



# ACADEMIC SENATE MEETING MINUTES

Thursday, September 23, 2010

**Present:** Chuck Charter, Guillermo Colls, Dan Curtis, Greg Differding, Kim Dudzik, Donna Hajj, Nancy Jennings, Jesus Miranda, Brad Monroe, Angela Nesta, Jodi Reed, Pat Setzer, Carla Sotelo, Patrick Thiss, Glenn Thurman (Proxy for 2<sup>nd</sup> half of meeting), Beth Viersen, Michael Wangler

**Absent:** None

**Guests:** Kathryn Nette, Co-Chair of the Academic Master Plan Committee; Ryan Shumaker, Interim Coordinator of the High School and Community Outreach Department; Cynthia Luna, Adjunct Faculty, English; Robin Steinbeck, Vice President of Instruction; Lauren Halsted, English Instructor

*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 or order at 2:05pm. He passed around the faculty note taker sign-up sheet again to make sure all slots were filled for the semester and encouraged all Senate members to sign up.

## I. Approval of Minutes

*M/S/U (Curtis/Thiss)* to approve the Minutes of September 9, 2010.

## II. President's Report

### A. Announcements

Michael announced that nominations had closed for the Part-time Faculty Officer-at-Large position and asked Angela Nesta, the Elections Coordinator, to present the nominations. Angela informed the Senate that Reem Asfour, Manuel Mancillas-Gomez, and Madeline Noakes had been nominated for the position. Michael stated that ballots would be distributed on Monday, September 27<sup>th</sup> and that the election would run through October 7 at noon.

Michael reminded the Senate that there would be a group photo for the Senate Website at the end of the meeting.

## III. Vice President's Report

### A. SOC Committee Appointments

Nancy Jennings provided an update on new faculty appointments to committees. An updated committees list can be found on the Academic Senate website:

<http://www.cuyamaca.edu/as/>

## **IV. Committee Reports**

### **A. Academic Master Plan Committee**

Kathryn Nette, Co-Chair of the Academic Master Plan Committee, presented the committee's recommendations for hiring full-time instructional faculty for 2010-11. Kathryn said that nothing had happened over the summer to change the proposed slate; therefore, the committee voted to reaffirm the slate at its September 16<sup>th</sup> meeting. Michael said that this item would return for action at the next meeting.

### **B. Calendar Committee**

Michael Wangler, Academic Senate representative on the District Calendar Committee, presented a draft of the proposed 2011-12 Academic Calendar, and the proposed 2011 Summer Calendar.

Discussion centered on the issues of Spring Break, and the possibility of looking at alternative models for developing the academic calendar. Several Senators expressed frustration with the way Spring Break is currently scheduled, and asked if the Calendar Committee has considered permanently placing Spring Break at the middle of the semester, or eliminating it altogether. There was also discussion about alternative calendars, including compressed calendars. Michael indicated that both of these topics were in the queue to be discussed at an upcoming Districtwide Coordinating Educational Council (DCEC) meeting.

The Senate expressed an interest in discussing these items in more depth at a future Senate meeting. Michael said he would add it to a future agenda.

Michael indicated that the Calendar Committee also discussed the possibility of renaming the Friday of Spring Break holiday as either César Chavez Day or Native American Day. The Senate discussed the pros and cons of this proposal, with several Senators expressing concern about this proposal, citing that the State of California already recognizes these days on other calendar dates. Several Senators expressed an interest in leaving the holiday as it currently stands as "District Employee Holiday." Michael indicated that he would share the concerns of the Senate with the District Executive Council (DEC) at their next meeting on October 11.

## **V. Other Reports**

### **A. Got Plans Report**

Ryan Shumaker, Interim Coordinator of the High School and Community Outreach Department, provided an update on preparations for this year's Got Plans Event. He indicated that Academic Departments would have tables set up on the Grand Lawn this year, and invited all interested departments to participate. The event will take place on October 20 from 5pm to 8pm

### **B. Equity & Diversity Report**

Nancy Jennings reported that she was part of a districtwide team that attended the Equity and Diversity Institute hosted by the Statewide Academic Senate this past spring semester. She stated that the conference had two basic goals: looking at committee structures, and discussing diversity and equity initiatives that could be implemented at the local level.

Based on what was learned at this institute, the district is now discussing how to restructure its equity and diversity committees. One proposal is to establish an overarching districtwide

committee, with one local committee at each college, focused on all issues related to equity and diversity. This proposal will be discussed at an upcoming joint meeting between the District Diversity Committee and the Districtwide Strategic Planning & Budget Council.

Nancy also mentioned that she attended a workshop on the culture of inclusivity, which focused on creating a welcoming and inclusive campus environment in which faculty, staff and students feel welcome and valued. She noted that in an environment in which students are threatened or afraid, it is difficult for them to learn. She suggested that workshops be presented at Cuyamaca about bullying, harassment, etc.

Nancy also mentioned a project called Safe Spaces, which is focused on providing safe spaces on campus for LGBT students. She provided examples of things that the college and the faculty can do to make students feel safe. She also provided an example of a Safe Spaces decal that faculty can display in offices or classrooms.

