



· **ACADEMIC · SENATE ·**
MINUTES
April 10, 2014

Present: Jesús Miranda (Vice President), Mary Asher-Fitzpatrick, Michael Aubry, Lindy Brazil, Paul Carmona, Guillermo Colls, Dan Curtis, Sarah Martin, Angela Nesta, Lilia Pulido, Donna Riley, Seth Slater
Absent: Alicia Muñoz (President), Dave Raney, Glenn Thurman, Peter Utgaard
Others: Patricia Santana, Chair World Languages & Faculty Co-Chair of Instructional Program Review & Planning Committee.
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". In accordance to Brown Act guidelines, Senators voting "nay" or abstaining will be identified. All other present members will be assumed to have voted "aye".

CALL TO ORDER: Senate Vice President, Jesús Miranda, called the meeting to order at 2:05

I APPROVAL OF MINUTES: March 27, 2014 approved as amended. M/S/A (Pulido/Colls), 2 abstentions (Martin, Riley).

II PRESIDENT'S REPORT

A. Announcements

Senate Vice President, Jesús Miranda, presented the President's Report, as President Alicia Muñoz was attending the statewide Spring Plenary in San Francisco. He began by relaying a message from Vice President of Instruction, Wei Zhou, to remind Senators of the Institutional Code of Conduct (AP3060 and BP3060) and asked them to apprise their constituents of the content of the Code, a copy of which was shown to Senators.

B. District & College Council Updates

CCC Hiring List- Miranda handed out the Cuyamaca College Council, (formerly IERC), recommended 2014-2015 Hiring List that was presented at Instructional Council. (See Addendum 1). He also passed out a paper outlining the Employee Count Summary for Spring 2014 showing the shortfall in instructional hiring during the period 2008-2013. (Addendum 2). This information was used as justification for the CCC Hiring List, which listed vacant positions for 10 instructional faculty and 3 counseling faculty. Miranda emphasized these positions were for replacement purposes, as opposed to growth. The top 5 positions were for instructors in Earth Sciences, Math, English, General Counselor (EOPS), Exercise Science Fitness Center Clerk. This list will go to President's Cabinet and then come to Academic Senate for endorsement, then back to PC for finalization. Miranda relayed that Mark Zacovic, College President, indicated he would present the first three positions to DSPBC, in hopes that hiring could be completed by the end of the fiscal year.

Tentative Budget 2014-2015 and District Goals FTES- Miranda distributed copies of the GCCCD Unrestricted General Fund Tentative Budget 2014-2015, (Addendum 3), including apportionment and non-apportionment revenue. Copies of the District Goals FTES were also handed out to Senators. (Addendum 4).

C. Academic Senate Elections

Angela Nesta, Academic Senate Elections Coordinator, announced that there are six candidates for instructional part-time faculty senator. They are: Jolene Crowley (GD); Ian Duckles (PHIL); Bridget Herrin (PSY); Sarah Martin (ENGL); Galit Stam (HIST) and Cheryl Vallejo (MATH). Nominations are now closed and voting will end at noon on Thursday, May 1st. The counseling part-time faculty senator post will remain vacant, as there were no nominations from Student Services. Ballots will be emailed to all part-time faculty members.

III VICE PRESIDENT'S REPORT

Jesús Miranda announced that there were appointments to hiring committees for the Transfer Center and the Tutoring Center

IV COMMITTEE REPORTS

IPRPC- Patricia Santana, faculty co-chair of Instructional Program Review & Planning Committee (IPRPC), presented the IPRPC 2015-2016 Annual Update template, and reviewed the questions asked on the 8-page draft. According to Santana, the template was drafted by the IPRPC task force to try and make the Annual Update more palatable to authors. Task force members include Mary Graham, Patricia Santana, Alicia Munoz, Wei Zhou, Greg Differding, Tammi Marshall and Pat Setzer. Santana said she welcomed feedback from Senators and their constituents, and asked them to contact her directly via email with their comments and suggestions. She emphasized that this template is an Annual Update and should be short and concise. The template will be discussed further at the next Academic Senate meeting, at which time Miranda will clarify whether it requires Senate endorsement or approval.

