

# Academic Senate Grossmont College

## Minutes of the Academic Senate – May 7, 2012

X	Sue Gonda (President)	X	Joel Castellaw (Comm)	X	Priscilla Rogers (Inter Bus)
X	Jeff Lehman (VP)		Jade Solan (Comm)	X	Patty Morrison (Library)
X	Joel Castellaw (Senate Officer @ Large)	X	Roxanne Tuscaney (Comm)		Julie Middlemas (Library)
X	Patrice Braswell-Burris (Senate Officer @ Large)	X	Janet Gelb (CSIS)	X	Jenny VandenEynden (Math)
X	Malia Serrano (senate officer @large)		Ronald Norman (CSIS)	X	Susan Working (Math)
X	Michael Lambe (P/T Senate Office large)	X	Kristi Kluka (Counseling)	X	Ray Funk (Math)
X	David Milroy (Div Sen ALC)		Mary Rider (Counseling)	X	Dan Greenheck (Math)
	Jacqueline Richards (Div Sen CTE/WD)		James Canady (Counseling)	X	Shawn Hicks (Math)
	TBD (Div Sen ESBS)		Danny Martinez (Cross Cult Stud)	X	Evan Wirig (Media Comm)
X	Melanie Quinn (Div Sen LR)		Joe Orate (Culinary Arts)	X	Michael Grant (Media Comm)
X	Michael Orr(Div Sen MEEW)		James Foran (Culinary Arts)		Derek Cannon (Music)
	Narges Heidari (Div Sen Stu Service)	X	David Mullen (Dance)		Fred Benedetti (Music)
	P.J. Ortmeier (AOJ)	X	Jane Nolan (DSPS)		Lisa Maloy (Nursing)
	Lance Parr		Carl Fielden (DSPS)	X	Laurel Vanlandingham (Nursing)
	Tina Young (AOJ)	X	Tim Cliffe (Earth Sci)		Joy Zuzuk (Nursing)
X	Jennifer Carmean (ASL)	X	Mark Goodman (Earth Sci)		Christine Vicino (Occ Therapy)
	Jamie Gould (ASL)		Oralee Holder (English)		Zoe Close (Phil/ Rel Studies)
	Israel Cardona (Behav Sci)		Tony Ding (English)		John Scholte (Phil/Rel Studies)
X	Sky Chafin (Behav Sci)		Kirin Farquar (English)	X	Ross Cohen (Physics)
	Maria Pak (Behav Sci)	X	Sue Jensen (English)		Philip Blanco (Physics, Astr. Ph Sc)
X	Virginia Dudley (Bio Sci)		Adelle Schmitt (English)	X	Brian Jennings (Polit Economy)
	Michael Golden (Bio Sci)		Lisa Ledri-Aguilar (English)	X	Scott McGann (Polit Economy)
X	Michele Perchez (Bio Sci)		Chuck Passentino (ESL)		Lorenda Seibold-Phalan (Resp Ther)
	Brian Keliher (Bus Admin)		Nancy Herzfeld-Pipkin (ESL)		Rebecca Handley (Resp Ther)
	Nate Scharff (Bus Admin)		Barbara Loveless(ESL)		Beth Duggan (Theatre Arts)
X	Linda Snider (BOT)		Jim Tolbert (EOPS)		Craig Everett (Theatre Arts)
X	Barb Gillespie (BOT)	X	Sylvia Montejano (EOPS)		Pete Schmidt (Visual Arts & Humanities)
	Andy Biondo (CVT)	X	Beth Kelley (Exer Sci/Well)		Gareth Davies-Morris (Visual Arts & Humanities)
	TBD (CVT)	X	Jim Symington (Exer Sci/Well)		Jennifer Bennett (Visual Arts & Humanities)
X	Cary Willard		Randy Abshier (Exer Sci/Well) Doug Hartung	X	Alison Elder (Visual Arts & Humanities)
	Martin Larter (Chemistry)	X	Laura Sim (Exer Sci/Well)		Edda Temoche-Weldele (World Lang)
	Diana Vance (Chemistry)	X	Robert Henry (History)	X	Virginia Young (World Lang)
X	Angie Gish (Child Dev)		Devon Atchison (History)		Yolanda E. Guerrero (World Lang)
X	Claudia Flores (Child Dev)	X	Angela Feres (History )		Ruth Fatima Navarro (World Lang)

### GUESTS:

- Denise Schulmeyer, Professional Development Coordinator
- Sheridan DeWolf, Interim Dean Career Tech Ed, Workforce Development
- Mike Reese, Dean Math, Science, Exercise Science and Wellness

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

**A. Public Comment**

**Sheridan DeWolf:** Sheridan wanted the faculty to be aware that the County Probation Department is accepting donations of books to establish a library at Juvenile Hall. They are requesting all types of books from textbooks to non-fiction and for reading levels ages 10-18. Sheridan asked that any donations be brought to the Dean's offices by June 7 and if anyone had questions to please contact her.

