



CUYAMACA  
COLLEGE

· ACADEMIC SENATE ·

Regular Meeting  
Thursday, April 28, 2005

**MINUTES**

**PRESENT:** M. Asher-Fitzpatrick, P. Boatner, J. Ford, S. Haber, J. Hider, B. Jennings, C. Lloyd,  
T. Pagaard, J. Reed, P. Santana, P. Setzer, D. Troy, S. Weinert, K. Wergeland  
**ABSENT:** T. Phillips, J. Riley, T. Zambelli  
**OTHERS:** Marsha Fralick, Greg Gomez, Vangie Meneses, Michael Wangler

*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."*

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**CALL TO ORDER**

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

**I. APPROVAL OF MINUTES**

**M/S/P (Wergeland/Santana) to approve the minutes of the meeting of April 14, 2005.  
Passed unanimously.**

**II. President's Report**

**A. Updates from College, District, and State**

**Grand Lawn & Trees:** Senate President Jan Ford announced that the Ad Hoc Tree Committee of the Facilities Master Plan Council will hold two information sessions for faculty and staff on May 12 at 10:00-11:00 a.m. and 4:00-5:00 p.m. The sessions will include an update on the student center and a walk on the Grand Lawn.

**Equalization:** Jan urged that letters be written by faculty members to state governmental representatives in favor of equalization. Dana Quitner can be contacted for further information.

**FTES:** Jan reviewed the FY 2005-06 FTES Analysis and emphasized the importance of faculty awareness and action needed to maintain enrollment and increase growth.

**Committee Appointments:** Jan announced that Teresa McNeil will be incoming Curriculum Co-Chair and David Detwiler will be the Staff Development Coordinator starting in Fall 2005.

**Statewide Activities:** Jan distributed flyers for the Curriculum Institute, Faculty Leadership Institute and California Great Teachers Seminar sponsored by the Academic Senate of CA available to faculty as staff development opportunities.

**B. Brown Act Update**

Jan Ford distributed a sheet about the Brown Act and reviewed relevant portions for Academic Senate meetings.

**C. Confidentiality on Interview Committees**

Jan reminded the Senators about the mandate requiring strict confidentiality by faculty members serving on interview committees.

### III. ACTION

#### A. *Summer/Fall Schedule Kick-Off*

M/S/P (Boatner/Setzer) to approve the allocation of \$50 for Summer 2005 and \$100 for Fall 2005 textbook reimbursement at the college Summer/Fall Schedule Kick-Off event on May 10 for a student raffle. Passed unanimously.

#### B. *Student Development & Services Master Plan*

M/S/P (Weinert/Boatner) to recommend IPC approval of the Student Services Master Plan. Passed unanimously.

Marsha Fralick, co-chair of the SSMP, reviewed and answered questions about the plan.

#### C. *Academic Master Plan*

M/S/P (Troy/Santana) to recommend IPC approval of the Academic Master Plan. Passed unanimously.

Susan Haber, co-chair of the Academic Master Plan Committee, presented copies of the plan and explained the departments' accomplishments, highlights and institutional needs outlined in the plan. Susan commended the thorough work and creative planning done by departments working within tight budgets. The committee has been asked to prepare a tentative slate of six faculty positions for the next hiring cycle, to be presented as a draft in Spring '05 and finalized in Fall '05, depending on enrollment and input from department chairs and coordinators.

Growth of the college continues to be a primary goal.

### IV. INFORMATION

#### A. *Retention Strategies*

Greg Gomez, Title III Retention Specialist, presented the problem of high attrition and low academic success of young, first-year students. He discussed strategies that are being investigated and implemented to assist student retention. Suggestions included: 1) faculty involvement in student ceremonies to show support within the learning community, 2) class visitation by counselors to explain the support services available to students, 3) extra attention paid to first-year students, and 4) public forums to discuss solutions.

#### B. *Matriculation Plan*

Dean of Counseling Vangie Meneses presented the college matriculation plan that is filed yearly with the State Chancellor's Office. Vangie explained the plan's development and the challenges faced by the college to implement the plan with a reduction in funding and counseling staff at a time of college enrollment growth.

#### C. *Review of Board Policies and Procedures*

Due to time constraints, Jan Ford asked the Senators to read over the Board policies and procedures in preparation for discussion about them at the next Senate meeting.

### V. ADDITIONAL REPORTS

#### A. *Vice President's Report*

Senate Vice President Susan Haber reminded the Senators about the remaining committee member vacancies in Program Review, Instructional Technology and the Budget Committees and the need for departments to elect Senate representatives for 2005-2006.

#### B. *Staff Development Coordinator* – no report

#### C. *Accreditation Committee*

Michael Wangler reported on the appointments, made by the Senate Officers Committee, of faculty members to the Accreditation Self-Study Committees and Sub-Committees standards. Additional faculty members are needed for Human and Financial Resources under Standard III.

**ADJOURNMENT** – Senate President Jan Ford adjourned the meeting at 4:00 p.m.  
Reported by Nancy Perry