



# • ACADEMIC • SENATE •

## MINUTES

Thursday, November 29, 2018

2:00 – 3:45 p.m.

Room E – 106

**Present:** Jeri Edelen, Lindy Brazil, Guillermo Colls, Jolene Crowley, Daniel Curtis, Karla Gutierrez, Kim Lenox, Rachele Panganiban, Tim Phillips, Robert Stafford

**Absent:** Kim Dudzik, Amaliya Blyumin, Michael Aubry, Courtney Hammond, Lilia Pulido, Miriam Simpson, Brandon Williams, Rob Wojtkowski, Joe Young

**Others:** Marvelyn Bucky, Michelle Garcia (proxy for Miriam Simpson), Moriah Gonzalez-Meeks (proxy for Courtney Hammond), Bri Hays, Tania Jabour, Tammi Marshall, Curt Sharon, Deborah Vanalstyne (proxy for Brandon Williams)

**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."*

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**CALL TO ORDER:** Jeri Edelen, Vice President called the meeting to order at 2:03 pm

### I. Approval of Minutes: Meeting of November 8, 2018

A. **Meeting of November 8, 2018:** Minutes were approved as amended.

M/S (Stafford/Curtis)

Abstentions: Kim Lenox, Moriah Gonzalez-Meeks, Michelle Garcia, and Tim Phillips

### II. President's Report --

#### A. *Announcements*

1. Dec 7, 8:30am – 2pm Fall Retreat: discussion of findings in our self-evaluation report (ISER) for accreditation, and the college's improvement plans and strategic areas of focus. I-208/209

B. **Faculty Kudos:** The Academic Senate recognized Diane Citrowske and Gini Gomez. Diane Citrowske spent her own time creating a student art show in the spring where students do floral interpretations of a particular piece of art. Gini Gomez helped coordinate this art show which would not have been possible without her.

C. **Faculty Feedback:** None

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

1. Curt Sharon, CIS faculty, shared information on Windows 10 and cyber security: Curt Sharon announced that it is susceptible to get hacked on campus. When Cuyamaca College rolls out windows 10, admin rights will be revoked during the process. Microsoft will stop supporting Windows 7 in January 2020. The education sector has the highest number of breaches. There have been 350 data breaches in the past eight years. What Cuyamaca College will do: District IT security workgroup,

cyber security training, two factor authentication, updating infrastructure, district data policy in progress, and controlling admin access. This means you can't download and install software independently. To obtain software at Cuyamaca College, contact the help desk, Microsoft store or fill out a software request form.

2. Tammi Marshall, Institutional Effectiveness Committee Co-Chair, shared information on the CCCCO Vision for Success plan for local goal setting: Vision for success - As a part of this, new score card metrics have been developed. Every year it is required to submit a one year goal. A report is created and then gets submitted and sent out every year and approved by the college council and senate. IEPI metrics are going away and the new vision for success score card metrics have been introduced. As part of this, by December 15 a plan has to be developed to establish how to take the data points and align them with the metric score card data points. In the past, the updated data points were due by June 30. Now they need to be updated by May 31 and have to be board approved. This will come back to the Academic Senate on May 9.
3. Institutional Self Evaluation Report (ISER) draft: Senators and faculty, please review the report draft for accuracy and clarity. Bring questions and comments to the Fall Retreat. Access the report on the Accreditation webpage under "About Us" or see link below: Bri Hays and Marvelyn Buckey discussed accreditation with the Academic Senate. The fall full draft of ISER will be up this week. In the spring, the senate will take a look at the first ISER document.

<https://www.cuyamaca.edu/college-info/accreditation/accreditation-2019.aspx>

### **III. Vice President's Report:** None

### **IV. Part-Time Officer-at-Large Report:** None

### **V. Committee Report**

- A. Tania Jabour, SLO Report: Tania Jabour spoke about the SLO handbook that will be ready at the end of the semester. There will be quick guide reference and will be more user friendly.

### **VI. Action**

- A. December Governing Board Curriculum Packet: *The Academic Senate will entertain a motion to approve the December Governing Board Curriculum Packet*  
M/S (Colls/Curtis) it was unanimously approved.  
Abstentions: None
- B. Student Success and Equity Council Charge: *The Academic Senate will entertain a motion to endorse the Student Success and Equity Council Charge*  
M/S (Curtis/Stafford) it was unanimously approved

Abstentions: None

- C. Program Review Steering Committee Charge: *The Academic Senate will entertain a motion to endorse the Program Review Steering Committee Charge*

M/S (Stafford/Lindy) it was unanimously approved

Abstentions: None

- D. Institutional Effectiveness Council Charge: *The Academic Senate will entertain a motion to endorse the Institutional Effectiveness Council Charge*

M/S (Colls/Garcia) it was unanimously approved

Abstentions: Rachelle Panganiban

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

### **VIII. Public Comments**

Last week was the deadline for students to sign up for the study abroad and pay their deposits. Four students will be studying in Seville next spring. Next semester will have more information for faculty who would like to teach abroad.

Jeri Edelen, Vice President adjourned the meeting at 3:50 pm