



ACADEMIC SENATE MEETING MINUTES

Thursday, September 10, 2009

- Present:** Dan Curtis, Gregg Differding, Nancy Jennings, Nicole Keeley, Jesus Miranda, Brad Monroe, Guillermo Colls (for Alicia Munoz), Angela Nesta, Jodi Reed, Patricia Santana, Patrick Thiss, Glenn Thurman, Elisabeth Wiering
- Absent:** Donna Hajj, Alicia Munoz, Barbara Pescar, Donna Riley, Pat Setzer, Michael Wangler
- Guests:** Ron Manzoni, Interim President; Serene Pritchett, Acting Assistant Dean, Student Affairs

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

Vice President Nancy Jennings called the meeting to order at 2:02 p.m. She explained that President Michael Wangler would not be present at the meeting due to his involvement in the interviewing process for the new college president.

I. Approval of Minutes – Meeting(s) of April 2, April 23, and May 14, 2009

Minutes were available for April 2nd and April 23rd, but not May 14th.

M/S/P (Differding/Thiss; 4 Abstentions) to approve the Minutes of April 2, 2009

M/S/P (Differding/Thiss; 6 Abstentions) to approve the Minutes of April 23, 2009

II. President's Report

A. Interim College President Introduction and Update

N. Jennings introduced Interim College President, Ron Manzoni who then provided a brief overview of his role as interim president over the next 4 months.

R. Manzoni briefly reviewed his own credentials and noted his long history in community college work. He explained that his role would be to make sure all the things that need to be done will get done. He stated how important it is to keep things moving along in the process to make an easier transition for a new President to take over.

Mr. Manzoni went on to say that his door will always be open and that anyone who needs to talk with him will not need an appointment. He stated that he will not be

making decisions that the Deans or Chairs should be making and that he will also be out around the campus talking to students and getting to know the college.

N. Jennings opened the floor for questions and Pat Thiss asked for a sense of what faculty are facing going into Intersession. President Manzoni said that the budget next year would be worse and that currently we don't have the money to do what we want to do.

He said that he was hoping that the Spring semester could remain flat and mentioned that a budget forum would be scheduled. He said he was happy to deal with rumors and his office was open to discuss them but he said right now the Spring semester seemed ok.

There was further discussion of the benefits of offering the winter Intersession.

R. Manzoni then explained that he wouldn't be making the decision, but said it would be made on data and what the college community overall wanted to accomplish. He said the government is just not funding the programs so we have to do the best we can with what we have.

President Manzoni finished the presentation by saying he is available by email, phone, or drop-in and encouraged senators to attend an upcoming budget forum. He said his job is to guide the administrative issues and that he will insure collegiate participation in these issues. N. Jennings thanked him for coming to visit the Senate.

B. Governing Board Update

N. Jennings provided an update from the September 8th Governing Board meeting. She said that Michael Wangler attended the meeting and reported that the adoption budget was approved. A copy of the district's adoption budget, which includes both colleges and district services, is available on the district website.

C. Student Email Communication

N. Jennings provided an update on the recent difficulties faculty are experiencing in communicating with students who use private email accounts, and discussed strategies for mitigating the situation. She requested that senators take this information back to their constituents and that faculty be encouraged to inform their students about this situation.

III. Vice President's Report

A. SOC Committee Appointments

No Report

IV. Committee Reports

A. Professional Development Committee

Jodi Reed, Professional Development Coordinator, reported that the first committee meeting would be next week and that their priorities were to clarify committee procedures and provide clear communication. She explained that the guidelines for awarding travel funds to faculty were being reviewed and that recommendations for

awarding travel funds would be developed based on the limited resources available for the next 2 years. Brad Monroe asked if there was a dollar limit on an individual and J. Reed said that currently it was \$500 per full-time and \$250 for part-time faculty member per year. N. Jennings thanked her for the report.

V. Action

A. Proposed Revision to May 2010 College Hour

M/S/P (Monroe/Nesta; 1 Abstention) to approve the revised 2009-10 College Hour schedule (Attachment A)

B. BP 4045- Educational Resources-Cost Reduction

M/S/U (Differding/Thiss) to endorse the newly proposed BP 4045- Educational Resources- Cost Reduction (Attachment B)

VI. Information

A. AP 4045- Educational Resources-Cost Reduction

N. Jennings led a discussion about the newly proposed AP 4045- Educational Resources-Cost Reduction.

A. Nesta said she would like to add links to both college library websites that list places students can go for discount and used textbooks. J. Reed asked if ISBN information could be added to the websites and mentioned that the bookstore did not list the ISBN numbers. It was also suggested that the faculty put the ISBN number of their suggested textbook in their syllabus.

P. Santana asked how the process was going when a teacher put a textbook on reserve in the library and A. Nesta said it was working and they were even getting some students from Grossmont.

It was suggested that the bookstore donate one copy of each required textbook as reserve in the library. P. Santana also recommended that faculty negotiate with publishers to give them extra copies of books for needy students and a copy for the library.

B. Standards of Good Practice for Conserving Resources

N. Jennings provided a handout and presented the proposed guidelines for conserving college and district resources. P. Santana asked about the energy costs associated with turning lights and computers off and on during the day.

G. Differding suggested that computers be turned to "sleep" mode while not in use during the day and then shut them down at the end of the day. He said there were things that needed to be done from an organizational standpoint to save money.

P. Santana suggested that the document cameras can be used to display information and that faculty can save money by making fewer handouts. G. Colls recommended that better instructions be provided for use of document cameras.

VII. Announcements/Public Comment

N. Jennings announced that Phu Nguyen would be coming at the end of the next meeting on September 24th to take a group photo for the Academic Senate website.

Adjournment - Vice President Nancy Jennings adjourned meeting at 3:15 p.m.

Recorded by: Joy Tapscott

Attachment A

Revised College Hours for 2009-2010

Fall 2009 College Hour Dates

Monday 9/14 "Let's Get Coyote Spirit!" from 11:30-12:30 pm in the Student Center
Tuesday 10/20 "Chaldean Culture and Traditions" from 1:00-2:00 pm on the Grand Lawn
Wednesday 11/18 "Native American Heritage" from 6:30-7:30 pm in the Student Center
Thursday 12/10 "Holiday Celebration" from 10:00-11:00 am in the Student Center

Spring 2010 College Hour Dates

Thursday 2/18 "Black History Month" from 6:30-7:30 pm in the Student Center
Wednesday 3/17 "Women's History Month" from 11:30-12:30 pm in the Student Center
Tuesday 4/13 "Health Fair" from 10:00-11:00 am on the Grand Lawn
~~Monday 5/17~~ Thursday 5/6 "Mexican Cultural Heritage Celebration" from ~~4:00-2:00 pm~~
11:30 am- 12:30 pm on the Grand Lawn

Attachment B

BP 4045 Educational Resources ~~Materials~~–Cost Reduction

Reference: *Academic Senates Adopted Guidelines Spring 2009*

Adoption Date:

The Governing Board is committed to reducing the costs of educational resources ~~materials~~, including textbooks and other course materials, through a variety of approaches that incorporate student and faculty considerations and do not compromise academic freedom or educational quality.

The Chancellor shall establish procedures to promote this policy and shall report to the Governing Board annually on the progress made.