Curriculum Committee – Guillermo Colls, Curriculum Committee faculty co-chair, presented the draft Curriculum Board Packet for the spring semester and the 2014-2015 Catalog. He projected it on the screen and reviewed all the new and revised course outlines. He will inform the Senators when the draft packet will be posted on the Intranet and where it will be located.

V ACTION

CCLC Response to proposed changes to ACCJC Standards-Angela Nesta, Senator and College Librarian, distributed the Council of Chief Librarians (CCLC) written response to the changes to Standard IIA and IIC pertaining to library services, as proposed by ACCJC (Accrediting Commission of Community and Junior Colleges). She asked for the Academic Senate endorsement of this response. After discussion, this was passed unanimously. M/S/A (Colls/Curtis). A copy of the response will be attached to these minutes. (Action Item).

VI INFORMATION

Post-Commencement Reception- SOC (Senate Officers Committee) will present a proposal for the Academic Senate to co-sponsor the post-commencement reception for faculty and staff. This will be brought forward as an Action item at the next Senate meeting.

Academic Senate Voluntary Fund- Senator Paul Carmona distributed copies of the fund-raising letter that will be sent to faculty and staff. Donations are being solicited to help defray costs of the reception, emeriti honor court and Outstanding Faculty awards. He explained that each donor will be entered in a drawing for prizes donated by the Prado restaurant, Old Globe Theater and Cottonwood Golf Course. The prize baskets were shown to the Senate.

Fall 2014 Convocation Schedule- A copy of this Schedule was distributed to the Senators.

VII ANNOUNCEMENTS/PUBLIC COMMENTS

Miranda announced that the Transfer Celebration will be on Friday May 9th from 5:00-7:30pm. He asked Senators to communicate this to their transfer students.

Academic Senate Vice President, Jesús Miranda, adjourned the meeting at 4:20 pm.

**ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES
Western Association of Schools and Colleges (ACCJC)**



**COMMENT ON JANUARY 2014 FIRST READING REVISIONS TO
ELIGIBILITY REQUIREMENTS AND ACCREDITATION STANDARDS**

Contact information for Respondent:

Name: Tim Karas Title: President, Council of Chief Librarians: California Community Colleges

Email tim.karas@wvm.edu Telephone 408-855-5164

College affiliation or name of other organization you are representing:

Council of Chief Librarians: California Community Colleges

Comment submitted (attach additional pages if needed):

1. Comment on revisions to the Eligibility Requirements

N/A

2. Comments on revisions to the Accreditation Standards:

The ACCJC draft Standards weaken, to the detriment of student learning, the criteria used in the 2002 Standards in regard to information competency and access to library materials and services regardless of location or means of delivery by placing the standards now in that section IIC under Standard IIB (Student Services). This eliminates the existence of library and learning support services unique significance of being comprised of instructional and student service element. It is critical to retain Library and Learning Support Services as an independent sub-section.

Moving the Library and Learning Support Section (2C) to Student Support lessens the linkage that these areas have to Instruction and enhances the "silo" that is faced by the current 2C programs. Libraries, tutorials and other learning support services have to be linked to instruction in order to be effective.

The Instruction Section (Standard 2A) had a major component, Information Competency. Standard II.A.3.b

The Revision weakens this effort to improve student learning of this vital concept. The Revision lessens the linkage between other instructional programs in the teaching of information literacy.

The current Standard 2C, as an independent subsection, allows for more focused evaluation by both the colleges in creating their Self Evaluation Reports as well as for teams who work with the colleges.