**B. Approval of Agenda**

A motion was made to approve the day's agenda.

**M/S/U** Wirig/Lambe

**C. Approval of Minutes from April 30, 2012.**

**M/S/U** Morrison/Serrano

**II. PRESIDENT'S REPORT – Sue Gonda**

Sue reported on the following items:

- Re: Previous concerns about hiring Rocky Young: she noted he is an expert on allocation formulas. He met with small groups at GC & CC to gather information about problems with the allocation formula and the needs of the colleges. He then attended the Planning & Resources Council and showed that he clearly understood the issues in this District and Grossmont's concerns. Senators who were there confirmed that after just one day he had absorbed the concerns and connected with GC issues; he has insight at both the state and college levels regarding funding; seemed unbiased and balanced; informed on the "tricks" in funding going on around the state.
- Notes from Jeff Waller's Curriculum Committee update regarding Alignment issues: GC is and Cuyamaca have been working on alignment issues and have a process in place for curriculum changes; an alignment committee (subgroup of District Coordinating Educational Council-DCEC) is "cleaning" up the process and documents that go along with it. Curricunet will also help extend the communication process between colleges and departments.
- Sue shared another video from the joint effort of the History Department and Media Communications students: "What is great about working at Grossmont College."
- Faculty are needed for Commencement; Thursday, May 31, 2012, 5:30pm - Main Quad. Regalia can be ordered in the Bookstore.
- Discussions will begin within Departments in the Fall regarding cross discipline co-reqs. She encouraged faculty to begin thinking about courses they believe could use a reading/writing/math prerequisite. A process and worksheet is being developed to facilitate conversation, and the Curriculum Committees will be approving that process in the fall.
- GC is looking for nominees for the Distinguished Faculty Award.
- A task force is forming to re-visit having a food Co-op on campus. If anyone is interested in serving contact Sue.
- Collegewide Planning Forum: Note who participated and the prioritized goals for the college (attached) STRATEGIC PLAN GOALS PRIORITIZED FOR 2013-14:
  - Goal 3: Provide an exceptional learning environment to promote student success
  - Goal 2: Respond to changing community needs
  - Goal 6: Promote institutional effectiveness
  - Goal 9: Enhance workforce preparedness
- Elections for Part-Time Divisional Senators would take place in the Fall during Division Meetings.
- Welcomed Oralee back to campus.

### III. COMMITTEES

#### A. Student Success-Sue Jensen

Sue reviewed the history of the Student Success Committee: formed in 2008, committee members, and noted that the core participants are faculty. The mission of the Committee came from the Basic Skills Initiative, a funded program from the State: to pilot programs to help students succeed, collect data on what programs are working, and create scalable models (increase number of students served as funding is available). Funding this year had been reduced from previous years and there was no indication that we will would receive funding for next year from the state. Sue reported how programs have been chosen and developed: faculty submit program proposals, the Committee approved them, and they were piloted. Then data has been collected to determine how well they are working and if the financial investment can be expanded. The goal is to find programs that help the greatest number of students achieve success. The committee identified continuing faculty development as critical to student success. Professional development initiatives have included: Summer Institute (to be held again this summer); Faculty Inquiry Groups, focusing on why different student groups/populations succeed; and supporting faculty to attend discipline-specific seminars, something that was not as robust this year due to reduced funding.

The grant through our collaboration with Kingsborough College (Brooklyn NY) has helped GC develop our "Freshman Academy." This is our new program designed to increase the retention and success of first-year students. Tate Hurvitz and Natalie Ray will give further details on the program in their report.

Sue Gonda presented Sue Jensen with a Certificate of Appreciation for her efforts on the Student Success Committee and all her years leading Project Success.

