



C U Y A M A C A
· C O L L E G E ·

ACADEMIC SENATE MEETING MINUTES

Thursday, September 24, 2009

Present: Dan Curtis, Gregg Differding, Donna Hajj, Nancy Jennings, Nicole Keeley, Jesus Miranda, Brad Monroe, Alicia Munoz, Angela Nesta, Barbara Pescar, Jodi Reed, Donna Riley, Patricia Santana, Pat Setzer, Patrick Thiss, Glenn Thurman, Michael Wangler, Elisabeth Wiering

Guests: Kathryn Nette, Co-Chair of the Academic Master Plan Committee
Dave Raney, Computer and Information Science

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

President Michael Wangler called the meeting to order at 2:02 p.m. He reminded everyone that there would be a short Senate member photo session at the end of the meeting and stated that Pat Setzer would be the note taker for the meeting.

I. Approval of Minutes – Meetings of May 14, August 27 and September 10, 2009

M/S/P (Setzer/Differding; 6 abstentions) to approve the Minutes of May 14 & August 27, 2009

The September 10, 2009 Minutes will be presented at a future meeting.

II. President's Report

A. Budget Update

M. Wangler provided a budget update—both from the local and state perspectives. The update included information on categorical programs, state funding deferrals, the 2009-10 college & district budgets—including an FTES update, and planning for 2010-11.

He reported that categorical budgets have been cut by up to 60%, and that the spring class schedule will be reduced by over 100 sections, including the cancellation of intersession.

The District is planning to establish preliminary FTES goals for 2010-11 in the next few weeks, and begin discussions about cuts to summer 2010, which are expected to be significant.

E. Wiering asked whether the district was establishing big picture solutions or merely patching the situation until things got better. M. Wangler said that current planning was in anticipation of further State cuts, which the district has no control over. E. Wiering followed up by asking if other funding, such as building money, could be used to close the gap.

M. Wangler explained that the funding for the buildings came from state and local bonds and could not be used to close gaps in the general fund.

An FTES update was handed out which detailed district and college goals and actuals as of fall census. M. Wangler pointed out that the projected actuals for both colleges far exceeded the state CAP, even with a significant reduction in the fall class schedule. This is due to a significant increase in efficiency, with a large number of classes at 100% fill rate or greater.

More information will follow in the weeks to come as the 2010-11 budget picture becomes clearer.

B. College President Search Update

M. Wangler provided an update on the search process for the new college president.

He stated that the interview process had gone well and that the Search and Interview Committee had chosen 3 strong candidates as finalists: Linda Joy Gates Black, Ed.D., Vice President, Student Success & Enrollment Management at Eastfield College, Texas; Mildred Lavato, Ed.D., Vice President, Student Services at Bakersfield College; and Stuart Savin, Ed.D., Vice President for the Lancaster Campus, Harrisburg Area Community College, Pennsylvania.

M. Wangler announced that public forums with the candidates are scheduled for October 29, November 3, and November 4, 2009 from 1:30 to 2:30pm in the Communication Arts Theatre. At these forums members of the campus community will have opportunities to submit questions and provide feedback on each candidate. M. Wangler and Interim President Ron Monzoni will moderate.

There was a request for the forums to be videotaped and/or streamed on the web. M. Wangler encouraged the Senate members to attend all of the presentations. He noted that based on the current schedule, the Governing Board will most likely be announcing their selection at their November 2009 Board meeting and that the College should have a president in place by January 2010.

C. Strategic Planning Update

M. Wangler provided an update on the college and district strategic planning efforts. He showed the group an electronic version of the AIP document and noted that a new strategic plan is being developed. He stated he would be sending a draft of the activities plan out to the Senate and asked for questions or feedback by next week.

D. Sabbatical Process Update

M. Wangler provided an update on the sabbatical process for those seeking sabbatical leaves for 2010-11. He reminded the Senate about the sabbatical workshops scheduled for Wednesday, September 30 at 1pm and Tuesday, October 6 at 5pm in Room I-104. These workshops are mandatory for those interested in applying for a sabbatical. He said that a task force consisting of AFT and Senate Officers had revised the application and that a rubric was being developed for scoring the proposals. M. Wangler pointed out that nothing in the contract is changing and that the sabbatical process was a collaborative effort between the Senates and AFT.

