

Council of Chairs & Coordinators

Minutes of the Meeting – Monday, May 9, 2011

MEETING ATTENDANCE:

X	Oralee Holder , Chair	X	Janet Gelb (CSIS)	X	Priscilla Rogers (Int Bus, Mrkt, Man)
X	PJ Ortmeier (AOJ) Tina Young	X	Bonnie Schmiede (Counseling)	X	Pat Morrison (Library)
X	Barbara Loveless (American Collegiate Eng)	X	Danny Martinez (Cross Cult)	X	Julie Middlemas (Library)
X	Jennifer Carmean (ASL)		Joe Orate (Culinary Arts)	X	Jenny Vanden Eynden (Math)
X	Ross Cohen (Astronomy, Physical Sci, Physics)		David Mullen (Dance)		Susan Working (Math)
	Israel Cardona (Behav. Sci)		Kathy Meyer (Dance)		William Snead (Media Commun)
X	Virginia Dudley (Bio Sci)		Nemie Capacia (Dev Math)		Paul Kurokawa (Music)
X	Craig Milgrim (Bio Sci)	X	Jennifer Bennett (Digital Arts)		Derek Cannon (Music)
X	Brian Keliher (Bus Admin)		Jane Nolan (DSPS)		Sharon Sykora (Nursing)
X	Linda Snider (BOT)		Carl Fielden (DSPS)		Diane Gottschalk (Nursing)
	Mark Presnall (BOT)		Angela Feres (Distance ED)		Christi Vicino (Occp. Therp Asst, Speech Lang Path Asst)
X	Andy Biondo (CVT)		Tim Cliffe (Earth Sci)		June Yang (Philosophy, Religion)
	Nadra Farina-Hess (CATL)	X	Oralee Holder (English)	X	Shahrokh Shahrokhi (Polit Econ)
X	Jeff Lehman (Chemistry)	X	Chuck Passentino (ESL)		Lorenda Seibold-Phalan (Resp Therp)
	Judy George (Chemistry)		Jim Tolbert (EOPS)		Devon Atchison (SLO)
X	Claudia Flores (CHD Dev, Fam Studies, ED)		Jim Symington (Ex Sci Well)	X	Beth Duggan (Theater Arts)-Craig Everett for Beth
	Sheridan DeWolf (CHD Dev, Fam Stud., ED)	X	Beth Kelley(Ex Sci / Well)	X	Mary Rider (Trans Center Direc/Coord)
	Angie Gish (CHD Dev Center)	X	Yolanda Guerrero (Foreign Lang)	x	Malia Serrano (Visual Art & Humanities)
x	Roxanne Tuscany (Comm)	X	Robert Henry (History)		

X = present at meeting

GUESTS:

- Barbara Blanchard, VP Academic Affairs
- Sue Gonda, President Grossmont Academic Senate
- Michael Golden, President American Federation of Teachers (AFT)
- Michael Lambe, Divisional Senator, Chair Academic Senate Part-Time Faculty Committee
- Chris Hill, Interim Dean Math, Natural Science, Exercise Science and Wellness
- Janet Castanos, Dean English, Social and Behavioral Sciences
- David Milroy, Divisional Senator
- Kirin Farquar, Divisional Senator

RECORDER: Rochelle Weiser

CALL TO ORDER (11:08)

I. Chair's Report—Oralee

- **Designation of Chair Of CCC for 2011-2013**
Oralee reported Patty Morrison received no other nominations for Chair of CCC; all agreed Oralee will be the Chair of CCC 2011-2013. Oralee reported that the compensation for the Chair of Chairs falls under Presidential Discretionary Reassigned Time and the deadline for submitting for 2011-2012 had already occurred. Oralee reviewed her request that was submitted, noting she asked that the reassigned time be increased to .20, as had been discussed in the previous meeting; the request outlined the duties of the Chair of Chairs and Coordinators.
- **Update, Summer compensation for chairs/coordinator**
Oralee reported that Summer compensation for chairs and coordinators would be available. She reported the process would be the same as last year; the deadline for letting Barbara Blanchard know if chairs/coordinators would be working during the summer and the Special Project deadline

is May 13, 2011. Barb noted she would like the Timesheets filed out for the month in which the work is done, in order for accounting to apply to the correct month for budget purposes. Barb and Oralee agreed an e-mail could be sent with all the documents needed by the chairs/coordinators.

