



ACADEMIC SENATE MEETING MINUTES

Thursday, October 27, 2011

- Present:** Reem Asfour, Mary Asher-Fitzpatrick, Paul Carmona, Guillermo Colls, Dan Curtis, Michelle Garcia, Donna Hajj, Lauren Halsted, Nancy Jennings, Jesus Miranda, Brad Monroe, Angela Nesta, Patrick Thiss, Michael Wangler
- Proxy:** Seth Slater for Barbara Pescar; Michael Aubrey for Mary Sessom
- Absent:** Greg Differding, Barbara Pescar, Mary Sessom
- Guests:** Jodi Reed, Professional Development Coordinator; Kathryn Nette, Co-chair of the Instructional Program Review & Planning Committee

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

Academic Senate President, Michael Wangler, called the meeting to order at 2:08pm.

Michael welcomed Michael Aubrey, proxy for Mary Sessom, and announced that Seth Slater was the Senate note taker for the day. One item was added to the agenda: Information Item C - *Accreditation Evidence Writing Guidelines*.

I. Approval of Minutes

MSP (Curtis/Nesta) to approve the minutes from October 13, 2011 as revised to reflect the correct meeting attendance. 3 abstentions.

II. President's Report

A. Announcements

Michael shared the Fall 2011 Veterans Services newsletter, highlighting the results from a recent survey of Veteran students about the types and quality of Veterans Services at Cuyamaca. The survey data will be used to make improvements in Veterans Services and will be included as part of the Program Review process for Student Services.

B. Educational Master Plan

The timeline for completion of the Districtwide Educational Master Plan has been extended to provide additional time for discussion at both colleges. The draft document will return for a first read at the Senate before the end of the semester.

C. BP/AP 2745- Board Self-Evaluation

In context of the proposed revisions to BP/AP 2745, the results of the 2009-10 Board Self-Evaluation were shared with the Senate. The proposed revisions will be on the November Board Docket for Governing Board approval.

III. Vice President's Report

A. SOC Committee Appointments

There were no new committee appointments.

IV. Committee Reports

A. IPRPC Report

Kathryn Nette, Co-Chair of the Instructional Program Review & Planning Committee (IPRPC), shared a draft of the rubric for ranking full-time faculty requests, developed by the IPRPC. She reviewed the four categories: FT/PT Faculty Ratio in Discipline, Load Cushion in Discipline, Potential for Growth in Discipline, and Specialty Requirements. Each category will be ranked from 0 to 3 with additional points for Special Circumstances identified at the bottom of the form. These include: Replacement faculty position for faculty member lost during tenure process (**5 points**); Faculty member required to meet program or accreditation requirements (**5 points**); There are no FT faculty members in the department (**2 points**); Lack of faculty in department is going to result in the inability to teach classes that are core to majors in the program (**2 points**); This position would build or strengthen this program and would greatly benefit the college and local communities as a whole (**2 points**).

She explained the process and point scale and indicated that the rubric is very similar to the previous system for ranking full-time faculty requests through the Academic Master Plan Committee (AMP). Ultimately, the ranked list developed by the IPRPC will be forwarded as a recommendation to the President's Cabinet. The President's Cabinet will take all of the ranked lists for faculty, classified staff and administrators and integrate them into a single priority hiring list for the college, which will be taken to the Institutional Effectiveness & Resource Council (IERC) for additional input before being finalized. The Academic Senate will also have a chance to review and provide input on the integrated priority hiring list for the college before it is finalized.

After much discussion and many questions about the rubric, it was agreed that the rubric would be sent out to all Senators and program review authors for additional input, and that Kathryn would take the input from the Senate and the program review authors back to the IPRPC for further discussion before finalizing the rubric for use this year. It was further agreed that there would be additional discussion about the rubric in the spring, once the process has been through one complete cycle. It was pointed out that the college's integrated planning model calls for an annual review of the program review process each spring, and that the Senate would be a part of this review process.