Nancy pointed out that these programs have been demonstrated to be effective on college campuses. Nancy also suggested that Cuyamaca should consider starting an African American student club, a Gay/Straight Alliance and encouraged faculty members to get involved.

Nancy closed by stating that the new diversity and equity committee structure would be coming through the Senate for approval and she encouraged participation on these committees.

## **VI. Action**

### **A. 2009-10 Instructional Program Review Reports**

**M/S/U (Differding/Monroe)** to endorse the 2009-2010 Instructional Program Review Reports for American Sign Language, Art, Communication Arts, Foreign Languages, and Personal Development Counseling (PDC).

(<http://www.cuyamaca.edu/programreview06/documents09.asp>)

### **B. Task Force on Academic Planning**

A motion was made by Donna Hajj and seconded by Dan Curtis to have an open discussion on the floor. Pat Setzer, Parliamentarian, moved to have the discussion take place as a "Committee of the Whole," in which no minutes would be recorded, and all in attendance would be able to participate in the discussion. Greg Differding seconded.

**M/S/U (Setzer/Differding)** to enter discussion as a "Committee of the Whole."

**M/S/U (Setzer/Thiss)** to leave the "Committee of the Whole."

**M/S/U (Setzer/Differding)** to amend the proposed task force as follows:

- Strike the task force completion date of "~~January 28<sup>th</sup>, 2011~~," on the 3<sup>rd</sup> line of the charge
- Add "and upon request report to" before "the Academic Senate and IPC..." on the 4<sup>th</sup> line of the charge.
- Add "plus resource personnel by invitation as needed in an ex-officio capacity," to the 5<sup>th</sup> line of the composition.

**M/S/U (Setzer/Differding)** to endorse the proposed Task Force on Academic Planning, as amended. (Attachment A)

## **VII. Information**

There were no information items discussed at this meeting.

## **VIII. Announcements/Public Comment**

Lauren Halsted, AFT Executive Committee Member, discussed the oil and gas tax bill earmarked for higher education and said it was a good way to raise money for higher education. She encouraged faculty to take cards to their classes to share with their students. Completed cards could be dropped in the AFT box in the campus mailroom.

Meeting was adjourned at 3:45pm and Senate pictures followed in the student center.

Recorded by Joy Tapscott



<b>COMMITTEE/COUNCIL REQUEST</b>
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<b>Person Submitting Request</b> Robin Steinback, Ph.D., Vice President of Instruction		<b>Date</b> 08/17/10	
<b>Name of Committee</b> Academic Planning Task Force			
	<b>Council</b>	<b>Committee</b>	<input checked="" type="checkbox"/> <b>Task Force</b>
<b>Action Requested:</b>	<input checked="" type="checkbox"/> <b>Add</b>	<input type="checkbox"/> <b>Delete</b>	<input type="checkbox"/> <b>Change*</b>
<p><b>Charge of Council/Committee:</b>                  To make recommendations to the Academic Senate and the Innovation and Planning Council regarding the planning processes of Instructional/Student Services Program Review, Academic/Student Services Master Planning, and Student Learning Outcomes and Assessment <b>by January 28<sup>th</sup>, 2011.</b> The group will work collaboratively with, <b>and upon request report to</b> the Academic Senate and IPC to develop recommendations for planning processes and procedures which:</p> <ol style="list-style-type: none"> <li>1) Reduce redundancy in planning;</li> <li>2) Are ongoing, systematic, and continually used to assess and improve student learning and achievement;</li> <li>3) Provide results which can be used to continually refine and improve program practices resulting in appropriate improvements in student achievement and learning;</li> <li>4) Incorporate results in all areas of educational services (instruction, support services, library and learning resources);</li> <li>5) Provide for integrated planning between Student Services and Instruction;</li> <li>6) Include systematic evaluation at the institutional level to refine the College's key processes and improve student learning;</li> <li>7) Provide for dialogue about institutional effectiveness that is ongoing, robust, pervasive, and based on data and analyses that are widely distributed and widely used throughout the College;</li> <li>8) Are clearly linked to resource allocation processes in a manner such that the College will be able to demonstrate or provide specific examples; and</li> <li>9) Provide a mechanism for the institution to evaluate the effectiveness of its integrated planning.</li> </ol>			
<p><b>Meeting Schedule:</b>                  2<sup>nd</sup> &amp; 4<sup>th</sup> Monday of the Month, from 4:30- 6:00</p>			
<p><b>Co-Chairs:</b> <i>(Example: Vice President, Instruction)</i>                  Vice President, Instruction                  Faculty member to be selected by the faculty task force participants</p>			
<p><b>Composition:</b> <i>(Example: Faculty Representative)</i></p>			

## ***Attachment A***

A minimum of 4 faculty members and 4 administrators, including the SLO & Assessment Coordinator and the Accreditation Liaison Officer, to be selected as liaisons from the following groups: Student Services Program Review, Instructional Program Review, Student Services Master Planning, Academic Master Planning, and Student Learning Outcomes & Assessment, plus resource personnel by invitation as needed in an ex-officio capacity. In the event that a faculty member from the above-named list is not available, the Academic Senate may appoint an at-large representative. The task force shall maintain a representative balance between Instruction and Student Services and between faculty and administrators, with total membership not to exceed 10.

If change is requested, attach current structure and list proposed changes.