



C U Y A M A C A
· C O L L E G E ·

· ACADEMIC · SENATE ·
MINUTES

Thursday January 30, 2014

Present: Alicia Munoz (President), Jesus Miranda (Vice President), Mary Asher-Fitzpatrick, Michael Aubry, Lindy Brazil, Paul Carmona, Guillermo Colls, Dan Curtis, Angela Nesta, Lilia Pulido, Peter Utgaard

Absent: Donna Riley, Sarah Martin, Dave Raney, Seth Slater

Recorder: Claudia Lennard

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

Alicia Munoz called the meeting to order at 2:05 pm.

I APPROVAL OF MINUTES:

November 21, 2013: M/S/P Colls/Curtis, 1 abstention

II PRESIDENT'S REPORT

A. Announcements

- President Alicia Munoz distributed the following handouts: Schedule of meeting dates for the spring semester, Senate Composition for spring 2014, and The Role of Academic Senate and Responsibilities of Senators. She reminded Senators that if they cannot attend a meeting, they must make an effort to send a proxy. Alicia will consult Senate bylaws to determine whether a proxy can be from outside the Senator's discipline, but within the constituency group. This will be clarified at the next meeting.
- Kate Alder, new Dean of CTE, introduced herself and pledged her support to the Academic Senate. She expressed her passion for CTE and emphasized the interaction between CTE and GE. Alicia Munoz noted that a vacancy on the Senate exists for a CTE representative and Dean Alder said she will address it at the department meeting.
- A Budget Allocation Task force has been implemented to look at the funding formula for both campuses. The budget is now approximately 70% Grossmont and 30% Cuyamaca, based on the premise it is more expensive to run a small college than a larger one. The task force will examine a new funding process. Cuyamaca College representatives are Dr. Mark Zacovic, President; Dr. Arlene Satele, Vice President of Administrative Services; Pat Setzer, Dean of Arts, Humanities, and Social Sciences.
- The IERC task force will address concerns about the budget process and how budget and hiring decisions are made for the college. The task force wants to re-instate the process that is in place, but has not been followed the last few years. It will present to the IERC and the Academic Senate.
- IPRPC task force is analyzing the college's program review process, and ways it can be simplified and streamlined. It will also draft a policy to be put in place to deal with emergency and unanticipated needs. Task force members include Dr. Wei Zhou, V.P. Instruction; Patricia Santana, Chair World Languages; Alicia Munoz, Academic Senate President; Greg Differding, Chair CIS; Mary Graham, Chair Communication Arts; and Dr. Tammi Marshall, SLO and TracDat Coordinator.

B. District & College Council Updates

None

C. Governing Board Report

- An ESL Pre-board workshop was held January 28th at Cuyamaca College as part of the Board's "Conversations about Student Success" series.

III VICE PRESIDENT'S REPORT

Jesus Miranda announced he will be emailing to faculty a current link to committees needing staffing and representation.

IV COMMITTEE REPORTS

Academic Rank Committee

Peter Utgaard, Chair of Academic Rank Committee, announced there were no committee recommendations for academic rank or emeritus status. He explained the method used to notify applicants of the committee's decision, and the guidelines and criteria necessary to meet the requirements to earn rank. Alicia Munoz demonstrated where to find the link on the AS website.

V ACTION

No action items

VI INFORMATION

Angela Nesta, Senate Elections Coordinator, proposed 2 changes to the Bylaws of the Academic Senate concerning nominations and election of officers and senators:

- 1. Article II, Sec. 2.1 (B) concerning timeline for receiving nominations to be changed from "...last two weeks in January" to "...two weeks after the spring census date."
- 2. Article II, Sec.2.2 (A) concerning holding of elections, to be changed from "...during the first week in February..." to "...within two weeks after nominations end..."

Alicia Munoz proposed this as an action item for next meeting. She will compose the language for the changes and send to senators to share with their constituents.

VII ANNOUNCEMENTS/PUBLIC COMMENT

- Voluntary Senate fund - Senator Paul Carmona announced launch of the annual drive to raise money for the Academic Senate. The proceeds will help finance awards, receptions, after-commencement party, etc. A memo will be sent to faculty to solicit donations.
- Faculty Handbook - Senators Angela Nesta and Seth Slater have volunteered to update the Faculty Handbook, including adding references to sabbaticals and tenure process. Angela demonstrated an access improvement to the TOC, whereby a user can click on a chapter title and be taken directly to that paragraph.
- Website Conversion – Alicia Munoz announced that the Cuyamaca College website redesign project is underway. This is due for completion by end of the spring semester, with conversion to take place next October. Alicia showed senators the location of the website redesign link, including feedback forms, and asked them to share this information with their constituents. Faculty members are asked to view the design options and indicate their preferences, and to review content in their area for currency and accuracy.

Academic Senate President, Alicia Munoz, adjourned the meeting at 3:40 pm.