

## MINUTES OF THE ACADEMIC SENATE

### Grossmont College

Monday, May 16, 2016, Griffin Gate, 11:00 – 12:20

**Attendance:** Randy Abshier, Ken Ard, Liz Barrow, Jeanette Calo, Nemie Capacia, Patricia Cardozo, Jennifer Carmean, Brian Carter, Keith Chan, Zoe Close, Sebastian Cormier, Judd Curran, Gareth Davies-Morris, Beth Duggan, Angela Feres, Janet Gelb, Angie Gish, Sue Gonda, Dan Greenheck, Oralee Holder, Brian Keliher, Beth Kelley, Helen Liesberg, Pearl Lopez, Lisa Maloy, David Milroy, David Mullen, Domenica Oliveri, Michele Perchez, Clifton Quinn, Brian Rickel, Gregg Robinson, Robin Sepulveda, Scott Therkalsen, Christi Vicino, Paul Vincent, Cary Willard, Jessica Woods. **Guests:** Dave Dillon.

**Recorder:** Sasha Carter.

#### **I. Call to Order**

A. Public Comment

No Public Comment

B. Approval of Agenda

E. Wirig/S. Gonda

Approval of Motion

Motion Passed

C. Approval of Minutes

M/S S. Gonda/B. Kelly

Motion Passed.

#### **II. President's Report**

Growth Allocations – Jeff Lehman

A few years ago the GCCCD Chancellor's office put together a task force to revisit the allocation of funding. It was made up of staff from Grossmont, Cuyamaca and District offices. Through many changes, and recommendations, it eventually the model was set up like the way the state allocates funds.

The base allocation will be based on FTS which currently is about 70%/30%. The state has set the growth at 2% but we are below our numbers of FTS. We are pulling back our FTS from summer. This makes our growth target for next year closer to 6% for Grossmont. Growth allocating will be based on state funding and institutional growth factors. Annually each spring, FTS goals will be established by each college and Fall funding will be based on potential for growth. We are also going to work on our FTS projections and goals to move up through the processes. We will work on looking at our best potential for growth as a site. Then at the district level they will take the projections from both sites and make a final determination. Going forward, we are concerned with our enrollment but we need to make sure our processes are being used and do have a strategic plan for the future. We will, as a Senate, need to look for ways to help with our future growth.

Some ideas that would help with growth were discussed.

1. Adding more sections
2. Work on efficiency issues
3. Need a better formula
4. Need to involve Presidents cabinet and look at data ahead of time to meet the targets that we set.
5. Target SDSU to get their GE credits here
6. It is up to us to get out of the damage control
7. Retention is the immediate solution. We will work with our struggling students and meet with them to keep them in the class. Help them be successful.
8. Reaching out to student to get into a class
9. Friday and Saturday Labs
10. Marketing to the Military
11. More online classes
12. Get students to spread the word to come to Grossmont.
13. More colorful and eye catching marketing both online and in flyers.

We will continue to work on putting ideas forward and moving ahead to put some of these ideas into practice. Tate will be sending email updates of any news with where we are in our progress. Senate would like everyone to talk to their prospective committees so that they are all aware of what we are trying to do to raise FTS and they can offer suggestions and insight.

#### Compressed Calendar

Both colleges are in agreement regarding a compressed calendar. Over the summer we will be working on how to organize this process. This new calendar will not go into effect for a few years.

#### Part Time Shared Governance Update

We passed resolution defining shared governance so that we could move forward honoring the collective bargaining agreement offering compensation for participating on a shared governance committee. Our resolution was approved through ADSOC and is now in Human Resources. They see no issues in principle and are working out the processes they will need to adopt. We are hopefully we will have the process finalized to pay our part time faculty. There will be retroactive pay as well.

### **III. Committees**

#### A. Curriculum Committee (Kathleen Aylward)

Kathleen notified us of the accomplishments of the Curriculum Committee. They were able to approve 15 new courses, make 120 course modifications, 30 in Distance Ed, 3 new ADT, 4 ADT modifications, 1 new certificate of Achievement, and 2 modifications to the Certificate of Achievement. The ACCJC also approved AC for Child Development.

Some of the curriculum that is in the works are accelerated programs in Math and English. Both Grossmont and Cuyamaca are working on streamlining the curriculum processes between both colleges. Next year's emphasis will be on TMC's for Global Studies and Social Justice. In Summer, CC will be revamping their website as it is hard to find at the moment. In summer, Kathleen will be going to the Curriculum Institute to find out what is new in CTE which will help with the revamping of the website. On behalf Tacey in the Articulation Office, please make sure that any courses that are conditionally approved or not approved that the modification or changed be done and summited as they do have an expiration date. This is so they can be approved by the committee and resubmitted to the state.