See Details Below:

Current Language	ACCJC Draft Revisions	CCL Recommendations
<p>Standard II.A.3.b A capability to be a productive individual and life-long learner: skills include oral and written communication, information competency, computer literacy, scientific and quantitative reasoning, critical analysis/ logical thinking, and the ability to acquire knowledge through a variety of means.</p>	<p>Standard IIA 12. The institution includes in all of its programs student learning outcomes, appropriate to the program level, in communication competency, information and quantitative competency, analytic inquiry skills, and the ability to engage diverse perspectives, and other program specific learning outcomes. CWIIA2c, IIA3b, IIB3d</p>	<p>Standard IIA.3.b. A capability to be a critical thinker and skilled communicator: skills include critical analysis/logical thinking, information competency, computer proficiency, scientific and quantitative reasoning, and oral and written communication.</p>
		<p>New c) The ability to acquire knowledge through a variety of means and to acquire and critically evaluate information.</p>
<p>Standard IIC Introduction Library and other learning support services for students are sufficient to support the institution's instructional programs and intellectual, aesthetic, and cultural activities in whatever format and wherever they are offered. Such services include library services and collections, tutoring, learning centers, computer laboratories, and learning technology development and training. The institution provides access and training to students so that library and other learning support services may be used effectively and efficiently. The institution systematically assesses these services using student learning outcomes, faculty input, and other appropriate measures in order to improve the effectiveness of the services</p> <p>Standard IIC1. The institution supports the quality of its instructional programs by providing library and other learning support services that are sufficient in quantity, currency, depth, and variety to facilitate educational offerings, regardless of location or</p>	<p>Standard IIB 9: The institution supports student learning and achievement by providing library, and other learning support services to students and personnel responsible for student learning and support that are sufficient in quantity, currency, depth, and variety to support educational programs, regardless of location or means of delivery, including distance education and correspondence education. Learning support services include, but are not limited to, library collections, tutoring, learning centers, computer laboratories, learning technology, and ongoing instruction for users of library and other learning support services. CWIIC,Intro, IIC1, IIC1b,c</p>	<p>The ACCJC draft Standards weaken, to the detriment of student learning, the criteria used in the 2002 Standards in regard to information competency and access to library materials and services regardless of location or means of delivery by placing the standards now in that section IIC under Standard IIB (Student Services). This eliminates the existence of library and learning support services unique significance of being comprised of instructional and student service element. It is critical to retain Library and Learning Support Services as an independent sub-standard.</p>

<p>means of delivery.</p> <p>Standard IIC 1b. The institution provides ongoing instruction for users of library and other learning support services so that students are able to develop skills in information competency.</p> <p>Standard IIC 1c. The institution provides students and personnel responsible for student learning programs and services adequate access to the library and other learning support services, regardless of their location or means of delivery.</p>		
<p>Standard II.C.1. b. The institution provides ongoing instruction for users of library and other learning support services so that students are able to develop skills in information competency.</p>	<p>See Above Standard IIB 9.</p>	<p>Standard II.C.1. b. The institution provides ongoing instruction for library users of library and other learning support services so that students are able to develop skills in information competency. The institution promotes learning support services to faculty and students so that students use these services to increase their success.</p>
<p>Standard IIC 1.a. Relying on appropriate expertise of faculty, including librarians and other learning support services professionals, the institution selects and maintains educational equipment and materials to support student learning and enhance the achievement of the mission of the institution.</p>	<p>Standard IIB 10. Relying on appropriate expertise of faculty, including librarians, and other learning support services professionals, the institution selects and maintains educational equipment and materials to support student learning and enhance the achievement of the mission. CW IIC1a</p>	
<p>Standard IIC 2. The institution evaluates library and other learning support services to assure their adequacy in meeting identified student needs. Evaluation of these services provides evidence that they contribute to the achievement of student learning outcomes. The institution uses the results of these</p>	<p>Standard IIB 11. The institution defines and assesses learning and other intended outcomes for library and learning support services and uses assessment data to continuously improve programs and services. CW IIC2</p>	<p>Standard II.C. The institution evaluates library and other learning support services to assure their adequacy in meeting identified student learning needs. Evaluation of these services provides evidence that they contribute to the achievement of student learning outcomes. The</p>

