

Meeting Minutes of the Academic Senate

Grossmont College

3/30/2020

11:00 AM – 12:20 PM

Via Zoom

I		CALL TO ORDER 11:03				
	A.	Public Comment	None.			
	B.	Motion to approve the Agenda	1st	Julie Middlemas	2nd	June Yang
	C.	Approval of Minutes 2/3/20	1st	Tate Hurvitz	2nd	Steve Davis
II.		PRESIDENTS REPORT				
	A.	<p>Denise opened the meeting stating that Zoom is our new meeting place for the next meetings. She asked that everyone use the “stop video” function on Zoom and to mute their microphones if not speaking. This is to conserve bandwidth.</p> <p>We will be working through some issues with this system so for today the agenda is very light. If after the meeting you have anything you would like to report, please send an email to Denise.</p> <p>First little glitch was the polling method was not working to approve the agenda. We were able to figure out the problem and did not have any problems thereafter.</p>				
III.		ACTION ITEMS				
	A.	None.				
VI.		COMMITTEES				
	A.	None				
V.		INFORMATIONAL ITEMS				
	A.	<p>Committee Updates (Schulmeyer)</p> <p>Many of the committees are not been meeting due to the corona virus. Our usual meetings need to go on remotely so many had to get all their information and training on how the online meeting will work. The usual meetings should start again this week.</p> <ul style="list-style-type: none"> • Curriculum will begin meeting again starting tomorrow • Program Review will resume their usual meetings • Faculty Professional Development cancelled their meeting scheduled on the 12th. They began holding meetings via email. Their April meeting should be scheduled and held via Zoom. <ul style="list-style-type: none"> ▪ Brian Rickel Chair of FPD updated AS that they are currently working on updating their charge. They are also beginning to send out emails asking for proposals for Flex Week. There will be a theme for Convocation, chosen by the 				

	<p>Professional Development Committee, but the remainder of flex week will not have a theme.</p> <ul style="list-style-type: none"> • Many third-week Participatory Governance March meetings were cancelled, as that was when the campus was preparing to shift to remote teaching and working. The fourth week was spring break and no meetings were scheduled. The meetings will resume this week, and will be conducted via Zoom as long as the campus is closed. •
B.	<p>Remote Operations Update (Schulmeyer)</p> <p>We are at level two now which means only essential workers are allowed on campus. The classes that can move online have done so. The financial aid advisors and counselors have been issued laptops with VPN which will enable them to work with students and have access to all their files and programs.</p> <p>The District Executive Council (DEC) met last week. DEC usually only meets once a month on the week prior to the Governing Board meeting. They have decided to begin meeting weekly. There have been some discussions regarding summer school. We are looking at classes that students need, but also might stipulate that faculty will need to be certified to teach online. Currently there are many unknowns to what the criteria to who will teach and what we will offer.</p> <p>If you have not been certified to teach online, now might be a good time to do this. There is one class that is starting this week but it is full. There will be another class on April 20, 2020 and is a 5 or 6 weeks class. You can sign up in the Canvas Resources Sandbox. Currently these classes will be for those who are teaching summer school even though we do not know who will be teaching.</p> <p>Denise shared the ASCCC website as this has a lot of resources and information on teaching online: https://www.asccc.org/</p> <p>Question: We as teachers need to get things from our office, but we are being told that we cannot. How can we get things that we need that is in our office? Nabil told Denise that the faculty can work with their Dean and make arrangement to go and collect their things. There seem to be conflicting messages. Denise will go back to Nabil and get this question clarified.</p> <p>Question: Will the college be issuing laptops for Faculty. Denise will follow up on this with Nabil. Administration is currently considering this for both Faculty and Students.</p> <p>Question: Are we cutting summer school? Currently there is not decision made on this yet. It has been said that we will be needing to cut funds from the budget due to all of the things going on. With the economy taking a hit and there are not many taxes being paid so we will continue to cut over the next year. They are building a summer school program but it is going to be very lean and they are looking for classes that can be taught online.</p> <p>Question. It seems very short sighted to cut summer especially when we have students coming out of this turmoiled semester. Students need these classes to transfer and these classes are being cut to only two sections. Denise will discuss this with Nabil for more answers on what the summer session is going to look like. Every day new information is coming out and we are changing with that new information. There are some that do not want to hold summer school at all, others just want to keep it very light.</p> <p>A comment from a senator: ALC is being told by the end of today they are to submit a revised summer schedule that only has online classes, but also essential classes that fit into three</p>

categories (1) a class needed to be completed a degree or associate (2) essential for health careers (3) or other extenuating circumstances. So when I am submitting my classes I am also making a case for why they are essential.

