

CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES

August 28, 2012

2:30 p.m.—4:13 p.m.

MEMBERS PRESENT

President	James Carranza
Vice President	David Laderman
Treasurer	Rosemary Nurre
Secretary	Lee Miller
Immediate Past President	Diana Bennett
Business/Technology	Darryl Dorsett
Business/Technology	Lilya Vorobey
Creative Arts/Social Science	Jim Robertson
Creative Arts/Social Science	Michele Titus
Language Arts	Tim Maxwell
Language Arts	Amy Sobel
Math/Science (& SLOAC Chair)	David Locke
Math/Science	Darryl Stanford
Physical Education/Athletics	Joe Mangan
Student Services	Kathleen Sammut
Library	Stephanie Alexander

MEMBERS ABSENT

Student Services	Kevin Sinarle
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NON-VOTING REPRESENTATIVES

ASCSM President	Paige Kupperberg
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OTHERS ATTENDING

Teresa Morris, COI Chair
Laura Demsetz, Engineering
Cheryl Gregory, Math
Jeremy Wallace, English

I. ORDER OF BUSINESS

Agenda:

Appointments added as action item (declared emergency matter) by unanimous consent. Agenda approved as amended.

Minutes:

2/28 & 5/8 minutes approved without objection.

Public Comment: Jeremy Wallace and Tim Maxwell.

Jeremy Wallace was appointed the new Stanford Human Rights Education Fellow, succeeding Tim Maxwell. They will be organizing a Human Rights

Day at CSM, 11/8, 11 am-1 pm. They request ASGC sponsorship of the event. James Carranza will place this on the agenda for the next meeting as an Action Item.

II. Information Items

1. ASCSM Update: Paige Kupperberg

Welcome Week in progress. Will feature free food and climbing wall race between CSM President Claire and ASCSM President Kupperberg.

All shared governance positions have been filled.

2. President's Report: James Carranza

(a) Welcome New Representatives

1. David Locke, Math/Science (successor to Tania Beliz)
2. Kathy Sammut, Student Services (successor to Jackie Gamelin)
3. Amy Sobel, Language Arts (successor to Teeka James)
4. Michele Titus, Creative Arts/Social Sciences (filled vacancy)

Kate Deline was to have succeeded Tania Beliz (Math/Science), but a scheduling conflict required her to withdraw and David Locke to take her place. The other member position from Math/Science will be shared by Kathy Diamond and Darryl Stanford, who will alternate their attendance.

Physical Education/Athletics, despite being entitled to 2 members, will only send one member. Joe Mangan will attend meetings in fall semester, and Larry Owens in spring semester.

3. Standing Committee Reports

(a) Basic Skills Initiative: James Carranza, Co-Chair

The committee has revised the professional enrichment co-coordinator position announcement descriptions. To be discussed later as a Discussion Item. This will be James' final semester as instructional faculty co-chair, and a successor will need to be appointed.

(b) College Assessment: David Locke, Chair

The committee hasn't yet met this semester. At its next meeting, it will discuss plans for an all-college meeting about revisions to general education SLOs. The Committee has organized a workshop for faculty on Saturday 9/15 regarding curriculum mapping (SLOs for certificates

or degrees). 93% of degrees have SLOs. No statistics yet available regarding SLOs for courses or certificates.

(c) Committee on Instruction: Teresa Morris, Chair
The committee has not yet met this semester. The first meeting, scheduled for 2:15 pm on 9/13, will be a training meeting.

(d) Library Advisory Committee: Rosemary Nurre, Representative
Rosemary will be leaving the committee and ASGC will need to appoint a replacement.

III: Action Items

Appointments

The following appointments were approved without objection:

IV. Discussion Items

1. Program Review Draft: James Carranza, Laura Demsetz & Cheryl Gregory

The task force working on revising the program review process and forms held numerous meetings to obtain input from faculty and administrators. The goal is to streamline to improve the efficiency of the program review process, providing deans and the Administration with the information they need for planning purposes, while reducing the amount of time it takes for faculty to provide that information. Some key reforms proposed:

- The form will proceed from general information to specific, leading to the formulation of 3-year objectives.
- Electronic, rather than paper forms, allowing the creation of a searchable database.
- Streamlined form. Faculty won't need to enter the data, just analyze the data.
- Programs will update their reviews annually, rather than starting from scratch every 3 years.
- Programs will develop a 6-year forecast for each Division Dean to review before forwarding to IPC for long-range planning.

Members expressed dissatisfaction with the lack of feedback from the Administration on program reviews:

- Rosemary Nurre and Amy Sobel expressed frustration that they make the same requests in program review each year, but receive neither what is requested nor any explanation as to why their requests were not granted. Amy suggested that someone needs to put the individual

program needs in the larger context and articulate that back to the program faculty.

- David Locke indicated that there was a proposal under discussion that IPC write responses to program reviews, and that Administrative Council provide rationales for decisions concerning where to hire new personnel.
- It was revealed that VPI Susan Estes had indicated willingness to provide feedback in response to program reviews.
- Diana Bennett said that at other colleges, the ASGC has a program review committee.

Lee Miller expressed frustration that many questions in the program review forms are unclear, while others ask faculty to speculate on causes and effects that lie beyond the scope of their knowledge. Lee indicated that, because of this, a large number of faculty in his division do not take very seriously the task of filling out the program reviews forms. Lee suggested that if the questions were worded in a more precise fashion, so that faculty could understand exactly what is being asked of them, they might be more willing to provide helpful analysis, rather than just trying to “get through it” as quickly as possible.

Jim Robertson suggested that faculty be able to request resources to support faculty expertise in their subject matter, in addition to teaching and learning:

Itemized Resource Requests

- a. Professional enrichment to develop faculty expertise in *subject matter*, teaching and learning.

The discussion ended with a request for members to solicit further input and suggestion regarding the draft forms from members of their Divisions, and to email comments to James Carranza.

2. Professional Enrichment Coordinators Positions: James Carranza

Reviewed Job Description/Objectives for the co-coordinators. There was a suggestion to revise the specific responsibilities sections of each position as follows:

Research *and promote* available...

Meeting adjourned at 4:13 pm.