evaluations as the basis for improvement.		institution uses the results of these evaluations as the basis for improvement.
<p>Standard IIC 1 d. The institution provides effective maintenance and security for its library and other learning support services.</p> <p>Standard IIC 1 e. When the institution relies on or collaborates with other institutions or other sources for library and other learning support services for its instructional programs, it documents that formal agreements exist and that such resources and services are adequate for the institution's intended purposes, are easily accessible, and utilized. The performance of these services is evaluated on a regular basis. The institution takes responsibility for and assures the reliability of all services provided either directly or through contractual arrangement.</p>	<p>Standard IIB 12. When the institution relies on or collaborates with other institutions or other sources for library and other learning support services for its instructional programs, it documents that formal agreements exist and that such resources and services are adequate for the institution's intended purposes, are easily accessible and utilized. The institution takes responsibility for and assures the security, maintenance, and reliability of services provided either directly or through contractual arrangement. The institution regularly evaluates these services to ensure their effectiveness. CW IIC1d,e</p>	

ADDENDUM 1 4-10-14

Cuyamaca Council (formerly IERC) 2014-15 Hiring List

(Pending Finalization at President's Cabinet)

Broken down by 5 positions at a time

Instructional Faculty: 10

Counseling Faculty: 3

Classified Staff: 6*

Administrative: 2*

*International Students Program Director and Facilities Coordinator omitted from list because they will be hired via "special self-funding" per President Zacovic

1. Earth Sciences
2. Math
3. English
4. General Counselor (EOPS)
5. Exercise Science Fitness Center Clerk

6. Biology
7. ESL
8. Exercise Science
9. General Counselor (DSPS Restricted Funds) & 9. History
10. Athletics Eligibility Tech

11. Dean of Admissions and Records
12. General Maintenance HVAC
13. Music Ensemble
14. Ornamental Horticulture
15. General Counselor (CalWorks Restricted Funds) & 15. Child Development

16. Tutoring Supervisor
17. Student Services Specialist (Assessment)

ADDENDUM 2 4-10-14

Employee Count Summary
Spring 2014

F/T Faculty	78
P/T Faculty	333
Administrative	14
Classified Contract	127
Total	552

% FTE of Employee Count

Faculty	74%
Administrative	3%
Classified	23%

Classified Staff	1998-2013		2008-2013	
	Totals	% Change	Totals	% Change
Management	1	2	2	0%
Supervisory	6	13	9	44%
Confidential	4	1	1	0%
General Classified	75	109	121	-10%
PT Hourly Classified	188	290	173	68%

Academic	1998-2013		2008-2013	
	Totals	% Change	Totals	% Change
Management	10	12	12	0%
Counselors	10	11	8	37%
Librarians	4	3	3	0%
Support Services	2	5	4	25%
FT Instructors	64	59	77	-23%

Part Time Instructors	1998-2013		2008-2013	
	Totals	% Change	Totals	% Change
PT Instructors			294	-0.1
Counselors			32	-0.5
Librarians			7	-0.143
Non-Credit Adult Ed			61	-0.36