E. Equivalency Update

M. Wangler provided an update on the equivalency process for disciplines on the Master's List. He reminded the Senate that the ASCCC resolution to eliminate equivalencies for those disciplines not on the Master's List had been referred to the Executive Committee last year for further research. The Senate Rostrum has an article on the issue that provides arguments on both sides. M. Wangler asked that Senators read the article and provide feedback in preparation for the Fall Plenary.

F. Got Plans Update

M. Wangler provided an update on the upcoming Got Plans event scheduled for October 21, 2009. There was a question about the availability of power for the department tables. M. Wangler said he would check into it and report back to the Senate at the next meeting.

III. Vice President's Report

A. SOC Committee Appointments

Nancy Jennings reported on new faculty appointments to committees:

- Tim Pagaard and Courtney Hammond - Academic Rank Committee
- Martha Kennedy - Curriculum Committee

IV. Committee Reports

A. Academic Master Plan Committee

Kathryn Nette, Co-Chair of the Academic Master Plan Committee (AMP) provided an update on recent committee work, including finalization of the 2010-11 priority list for hiring new full-time instructional faculty.

K. Nette distributed a handout and discussed the faculty slate. She said that each fall AMP reviews the previously approved slate, which gives the committee an opportunity to consider any new information before reconfirming the slate. For this year, the committee was asked to deliberate on 3 positions not on the slate: Sociology, Business & Biology. The Sociology position had become vacant due to the loss of a probationary faculty member, while the hiring process was stopped mid-stream for the Business & Biology positions due to the State budget crisis. The committee voted to add these 3 positions as priorities ahead of the previously approved slate.

The Senate discussed the slate, with particular attention to the 3 added positions. Questions were raised about the criteria used to make the decision, past practice with similar situations, and whether these 3 positions were given priority for this year only, or continued into future years. K. Nette stated that there was much discussion amongst the committee members and the decision was not made lightly. She also clarified that the intent of the committee was to re-evaluate the 3 positions at the end of the year and decided at that time whether or not to carry them forward to the next year.

M. Wangler summarized the concerns raised in the discussion and suggested that a broader discussion should take place before the next slate is developed. He asked if it would be possible for AMP to revisit this topic and begin a dialog with the Senate to develop criteria for handling situations like this in the future. K. Nette indicated that this was possible, but that such a dialog could not take place until Spring 2010 because the committee was already into its work of reviewing department plans for the next cycle.

There was consensus on beginning the dialog between AMP and the Senate in the spring once AMP finishes their current review cycle.

B. Basic Skills Committee

Alicia Munoz provided an update of recent committee work, including development of the 2009-10 Basic Skills Plan scheduled for submission to the State in October.

A. Munoz presented the 2009-10 Basic Skills Plan and highlighted some activities that were underway this year. She also addressed the budget situation, stating that funding for the Basic Skills Initiative has been reduced this year, and will likely dry up all together next year.

M. Wangler opened the floor for discussion. P. Setzer asked what the total funded amount is for this year's activities, and A. Munoz replied that it's \$200,000 for this year which includes unspent money from the last two years. E. Wiering asked about the professional development travel category and wanted to know what was covered. A. Munoz explained that funds were available to the general faculty for anyone wanting to attend conferences and workshops related to Basic Skills.

C. Facilities Use Task Force

Pat Setzer, member of the Facilities Use Task Force (FUTF), provided a follow-up to his May 14, 2009 report, including revisions & recommendations from the task force for internal and external use of college facilities.

P. Setzer reviewed the updated forms and proposed changes to AP 6700, and indicated that the new forms would be available in electronic format. He asked senators to provide feedback before the next FUTF meeting the following week.

D. Professional Development Committee

This report was postponed due to the lack of time.

