



• ACADEMIC • SENATE •

MINUTES

Thursday, October 11, 2018

2:00 – 3:45 p.m.

Room E – 106

Present: Kim Dudzik, Jeri Edelen, Michael Aubry, Amaliya Blyumin, Guillermo Colls, Jolene Crowley, Daniel Curtis, Karla Gutierrez, Kim Lenox, Rachele Panganiban, Lilia Pulido, Tim Phillips, Miriam Simpson, Brandon Williams

Absent: Lindy Brazil, Courtney Hammond, Rob Wojtkowski, Joe Young

Others: Marvelyn Bucky (proxy for Lindy Brazil), Tania Jabour, Peter Utgaard

Recorder: Rhonda Elsaad

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."

CALL TO ORDER: Kim Dudzik, President called the meeting to order at 2:04 pm

I. **Approval of Minutes: Meeting of Sept 27, 2018**

A. **Meeting of September 27, 2018:** Minutes were approved as amended.

M/S (Curtis/Stafford)

Abstentions: Rachele Panganiban and Jolene Crowley

II. **President's Report --**

A. **Announcements**

1. Oct 11 and Nov 7, 3pm – 5pm: Study Abroad Informational Meetings I-104
2. Oct 18, 4pm: Unveiling and Naming Ceremony of Samuel M. Ciccati Performing Arts Center and Theater
3. Oct 18, 5pm to 8pm: House Party: Cuyamaca's 40th: in Quad (Register at College Weekly Newsletter – Emails are being sent out to register for the party. Asking for donations to help benefit deserving students. It is free to attend.
4. Oct 20, 9am – 12pm: Got Plans: (Career and College Fair) Transfer fair
October 22, 10am – 1pm. Please send your students.
5. **DACA:** Kim passed out a card to fill out and mail for DACA students. It is still a legal program and it is in limbo.

B. **Faculty Kudos:** Manuel Mancillas-Gomez was recognized in this week's meeting for faculty kudos. Manuel volunteers for committees at the state level. He drives to Sacramento for the weekends and overlooks outreach to Mt Empire and goes there every other Friday to oversee the ESL accelerated program. Cindy Morrin, Student Faculty Advisor was also recognized for the work she does and for getting a grant.

C. *Faculty Feedback:*

1. Building F noise: There have been complaints about the noise from classrooms to the F building due to how the classrooms are constructed. The walls do not extend all the way up to the ceiling and there is a 13 ft. gap. After conferring with an acoustical engineer, it has been determined that it will be extremely expensive to resolve. The F building is slated for future demolition with 2 new buildings in its place. A temporary solution can be to put up some signage to be mindful that the sound travels.
2. College Archives: <https://www.cuyamaca.edu/in/archives/default.aspx>
Kim Dudzik showed the college archives on the intranet.
3. Review of [BP/AP](#) 7211 Faculty Service Areas, Minimum Qualifications and Equivalencies –
 - i. Minimum Qualifications: Minimum qualifications necessary to be hired in a discipline. Board of Governors approves the Discipline’s List that is prepared and reviewed primarily by the ASCCC. Found on State Chancellor’s website: CCCCCO. Gets reviewed at Senate Plenary.
 - ii. Equivalency may be awarded for the discipline according to the process as established through joint agreement between the Academic Senate and the Grossmont-Cuyamaca Community College District Governing Board to teach in or serve the discipline, as stated in faculty contract.
 - iii. Equivalencies Pursuant to Education Code Section 87359, the equivalency process "shall include reasonable procedures to ensure that the Governing Board relies primarily upon the advice and judgment of the Academic Senate.

D. *District & College Committee/Council, and Other Institutional Updates*

1. Accreditation: Institutional Self Evaluation Report (ISER): This process is moving along on track to present the ISER to the chancellor on October 31. Working meeting will be on the following Friday October 19th from 12pm to 2pm. Room E212 - room might change.
2. Cuyamaca College Council (CCC): will now be held in 1-209 and open to public. 2nd and 4th Tuesdays 2:30 – 4:30 – The college would like this to encourage a more public venue by meeting in Room I-209. Minutes are always posted to same site. Kim suggested viewing the agenda to see if there will be something spoken about that interests you to attend.
3. Oct 15 8:30-10:30 at Grossmont College: There will be a meeting to discuss and possibly revise the District Standards/Guidelines for classrooms. This will establish the default specs and equipment for instructional spaces in all new buildings
4. District Departments: From District website: District Departments → Research and Planning (left-hand gray box) → “Key Performance Indicators” or “Strategic Planning Dashboard” (left-hand gray box)

College

1. AP 4020 Program, Curriculum, and Course: This administrative policy is under review, Kim Dudzik showed the Academic Senate the changes to the document.

