

# Academic Senate Grossmont College

Monday, October 5, 2009  
11:00am – 12:20pm in Griffin Gate

## I. CALL TO ORDER

A. Public Comment – *Each speaker will be given a maximum of 4 minutes to address the senate about a non-agendized item or items, with a maximum of 15 minutes allowed for public comment. The senate may vote to extend public comment at any meeting. Please contact the senate secretary before the meeting when wishing to speak at public comment. The senate welcomes all speakers to participate in the discussion on agendized items.*

B. Approval of Agenda

C. Approval of Minutes from September 21, 2009

## II. PRESIDENT'S REPORT

A. Announcements 5 minutes

B. Introduction of new Part-Time Senators 5 minutes

C. Discussion of Faculty Evaluation Form 10 minutes

D. Conserving Resources – Instructional Section 10 minutes

E. AP 4045 – Affordable Educational Materials 10 minutes

## III. COMMITTEE REPORTS

NONE

## IV. ACTION ITEMS

A. 2010-16 Strategic Plan 15 minutes  
(<http://www.grossmont.edu/intranet/strategicReport/default.htm>)

## V. INFORMATION ITEMS\* 20 minutes

A. College Technology/DL Structure

B. Strategy for Instructional Continuity (handout)

C. Approval of Committee Members

\*The Academic Senate may move information items to action upon a 2/3 vote.

# Academic Senate Grossmont College

## Minutes of the Meeting – September 21, 2009

### MEETING ATTENDANCE:

X	Chris Hill (President)	X	Janet Gelb (CSIS)	X	Sue Gonda (History-Sen Officer)
	P.J. Ortmeier (AOJ)		Clifton Quinn (CSIS)	X	Devon Atchison (History-Sen Officer)
	Lance Parr (AOJ)	X	Ronald Norman (CSIS)	X	Angela Feres (History )
X	Tina Young (AOJ)	X	Bonnie Schmiede (Counseling)	X	Priscilla Rogers (Inter Bus)
X	Jennifer Carmean (ASL)	X	Mary Rider (Counseling)		Patty Morrison (Library)
	Jamie Gould (ASL)		Cruz Cerda (Counseling)	X	Jenny VandenEynden (Math)
X	Jim Wilsterman (Art)		Danny Martinez (Cross Cult Stud)	X	Susan Working (Math)
	Steve Garcia (Art)		Joe Orate (Culinary Arts)	X	Ray Funk (Math)
X	Jennifer Bennett (Art)		James Foran (Culinary Arts)	X	Arturo Millan (Math)
X	Israel Cardona (Behav Sci)	X	Kathy Meyer (Dance) -Fall		Shirley Pereira (Math)
X	Gregg Robinson (Behav Sci)		David Mullen (Dance) - Spring	X	Evan Wirig (Media Comm)
X	Rebekah Wanic (Behav Sci)	X	Jane Nolan (DSPS)	X	William Snead (Media Comm)
	Richard Unis (Behav Sci)	X	Carl Fielden (DSPS)		Derek Cannon (Music)
x	Virginia Dudley (Biol Sci)	X	Gary Jacobson (Earth Sci)		Paul Kurokawa (Music)
X	Michael Golden		Judd Curran (Earth Sci)		Steve Baker (Music)
X	Michele Perchez (Biol Sci)		Oralee Holder (English)	X	Joy Zozuk (Nursing)
X	Brian Keliher (Bus Admin)	x	Adelle Schmitt (English)		Diane Gottschalk (Nursing)
	Nate Scharff (Bus Admin)	X	Joan Ahrens (English)	X	Christine Vicino (Occ Therapy)
X	Linda Snider (BOT)	X	Lisa Ledri-Aguilar (English)	X	David Milroy (Part-time Rep)
	Barb Gillespie (BOT)	X	Sue Jensen (English)	X	Lee Johnson (Part-time Rep)
X	Andy Biondo (CVT)	X	Chuck Passentino (ESL)	X	Zoe Close (Phil/Hum/Rel Studies)
x	Don Ridgway (CVT)	X	Nancy Herzfeld-Pipkin (ESL)		Bill Hoaglin (Phil/Hum/Rel Studies)
X	Cary Willard (Chemistry)	X	Jim Tolbert (EOPS)		Ross Cohen (Physics)
	Martin Larter (Chemistry)		Pearl Lopez (EOPS)	X	Stephanie Plante (Physics, Astr. Ph Sc)
X	Judy George (Chemistry)	x	Laura Burger (Exer Sci/Well-Sen Officer)	X	Shahrokh Shahrokhi (Polit Economy)
X	Sheridan DeWolf (Child Dev)		Jamie Ivers		Scott McGann (Polit Economy)
	Claudia Flores (Child Dev)	X	Jim Symington (Exer Sci/Well)	X	Lorenda Seibold-Phalan (Resp Ther)
X	Joel Castellaw (Comm)	X	Randy Abshier (Exer Sci/Well)		Barry Winn (Resp Ther)
X	Jill Carleton (Comm)		Larry Larsen (Exer Sci/Well)	x	Craig Everett (Theatre Arts)
	Victoria Curran (Comm)	x	Virginia Young (Foreign Lang)		Buth Duggan

