

# Meeting Minutes for Academic Senate

Grossmont College

10/09/2017

11:00 AM – 12:20 PM

<b>I</b>		<b>CALL TO ORDER 11:05am</b>
	A.	<p>Spotlight Department: ARC Accessibility Resource Center – Patrice Braswell-Burris</p> <p>ARC is responsible for many student services and one of the main responsibility it to help give proper accommodations for testing and other student needs. It is important for the ARC to keep the privacy of both the students and the faculty, so tests for these students are given in the ARC.</p> <p>Two forms to be aware of the <a href="#">ARC Test Proctoring Form</a> and <a href="#">Student Request for Accommodations</a> these forms are used to help students with a disability while still giving students privacy of that disability.</p> <p>If you have any questions on about the form, you can contact Pratrice Braswell-Burris or go to the website at <a href="https://www.grossmont.edu/student-services/offices-and-services/arc/default.aspx">https://www.grossmont.edu/student-services/offices-and-services/arc/default.aspx</a></p>
<b>II.</b>		<b>AGENDA ITEMS</b>
	A.	<p><b>Faculty Staffing Update – Scott Therkalsen</b></p> <p>Last year the process of Faculty Staffing was confusing for many people. The FS committee went out during flex week to explain the process and get feedback. They took that information and tried to make the process better for both the committee side and the applicant side.</p> <p>One of the biggest changes that the FSC is doing this time is not just handing in the list with the numbers, but also submitting a summary of how the committee came this conclusion.</p> <p>One thing that confused many people was the process of the information and how it gets to the president. Once the FSC is done with their work, they send it to the Planning and Resource committee as a recommendation, then the Planning and Resource committee sends those recommendations on to the president. These are only recommendations so the president has the final say.</p> <p>Important dates to remember are: <b>Nov. 1<sup>st</sup></b> Staffing request due electronically to the VPAA with hard copy to the division Dean for Signature. <b>Dec 1<sup>st</sup></b> Department presentations will be made to the Faculty Staffing Committee 8:00am - 12:10pm Sign up here. <a href="#">Faculty Staffing Presentation Schedule</a> (See PPT) attached.</p>
	B.	<p><b>Report on Canvas- Janet Galeb</b></p> <p>There is a spreadsheet that was sent to all faculty and deans listing the people who have been through the canvas training.</p> <p>Those who have not gone through the training have many options for training.</p> <ol style="list-style-type: none"><li>1. Most department have someone that has gone through the 5 week training, in turn they can train others.</li><li>2. There are online correspondence classes. This is for people that are not teaching the online classes but rather use Canvas for grading purposes.</li><li>3. Deft Friday training</li><li>4. Janet is happy to set up a training for adjunct faculty as well.</li></ol>

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**UPDATES from Chair**

**Construction Plan-from Prop B.**

Cost escalation is causing some of the construction project to be cancelled. The newer projections of how much the construction would cost was off. The original plan is closer to the amount of money projected. They will try and get through as many plans as they can with the budget they have.

**Spring Scheduling-** Judd went over all the details from many committees about strategies to capitalize on enough courses for students, efficiency in room scheduling, and improved the faculty schedules. Some of those details are below:

— Spring 2018 Scheduling Conversation

In response to missing our base FTES allocation targets in 16/17, and the subsequent softening of enrollments further moving us away from our 17/18 targets, the need to cut costs is a reality.

