

MINUTES OF THE ACADEMIC SENATE

Grossmont College

Monday, October 19, 2015 in Griffin Gate, 11:05 – 11:55am

Attendance: Tate Hurvitz, Beth Kelley, Jennifer Carmean, Brian Keliher, Liz Barrow, Sue Gonda, Kathy Meyer, Scott Therkalsen, Helen Liesberg, Barbara Loveless, Domenica Oliveri, Lisa Maloy, Zoe Close, John Scholte, Gareth Davies-Morris, Ken Ard, Patricia Cardozo, Jessica Woods, Brian Carter, Gregg Robinson, Michele Perchez, Terry Reilly, Linda Snider, Cary Willard, Diana Vance, Denise Schulmeyer, Renee Tuller, Patrice Braswell, Judd Curran, Stacie Hankinson, Randy Abshier, Priscilla Rogers, Nemie Capacia, Evan Wirig, Christi Vicino, Scott McGann, Peggy Wells, Paul Vincent. **Guests:** Dave Dillon. **Recorder:** Tyler Dranguet.

I. Call to Order

A. Approval of Agenda

M/S/U Willard/Gonda

B. Approval of Minutes from October 5

M/S/U Gonda/Robinson

II. President's Report – Tate Hurvitz

A. Canvas

A districtwide group is being led by Kerry Kilber to investigate Canvas as a potential replacement for Blackboard. A meeting will be held tomorrow to set goals for the group. An email asking for volunteers should be out within the next few weeks. Addendum: The canvas work group decided to create multiple opportunities for the faculty to learn about and explore Canvas rather than to bring a small number of faculty into the group as test users. These opportunities will be announced broadly

B. Part-Time Faculty Recognition Awardee

Asuka Kuratani has been chosen as the College's recipient for the SDSU Community College Leaders Alumni Chapter's Adjunct Faculty Recognition. She will be presented with her award in November.

C. Enrollment Management

A meeting was held last Friday to discuss the next steps and align the Enrollment Management subcommittee's goals. The next meeting will be held on Wednesday. A call will be going out from division representatives on the subcommittee to see what faculty members believe are important dates and/or considerations for the group to consider in their discussions. Enrollment management is a huge project that encompasses a wide range of college and district functions including outreach, retention strategies, advertising, and scheduling - just to name some. The subcommittee is focusing on a narrow subset of this work, developing processes for Deans and Department Chairs to communicate and make decision moving into the Spring 2016 semester. The larger focus of the Enrollment Strategies committee is to create a cohesive, encompassing enrollment plan. It was noted that Enrollment Strategies agendas and minutes will be available online in the future, but the location has not yet been determined.

It was also noted that the Enrollment Strategies committee is not a formal decision-making body. It's an informative body. Enrollment management is ultimately in the purview of the Governing Board and Administration, but both of these groups are trying to be as collegial as

possible with the process. The process, as a result, does not rest in the hands of a single group or person.

D. *Student Success and Equity Library*

Lida Rafia is currently working to fulfill the promise made in last year's equity plan to create a library full of interesting and educational texts that pertain to areas such as social justice, equity, and multicultural education.. If you have suggestions of books to add to this collection, please send them to Lida. A donation of M2C3 Best Practices handbooks are also being made to the library thanks to a grant secured by Patricia Cardozo.

E. *Distance Education Faculty/Staff Resource Page*

Chris Rodgers is working on new resource pages for faculty and students who are involved in online learning. As a part of the process, Chris is looking for faculty input about what resources and information should be added. Suggestions may be sent to Chris or Janet Gelb.

F. *Course Descriptions on Web Advisor*

Cliff addressed the absence of course descriptions on Web Advisor in TTLC's most recent meeting. It was agreed that Cliff's original plan to add course descriptions to Web Advisor could and should move forward as he presented it. It is on the agenda for the District Coordinated Educational Council (DCEC).

G. *Sabbatical Leave Deadline*

The deadline to submit Sabbatical Leave applications is Tuesday, November 2 at 5:00pm. Applicants are required to submit both an electronic copy to the Academic Senate President and a hardcopy to the Academic Senate mailbox on or before this day.

H. *Fall Plenary*

By the end of the week, it is the Academic President's intention to have reviewed the upcoming ASCCC resolutions being presented at the Fall Plenary. After review, he intends to forward some pertinent resolutions to potentially interested individuals.

It was also noted at the meeting that interested faculty members who would like to participate in upcoming ASCCC Plenaries should contact Rochelle Weiser in Professional Development for more information. Professional Development scholarships are available for eligible faculty to attend conferences each year.

I. *Spring Unit Max*

A new process has been put into place for students to receive approval for unit overload during the Spring semester. Students enrolled in Intersession units can now petition for overload beginning on their first day of Spring Enrollment instead of the first day of Spring classes. Students who are enrolled in Intersession, but would also like to take maximum units in Spring (18) should go to Counseling and obtain a "pink card."

Another topic of discussion was how to notify students about this new change. A Grad Guru push notification was suggested, as well as the possibility of having Admissions & Records send out an email to all students enrolled in Intersession. Adding this notification to other pre-existing emails such as the Spring Registration time email was also suggested, along with the idea that students should receive a notification of some kind that their intersession courses affect their Spring enrollment as soon as the student registers for the Intersession course(s).

J. Email Upgrade

The new Office 365 email is coming soon. At this time, I.S. is still trying to work out some of the potential glitches that could arise during the transition by experimenting with the technology in-house and by talking to other campuses who are already working with the program. Brian Nath will likely be coming back to address the Academic Senate in the near future to discuss this topic soon.

III. **Information Items**

A. Calendar Committee

The academic calendar for 2016-2017 has been updated to align both fall and spring start dates with SDSU, Southwestern, and the San Diego Community College District. This will also provide four weeks for Intersession courses, instead of the three we have traditionally offered.. The start date for Summer session will be delayed one week. The start of the Summer session currently does not align with high school end dates, but the College hopes to address this by providing strategically chosen late-start courses to catch this cohort of students more effectively. There is also tentative word from the GUHSD that they are considering moving their spring finish date earlier in 2017, so it will align with our new summer start date.

Meeting adjourned at 11:55pm.

Next Meeting: November 2, 2015 in Griffin Gate from 11:00-12:15pm.