



ACADEMIC SENATE MEETING MINUTES

Thursday, September 27, 2012

- Present:** Reem Asfour, Mary Asher-Fitzpatrick, Michael Aubrey, Lindy Brazil, Paul Carmona, Guillermo Colls, Kim Dudzik, Jesus Miranda, Alicia Munoz, Terri Nichols, Lilia Pulido, Dave Raney, Seth Slater, Pat Thiss, Michael Wangler
- Absent:** Angela Nesta
- Proxy:** Raad Jerjis for Angela Nesta
- Guests:** Kathryn Nette, co-chair of the Program Review & Planning Committee; Cindy Morrin & Connie Elder, co-chairs of the Online Teaching & Learning Committee; Victoria Simmons, Vice Chancellor of Human Resources

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

Michael Wangler called the meeting to order at 2:05pm.

I. Approval of Minutes

MSC (Nichols/Thiss) to approve the minutes from September 13, 2012.

1 abstention

II. President's Report

A. Announcements

Information was provided about upcoming events and activities.

Dave Raney was appointed faculty note taker.

Michael shared information regarding a new statewide Chancellor, Brice Harris and stated that he was supported by every group in the state. He shared Mr. Harris's background adding that he had been heavily involved at the state level saying he would be sending out the press release to Senate members.

B. Conversation with the Vice Chancellor of Human Resources

Vice Chancellor of Human Resources, Victoria Simmons, introduced herself and discussed her priorities for the coming year. She was also available to answer questions.

Michael introduced Vice Chancellor Victoria Simmons and had both senators and guests introduce themselves. Victoria stated that she wanted to reach out to all of the stakeholder groups and discuss the current Human Resources function to find out what everyone needed.

Victoria stated that she wanted to provide some recent updates stating that they were currently looking at transitioning into a fully insured – instead of self-insured - health plan and would be

moving toward VEBA. She said everyone would be receiving information on open enrollment. She anticipated a small cost increase in co-pays but the District would be picking up the full premium. She said information would be available on the Benefit Committee Web site that would show a side-by-side comparison to the current plan being offered.

Victoria also stated that they were working on how to revise and streamline the faculty hiring process. She added that they would be soliciting feedback to make the process better and opened the floor for questions.

She also discussed hourly or PE 19 employees and gave an overview reviewing the categories. She said that there would be changes to PE 19s and how they will be used, and she said they would be looking at the District needs with regards to these types of positions.

Michael thanked her for the presentation and he added he would be sending the various Human Resources Web links out to the Senate members for informational purposes.

C. District & College Council Updates

Updates were provided on discussions and actions taken at a recent District & College Council Meeting.

Towards the end of the meeting, Michael wanted to make sure that the Senate was aware that there was a meeting earlier that day regarding the Facilities Master Plan implementation. He reminded the Senate that the college president, Mark Zacovic had shared 'phase one' at the last meeting. He then said that it appeared the Bond might actually pass, and that the San Diego County Taxpayers Association had endorsed Measure V. He also reiterated that there appeared to be a 60% approval rate via a recent poll, and that it was looking quite positive. He reviewed the buildings and areas on campus that would be affected and stated that meetings would be taking place within the next month between faculty, administrators, and architectural consultants to discuss the bigger picture needs of the college. He added that architectural drawings would become available in Spring 2013 and he encouraged all faculty to be available for upcoming meetings and that substitutes had been authorized for them if they wished to attend a meeting scheduled during classes.

D. Governing Board Report

A summary of actions taken at recent Governing Board meetings was to be provided, but this was postponed to a future meeting due to time constraints.

III. Vice President's Report

A. SOC Committee Appointments

Alicia Munoz reported on new faculty committee appointments.

IV. Committee Reports

A. Instructional Program Review & Planning Committee

Kathryn Nette, co-chair of the Program Review & Planning Committee, provided an update on recent committee work, including a status report on the program review process for the current year.

Kathryn Nette had Michael share the IPRPC Web site with the Senate and noted that it had very easy access. She also indicated that the committee was short on members and that this was hurting the committee's work. Kathryn indicated went on to say that the year was going smoother than it had the previous year.

