



ACADEMIC SENATE MEETING MINUTES

Thursday, December 3, 2009

Present: Dan Curtis, Nancy Jennings, Nicole Keeley, Jesus Miranda, Guillermo Colls (for Alicia Munoz), Angela Nesta, Barbara Pescar, Jodi Reed, Donna Riley, Pat Setzer, Patrick Thiss, Glenn Thurman, Michael Wangler, Elisabeth Wiering

Absent: Greg Differding, Donna Hajj, Brad Monroe, Patricia 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

President Michael Wangler called the meeting to order at 2:05 p.m. Michael announced Barbara Pescar would be the Senate note taker for the meeting.

I. Approval of Minutes – Meetings of October 8, October 22, and November 12, 2009

M/S/P (Setzer/Thiss) to approve the Minutes of October 8, 2009.

Minutes for October 22 and November 12 will be approved at a later date.

II. President's Report

A. Announcements

M. Wangler reminded Senators that there would be one more meeting for the Fall 2009 semester that would be held the following Thursday, December 10th.

He added an additional information item to the Agenda – **E. Student Learning Outcomes Committee.**

M. Wangler reported that the Pre-Board meetings on student success were continuing, and that the next meeting is scheduled for 4 pm on December 15th at Grossmont's Griffin Gate. The January meeting will be held at Cuyamaca on January 19th and will feature Cindy Morrin, who will be presenting on the Personal Development Counseling program.

B. Fall Plenary Report

M. Wangler provided an update on actions taken at the ASCCC Fall 2009 Plenary. He presented highlights and noted that he will be sending out a copy of all the adopted resolutions.

C. Governing Board Report

M. Wangler provided an update on actions taken at the November 17th Governing Board meeting.

The Governing Board approved the appointment of the new Cuyamaca College President, Dr. Stuart Savin. He is scheduled to begin on April 12, 2010.

The Governing Board also approved the 2010-11 Academic Calendar, with a change to the observance of Veteran's Day. From now on, Veteran's Day will be observed on the actual date rather than a flexible day closer to a weekend. For 2010, Veteran's Day will be observed on Thursday, November 11.

III. Vice President's Report

A. SOC Committee Appointments

Vice President Nancy Jennings reported that SOC appointed Terrie Nichols to the District Search Committee for the position of Director, Employee & Labor Relations.

B. Committee Service Guidelines

N. Jennings introduced the draft document, "Faculty Committee Service Guidelines." She discussed the rationale for developing these guidelines and stated that once approved, they will go into the Faculty Handbook.

It was suggested that information be added to clarify that a second term is not assumed - that renewed service was not automatic. N. Jennings said she would add text to clarify this.

This item will return to the Senate for action at the next meeting.

IV. Committee Reports

A. Curriculum Committee

Donna Riley, Curriculum Committee Co-Chair provided an update on recent committee work, including the approval of new courses and programs, and committee actions related to academic policies and procedures.

She reviewed several classes that were added, deleted, or modified, including 17 courses that were updated with SLOs. An additional 31 courses were under review and expected to be approved before the end of the semester.

The Committee approved a policy requiring a grade of 'C' or better for all courses taken as part of locally approved certificates. The State already requires a grade of 'C' or better for all courses taken to fulfill degree requirements.

The Committee also adopted a policy on the implementation of CLEP and IB Credits. The Committee approved the GE areas that will be cleared by the exams, and asked the articulation officer to work with departments to identify specific courses that will articulate with the exams.

The Online Teaching and Learning Committee is working with the Curriculum Committee to revise the form used by departments to request approval of online courses. One area that needs clarification is the requirement for regular, effective contact with students. The Committees are working on clarifying the specific expectations for meeting this requirement.

B. Academic Rank Committee Report

Nancy Jennings, Chair of the Academic Rank Committee, reported that the Committee approved two applications for Faculty Emeritus status: Jan Ford and Marsha Fralick. She explained that only six people have been awarded Faculty Emeritus status in the history of the college, and that Jan and Marsha are the first two women to earn this status. This item will return to the Senate for action at the next meeting.

V. Information

A. Phi Theta Kappa Bylaws

M. Wangler presented proposed revisions to the Phi Theta Kappa Bylaws. He explained that the proposal is to change membership requirements to align with national standards. The GPA requirement would be changed from 3.5 to 3.0 to join and maintain membership. This item will return to the Senate for action at the next meeting.

B. Academic Senate Constitution & Bylaws

M. Wangler presented proposed revisions to the Academic Senate's Constitution & Bylaws. He distributed copies of the proposed changes and highlighted the specific sections that are proposed for revision. He explained that changes to the Constitution and By-Laws need to be approved by a two-thirds majority Senate vote and then must be ratified by a simple majority vote of the faculty. This item will return to the Senate for action at the next meeting.

C. Computer Shut-down Proposal

M. Wangler presented a proposal to automatically shut-down all college personal computers at the end of each work day, in order to save energy and resources. He reminded the Senate that Scott Eckert reported on this issue at a previous Senate meeting, and asked for Senators to send him any concerns or comments about the proposal. This item will return for further discussion at the next meeting.

D. Calendar Modification Proposal

M. Wangler presented a proposal to modify the academic calendar by shortening each semester by one week.

He explained that the intent of the proposal is to eliminate finals week and hold finals during the last week of classes. The Senate discussed the pros and cons of the proposal and developed the following list.

These were points that were made – (not pro or con)

- Should also consider cutting out spring break or make a change in spring break
- College might want to interview students about this
- Eight week and other short-term classes already do this

Pros –

- Students will get an extra week of vacation
- Faculty will have more time to finalize grades
- Will be more aligned with 15-week semesters found in the CSU system

Cons –

- Two hour exams can't be completed in one hour, 15 minutes
- All finals will occur on Wednesday and Thursday of last week
- Students will lose extra days for prepping for finals
- Students will not have enough time to finish up papers, etc.
- This might jeopardize level of education offered – less time to cover content
- Students will lose a week of education

M. Wangler asked the Senators to solicit feedback from their constituency groups. This item will return for further discussion at a future meeting.

N. Jennings noted that the meeting was running overtime and Michael requested that they add 5 minutes to finish the final Information Item – **MSU (Colls/Nesta)**

E. Student Learning Outcomes Committee

M. Wangler explained that the College is now moving into the assessment phase for SLOs and that there is a need to make changes to the SLO Committee. Proposed changes include reducing the committee membership to no more than 10, with a minimum of 3 faculty, 3 administrators and a representative from Institutional Research. The committee will also be renamed as the "Student Learning Outcomes and Assessment Committee." This item will return to the Senate for action at the next meeting.

Meeting Adjourned at 3:50 pm
Recorded by: Joy Tapscott