



C U Y A M A C A
· C O L L E G E ·

· A C A D E M I C · S E N A T E ·

Regular Meeting
Thursday, November 30, 2006

MINUTES

PRESENT: E. Cline, D. Detwiler, B. Elliott, J. Ford, D. Hajj, J. Hider, J. Resto,
P. Setzer (proxy for S. Haber), P. Thiss, M. Wangler, K. Wergeland, T. Zambelli
ABSENT: G. Differding, P. Garity, S. Haber, P. Haro, K. Nette, B. Viersen
OTHERS: Pat Ardilla

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 President Jan Ford called the meeting to order at 2:00 p.m.

I. APPROVAL OF MINUTES

M/S/P (Thiss/Hider) to approve the minutes of the meeting of November 9, 2006.

II. PRESIDENT'S REPORT

Senate President Jan Ford provided brief reports on several topics.

- A. Academic Rank Committee** – Jan informed the senate that the Academic Rank Committee's mandate to recommend faculty members for the rank of professor has not been completed yet, and asked for input on how to move this process forward. Since the criteria have been approved by the senate, the remaining tasks are to redesign the application form, create a checklist, evaluate the applicants and bring recommendations of faculty members to be designated as professor to the senate by March, 2007. It was recommended that the committee meet during staff development week to update the application form and create the checklist.
- B. Budget Committee** – Arleen Satele and the Budget Committee are continuing to prepare a PowerPoint presentation on frequently asked questions about the college budget.
- C. Board Meeting Update** – It was announced at the board meeting that Clifford Weiler is the attorney from Atkinson, Andelson, Loya, Ruud and Romo leading the investigation concerning the contract of the chancellor. The board approved the mission statements of Cuyamaca and Grossmont Colleges. The District mission statement was held back for clarification on a proposed wording recommendation.
- D. Enrollment Management – Parking Fees** – Jan reported that the Enrollment Management Committee is recommending that parking fees be waived for summer semester, 2007.
- E. Cuyamaca Way** – Jan directed the senators to forward the Cuyamaca Way email from Henri Migala to their constituents for more input.

III. ACTION

A. Board Policies and Administrative Procedures

M/S/P (Setzer/Wangler) to recommend to IPC and DEC approval of BPs 2200, 7351, 7233 and APs 7351 and 7233. BP 2715 was not included in the motion. It was pulled awaiting answers to questions raised in the previous senate discussion.

B. Telephone Registration

M/S/P (Elliott/Cline) to approve the following resolution.

Whereas, Cuyamaca College has always strived to accommodate for the diverse needs of our student population;

And whereas, telephone registration has traditionally been and still remains an important means for many students to register for classes;

Be it resolved that the Cuyamaca College Academic Senate recommend to IPC that telephone registration not be eliminated with the implementation of *Colleague*.

(Approved with one vote in opposition.)

IV. INFORMATION

- A. **Staff Development Committee** -David Detwiler, Staff Development Coordinator, led the senate in a discussion about a proposal made by the Staff Development Committee to the Policies and Procedures Committee to change the name of the committee to the Professional Development Committee. After much discussion, the senate suggested a change in one sentence in the proposed charge of the committee: This committee reports to IPC and the Academic Senate. This would keep the process in compliance with AB1725 in the same manner that other college committees report to the senate for endorsement or approval of processes. The senate also asked if the position of staff development coordinator was a faculty position and if so that it be indicated as such in the committee composition.
- B. **Faculty Handbook** - Senate Vice President and Accreditation Chair Michael Wangler presented information and recommended updating the faculty handbook to include a revised sample syllabus that would include Student Learning Outcomes. This represents the next step for incorporating SLOs into the college curriculum. He also announced plans to make the handbook available electronically on the Internet and asked senators for any other suggestions to improve the handbook. It was suggested that processes related to prerequisite enforcement be added to the handbook, and that recommended changes be highlighted as the handbook is digitized. The Senate will begin the review process in early Spring, 2007, with a goal of final approval by the end of the semester.
- C. **Joint Senate Meeting-** Jan Ford reminded the senators about the Joint Senate meeting between Grossmont and Cuyamaca Academic Senates that is scheduled to take place during Staff Development week in January and asked for discussion topic suggestions on academic and professional matters. Plus/Minus grading, update on *Colleague* and Datatel, and sharing On Course workshop strategies with colleagues were among the topics offered.

V. ADDITIONAL REPORTS

- A. **Vice President's Report** – Michael Wangler reported on recent appointments to committees: Astronomy Instructor Hiring Committee (Nette, Riley, McGehee), Associate Vice Chancellor of Institutional Research Hiring Committee (Wangler) and Student Discipline Hearing Pool (Custeau, Viersen, Setzer, Marshall, Haber.) There is need for a faculty member to serve on the Interim Assoc. Dean of Specially Funded Programs Search Committee and also a faculty member for the permanent position of the same. Mike invited Senators to join him and Student Trustee Pat Ardilla for a walkabout on campus to look for designated smoking areas that comply with the recently approved BP 6810 smoking ordinance. Finally, he announced an upcoming Critical Thinking Workshop at Southwestern College.
- B. **Online Teaching and Learning Committee Report** – Kari Wergeland reported on the committee's recent activity: The committee is striving to alleviate some problems with online teaching support and improve and increase help for students and instructors. The committee is looking at Moodle, an online course management software, since WebCT and Blackboard are merging, and Kari asked for input on certifying online instructors. The committee continues to work on Section 508 compliance accessibility and look for ways to make the college website more user-friendly for distance learners. There were questions about approval of blended courses by the Curriculum Committee. Blended courses are now approved in the same manner as online courses, using a separate approval process that meets State regulations. If a course is approved in blended format, it is also approved to be offered fully online.
- C. **Faculty Reception** – Kari Wergeland gave an update on final preparations for the Faculty Reception that will be held on December 2 to honor the seven, new full-time faculty members.

VI. PUBLIC COMMENT – There were no public comments.

ADJOURNMENT – Senate President Jan Ford adjourned the meeting at 3:45 p.m.

Minutes 11/30/06 Reported by Nancy Perry

Approved 12/07/06