- budget allocation task force designated to cut \$1.25 million of ongoing funds from the budget. That task force has a target completion of mid October. While they have an aggressive schedule to work fast to identify those cuts, they've met once or twice, and the next two meetings have been cancelled.
- Further efforts are being made regarding scheduling in an attempt to save money (improve productivity, or efficiency), while at the same time growing FTES (making more money). To that end, Katrina and Nabil want to get a better understanding of how scheduling works by meeting with each of the deans and then department chairs to look at section-by-section how the schedule is programmed. Their stated goals included
  - looking for opportunities to consolidate sections of the same course where appropriate to serve the same number of students with less cost
  - add more sections of impacted courses
  - review room utilization to look for opportunities to move high-enrolled sections into rooms with more available seats and lower-enrolled sections into rooms with less seats.
  - It is important to consider the nature of the demand for each course, as consolidation does not necessarily mean serving the same number of students with less sections.
  - It is also important to include success and retention as considerations for how we cancel/add sections. If we have a course or program that has big improvements in both, don't we want to keep that going, as those students are more likely to stick around and enroll in another course in a subsequent session?
  - There is opportunity to target-market low enrolled sections that could be serving the same students that otherwise couldn't get into those impacted sections. We're not asking the question enough that is, "What is the nature of the demand?" While students may be "voting with their feet", we certainly don't want uneducated voters heading to the polls having never heard anything about the candidates to choose from. To what extent can we further develop the opportunity to insure that as our students make decisions about what classes to take, they fully understand all of the various

		options in front of them? This cannot solely be a counselor effort. Page proof need to be to instructional ops very soon (less than 2 weeks).
Meeting Adjourned		12:23 PM
Next Meeting		11/13/2017

## ATTENDEES

<b>SENATE OFFICERS</b>		<b>DIVISIONAL SENATORS</b>		<b>DIVISIONAL SENATORS</b>	
TATE HURVITZ	X	DIANA VANCE	X	SCHORSCH KAFFENBERGER	X
STEVE DAVIS		JESSICA WOODS	X	PRICILLA RODGERS	X
BETH KELLEY		MARTIN LARTER	X	JESSICA OWNES	X
PEARL LOPEZ	X	ANGIE GISH	X	JULIE MIDDLEMAS	
LIZ BARROW		ROBIN SEPULVEDA	X	FELICIA KALKER	X
RICHARD UNIS	X	JOEL CASTELLAW	X	NEMIE CAPACIA	X
<b>DIVISIONAL SENATORS</b>		DENISE SCHULMEYER	X	RAYMOND FUNK	
PT: KEN ARD	X	ROXANNE TUSCANY		SHIRLEY PEREIRA	
PT: TERRY REILLY	X	JANET GELB		EVAN WIRIG	
PT: ERICA BALAKIAN		CLIFTON QUINN		JEANETTE CALO	
PT: KEVIN GALLAGHER		ANDRE ANDERSEN	X	DEREK CANNON	
TINA YOUNG		STEPHANIE DECKER	X	LISA MALOY	X
MICHAEL STEWART		DAVE DILLON	X	CHRISTI VICINO	
SHARON LeSURE		SARAH MOORE	X	AMANDA ROBBINS	
JAMIE SHATWELL		M. DENISE AARES	X	ZOE CLOSE	X
JENNIFER CARMEAN		JAMES CANANY		JOHN SCHOLTE	
PATRICE BRASWELL		SUE GONDA	X	SCOTT MCGANN	
BRIAN CARTER	X	JAMES FORAN		JOE BRAUNWARTH	
BRODNEY FITZGERALD	X	KATHY MEYER		PEGGY WELLS	
PHILIP BLANCO		MARK GOODMAN	X	CAREY FLORES	
ISABEL CARDONA-GERENA		JUDD CURRAN	X	BETH DUGGAN	
GREGG ROBINSON	X	ORALEE HOLDER		BRIAN RICKEL	X
LARA BRAFF	X	JOAN AHRENS	X	MARION DeKONING	X
MARIA PAK	X	SARAH MARTIN		PAUL VINCENT	X
JANETTE DIAZ	X	HELEN LIESBERG	X	CLAIR LIU	
SHINA ALAGIA	X	BARBARA LOVELESS	X	VIRGINIA YOUNG	
CRAIG MILGRIM		JIM SYMINGTON		<b>RECORDER</b>	
MICHELE PERCHEZ	X	RANDY ABSHIER	X	Jacqui Valdivia	X
BRIAN KELIHER		CHERYL KERNS-CAMPBELL			
BARB GILLESPIE		ANGELA FERES			
LINDA SNIDER		BONNIE HARRIS			
<b>GUESTS</b>					
Tiffany Glenn-Hall	X				