X = present at meeting

### GUESTS:

- Tim Flood- Acting VP, Administrative Services
- Beth Smith, Substitute Senator - Math Department; Treasurer, ASCCC
- Eric Lund, Business Faculty
- Janet Castanos – Dean, English, Social and Behavioral Sciences
- Jerry Buckley – Dean, Math, Natural Sciences, Exercise Science and Wellness

**RECORDER:** Rochelle Weiser

### I. CALL TO ORDER (11:05)

#### A. Public Comment

Mary Rider, Transfer Center, announced that October 7, 2009 is College Fair Day at Grossmont College. Over 40 universities will be visiting Grossmont with transfer information for students. She encouraged faculty to wear T-shirts from their alma maters to encourage students to inquire about universities and transfer opportunities. She also announced that, beginning October 5, pins will be available in faculty mailboxes that say; "Ask me where I graduated", again to encourage students to start a conversation about transfer opportunities.

**B. Approval of Agenda**

A motion was made to approve the day's agenda.  
M/S/U Wirig/Burger

**C. Approval of Minutes August 31, 2009**

M/S/U Atchison/Dudley

**II. PRESIDENT'S REPORT**

**A. Announcements**

Chris began by welcoming everyone. She then announced that the election for Part-time Senators was underway and scheduled to end Wednesday September 23, 2009. Chris recognized the part-time candidates that were present. She asked that when senators see part-time faculty that they encourage them to vote.

**B. Selection of Sabbatical Leave Replacement Senate Officer**

Chris announced Jennifer Bennett as candidate for the temporary Senate Officer slot and then asked if there were any more nominations from the floor. None were made, so a motion was entertained to appoint Jennifer Bennett by acclamation as a Senate Officer-at-Large.  
M/S/U Gastil/Wirig

**C. Academic Calendar 2010-2011**

Chris presented the proposed Academic Calendar for 2010-2011. The District-wide Academic Calendar Committee will be meeting Friday to review and approve the proposed calendar for next year. Chris requested that senators send her any input or comments they might want considered at the Calendar Committee meeting.

**D. Sabbatical Leave Process**

Chris started by giving a brief history of the sabbatical leave process and noted that the process is dictated by the contract that is currently in place. She noted that the current sabbatical leave discussion is a joint effort of the Academic Senates of both colleges and the faculty union, the American Federation of Teachers (AFT). She also indicated that the application itself has undergone some revision by a joint task force. Chris then presented a Sabbatical Leave application, again noting that this was put together following contract guidelines. She then reviewed the areas to be filled out, the items to be included, and mentioned that the submitted applications will be scored using a developed rubric by a Sabbatical Leave Committee whose members will be appointed by the Academic Senates. Chris closed by saying information regarding Sabbatical Leave will be available on the Senate website and workshops will be upcoming for those interested in applying.