#### B. Technology for Teaching and Learning Committee-Angela Feres

Angela reported the committee had been working on developing Plans and allocating the funds that were set aside for technology. Some of the items the committee was able to provide: 100 faculty/staff computers, wall mounted screens for classrooms, 3 laptops available for faculty/staff to check out, various recorders-DVRs, digital cameras available for faculty/staff to check out.

Some of the other areas the committee worked on were:

- Developed GC "Technology Plan"-- to be used as a guide as the college moves forward. It will be reviewed, updated and evaluated on an annual basis.
- The DE Subcommittee worked on: "Regular and Effective Contact Policy for Online Teaching," "Tools and Techniques for Online Teaching" and the "Distance Education Plan."
- Made recommendations for improving Blackboard.
- Professional Development for online teaching: *Teaching an Online Class*, to be taught online June 4-July 13. The course will include pedagogy on online teaching practices and information on Title V requirements for online teaching.
- Worked on the development of the **GCCCD Online Success website**.
- Coordinated the Tech Showcase on campus--representatives from Apple and Microsoft were available and held small seminars on various new technologies.
- The Classroom Clickers Task Force will be presenting demonstrations on new clickers during Fall Flexweek.

Angela reported on changes to the committee composition: CATL Coordinator was removed and the Professional Development Coordinator was added; the LTRC Representative and Counseling Representative were combined into 1 representative to ease the burden on those departments.

### IV. ACTION ITEMS

#### A. Distance Ed Plan- Janet Gelb & Kerry Kilber

Kerry reviewed the changes that had been made to the Distance Ed Plan.

A motion was made to approve the Distance Ed Plan.  
M/S/U VandenEynden/Braswell-Burris

Kerry noted that it was still yet to be determined if the Distance Ed Plan would be integrated into the Technology Plan or remain separate. But either way, no changes will be made to this document.

#### **B. New and Revised Board Policies and Administrative Procedures**

Sue listed the BP/AP's for approval:

**BP/AP 4020 Program, Curriculum & Course Development**

**BP/AP 4102 Occupational/Vocational Technical Programs**

**BP/AP 4105 Distance Education**

**BP/AP 5010 Admissions and Concurrent Enrollment**

**BP/AP 5500 Standards of Student Conduct**

Sue asked for a motion to approve the BP/AP's.

M/S/U Willard/Dudley

### **V. INFORMATION ITEMS**

#### **A. Freshman Academy (Formerly called First Year Experience)-Tate Hurvitz, Natalie Ray**

Tate reported that the Freshman Academy was the result of the work that came out of the Kingsborough College collaboration Grant. The program will help students identify pathways of interest and create learning communities. As a cohort, they will attend linked courses that are contextualized around these pathways. The Academy also provides an opportunity for Community Service Learning, where the students will be able to gain first-hand experience in the area in which they are interested and determine if they wish to stay in that field of studies or not. **[ADDENDUM:** Since more students coming to GC test into English 98, the cohorts will be drawn from those students assessing into that level who participated in the Early Admissions Opportunity (EAO)—a series full matriculation events hosted on Saturdays this Spring.]

From the brochure/website: “The Freshman Academy offers students the opportunity to be a part of a **rigorous** and **supportive** academic environment. Our focus on building students’ connection to each other, to their instructors and to the college is based on coordinating several of the very **best practices** from around the campus. These are practices which are proven to improve student learning.”

“In order to be eligible for this program, students must attend one of the Early Admissions Opportunity (EAO) events, and they must be graduating high school seniors. Students who choose to participate in this program, and who complete their first semester, will be offered **priority registration** for both the Fall and Spring semesters of their first year.”

Tate reviewed the five cohort programs available for the fall. Each cohort pathway contains a transferable “degree” course that will be linked and contextualized around the English reading and writing courses, along with a new counseling course created for the program. The cohorts are:

- CD 125 - Child Growth/Development,
- Soc 114-Minority Group Relations
- AOJ 110 - Admin of Justice
- Comm 122-Public Speaking
- An Allied Health Professions cohort will take Math 090 - Elementary Algebra, and the Math & English classes will be taught with examples from health professions.

The program will serve 140 students for Fall 2012; with the goal to scale up and serve as many students as possible in the future. Student data will track success and retention rates. In order to participate in the program students need to be fully matriculated by attending orientation, assessment and a counseling appt.