Must send certification to state that we are Title V compliant by mid-October, which requires including our procedure in the AP. The changes document existing practice and has no changes to content.

III. Vice President's Report: Jeri Edelen

The following were appointed to the Resource Operations Council -

Lauren Halsted

Brad McCombs

Patrick Thiss

Beth Vierson

Jane Gazale was appointed as the Liberal Arts Representative for Curriculum Committee.

Curt Sharon was appointed to the College Technology Committee.

- IV. Part-Time Officer-at-Large Report:** Robert Stafford, Part-Time Senator-at-Large, reported that Jim Mahler's received feedback from part-timers and is looking to add more columns to the part time faculty pay scale and expanding committees for which part timer faculty can get paid. Robert Stafford also reported that nominations for the teaching excellence award will be coming out very soon, one full time and one part time will win each year.

V. Committee Report

- A. Tania Jabour, Student Learning Outcomes Coordinator: Tania Jabour discussed the work of the SLO committee with the Academic Senate. Currently on the committee are only members from AHSS and Student Services. Tania Jabour is drafting the SLO handbook right now. Tania reported on the SLO workshop series, September went really well with 20 participates across 3 workshops. Advertisements for the October workshop just went out.
- B. Mary Sessom, Guided Pathways Instructional Coordinator: postponed to next meeting.

VI. Action

- A. Faculty Position Request Form
The senate will entertain a motion to endorse the Faculty Position Request Form, with changes from secondary motion.
M/S (Simpson/Blyumin) It was unanimously approved.
Abstentions: None
The senate will entertain a secondary motion to split number two into two questions. Some think it shouldn't be split and some think it should be split.
M/S (Aubry/Panganiban)
Abstentions – Robert Stafford.
Motion passes.
- B. Dual Enrollment Handbook
The senate will entertain a motion to endorse the Dual Enrollment Handbook
M/S (Curtis/Stafford) It was approved.
All faculty to be aware if high school is providing DSPS accommodations: the high schools provide modified curriculum standards to high school courses.
College course curriculum standards cannot be modified for any reason, including DSPS. A question on why will classes be canceled if at least 30 students are not enrolled? Kim will get feedback for next meeting.

Abstentions: Guillermo Colls, Rachelle Panganiban, Amaliya Blyumin, Brandon Williams and Jolene Crowley.

- C. Emeritus application: Angela Nesta
The senate will entertain a motion to approve the application of Emeritus rank for Angela Nesta
M/S (Edelen/Blyumin)
The senate moves to approve voting by acclamation
M/S (Colls/Blyumin)
It was unanimously approved by acclamation.

VII. Information (First readings and updates for future action)

- A. Curriculum Packet: November 2018 Curriculum Governing Board Packet Items were shown to the Academic Senate. Prepared to be presented to the Governing Board for approval.
- B. Curriculum Charge: Request to add Student Learning Outcomes Coordinator to composition. Every course outline has to have SLO's so it makes sense to have a SLO coordinator. It is a reassigned time position.
- C. Curriculum Deactivation Process – It was found out last year that deactivating a course is possible. This is a good way to clean up the catalog just in time for our accreditation visit. It will be removed from the catalog but is not gone forever. This is also a great way to not confuse students by having courses in the catalog that are no longer offered at the moment. To deactivate a course it has to be submitted by fall, and faculty of those programs affected respond in spring. Office of instruction is point of contact for this and/or Peter Utgaard, Curriculum Co-chair.
- D. 2019/2020 and 2020/2021 Academic Calendars:
1. For the next two years, we still have the extra Monday or Wednesday holiday in the Fall, but the committee very easily decided to add the extra Monday to finals week to accommodate student contact hour loss, instead of adding minutes to each class meeting.
 2. The date that students will be able to register for Fall classes was changed. Admissions want it in July, while others want it in May. A compromise was reached for these calendars for late June.
 3. Spring flex week 2021 will still be a day short. This is due to paperwork required to state to change the number of flex days each semester, therefore it is easier to maintain 5 days in fall and 4 days in spring.
 4. January 2021, starts late in the week, so flex week must start during the last week of intersession.

VIII. Public Comments

Kim Dudzik, President adjourned the meeting at 3:58 pm.