

**CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES**  
**November 22, 2011, 2:40 p.m.—4:30 p.m.**

**MEMBERS PRESENT**

President	James Carranza
Vice President	David Laderman
Treasurer	Rosemary Nurre
Secretary Pro Tem	Lee Miller
Past President	Diana Bennett
Business/Technology	Lilya Vorobey
Creative Arts/Social Science	Jim Robertson
Language Arts	Teeka James
Language Arts	Tim Maxwell
Math/Science	Kathy Diamond
Physical Education/Athletics	Joe Mangan
Student Services	Kevin Sinarle
Student Learning Outcomes	David Locke

**MEMBERS ABSENT**

Business/Technology	Darryl Dorsett
Math/Science	Tania Beliz
Student Services	Jacqueline Gamelin
Committee on Instruction	Teresa Morris

**OTHERS ATTENDING**

Laura Demsetz, Math/Science  
Charlene Frontiera, Math/Science  
Dan Kaplan, AFT  
Terry Kistler, Business

**Agenda**

Add section (c) in President's report for budget cuts

**Minutes:**

Approved by unanimous consent.

**ASCSM report:** none

**President's Report**

President said he'd honor request that agenda in future have a separate category for action items. He will also put future topics at bottom of agenda to alert faculty ahead of time.

### IPC Study Session

Discussed data available on transfer. Transfer rate has fallen, to 7%, but is still relatively high compared to other colleges. There will be additional meetings. Upcoming meeting to look at transfer data aggregated by student group.

Some discussion of whether the state definition of transfer rate makes sense. For example, it doesn't include transfers to private colleges. Couldn't you just get rid of classes that students who don't want to transfer would take? That would drive numbers up. Jim Robertson suggested that we try to develop a separate statistic that makes more sense. Teeka suggested that we need to try to better explain how we do a good job at CSM despite this the implications of the flawed statistics. Next IPC December 9

### Instructional design hiring committee

Eric Brenner (from Skyline) has the FSA and will serve on our hiring committee.

Rosemary Nurre asked whether this has to be a faculty position, or whether it could be a classified position, so that it doesn't take up scarce faculty hiring resources. James Carranza said it would be a temporary position, because it is funded by Measure G, and we'd need to reevaluate the position when the Measure G money disappears.

### Budget Cuts

Measure H failed. At last Budget Planning Committee meeting, there was no panic, but we will see an impact on replacement of technology resources. Mike Claire promised to make no decisions about cuts over the summer and that deliberations will include faculty input.

December 17 we will learn how bad state revenues are. Kathy Blackwood said this year's budget took into account the triggers that will kick in due to lower than expected state revenues. But next year, we will need additional cuts. Cuts will be even worse when Measure G expires in 2 years.

Diana Bennett said that during accreditation, CSM was told to have a funding mechanism for technology. Without the Measure H bond funds, there is no such funding mechanism.

Teeka James and Dan Kaplan pointed out that consultants predicted 70% voter support for Measure H, but it turned out to be only 52%, which was lower than the 55% necessary for passage. Why were they so far off?

Tim Maxwell pointed out that there will be some ballot measures that, if approved, will make it easier for community colleges. One proposal is to reduce the margin for approval of parcel taxes to 55%.

BSI: nothing to report

Library: working on mission statement.

COI:

Laura Demsetz reported that COI received a record 73 course outlines to review. There will have to be an extra meeting, in January, to complete the process of review. Curricunet software not operational yet. Diana Bennett said that Curricunet is supposed to be fully-operational in spring 2012.

Program Review:

Student Learning Outcomes, section 2, to include SLOs for degrees and certificates.

How to assess program SLOs. PRI can write questions for the program if the faculty in the program wish. Students can self-assess.

Diana Bennett said IPC approved a pilot program for asking students why they withdrew from an online classes last spring. She asked for data.

Jennifer Mendoza, Learning Center

Learning Center will act as a hub to help the individual centers and labs work together. Discussed resources it will offer to students at CSM. There will be an Instructional Aide II (honors and learning center), LC Program Coordinator 50% BSI funding, student assistants, tutors/mentors.

She will apply for grants to support Learning Center. To facilitate this, they will need to collect data on student success, etc.

Mentoring will focus on summer bridge. Tutoring will be peer tutoring, focusing at first on social sciences. Tutors will be certified by CRLA. 10 hours of training, 25 hours of tutoring experience.

Summer bridge program starting this summer.

Financial aid and counseling personnel will be present in Learning Center.

There will be a Strategic Planning Meeting for Labs and Centers, in Learning Center. 11/30 1:00-3:00. Topics of discussion will include:

strategic coordination, core SLOs, common key indicators, program review process and timelines, formation of Learning Center Advisory Group.

Teeka James expressed concern about the possibility of peer tutors doing the work for the students, as opposed to tutoring them. This was an issue at first in the Writing Center. Jennifer Mendoza said that the certification program will address this issue, so that tutors will be able to gauge when the students needs help beyond what they can offer.

Jennifer Mendoza said that she would look into longer hours, particularly at mid-terms and finals-time.

Regarding the Advisory Committee, Teeka James suggested that it should include representatives from disciplines that don't have a lab, like the social sciences. Maybe at least one person per division. James Carranza said that he'd contact deans about this.

Future agenda items:

- Student success task force.
- District rules & regulations.
- Institutional planning memo.
- Update on IPC, District Academic Senate & College Council.
- Action item to approve process for selecting faculty to serve on Art on Campus Committee.

Each of the 3 colleges will have an information session on student success:

- Canada, 12/1, 4:00-6:00.
- Skyline, 12/8, 1:00-3:00.
- CSM 12/7, 4:00-6:00.