Question: We have been told that we are not to take any of our computers or equipment home due to security reasons. Some of us have had to buy equipment to keep our class functioning. Are there any Grants where we could offset some of those costs we as faculty are incurring?

Denise is not aware of any grants that can be used to repay faculty for things they are buying for their own classes. There are some grants available for students but currently none for faculty. Denise will also bring this to Nabil. She will also ask if they may be able to take some equipment from the school as a loan program.

Is there a group or someone who is dealing with the technical issues and faculty access not only to technology but also hotspots? Our part time faculty have taken a hit by having course loads reduced and have reduced money but are still required to have internet to teach their classes? Some of the phone companies are giving perks to cell phone plans as well cable companies but there is some red tape involved to get those things. Denise will bring to Nabil to see if there could be a solution to that.

Can you send the email that was sent to students about special financial services offered in this time of the pandemic.

The link to this is here: <https://www.grossmont.edu/student-services/offices-and-services/fa/sea-grant.aspx>

We need information about the financial status of the college district. If the administration has numbers we need to have that information to understand the parameters that are driving the decision like summer class offerings and outlook for the Fall.

The interim vice chancellor of business services is looking at different scenarios, different budget simulations that will cut the budget between 5% and 20%. Jim Mahler is also saying to prepare for a double digit reduction in budget. It is currently too early to tell how this will play out. Denise was told that the outcomes do not look good.

Are we doing the on campus evaluations for on campus courses?

For any of the courses that were online they will proceed with the evaluations, but if you have evaluations that have not yet occurred for courses on campus that have shifted to being online classes in the crisis, those evaluations would not be very accurate or helpful. It will not represent how that teacher is teaching on a regular basis. There are cases that have worked, but anyone else not comfortable with doing evaluation then they should not happen.

Question: What is the logic of cutting online classes for cutting cost, when these classes are often highly enrolled and accessible by students across the state? If we lose these students to other online courses permanently. We also will lose many PT faculty.

Until we know more about our situation which will be going on over the next month, we can't say whether those classes will be cut or not.

90% of the college budget are salaries. Although an online class fills, the state budget is shrinking and there are fewer dollars left. We are in a position that we will not have the funding to offer classes because we can't pay enough salaries even though there is student demand.

Question: Could the college approach some internet companies and try to negotiate a plan for students and faculty can opt into so they can have access to internet and the web?

Denise will bring this to Nabil and see if there is a way to do this.

Question: what about the planning of all classes being online for Fall? We cannot and should not be doing science labs online.

We are not sure what will happen in the Fall. The state chancellor is looking at providing access to the "Labster" virtual lab software, which might be a solution. If by fall we are still offering online classes and there are classes that can not be taught online we would not be able to offer those classes. Some department chairs report that they received an email notification that we need to be prepared for Fall being all Hybrid.

Question: How are the ARC helping students?

All of our services are being offered, except proctoring the testing because they are online. There are some directions on how to extend their testing in canvas. But we are looking into software that might offer more servicing but that is a ways off.

How to monitor students online in an exam. We also need a lockdown browser so they can not open other windows. This is one way our students cheat which in turn changes how we give tests. There should be more information moving forward and we will update that.

Question: Other schools are offering Pass/Fail this semester is this something we are offering?

We always have. A memo came out from the chancellor office that the state is relaxing its rules for this because normally there is a deadline. However students need to confer with their financial aid advisor as it could affect their financial aid.

Question: If we are planning on teaching distance Ed for the foreseeable future, do I need to submit my face to face curriculum for approval?

Currently due to the extenuating circumstances you do not have to submit. We are still waiting on the final word about this.

Question: There have been some comments about how faculty need funding to teach effectively. Would it be helpful to make a recommendation to the state chancellor to ask for funding to teach effectively?

We can discuss this next meeting.

Question: Can we extend the deadline for our students to drop and still get a W.