Deadlines for next calendar year are September 16, 2016. If you have questions please contact your Division Rep they can help with any modifications and standards. Please thank them for their work.

There are currently three openings on the Curriculum Committee, so if you are interested please let Tate know.

B. *Technology for Teaching and Learning (TTL) (Janet Gelb)*

The TTL is moving in a positive direction in regards to what technology is being used and how people can get their request done to increase technology in their departments. Any requests for technology will go through TTL then will be elevated to the ITAC or ATAC then will elevate to IS.

Blackboard support is available. We have seen some support issues, but we are working with blackboard to make this a more seamless process.

Canvas will be coming to this district with a goal of being set to be in full conversion by 2018. We will be working on training faculty. We are only renewing our license with blackboard for two more years (at 1/2 price). The proposed plan for implementing Canvas is as follows:

- October 2016 start Canvas instances
- January 2017 will decide which courses to migrate to Canvas
- Summer of 2017 we will begin to run parallel courses
- June 2018 will be completely converted.

Distance Ed Committee has made many strides this year.

- Mission statement
- Integrated white board into blackboard
- They put a DE website that went live in December.

Many training sessions through the professional development committee were held and will continue into next year. Janet was able to procure equity money that goes to pay for these training sessions. A number of faculty have done evaluations for online

courses and will continue in the fall to make sure that courses are working.

Net Tutor has been implemented. July 1<sup>st</sup> Smart Thinking will desist. There were many problems with Smart Thinking as it could not be deployed through BlackBoard. Net Tutor will not replace face to face tutoring but it will help students in off hours and who cannot be on campus. Chris Rodger has been working with faculty to move courses into canvas- as a beginning to the training. If you would like to see what your course would look like, talk to Janet or Chris. We will continue to try and keep online classes small as requested by faculty.

#### IV. **Action Items**

##### A. Resolution on Part-Time Faculty Office Hours

A Small group got together and looked over the language and then consulted with the union to make sure both sides we satisfied. The resolution was agreeable to both sides. The focus was mostly on the second resolve that now states:

*“Be it further resolved that the Grossmont College Academic Senate calls on the senate leadership to explore as a priority in all appropriate college and district committees and councils models for implementing compensated office hours for Part Time Faculty”*

This resolution is asking our leadership to make this as a priority and it is brought about by the college faculty as a whole.

Motion to approve:

S. Gonda/ K. Ard

A concern was raised that Part Time Faculty sometimes work late hours and have difficulty adding extra time. Tate explained this is part of our student equity. It is an inequitable situation when we know that effective teacher student contact is a key component of success and 50% of the courses do not have this as an option as their instructors are part time faculty who are not compensated office hours. Additionally, there are models for compensation that are "opt-in" which could allow for varying degrees of availability.

Another concern was expressed that part time faculty do not adequate office space plus 21 new full-time faculty will be starting with the same issue. The need to find the space for teachers to meet with students is crucial. Tate talked about adding office hours in the new engagement center. Adding space would give them access to not only their instructors, but enable them to tap into a broad range of other engagement opportunities.

*All in favor of adopting the resolution on Part Time office hours.  
Unanimous*

V. **Information Items**

A. BP/AP Loss of eligibility for BOG waiver (Wayne Branker)

Board of Directors Waivers. This is an attempt to try to put into effect a streamlined petition process for students effected by the new, stiffer regulations that came down from the state last year to help students who lose their BOG to petition to get it back. The procedure will be put in a catalogue in order to give access to students, faculty and staff to operationalize the process. The main points of this will be:

1. No new committee will be put together.
2. The students who have lost their BOG's will submit to the existing petitions committee.
3. They will use parameters outlined in the catalogue to make a decision.

We are trying to make it so that students can get and maintain their BOG from semester to semester.

Motion to move to an action item Pearl Lopez/ David Milroy.

2/3s vote needed in support of the BOG document.

All but 4 approved. Opposed:0 Abstentions: 4

Motion to approve: Pearl Lopez/Oralee Holder.

All but 4 approved. Opposed:0 Abstentions: 4

**Meeting adjourned at 12:20 pm.**

**Next Meeting:** August 29, 2016