APPENDUM 2 4-10-14

	Employee Counts																																							
	Fall 98	Fall 99	Fall 00	Fall 01	Fall 02	Fall 03	Fall 04	Fall 05	Fall 06	Fall 07	Fall 08	Fall 09	Fall 10	Fall 11	Fall 12	Fall 13	Fall 14	Sp 98	Sp 99	Sp 00	Sp 01	Sp 02	Sp 03	Sp 04	Sp 05	Sp 06	Sp 07	Sp 08	Sp 09	Sp 10	Sp 11	Sp 12	Sp 13	Sp 14						
Academic																																								
Management	10	12	14	13	14	13	12	11	14	12	12	11	11	13	11	12																								
Counselors	10	9	10	9	10	9	9	9	7	8	8	10	9	10	10	11																								
Librarians	4	3	3	4	4	4	4	3	3	3	3	3	3	3	3	3																								
Support Services	2	2	3	4	5	5	6	5	5	4	4	4	4	4	4	4																								
PT Instructors	64	63	64	70	71	67	64	67	68	70	77	67	66	63	58	59																								
PT Instructors	262	275	316	206	225	214	256	254	331	311	294	276	274	233	260	291																								
Academic																																								
Management				13	13	13	12	13	12	13	13	13	12	12	11	11																								
Counselors				9	10	9	9	10	9	7	10	9	10	10	10	10																								
Librarians				4	4	4	4	4	3	3	3	3	3	3	3	3																								
Support Services				3	4	5	6	5	5	4	3	4	4	4	4	4																								
PT Instructors				66	68	71	65	64	69	66	70	75	67	63	63	58																								
PT Instructors				301	207	218	270	274	268	312	308	289	269	274	263	278																								
Classified Staff																																								
Management	1	1	1	1	1	2	8	2	1	1	2	2	2	2	2	2																								
Supervisory	6	8	8	8	9	8	9	7	8	8	9	8	8	9	9	13																								
Confidential	4	4	5	7	9	9	9	1	1	0	1	1	1	1	1	1																								
General Classified	75	86	89	102	104	100	105	116	109	117	121	116	116	107	100	109																								
PT Hourly Classified	188	180	226	218	257	186	214	147	89	163	173	166	13	293	250																									
Classified Staff																																								
Management				1	2	2	2	2	1	1	1	1	2	2	2	2																								
Supervisory				8	8	8	8	9	8	8	9	9	8	8	8	10																								
Confidential				5	8	9	9	9	1	0	1	1	1	1	1	1																								
General Classified				90	97	104	106	105	115	114	110	120	114	111	106	99																								
PT Hourly Classified				190		251	263	260	264	175	188	187	163	306	345	277																								

ADDENDUM 3 4-10-14

Grossmont-Cuyamaca Community College District
 Income - Unrestricted General Fund
 2014 - 2015
 Tentative Budget

	11-12 Actuals	12-13 Working Budget	12-13 Actuals	13-14 Adoption Budget	13-14 Updated P1	14-15 Tentative Budget
LOCAL, NON-APPORTIONMENT						
8850 Rentals	24,253	24,300	31,581	25,209	25,209	36,000
8860 Interest	72,266	75,000	42,700	50,000	50,000	50,000
8878 Athletic Insurance	10,652	10,000	10,335	10,000	10,000	10,000
8879 Transcripts	97,016	89,000	87,153	90,096	90,096	86,720
8885 Enrollment Fee (2%)	131,986	120,000	145,921	120,000	120,000	135,360
8887 Tuition - Out of State	968,742	925,505	694,487	638,719	638,719	801,860
8888 Tuition - International	3,343,416	3,164,434	3,763,061	3,344,897	3,344,897	3,406,705
8856 Student Fees - YE Accrual	(16,911)	0	(42,718)	0	0	0
8890 Other Local	94,828	60,000	182,312	60,000	60,000	40,000
8893 Telephone Commissions	0	0	0	0	0	0
8889 Catalogs	4,014	3,000	3,334	3,000	3,000	4,206
8889 Library Fines	15,665	13,800	14,741	13,800	13,800	13,381
8890 Subpoena Fees	865	710	304	510	510	220
8890 Miscellaneous	280	100	555	280	280	405
8890 Cellular Transmitters	81,438	70,000	112,817	90,000	90,000	90,000
8897 Overaged Checks	17,863	13,000	24,118	13,000	13,000	10,000
8899 C.P.I. Pass Through	359,910	359,910	380,095	359,910	359,910	359,910
District Budgeted Deficit - 4%	0	0	0	(192,774)	(192,774)	(201,790)
Total Local, Non-Apportionment	5,207,283	4,928,759	5,450,795	4,626,567	4,626,567	4,842,977
OTHER INCOME						
8912 Sale Equipment & Surplus Supplies	27,866	0	11,645	0	0	0
8992 Transfers Out - To Restricted	(3,727,052)	(2,624,507)	(2,624,507)	0	0	0
8992 Transfers In - from Restricted	8,222,029	3,965,115	3,965,115	2,306,619	2,306,619	0
Total Other Income	4,522,843	1,340,608	1,352,253	2,306,619	2,306,619	0
TOTAL REVENUE						