There was a discussion between Kathryn and Terrie Nichols regarding faculty rankings with much additional discussion on the Senate floor. Michael clarified the previous process adding that if the committee was going to change the process of 'ranking' and 'carry over' that they needed a recommendation and rationale from the committee which could then go through SOC, and if SOC thought it should go through the Senate for approval, it would be sent through the Senate at that time. He added that he would be working with Kathryn on this process.

Kathryn explained some new rubrics saying more information would be posted soon. Michael thanked Kathryn for her report.

B. Online Teaching & Learning Committee

Cindy Morrin and Connie Elder, co-chairs of the Online Teaching & Learning Committee,, provided an update on recent committee work, including a revised draft of the *Recommendation for Standards of Good Practice* for online instruction.

Connie Elder stated that this committee was an active committee that worked closely with the Senate. She said they produced three critical documents that were updated every year. She said they were coming to the Senate with recommendations for certification for Online Teaching adding that they were currently looking at alternative ways to make sure a faculty member meets certification for online teaching.

Connie shared some problem areas that had emerged recently with online classes regarding evaluation, accessibility of records for the class, and teachers not being present or well-qualified. She added that there had been issues with grading and fraudulent activity related to financial aid and Pell grants.

Connie said that the committee had pulled various documents together and developed '**A Guide to Best Practices**'. She reviewed the guidelines as well as the online instructor certification policy. She added that training for online teaching was available through the California Chancellors Office for \$65 per course, which she highly recommended stating that the training would make adjunct faculty more employable. She then reviewed the Phase One training options and the guidelines for course development and course delivery.

This document was passed around the Senate floor by Cindy Morrin. Connie then showed various resources. Seth Slater asked if the same requirements were required of face-to-face teaching as was being suggested of online teaching and Connie agreed that this was a really good idea. Patrick Thiss then suggested having a Blackboard course before students enroll and Connie said that Student Services was putting together an orientation for students. Patrick also stated that it would be great to have certification as a prerequisite. Connie added that there were tutorials at the Online Success Web site that could be required for students to take as an orientation prior to a class adding that there was also support for faculty at that site as well.

Connie finished her report by stating that online classes really needed to be staffed by qualified faculty members.

There was a discussion on the Senate floor regarding how recommendations came through the Senate for issues such as this, and Michael clarified the approval process.

V. Action

A. 5-Year Technology Plan

The Senate entertained a motion to endorse the Cuyamaca College 5-Year Technology Plan for 2013-2018.

MSC (Carmona/Thiss) originally endorsed the Cuyamaca College 5-Year Technology Plan for 2013-2018. However, Seth Slater had a question for clarification regarding whether the training for online teaching was mandated or recommended and a discussion was opened on the Senate floor. The Senate then reviewed the document and found it was not consistent as some areas showed 'recommended' training and some areas showed 'mandated' training. There were several motions from Senate members regarding changing the language various ways and then Pat Thiss recommended that the vote be tabled to a future meeting, so the committee could clean up the language to make it more consistent, and everyone agreed. Michael stated they would bring this issue to Connie Elder and Kim Dudzik for their review and the document would be reconsidered at the next Senate meeting.

B. New & Revised College Committees & Councils

The Senate entertained a motion to endorse revisions to the following college councils and committees: Instructional Technology Council, Basic Skills Committee, and Research Planning Committee.

MSC (Raney/Slater) to endorse revisions to the following college councils and committees: Instructional Technology Council, Basic Skills Committee, and Research Planning Committee.

VI. Information

There were no Information Items.

However, at the end of the meeting, Michael asked if there was anything further to discuss and Terrie Nichols stated that the 70\30 split of funding to both colleges was not ok with her and she asked if the Senate was going to take a position on this. Michael stated that the Senate would not be taking a position and that he felt the message regarding this issue had already 'gotten through'.

Terrie Nichols then suggested that there be a Senate meeting time keeper and after a brief Senate discussion it was decided that the meetings generally ended on time and this was not necessary.

VII. Announcements/Public Comment

There were no announcements,

Meeting ended at 3:50pm
Recorded by Joy Tapscott