More information: Help for Students” section on the GC website:  
<http://www.grossmont.edu/freshmanacademy/>

Meeting Adjourned at 12:10 pm

Next meeting is scheduled for Fall Flexweek , August 16 at Griffin Gate 10:00-12:00pm.

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.”

[President's Report 5-7-12]

COLLEGE PLANNING FORUM – Brief Summary  
MARCH 23, 2012

PRESENT:

Anita Martinez  
Barb Blanchard  
Barb Loveless  
Bonnie Schmiede  
Cheryl Anne Phillips  
Chris Hill  
Chris Rodgers  
Claudia Flores  
Corey Manchester  
Dee Murdock  
Diane Glow  
Dylan Keeling  
Jeff Lehman  
Jenny VandenEynden  
Jim Spillers  
Joe Balestreri  
Kerry Kilber  
Kristi Kluka  
Kurt Brauer  
Leonor Perez  
Lynnette Wilson  
Mary Eden  
Micah Jendian  
Michael Bardendse  
Michael Lambe  
Mike Reese  
Nancy Herzfeld Pipkin  
Nick Montez  
Pat Murray  
Rick Griffin  
Sara Glasgow  
Selam G  
Shirley Pereira  
Steve Baker  
Steve Davis  
Sue Gonda  
Sunny Cooke  
Tim Flood  
Walter Sachau  
Zoe Close

**GOALS REVIEWED:**

Goal 2: Respond to changing community needs  
Goal 3: Provide an exceptional learning environment to promote student success  
Goal 4: Promote student success for historically underserved populations  
Goal 5: Promote student success for historically underprepared populations  
Goal 6: Promote institutional effectiveness  
Goal 9: Enhance workforce preparedness

**GOALS PRIORITIZED FOR 2013-14:**

Goal 3: Provide an exceptional learning environment to promote student success  
Goal 2: Respond to changing community needs  
Goal 6: Promote institutional effectiveness  
Goal 9: Enhance workforce preparedness

**NEXT STEPS – REPORT OUT**

After looking at data and the information from the Education Master Plan, discussions took place about the feedback the college received from the community, faculty, and students and about what we are able to do, given our current lack of funding. The following were a list of potential topics for the upcoming year.

### Health Professions

- Train instructors to have early identification of at-risk students to provide assistance they need
- Policy developments related to assessments
- Exit interviews – broader practice campus-wide

### LTRC/TTLIC

- Success retention rate in distance education - need to close gap. Students are not prepared to take online classes. They think it's easier. Not as many resources available to them for online support.
- Faculty need more education training for teaching online
- Add staff for support help desk
- Create online certificates for faculty to teach online

### ESL

- A lot of students choose not to take ESL assessment test or they do not know about it; need to look at all places where ESL assessment is identified and how students get into that, and who should take ESL assessment.
- Revamp website; need to standardize it anywhere ESL assessment test is mentioned.
- Make sure we have good access points.

### Counseling

- Look at students who chose not to do assessment advising and increase awareness to ease access to student services
- We are doing online orientation advising. Measure traffic use and evaluate effectiveness.
- Require students to do online orientation prior to individual appointments
- Take technology further to link DARS system with web advisor to create web portal which would allow more access for students (which will allow them to update their major)

### Students Report

- There wasn't a lot of data resulting in diversity, equity and inclusion besides race. Establish a LGBTQ safe zone on campus. The goal is to provide deep training for faculty, staff and students to facilitate transition for students coming out, anti-bullying, etc. – offer a one day workshop.

### Academic Senate

- As part of the EMP, the community wants us to teach ethics (and respect). Develop and institutionalize an honor code.
- Enrollment will soon be decreasing; therefore our degrees and certificates will be decreasing. Explore streamlining degrees and certificates or make them more flexible to encourage students who have limited time to get through.

### Facilities

- Staffing in relation to workload -- look at current resources to be more efficient with existing staff
- Provide professional development in staff training to be more efficient with our crew
- Implementing technology -- better use of equipment and use of chemicals. Look at practices we do.
- Work and communicate with college as this trend continues; we have different expectations of level of service and timeliness
- As we continue to build and improve, look at cost and how we build facilities so that it impacts staff less

### Mission and Vision Reviewed

Vision will remain the same.

Mission Statement: Add "local" -- "...for the local and global communities."