Income AB Page 6
 Plus Transfer Page 2

ADDENDUM 3 4-10-14

Tentative B

2014 2015

Gross Income - Unrestricted General Fund

	11-12 Actuals	12-13 Working Budget	12-13 Actuals	13-14 Adoption Budget	13-14 Updated P1	14-15 Tentative Budget
STATE GENERAL REVENUE						
Basic Allocation	7,196,681	7,196,681	7,196,681	7,196,681	7,196,681	7,309,669
Base, credit	82,284,001	82,749,046	82,749,046	83,617,446	83,617,466	87,043,408
Base, Non Credit	643,687	178,642	178,642	236,396	263,003	289,344
Work Load Reduction - 2011/2012	(6,340,043)	(6,340,043)	(6,340,043)	(6,340,043)	(6,340,043)	(6,340,043)
TOTAL BASE	83,784,326	83,784,326	83,784,326	84,710,480	84,727,106	88,302,378
COLA, Credit	0	0	0	1,213,255	1,213,256	694,049
COLA, Non Credit	0	0	0	3,711	3,972	2,488
COLA, Base	0	0	0	118,746	112,988	62,863
TOTAL COLA	0	0	0	1,335,712	1,330,216	759,400
Growth/Restoration	0	718,819	926,153	1,775,824	2,245,056	2,455,093
Subtotal	83,784,326	84,503,145	84,710,479	87,822,016	86,302,378	91,516,871
State Deficit to Apportionment	(1,968,463)	0	(1,694,210)	0	0	0
Subtotal State General Revenue	81,815,863	84,503,145	83,016,269	87,822,016	86,302,378	91,516,871
District Budgeted Deficit - 4%	0	(1,270,657)	0	(3,512,881)	(3,850,408)	(3,660,675)
Prior Year Adjustments	175,235	0	344,488	0	1,520,708	0
Pending BOG Allocation	0	0	0	0	0	0
Total State General Revenue	81,991,098	83,232,488	83,360,757	84,309,135	85,972,678	87,856,196
STATE, OTHER						
Lottery	2,287,811	2,287,811	2,044,306	2,240,280	2,240,280	2,240,280
Lottery PY Adjustment	36,245	0	110,424	0	0	0
Parity Allocation	390,859	390,859	390,859	390,859	390,859	390,859
Mandates/Block Grant	0	470,757	470,757	476,420	476,420	476,420
Student Financial Aid Admin	123,627	299,978	299,978	269,384	269,384	269,384
Total Other State	2,838,542	3,449,405	3,316,323	3,376,943	3,376,943	3,376,943
Sub-Total Apportionment and Other State Income						
Total State Income Reduction						
Total Apportionment and Other State Income						

ADDENDUM 4 4-10-14

Grossmont-Cuyamaca Community College District
 Goals FTES
 2014-2015 Tentative Budget
 Districtwide - Resident FTES

2013-2014 Projected FTES

	Combined	Grossmont College	Cuyamaca College
		FTEs	FTEs
		%	%
13-14 Adoption Budget Goals FTES	<u>17,398</u>	<u>12,064</u>	<u>5,334</u>
		69.34%	30.66%
13-14 Projected FTES (factored)	<u>17,852</u>	<u>12,303</u>	<u>5,549</u>
	454 Over Goals	68.91%	31.09%
		1.98%	4.04%
13-14 Funded FTES @ P1 (Referred to as 13-14 CAP)	<u>17,510</u>	<u>342</u>	
		Unfunded	

2014-2015 Formula Goals FTES

Work Load Restoration (3% per Governor's Proposed Budget) **525**

Total 14-15 Goals FTES
 (17,510 + 525 = 18,035)

12,505
 69.34%

5,530
 30.66%

ADDENDUM 5 4-10-14

Convocation

August 13, 2014

8:00-8:30am, Breakfast

8:30-9:45am, Convocation

9:45-10:30am, Accreditation follow-up report update

10:30-10:45am, break

10:45-11:30am, Institutional dialogue on learning outcomes

11:30am-12:15pm, Student success and support program dialogue

12:15-1:00pm, Lunch

1:00-3:00pm, Division meetings (Deans)

College will open at 1:00pm (closed 8:00am to 1:00pm).