- **Templates for warning letter preceding a faculty-initiated 2-day suspension**

Oralee reviewed the possible template for a "Warning Letter" prior to a faculty initiated 2-day suspension; she noted John Colson, VP Student Services, and Agustin Albarran, Associate Dean Student Affairs, added input to the document. Oralee reported the task force (Oralee, Beth Kelley, Sue Gonda, Priscilla Rogers and Philip Blanco) had discussed the "Protocol Leading to Student Discipline for Classroom Misconduct" that is available on forms depot; questions arose as to the origination of the document and its use by faculty. Oralee noted that it would be discussed at the Uber Chairs and Coordinators meeting the following day. The task force is also looking at all the various ways in which student discipline is handled and whether or not it would be helpful to have all the documents, protocols, suggestions appear in one area as templates faculty could access; i.e. on the forms depot. It was reiterated that this is purely for suggestion; faculty to faculty help with classroom discipline.

- **Uber-Chairs Meeting**

Oralee reported the Uber-Chairs meeting would be Tuesday May 10, 2011, at the AFT offices. Some discussion occurred regarding the date of the meeting; it was thought it was scheduled earlier than last year due to finals week and the Memorial Day Holiday. Oralee noted that some would like it later in the Spring semester.

II. Summary of College Leadership Retreat-Chris Hill

Chris reported the College Leadership Retreat had taken place April 29, 2011. She reported that 70 people from various areas on campus (faculty, staff, and administration) were invited to attend. She noted the goal of the retreat was to review the planning process at GC and set goals that would guide the process for 2012-2013 planning. Chris then reviewed the documents/data available on the GC website, under "College Planning", which helped determine the three goals; Respond to evolving community needs; promote exceptional learning environments to promote student success; Enhance workforce preparedness. Chris then reviewed the annual planning process for departments. Chris asked the chairs when would they prefer to do the review; at the end of spring or the beginning of fall. All agreed they would like to have the data available at the end of spring to review, but have the reviews due in the fall. It was noted that Planning and Resources Council looks at the review component to determine ongoing funding and that the reports are available for anyone to look at.

III. Fall Flex week Session on Cheating-Oralee

Oralee reported the Professional Development Committee is asking for volunteers from CCC for the panel presentation on cheating to be held during Fall Flex week. Oralee noted they are looking for anyone who has had experience with cheating, strategies for handling it, etc... Anyone interested please contact Oralee, Cliff Quinn, Martin Larter or Mark Goodman. Oralee noted that this might also be useful as a CCC Orientation.

IV. Part-Time Senator's Resolution regarding full-time faculty overload-Michael Lambe, Barbara Blanchard, Sue Gonda

Oralee began by noting that the Resolution had gone through several iterations and drafts to be presented today. She noted the resolution was being presented to CCC for discussion as the chairs and coordinators are involved in making the decisions regarding overload. It was clarified that the Chairs would not vote on the resolution (it would be presented at the Senate meeting on 5/16/11 for voting) but rather it was being presented to raise awareness and initiate discussion; what the current practices are, how are chairs dealing with the situation, etc...it was determined that would be a lengthy discussion that would need to wait until the fall; it was decided to let Michael Lambe, Chair of the Part-Time Faculty Committee, present the resolution. Michael reviewed the resolution and stressed that the ASPTFC is asking for the collegial support of Part-Time faculty in the current budget situation; to recognize Part Time faculty fill a need in the college and now need the support of all faculty. The resolution is asking full time faculty to consider Part-Time faculty when assigning overload; to show both the district and the state that part-time faculty are an integral part of the community college and need to be preserved. Many agreed that it is important to acknowledge the importance of part-time faculty. In closing Michael noted that in

many departments full time faculty are forgoing overload in order to preserve part-time faculty and the resolution brings this to the forefront as something for full time faculty to consider. Many noted this is happening in their departments. In closing, the resolution would be presented at the next Senate meeting.

The CCC meeting adjourned at 12:20pm. Next meeting: September 12, 2011 Room TBA.