as it becomes available.

Meeting adjourned at 12:20pm.

Upcoming Events:

Friday, September 18 – Achieving the Dream Kickoff Event

Next Meeting: September 21, 2015 in Griffin Gate from 11:00-12:15pm.