



C U Y A M A C A  
· C O L L E G E ·

· A C A D E M I C · S E N A T E ·

Thursday, October 11, 2012  
2:00 to 3:45pm  
Room E-106

**MINUTES**

- PRESENT:** Mary Asher-Fitzpatrick, Reem Asfour, Lindy Brazil, Guillermo Colls, Kim Dudzik, Michelle Garcia, Jesus Miranda, Alicia Munoz, Angela Nesta, Mary Sessom, Pat Setzer, Seth Slater, Michael Wangler
- ABSENT:** Michael Aubrey, Paul Carmona, Kim Dudzik, Michelle Garcia, Terrie Nichols, Lilia Pulido, Pat Thiss.
- OTHERS:** Nancy Jennings

*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."*

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**CALL TO ORDER**

Senate President Michael Wangler called the meeting to order at 2:05 p.m.

**I. APPROVAL OF MINUTES**

**M/S/P (Munoz/Miranda) to approve the minutes from the September 27<sup>th</sup> Academic Senate meeting.**

**II. PRESIDENT'S REPORT**

**A. Announcements**

Michael is feeling better after a bout with the flu. Mary Asher-Fitzpatrick is the note-taker for this afternoon's meeting.

**B. District & College Council Updates**

Michael provided updates on discussions and action taken at the recent District and College Council meetings.

Enrollment management is getting under control at both colleges. Both colleges are on track to meet their FTES goals. If Proposition 30 passes, the numbers go up; if it does not pass, the numbers go down.

A list of critical hires were reviewed, included the Vice Chancellor Human Resources at the District. Victoria Simmons will be here through the rest of the semester/end of the year. Other critical hires for Cuyamaca College included the following positions:

Admissions and Records Assistant Dean  
Financial Aid Assistant  
Budget Analyst (Sara Suter is moving to the Auxiliary).

### ***C. Governing Board Report***

Michael reported that Trustees Bill Garrett and Mary Kay Rosinski both ran unopposed for their trustee positions. While the Board has been financially prudent, they are a little out of touch with what is happening at both colleges. From a macro level, the Board is doing a great job.

AP 4300 (Field Trips and Excursions Policy) was finally approved by the Board. Faculty now need to notify their Dean on where they are going with their class. Instructors will retain the students' medial consent forms during the trip and will submit them to the Instruction Office afterwards. Board approval is always required if a faculty member wants to take their students out of the state or the country.

AP 7265 (Emeritus Status). Change in administrator emeritus. Michael reported that the college may have 3 administrators that may be nominated for this status. Michael will ask President Zacovic about taking a Senate nomination to Chancellor's Cabinet for recommendation. The three administrators he would like to recommend are Sherrill Amador, Cristiana Chiriboga and Madelaine Wolfe. Pei Hua Chou was also considered for emeritus status.

## **III. VICE PRESIDENT'S REPORT**

### ***A. SOC Committee Appointments***

Alicia Munoz reported on new faculty committee appointments on Instruction Technology and Online Teacher Learning Committees.

## **IV. COMMITTEE REPORTS**

### ***A. Academic Rank Committee***

Nancy Jennings, chair of the Academic Rank Committee, provided an update on recent committee work, including committee recommendations for academic rank and emeritus status. For the rank of professor, Angela Nesta was recommended. For Faculty Emeritus, the following faculty members are being recommended: Dr. Theresa Botz, Jim Custeau, Susan Haber, Jerry Riles, Brad Monroe, and Dr. Jose Villarreal. Their names will be presented to the Governing Board to confer faculty emeritus status.

### ***B. Accreditation Steering Committee***

This report is postponed until October 25<sup>th</sup> meeting.

### ***C. Basic Skills Committee***

Alicia Munoz, co-chair of the Basic Skills Committee provided an update on the recent committee work. She presented segments of a PowerPoint presentation that included the

finalization of the 2012-2013 Basic Skills Action Plan. An action item will be included in the next meeting's agenda to approve the plan.

#### ***D. Calendar Committee***

Jesus Miranda, Academic Senate Representative to the Calendar Committee, provided an update on the recent committee work which included the development of a draft of the 2013-2014 Academic Calendar.

### **V. ACTION**

#### ***A. 5-Year Technology Plan***

**M/S (Setzer/Munoz) to endorse the Cuyamaca college 5-Year Technology Plan for 2013-2018.**

Discussion followed regarding concerns with the language requiring mandatory training for online instructors. An Online Instructor Certification Policy was approved by the Academic Senate in May 2009, which should not hold up the endorsement of the Technology Plan as a whole. It was discussed that if the Senate chooses to revise the current Online Instructor Certification Policy, the new policy could be an appendix to the 5-year technology plan.

Pat Setzer amended his motion to approve the 5-year technology plan with a recommendation to revisit the Online Instructor Certification Policy that was approved in 2009. Alicia Munoz seconded the amended motion. Motion passed.

#### ***B. Curriculum Process for SLOs and Outside Class Assignments***

**M/S/P (Colls/Slater) to approve the newly revised curriculum process for incorporating Student Learning Outcomes and Outside Class Assignments into the Course Outline of Record.**

### **VI. INFORMATION**

#### ***A. Annual Implementation Plan for 2012-13***

The college Annual Implementation Plan for 2012-13, developed by the IERC in the past couple of weeks, was presented for review. A copy of also available on the IERC intranet site; Mike will also send out a copy for review and consideration.

### **VII. ANNOUNCEMENTS/PUBLIC COMMENT**

Michael will follow up with his Grossmont counterpart as to when the last time the process for Faculty Emeritus was reviewed. Recommendations for changes have to be submitted to the Academic Rank Committee from the Academic Senate. Michael will add reviewing the criteria on the agenda for a future meeting.

During SOC, there will be discussions regarding a reception for the new faculty emeritus. A request will be coming for donations to the Academic Senate for funds to support upcoming events.

Academic Senate President Michael Wangler adjourned the meeting at 3:40 p.m.