



CUYAMACA
· COLLEGE ·

· A C A D E M I C · S E N A T E ·

Regular Meeting

Thursday, October 28, 2004

MINUTES

- PRESENT:** E. Cárdenas (as proxy for P. Santana), S. Haber, J. Hider, B. Jennings, C. Lloyd, D. McGehee, T. Phillips, P. Setzer, D. Troy, B. Viersen, S. Weinert, K. Wergeland, T. Zambelli
- ABSENT:** J. Ford, D. Babylon, P. Boatner, K. Ingrum, J. Reed, P. Thiss, P. Santana

The 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."

CALL TO ORDER

Senate Vice President Susan Haber called the meeting to order at 2:00 p.m.

I. APPROVAL OF MINUTES

It was M/S/P (Weinert/Lloyd) to approve the minutes of the meeting of October 14, 2004, as amended.

II. VICE PRESIDENT'S REPORT

A. Report on Area D Meeting

Senate Vice President Susan Haber reported on the Senate Area D meeting that she and Senate President Jan Ford attended on October 16, 2004, and highlighted some of the topics that will be brought before the State Academic Senate Meeting; such as the Brown Act, insurance coverage on senators, reducing students' textbook expenses, CPR performance review, student learning outcomes, delivery modalities and ensuring academic quality in short term classes.

B. Report on Governing Board meeting 10/21/04

Susan Haber reported the GCCCD Governing Board meeting that she attended on October 21, 2004, and referred to *The Courier*, Volume 12, Number 10, as a good description of the business of the meeting.

C. Request for Future Senate Items

Susan requested that senators communicate with their constituents to see if there are any topics they would like to be brought to the senate. One topic suggested is to develop a way to institutionalize the reading requirement for graduation set forth in Title 5. Another suggestion was to invite Donna Hajj to discuss transfer issues.

D. DSP&S Task Force

Donna Troy and Jackie Hider are the co-chairs of this task force. Jackie reported that they have met, have developed tasks, and are looking into policies including how other schools are handling test proctoring. Susan Haber indicated that there are two faculty member

vacancies on the task force. Carol Lloyd volunteered to serve on the task force as the part-time faculty representative.

E. *Other*

Susan Haber gave an update on the Annual Implementation Plan that had been reviewed at an earlier meeting and said that input should be forwarded to Cuyamaca President Dr. Perri within the week.

Susan announced that Paul Boatner volunteered to chair the ad hoc committee on academic rank and emeritus status and the committee needs two or three more faculty members to join the task force.

III. ACTION

A. *Cuyamaca College Student Equity Plan*

It was M/S/P (Cárdenas/Setzer) to endorse the Cuyamaca College Student Equity Plan.

B. *\$100 Book Stipend for Spring Schedule Kick-Off*

It was M/P/S (Zambelli/Weinert) to approve the disbursement of \$100 for the book stipend drawing at the 2005 Spring Schedule Kick-Off.

IV. INFORMATION

A. *Online Teaching “Standards of Good Practice” Document*

Kari Wergeland, faculty co-chair of the Online Teaching and Learning Committee, shared a draft of the “Recommendation for Standards of Good Practice” document developed by the committee. The recommendations serve as a guideline for instructors, students and administrators to follow to ensure the college is offering quality online classes. Kari asked the senators to share the document with their constituents and give her suggestions for changes to it.

B. *Plans for 2005 Spring Schedule Kick-Off Event*

Susan Haber reviewed the schedule of events for the Spring Schedule Kick-Off to be held November 9 and the senate’s plan to offer a \$100 textbook opportunity drawing to students. Different options were discussed on how to implement the drawing. The \$100 could be disbursed to a registered student through the Financial Aid Office as reimbursement for books with proof of purchase. The Senate Officers Committee will finalize the details. The winner can be announced in the *Coyote Express* campus newspaper. Faculty will be asked to promote the event. The senate will have a table at the event and Susan asked for volunteers to represent the senate there.

V. ADDITIONAL REPORTS

A. *Other Reports*

Senate Vice President Susan Haber reported on the most recent committee appointment of Ed Cline to the Academic Master Plan Committee. She also noted that the AMP committee is beginning to hear and review department plans.

ADJOURNMENT – Senate Vice President Susan Haber adjourned the meeting at 3:40 p.m.

Reported by Nancy Perry