**III. COMMITTEE REPORTS**

None

**IV. ACTION ITEMS**

**A. Standards of Good Practice for Conserving Resources**

Chris presented a draft of the "Standards of Good Practice for Conserving Resources" document. Several items were discussed including: concerns that there were no ideas for

classroom conservation as the document only appears to address meetings – a suggestion was made to possibly draft a second document to address classroom conservation; concerns that the listed items would become a mandate and suggested that the word "expectations" be changed to "recommendations"; comments about the enforcement of various listed items (i.e. removal of personal electronics); concerns over e-mail space and electronic storage that would arise if we continued to go paperless; comment regarding parking structure being lit late at night (Tim Flood mentioned that they are addressing the timers for the lighting, but structure needs to be well lit due to safety concerns). There was also a suggestion to turn off campus computers at night or over the weekend but that it was not good for the classroom computers to be turned on and off multiple times during the day.

Chris called for the question on the motion with the recommended change that the word "expectation" be changed to "recommendation".

M/S/U Robinson/Burger

## **B. 2009-2010 Basic Skills Plan**

Chris introduced Sue Jensen, Student Success Steering Committee co-chair. Sue begin by reviewing the mandate by the state for Grossmont College to receive Basic Skills funding, which is to increase the success rate of basic skills students, to increase the number of basic skills students receiving degrees, and to increase the transfer rates of basic skills students. Sue then highlighted some of the areas of the Basic Skills Plan for 2009-2010, which included a first year experience, tutoring programs, and contextualized learning. She also mentioned that there are initiatives currently in progress that included: working with programs like nursing to improve basic skills for students who want to go onto that field (for example using ratios and fractions that are needed in nursing), a Math Academy, EOPs, and tutoring workshops. She mentioned the development of Faculty Inquiry Groups that would allow faculty to come together to exchange ideas on student learning processes, student success, and how basic skills relate to other courses. Sue also announced they would have a second annual Summer Learning Institute as well as continue work on their website.

Discussion followed regarding basic skills students. Chris emphasized that most of our college courses include students who have been assessed at some level of basic skills and encouraged all departments to get involved with the basic skills initiatives as they are mutually beneficial to both the departments and the students. Instructors can refer students that need reading help to the Reading Annex in Room 545. There they can take diagnostic tests to help identify areas of weakness and can be referred to classes to help with those areas. The Student Success Steering Committee will develop a reference guide for instructors on where they can refer students for help.

A motion was made to approve 2009-10 Basic Skills Action Plan.  
M/S/U Gonda/Sheridan

Note: Due to budget constraints not every item in the Action Plan will be able to be accomplished this year, some items may roll over to next year's plan.

## **C. BP/AP 4045 Education Material-Cost Reduction**

Chris presented BP 4045 and AP 4045, she noted the AP4045 will be pulled for now to allow more work to be done on it, but would like to move forward with BP4045. A motion was made to approve BP 4045. Discussion followed and several suggestions were made. There was concern that the inclusion of senate- and student-approved guidelines in a governing board administrative procedure would make them requirements rather than guidelines. There was also a suggestion to change the emphasis to "affordable" rather than "cost-reduction". All were in

agreement that keeping costs down for students is important, but sometimes out of the control of instructors, administration or governing board; many factors contribute to textbook costs and not all these factors can be controlled.

The motion was revised to endorse BP4045 with the following revisions: change the title to be "Affordable Educational Materials"; change line one, first paragraph to read, "committed to affordable educational materials"; line two, first paragraph to read; "incorporate student, faculty and administrative considerations"; and in the second paragraph, first line to remove the wording "establish procedures to"; that line to read "The Chancellor shall promote this policy....."  
M/S/U Atchison/Burger

## **V. INFORMATION ITEMS**

### **A. 2010-2016 Strategic Plan**

Chris announced the 2010-2016 Strategic Plan will return as an action item at the next meeting. She asked that all senators review it and discuss with their departments. The document will be available on the intranet. She highlighted some of the items included in the plan – choices for a new vision and mission statement, 6-year planning priority goals and strategies for accomplishing those goals, and summaries of the trend analysis, visioning activity, and environmental scan. She also mentioned that accomplishment of the various strategies would be demonstrated by measurement of key performance indicators.

### **B. Sabbatical Leave Process**

This item was moved to the President's Report section prior to approval of the agenda.

Meeting Adjourned at 12:24pm

Next meeting is scheduled for October 5, 2009.

CH: rw

The Academic Senate minutes are recorded and published in summary form. Readers of these minutes must understand that recorded comments in these minutes do not represent the official position of the Academic Senate. The Academic Senate expresses its official positions only through votes noted under "Action."