V. Action

A. Standards of Good Practice for Conserving Resources

M/S/U (Santana/Hajj) to endorse the Standards of Good Practice for Conserving Resources document including the recommended changes from the Grossmont College Academic Senate. (Attachment A)

VI. Information

A. Basic Skills committee Revised Membership

M. Wangler presented a proposal to revise the membership of the Basic Skills Committee. He explained the intent of the change is to include representatives from content areas and categorical programs.

B. Voluntary Senate Fund

Donna Hajj, Full-time Officer At-large, presented a proposal from SOC for soliciting donations for the 2009-10 Voluntary Senate Fund. The recommendation is to ask full-time faculty to donate \$15, and part-time faculty to donate \$5. This fund will be used to support the 2010 Award for Teaching Excellence, and the Senate sponsored post-commencement party.

C. AP 4045 – Educational Resources – Cost Reduction

M. Wangler explained that AP 4045 was under revision and would return at a later date for consideration.

VII. Announcements/Public Comment

No announcements or comments were made.

Adjournment - President Michael Wangler adjourned meeting at 3:45 p.m.

Recorded by: Joy Tapscott

Attachment A

DRAFT

Standards of Good Practice for Conserving Resources

The following are our new [recommendations](#) for conserving resources throughout the Grossmont-Cuyamaca Community College District. This includes the use of electricity, water, printing and paper as well as strategies for improving our [institutional activities](#).

Many of these suggestions were submitted through the electronic budget suggestion box under the broad category of “cost savings are possible by going green.” Others were developed by District Business Offices and Facilities teams and the Districtwide Strategic Planning & Budget Council.

If you have additional suggestions, please send them to:
budget.suggestions@gcccd.edu.

Thank you for helping us to “**Go Green**”.

Electricity: Unplug!

- Shut down and turn off computers at the end of each business day
- Turn off lights (don't be concerned about security lighting – it is all electronically controlled)
- Close all external doors (including classroom doors)
- Air conditioning/heat: turned on only during operational hours between 7:00 a.m. and 11:00 p.m.
- Most buildings have centralized HVAC controls for conservation after hours. During office or classroom hours, set temperature between _____ and ____ if you have a room control device.
- Personal electronics – take home all personal radios, refrigerators, coffee makers, cell phone chargers, heaters, fans, and any other items that use electricity.

Printing/Copying: Going Paperless!

- Embrace technology
- Read and answer e-mail on your computer
- Don't print e-mail – create folders in Outlook for e-mail messages that you need to save
- Don't print meeting minutes/notes – create folder in Outlook to save
- When hard copies are needed, use two-sided copies

Office Supplies: Reuse – Reduce – Recycle!

- Order only anticipated supply needs
- Be willing to re-use binders, dividers, etc.

Attachment A

Meetings: “Going Green!”

To conserve resources, improve meeting processes and reduce paper use:

- Schedule meetings in locations that can accommodate a visual presentation.
Consider available locations:
 - Cuyamaca Student Center
 - Grossmont Griffin Gate
 - Other locations available depending on need
- Consider equipment needs:
 - Some locations have equipment available (projector, laptop, screen) – plan ahead when making room reservations
- Agendas:
 - E-mail them and, if making copies, make as few as possible
 - Present on screen at the meeting
- Agenda Items:
 - Distribute items prior to the meeting if available.
 - Expectations regarding handouts:
 - Items distributed via e-mail before the meeting will be considered draft for discussion at the meeting
 - Items should not be distributed beyond the meeting participants until after discussion at the scheduled meeting
 - Comments or questions regarding items should be brought to the meeting discussion
 - Items will be projected on a screen at the meeting (will not be printed)
 - After meeting, any revisions to items will be distributed electronically along with meeting minutes if applicable
- Minutes:
 - E-mail only
 - Do not print
 - Set-up e-mail folders for storage

Learning Environments:

More coming soon!

Start today! – The sooner we all embrace these conservation minded practices, the quicker we will see a positive impact on our environment while reducing our energy use and utilities expense.