Yes. There is currently something called an EW. There is a special form called a "late withdrawal due to Covid-19." It is on the student services website.

Question: There are not nearly enough certified training for online teaching available. Can you address this with Nabil?

Yes Denise will bring this to Nabil.

Comment: I need several things that are on campus to teach my course in the fall. It would also be a lot of work to turn this course into a Hybrid.

Just a comment.

Emergency Grant applications were sent out to students last week. So far we have over 3,000 applicants. Some have asked where this information can be found. It is on the home page where

		<p>the screen is changing a little down from center and a little to the left (link provided above). You can donate as well.</p> <p>DE Forms – The DE committee are currently updating the form and jeff is going to make a template example to see how you fill it out. It should be very helpful for those who are filling out their DE form for the first time Please look at the current form and begin gathering all the information of how you want your courses to work online. Once the new form is done we want people to start turning those in by September. The current plan is that you will be able to teach your course for fall.. If it changes and once the form is done Jeff will let you know.</p>
	C.	<p>Announcement from Steve Davis. We are starting nominations for Distinguished Faculty for both Full time and Part time, the information will be coming out in a few days. Consider re-nominating a faculty member who was previously nominated but not chosen.</p> <p>Commencement Also we might be doing our commencement virtually.</p>
Meeting Adjourned		12:20pm
Next Meeting		April 6, 2020

ATTENDEES

SENATE OFFICERS		DIVISIONAL SENATORS		DIVISIONAL SENATORS	
DENISE SCHULMEYER	X	DIANA VANCE	X	SCHORSCH KAFFENBERGER	
STEVE DAVIS	X	MARTIN LATER	X	ENICASIO MERCIER	
LIZ BARROW	X	ANGIE GISH		JESSICA OWNES	
SéBASTIEN CORMIER	X	ROBIN SEPULVEDA		JULIE MIDDLEMAS	X
DEE ACEVES	X	JOEL CASTELLAW	X	FELICIA KALKER	X
RICHARD UNIS	X	ROXANNE TUSCANY		SHAWN HICKS	
DIVISIONAL SENATORS		JANET GELB		RAYMOND FUNK	
PT: CLAIR LIU	X	CLIFTON QUINN	X	MIKE LINES	
PT: PATRICIA CHOW	X	ANDRE ANDERSEN		SUSAN WORKING	
PT: KYLEB WILD	X	STEPHANIE DECKER		CIERRA RAWLINGS	
PT: JESSICA STANFIELD		WENDY CRUZADO		JEANETTE CALO	X
TINA YOUNG	X	SARAH MOORE		DEREK CANNON	
MICHAEL STEWART		JAMES CANADY		RHONDA MORRIS	
SHARON LeSURE	X	SUE GONDA		CHRISTI VICINO	X
JAMIE SHATWELL	X	JAMES FORAN		AMANDA ROBBINS	
JENNIFER CARMEAN	X	KATHY MEYER			
PATRICE BRASWELL	X	DAVID MULLER	X	JUNE YANG	x
BRIAN CARTER		GARY JACOBSON		SCOTT MCGANN	
BRODNEY FITZGERALD	X	JUDD CURRAN	X	SHAWN SHAHROKHI	X
PHILIP BLANCO		SARAH MARTIN	X	PEGGY WELLS	
ISABEL CARDONA-GERENA		TATE HURVITZ	X	CAREY FLORES	
GREGG ROBINSON	X	CINDI HARRIS	X	CRAIGE EVERETT	
LARA BRAFF	X	SYDNEYBROWN		BRIAN RICKEL	X
MICHAEL BACON		ALY GOROKHOVA		MARION DeKONING	X
SHINA ALAGIA		BARBARA LOVELESS	X	PAUL VINCENT	
MICHELE PERCHEZ	X	SARA FERGUSON	X	VIRGINIA YOUNG	
CRAIG MILGRIM		JIM SYMINGTON			
BRIAN KELIHER		RANDY ABSHIER	X	Jacqui Valdivia	
BARB GILLESPIE		CHERYL KERNS-CAMPBELL			
MARK PRESNALL	X	ANGELA FERES	X		
		BONNIE HARRIS			
GUESTS					
Dave Dillon		Counseling			
Malia Molina		Visual Arts and Humanities			
Jeff Waller		Curriculum Committee			
Joan Ahrens		ALC Division			