



· A C A D E M I C · S E N A T E ·

Regular Meeting
Thursday, May 8, 2003

MINUTES

PRESENT: C. Bishop, C. Charter, K. Ingrum, C. Lloyd, K. Nette, T. Phillips, Y. Powell, L. Pulido, D. Riley, P. Santana, P. Setzer, D. Troy, P. Utgaard, B. Viersen, M. Wangler, K. Wergeland, T. Zambelli
ABSENT: P. Garity
OTHERS: Mary Asher-Fitzpatrick, Ezequiel Cárdenas, Gregory Gomez, Kay Hartig, Geraldine Perri, Sue Rearic, Gretton Wileman

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 Pat Setzer called the meeting to order at 2:00 p.m.

I. APPROVAL OF MINUTES

It was M/S/P (Nette/Lloyd) to approve the minutes of the meeting of April 24, 2003.

II. PRESIDENT'S REPORT

A. *Budget Update*

Cuyamaca College President Gerri Perri and Interim Dean Sue Rearic reported on the budget reduction criteria; and strategies for fiscal years 2003-04. Senate President Pat Setzer expressed his appreciation to the Budget Committee for the process it has followed in developing the plans.

B. *Senate Plenary Session* – no report

C. *Circle K Club* – no report

D. *Academic Master Planning Update* – no report

III. ACTION

A. *Proposed System for Academic Rank*

It was M/S/P (Utgaard/Santana) to approve as amended the proposed system for establishing academic rank submitted by the Academic Rank Workgroup.

[The approved document is attached to these minutes.]

B. *Technology Plan*

It was M/S/P (Zambelli/Nette) to endorse the College Technology Plan 2003-2004 as submitted.

IV. OPEN DISCUSSION – COMMITTEE MEMBERSHIP

This discussion did not occur due to time constraints.

V. INFORMATION – No information items

VI. ADDITIONAL REPORTS

A. *Vice President's Report* – No report.

B. *United Faculty Report* – No report.

C. *Report from Special Funded Programs*

Mary Asher-Fitzpatrick and Greg Gomez, representatives from DSP&S and EOPS, reported on the impact of recent and proposed cuts on Special Funded Programs and related services to students. They observed that federal and state mandates require the college and instructors to continue to provide reasonable accommodations to students despite budget reductions.

ADJOURNMENT – Senate President Pat Setzer adjourned the meeting at 4:05 p.m.

Reported by Nancy Perry

Academic Rank

Guiding Principles

Academic rank is meant to honor teaching excellence, academic achievement, professional achievement and service to the students of Cuyamaca College. It will recognize the contributions of both full-time and part-time faculty.

ARTICLE I – Requirements

- A. When faculty members are hired they will be given the rank of Assistant Professor.
- B. When full-time faculty members receive tenure or when part-time faculty members gain re-employment rights they will be given the rank of Associate Professor.
- C. Movement to the rank of Professor will be determined based upon the following criteria and application by the faculty member.
 - 1. Six (6) years of certificated service to the District.
 - 2. At least four criteria listed in Article IV, to include at least one criterion from each category.

ARTICLE II – Application Process

- A. Applicant for professor rank obtains an *application form* from the Academic Senate office.
- B. Applicant completes the form and submits it with accompanying documentation to the Academic Senate office.
- C. Where necessary, secure verification of years of service from the District personnel office.
- D. The Academic Rank Subcommittee (ARC) of the Academic Senate reviews all materials and makes a recommendation to the Academic Senate.

ARTICLE III – Approval Process

- A. Submit completed application to the Academic Senate office or the chair of the ARC.
- B. Upon recommendation of the ARC and approval by the Academic Senate, the application will be submitted to the appropriate channels for final awarding of professor rank.

ARTICLE IV – Criteria

A. Criterion One – Professional Achievement

1. Demonstrate excellence in teaching.
2. Initiated and played a major role in the design and/or implementation of an educational program recognized by the ARC as a significant benefit to students.
3. Made significant contributions to the community's cultural enrichment through personal achievements in the performing, literary and/or visual arts.
4. Authored or co-authored a refereed text or research article, or computer software in petitioner's subject speciality (recognized by the ARC as significant).
5. Made presentations at professional conferences or meetings recognized by the ARC as significant to petitioner's discipline.
6. Obtained outside funding, grants, or equipment to enhance the college's teaching, research, and/or educational resources.
7. Other professional achievement recognized by the ARC as at least equal in significance to any of the above.
8. Possession of an earned doctorate from an accredited institution.
9. Possession of the highest degree available in those areas where a doctorate does not exist.

B. Criterion Two – College Service

1. Served at least two years as a department chair or coordinator.
2. Served at least two years as a member of the Academic Senate.
3. Served at least two years on one or one year on two major college or district committees (e.g., General Education, Curriculum, District Load, Program Review, Learning Skills, United Faculty Steering, Professional Development, College Planning).
4. Chaired a major committee for a period of at least one year.
5. Other college service which the ARC deems to be at least equal in significance to any of the above (including major college or district committees not listed in number 3).

ARTICLE V – Procedures

- A. The Academic Rank Committee consists of five members appointed by the Academic Senate.
- B. Decisions of the ARC will be by majority vote.
- C. Applicants who do not receive a majority vote will receive a written explanation.
- D. The names of the nominees who meet all criteria will be given to the president of the Academic Senate to present to the Senate for approval.
- E. Approval of the professor rank shall require a majority vote of the senators present at a regular meeting of the Academic Senate at which a quorum is present.
- F. The Academic Senate will forward the names of faculty approved for professor rank to the college president to present to the Governing Board for approval.
- G. The college president will forward the names through normal channels to be placed on the Governing Board agenda for approval.