



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, September 26, 2013
2:00 to 3:45pm
Room E-106

MINUTES

PRESENT: Alicia Munoz (President), Jesus Miranda (Vice-President), Robert Anness, Mary Asher-Fitzpatrick, Michael Aubrey, Lindy Brazil, Paul Carmona, Guillermo Colls, Daniel Curtis, Sarah Martin, Angela Nesta, Lilia Pulido, Jodi Reed, and Seth Slater.

ABSENT: Peter Utgaard, David Raney

OTHERS: Dr. Wei Zhou, Vice President of Instruction, Pat Setzer, Interim Dean of Instruction, Dr. Tammi Marshall, Accreditation Co-Chair, and Tony Zambelli, SLO Coordinator.

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

Senate President Alicia Muñoz called the meeting to order at 2:05 p.m.

I. APPROVAL OF MINUTES

M/S/P (Colls/Carmona) to approve the minutes of the September 12, 2013 Academic Senate meeting.

II. PRESIDENT'S REPORT

A. Announcements

- Alicia announced that Dr. Wei Zhou has officially started as Vice President of Instruction. He will be coming today to introduce himself and address the Senate.
- Alicia also announced that the last sabbatical workshop is scheduled today from 5:00 to 6:00pm.
- Alicia suggested including information on tenure benefits in the faculty handbook. It was also recommended that during the tenure process, members of the tenure review committee should inform faculty being granted tenure of the benefits and responsibilities that come with this status.

- On Monday, Tony Zambelli and Tammi Marshall are conducting a TracDat workshop from 12:00 to 4:00pm in E-204.

B. *District and College Council Updates*

Alicia announced that the District has established new Human Resources Council that will be chaired by Dr. Marsha Edwards, Vice Chancellor of Human Resources. The Council will be developing an action plan for 2013-14, which will be communicated through the council members to their constituency groups.

C. *Welcome Dr. Wei Zhou, Vice President of Instruction*

Alicia introduced Dr. Wei Zhou, Vice President of Instruction and Pat Setzer, Interim Dean of instruction to the Senate. Senators introduced themselves to Dr. Zhou, and Dr. Zhou shared briefly some of the highlights of his first week at Cuyamaca College.

III. VICE PRESIDENT'S REPORT

SOC Committee Appointments

There were no faculty appointments to be announced.

IV. COMMITTEE REPORTS

A. *PROFESSIONAL DEVELOPMENT COMMITTEE* - Jodi Reed, Professional Development Committee Coordinator, reported that the Professional Development committee is working towards changing the policy regarding the timeframe for part-time faculty to complete their hours. Full time faculty can roll over hours from fall to spring; part-time faculty cannot. The committee would like the new time frame to be July 1 through week 12 of the semester. Grossmont College has already approved the changes through their Senate. Alicia announced that she would send the Senators the document with the proposed changes through email, so that they could discuss them with their constituent groups. The changes will come back as an Action Item at the next Academic Senate.

B. *GCCCD ACADEMIC CALENDAR* – Jesus Miranda announced that there was discussion in DCEC as to when spring break should be scheduled. It has been recommended that Spring break occur the 9th week of the semester. The Academic Calendar Committee will be meeting again next month to finalize the academic calendars. The information will then be disseminated to the respective groups for review and approval.

C. *Accreditation Site Visit and TracDat Report* - Dr. Tammi Marshall, Co-Chair of the Accreditation Committee, informed the Senate that she has been visiting various committee to brief faculty and staff on their role during the upcoming accreditation visit, which is just 18 days away. She provided an update on the members in the team and said that once the college receives their biographies, they will be posted on the college's accreditation website.

Tammi also provide an update on TracDat. She was able to create an Excel spreadsheet that shows who is responsible for inputting data into TracDat by divisions an departments and what the current status is. She reported that many departments are doing well in assessing their courses. She also noted that some departments do not have any information on TracDat yet, but she and Tony have been working with department chairs and coordinators to provide assistance.

V. ACTION

A. Curriculum Committee Proposal for Course Review Process – The Senate entertained a motion to approve the Curriculum Committee’s Proposal for Course Review Process.

M/S/C (Colls/Miranda) to endorse the Curriculum Committee’s Proposal for the Course Review Process.

VI. INFORMATION

A. Revised College Committee – Second reading of proposed changes to the *Student Learning Outcomes & Assessment (Institutional Effectiveness Steering Committee)*. Alicia reviewed the proposed changes for the Student Learning Outcomes & Assessment Committee. The proposed changes first came to the Senate in May 2013. The committee has since been revised further and the proposed changes are back for a second reading. The changes will go to IERC for endorsement, and will come before the Senate as an action item at the October 10, 2013 meeting.

VII. ANNOUNCEMENTS/PUBLIC COMMENT

Alicia shared with the Senate that several representatives from AAUW (American Association of University Women) met with the college president and vice presidents. They reported that last year AAUW awarded a scholarship to a Grossmont College, SDSU, and UCSD students, but not to a Cuyamaca student. It was noted that the application was not listed on Cuyamaca website. That has now been corrected. The AAUW would like to attend a Senate meeting and reach out to the professionals at the college to discuss their organizations and the benefits of membership.

Academic Senate President Alicia Muñoz adjourned the meeting at 3:55 p.m.