B. Professional Development Committee Report

Jodi Reed, Professional Development Coordinator, shared the results of a recent survey on professional development. There were 82 respondents who provided good feedback for the Professional Development Committee to consider in planning for future flex weeks. Based on the survey data, and input from the college President, the upcoming January flex week will be focused on the general theme of Student Success. Activities for the first two days (Tuesday & Wednesday) of the January flex week will need to be focused on this theme. The Professional Development Committee will also try to reduce the overall number of workshops to avoid excessive overlap.

Jodi also indicated that the format for the Spring Convocation will be changed this year by shortening the program to include only a "State of the College" address and awards. The Fall Convocation will remain the same with a full program. The call for proposals for spring flex week will be going out within a week.

V. Action

A. Basic Skills Committee Charge & Composition

This item was pulled at the committee's request. It will return at a future meeting later in the semester.

B. 2012-13 GCCCD Academic Calendar

MSU (Carmona/Garcia) to endorse the proposed 2012-13 GCCCD Academic Calendar and 2012 Summer Calendar, as recommended by the District Calendar Committee. **(Attachment A)**

C. CCC Task Force on Student Success

The Senate was provided the opportunity to take action on the recommendations from the CCC Task Force on Student Success. After much discussion, the Senate took the following positions on the Task Force recommendations:

MSU (Asher-Fitzpatrick/Seth Slater) to oppose recommendation 4.1, which includes the following provisions:

- Amend statute and Title 5 regulations to reflect that apportionments may only be claimed if scheduled courses are part of student education plans.
- Amend statute (Education Code 78300) and Title 5 as needed to explicitly allow colleges to enroll community service students in otherwise state-supported credit classes, where there is excess capacity in those classes.
- Current law authorizes community college districts to offer community service classes, but specifies that no General Fund dollars be used to support these classes.
- Under this recommendation, students having the course in their education plan would pay the credit enrollment fee, while students not having the course in their education plan would pay a fee covering the full cost of instruction
- BOG would need to adopt new Title 5 regulations to provide districts with the necessary guidance concerning the setting of the fees and calculation of proportionate cost.
- Amend statute to limit the scope of allowable non-credit classes to only those identified as Career Development or College Preparation (CDCP.)
- Adopt Recommendation 7.1 to increase the statutory authority of the CCC Chancellor's Office (CCCCO) thus allowing for oversight regarding course offerings as well as dissemination of enrollment management best practices for establishing community education programs that respond to community needs while also providing a source of income to the campus.
- Adopt Recommendation 2.2, which revamps the concept and use of student education plans to focus the student on a more prescriptive course of study and concurrently provide a clear roadmap for colleges to determine course demand.

MSP (Monroe/Carmona) to oppose recommendation 8.3 (1 opposed, 2 abstentions), which includes the following provisions:

- Develop an alternative funding model for accelerated basic skills courses, whereby colleges would be provided with the funding equivalent of a full basic skills sequence for each student who successfully completes an accelerated basic skills sequence. The difference in FTES funding between the accelerated basic skills sequence and the full basic skills sequence would be used to provide tutoring and other support services in support of the accelerated basic skills sequence.
- Amend statute and the annual Budget Act to provide dedicated funding and funding authority. Resources could either be provided as an augmentation in the State Budget or could be authorized, via a statutory and/or regulatory change, to be drawn from community college base apportionments.
- Adopt Recommendation 2.1 related to the development and implementation of a common assessment in order to ensure the fair and uniform implementation of this alternative funding model. Districts would be required to use the common assessment in order to participate in this alternative basic skills funding model.

D. ASCCC 2011 Fall Plenary Resolutions

The Senate was provided the opportunity to take action on any of the resolutions under consideration at the upcoming ASCCC 2011 Fall Plenary. There was much discussion about the resolutions related to repeatability, and the Senate agreed to support the positions of the departments directly affected by the proposed changes to repeatability. Michael indicated that he had received input from all affected departments and would vote according to their recommendations.

