



CUYAMACA
· COLLEGE ·

· ACADEMIC · SENATE ·

Regular Meeting
Thursday, March 10, 2005

MINUTES

PRESENT: J. Ford, M. Fralick (as proxy for P. Boatner), S. Haber, J. Hider, B. Jennings, C. Lloyd, J. Riley, J. Reed, P. Santana, P. Setzer, D. Troy, S. Weinert, K. Wergeland, T. Zambelli
ABSENT: P. Boatner, T. Phillips, B. Viersen
OTHERS: Vangie Meneses

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 Jan Ford called the meeting to order at 2:05 p.m.

I. APPROVAL OF MINUTES

M/S/P (Setzer/Weinert) to approve the minutes of the meetings of February 10, 2005.

M/S/P (Wergeland/Santana) to approve the minutes of the meetings of February 24, 2005,

II. PRESIDENT'S REPORT

A. *Appointments*

Jan Ford announced that Pat Setzer has been appointed senator-at-large to fill the senator vacancy in Exercise Science/Health and that Jerry Riley is representing science for the spring semester. Senate Vice President Susan Haber reported committee appointments of Jim Hannibal to Program Review, Pat Garity to Student Discipline Appeals Panel, Carmen Cox to Staff Development, and Theresa Botz and Terrie Nichols to the Interior Design Subcommittee of the College Facilities Master Planning Council. Jan Ford added that she and Tony Zambelli have been appointed to the Executive Dean Search Committee. Budget, DSPS Hiring, and District Tobacco Use committees still need faculty appointments.

B. *Accreditation Update*

Senate President Jan Ford distributed a handout outlining the Accreditation Self Study Structure and Committees and explained that the four standards and subcommittees will need faculty co-chairs and faculty members as part of the accreditation process. There will be a training session on April 1 for those who will be involved in the self study. Senators were encouraged to share information with their constituents. Faculty interested in participating should contact Jan Ford. The Academic Senate will approve all appointments.

C. *Funding Allocation Task Force Update*

Jan Ford reported that the Funding Allocation Task Force is investigating new funding formulas for the district and the next meeting will be March 18.

D. *GCCCD Board Meeting*

Jan read the names of the Cuyamaca College faculty members who will be granted tenure at the end of this semester and the names of the instructors who will be on sabbatical leave in the '05-'06 academic year. Jan stressed the importance of Cuyamaca College faculty presence at board meetings.

III. ACTION

- A. *Standards of Good Practice Developed by the Online Learning Committee*
M/S/P (Troy/Weinert) to approve the Standards of Good Practice developed by the Online Learning Committee.
- B. *Academic Accommodation Panel*
M/S/P (Lloyd/Santana) to approve the formation of the Academic Accommodation Panel, amended to change the charge to specify that all faculty members are subject to appointment by the Academic Senate.
- C. *Philosophy Behind the Conversion to Discipline-Wide Equivalencies from Course-to-Course Equivalencies for Part-Time Faculty*
M/S/P (Setzer/Haber) to adopt the “Philosophy Behind the Conversion to Discipline-Wide Equivalencies from Course-to-Course Equivalencies for Part-Time Faculty.”

IV. INFORMATION

- A. *Student Services Master Plan*
Marsha Fralick, faculty co-chair of the Student Services Master Plan Committee, and Vangie Meneses, Dean of Counseling, provided an overview of a draft of the Student Services Master Plan currently being developed. Through information gathered from program review and division retreats, the vision, mission and philosophy of the plan were developed. Vangie shared that the plan is the result of comprehensive, multi-level and evolving processes addressing goal setting, as well as, reviewing and ranking functions. Patricia Santana congratulated them for their work, especially for the ongoing dialogue and Jan Ford thanked them and stated that they should be very proud of the document.
- B. *Review of Senate Bylaws*
Jan suggested that it would be worthwhile for the senate to review the Senate’s Bylaws concerning absences, assigning proxies and conducting the business of the senate meetings. The senators discussed various ways that proxies can be appointed.
- C. *Academic Rank Task Force*
Jan queried the senators about whether newly established faculty academic ranks (assistant professor, associate professor, professor) should be published in the fall 2005 college catalog. It was concluded that due to the limited time for processing applications for the rank of professor, the fall 2005 catalog should not list faculty ranks, but subsequent catalogs shall.
- D. *Districtwide Executive Council – District Operating Procedures*
Jan brought forth recommended revisions on two district procedures distributed at DEC that the senators should review, share with constituents and provide feedback to Jan for the next DEC meeting.
 - 1. *PMI - Preparation and Revision of an Operating Procedure*
 - 2. *TRI - Travel Expense*

V. ADDITIONAL REPORTS – No additional reports were presented.

ADJOURNMENT – Senate President Jan Ford adjourned the meeting at 4:00 p.m.

Reported by Nancy Perry