



## • A C A D E M I C • S E N A T E •

### MINUTES

Thursday, November 10, 2016

2:00 – 3:45 p.m.

Room E – 106

**Present:** Alicia Muñoz (President), Paul Carmona, Emad Aloka, Mary Asher-Fitzpatrick, Michael Aubry, Amaliya Blyumin, Guillermo Colls, Daniel Curtis, Raad Jerjis, Angela Nesta, Tim Phillips, Robert Stafford, Joe Young, Kathryn Nette

**Absent:** Kim Dudzik, Courtney Hammond, Tania Jabour, Seth Slater, Patrick Thiss

**Others:** Kristin McGregor (Proxy for Tania Jabour), Laurie Leblanc (Proxy for Kathryn Nette), Chuck Charter

**Recorder:** Laci Diaz

*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 the Ralph M. Brown Act guidelines, Senators voting "nay" or abstaining will be identified. All other present members will be assumed to have voted "aye."*

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**CALL TO ORDER:** Alicia Munoz, President, called the meeting to order at 2:04pm

**I. APPROVAL OF MINUTES-** September 22, 2016 minutes were approved. (M/S Curtis/Stafford. **2 Abstentions (Aloka, McGregor).**

October 13, 2016 minutes were approved. **4 Abstentions (McGregor, Aloka, Colls, Blyumin, Jerjis).**

#### **II. PRESIDENT'S REPORT**

##### **A. Announcements –**

- The new Institutional Effectiveness unit has come on board and is located in E-109. Brianna Hayes was present to introduce herself.
- Cuyamaca College Council approved the Strategic Hire to replace the vacant Counseling position.
- Achieving the Dream coaches visited the College on November 9<sup>th</sup>. Valeri Wilson sent out an assessment form, if you haven't filled out the form, please do so.
- FTES report was published and Cuyamaca met enrollment goals.

**B. District & College Council Updates – None.**

**C. Fall 2016 Plenary Update – None.**

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

SOC Committee Appointments –Faculty have been appointed to the Grounds Supervisor screening committee, and James Sepulvado has been appointed to the Instructional Program Review Planning Committee (IPRPC).

#### **IV. Part Time Officer at Large Report**

A. Robert Stafford, Part Time Senator at Large, provided an update on the Faculty Handbook. It is finished and will be posted on the Academic Senate intranet site for review. It was suggested that a few copies be printed to have on

hand. Otherwise, it will be available online. Robert Stafford and Angela Nesta were commended on their efforts of updating the handbook.

#### **IV. COMMITTEE REPORTS**

- A. **Curriculum Committee** – Chuck Charter, Curriculum Committee Co-Chair, provided an update to the Senate on the December Curriculum Board Packet. Some of the English and Math courses are being updated because of acceleration. In order to meet the December Board meeting agenda, the packet will need to be forwarded to the district before the December 8<sup>th</sup> Senate meeting. The Academic Senate of Cuyamaca College directs the Senate Officers Committee to forward the most recent curriculum packet to the District for inclusion in the Governing Board's December docket, with the understanding that the Academic Senate will vote to ratify the packet at the December 8<sup>th</sup> meeting, and with the additional proviso that, should the packet fail to be ratified, it will be pulled from the Board docket.

#### **V. ACTION**

- A. **Curriculum Committee** – The Senate entertained a motion to approve the proposed November Curriculum Board Packet. M/S Curtis/Carmona. All approved. No abstentions.
- B. **Student Success and Basic Skills** – The Senate entertained a motion to approve Cuyamaca College's Basic Skill Expenditure Report. M/S- Nette/Curtis. All approved. No abstentions.
- C. **Academic Calendar** – The Senate entertained a motion to endorse the proposed 2017-2018 and 2018-2019 Academic Calendars. M/S – Colls/Curtis. All approved. No abstentions.
- D. **Staffing Requests Templates** – The Senate entertained a motion to approve the proposed templates for staffing requests. M/S – Stafford/Nette. All approved. No abstentions. Staffing requests next year (2017) will be due the week of Professional Development (January 2017). Otherwise, they will be due by December 15<sup>th</sup> of each year. It was suggested that there should be a link to the strategic plan on the forms.
- E. **Student Services Building and Central Park** – The Senate entertained a motion to approve the proposed language to be included in the Facilities Master Plan Refresh that supports the construction of the Student Services building and reaffirms the college's commitment to protect Central Park. M/S Nette/Jerjis. All approved. No abstentions.

#### **VI. INFORMATION**

- A. **Honors Program** – Amaliya Blyumin, Chair of Counseling, provided an update on information gathered for an Honors Program. A small taskforce was formed to help with the development of this program. Kathryn Nette has a model for an Honors Program and will email it to Amaliya.
- B. **Faculty Handbook** – Robert Stafford and Angela Nesta brought the first draft of the Faculty Handbook to the Senate for a first review. It will be available to review on the Senate intranet site.

#### **VII. Announcements/Public Comments-**

- A. November 15<sup>th</sup> is Mary Kay Rosinski's farewell reception at 4pm in I-209.
- B. The Chancellor appointed John Valencia to begin work on developing a compressed calendar. The Grossmont and Cuyamaca Senate Presidents will work with him on this task.

Alicia Muñoz adjourned the meeting at 3:43pm