VI. Information

A. Peer/Manager Faculty Evaluation Form

This item was postponed to a future meeting.

B. Honor's Program

This item was postponed to a future meeting.

C. Accreditation Evidence Writing Guidelines

This item was postponed to a future meeting.

VII. Announcements/Public Comment

There were no announcements or public comment.

Meeting adjourned at 4:40pm

Recorded by Joy Tapscott

Attachment A

GCCCD ACADEMIC CALENDAR 2012-2013

FALL 2012 (87 DAYS)

July 16–August 18	Registration
August 13–17	Professional Development–Organizational Meetings
August 20	Regular Day & Evening Classes Begin
August 20–August 31	Program Adjustment
September 3	Holiday (Labor Day)
September 4	Census Day
September 21	Last Day to Apply for P/NP–Semester Length Classes
October 12	Last Day to Apply for Fall 2012 Degree/Certificate
October 13	End of First 8-Week Session
October 15	Second 8-Week Session Begins
November 8 (Thursday)	Last Day to Drop Semester Length Classes
November 12 (Monday)	Holiday (Veterans' Day Observed)
November 22, 23, 24*	Thanksgiving Holiday
December 10	End of Second 8-Week Session
December 11, 12, 13, 14, 15 and 17	Final Examinations
December 17	Close of Fall Semester
December 19	Instructor Grade Deadline
December 18–January 18	Winter Recess
December 21	CSEA Day (Suggested)
December 24–January 1	College and District Offices Closed

SPRING 2013 (88 DAYS)

November 19–January 26	Registration
January 21	Holiday (Martin Luther King Day)
January 22–25	Professional Development–Organizational Meetings
January 28	Regular Day & Evening Classes Begin
January 28–February 8	Program Adjustment
February 4	Census Day
February 15 & 16* (Friday & Saturday)	Holiday (Lincoln Day Observed)
February 18	Holiday (Washington Day Observed)
March 1	Last Day to Apply for P/NP–Semester Length Classes
March 22	Last Day to Apply for Spring 2013 Degree/Certificate
March 23	End of First 8-Week Session
March 25, 26, 27, 28 and 29	Spring Recess
March 29 & 30* (Friday & Saturday)	Spring Vacation Days
April 1	Second 8-Week Session Begins
April 26	Last Day to Drop Semester Length Classes
May 25	End of Second 8-Week Session
May 27	Holiday (Memorial Day)
May 28, 29, 30, 31, June 1 and 3	Final Examinations
June 3	Close of Spring Semester
June 4	Instructor Grade Deadline
June 5 (Wednesday)	Grossmont Commencement
June 6 (Thursday)	Cuyamaca Commencement

* College and District Offices closed in recognition of Friday holiday.
◇CSEA Recognition Day observed.

Board Approved _____ Pending _____

Attachment A

GCCCC Summer 2012 Calendar

Instructional days – Monday through Thursday

RegistrationApril 30 – June 9
 Holiday (Observed).....July 4
 Last Day to Apply for Summer 2012 Degree/Certificate..... June/July TBD

Final Examinations will be held on the last day of class.

<u>6-Week Session:</u>	<u>June 11-July 19</u>
Late Registration and Program Change	June 11-14
Last Day to Drop Classes without a "W" on your Record	June 14
Last Day to Apply for Refund	June 14
Last Day to Apply for P/NP	June 14
Last Day to Drop Classes	July 5
Instructor Grade Deadline	July 23

<u>8-Week Session:</u>	<u>June 11-August 2</u>
Late Registration and Program Change	June 11-14
Last Day to Drop Classes without a "W" on your Record	June 14
Last Day to Apply for Refund	June 14
Last Day to Apply for P/NP	June 21
Last Day to Drop Classes	July 19
Instructor Grade Deadline	August 6