

**CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES**

**October 9, 2012**

**2:30 p.m.—4:30 p.m.**

**MEMBERS PRESENT**

President	James Carranza
Vice President	David Laderman
Treasurer	Rosemary Nurre
Secretary	Lee Miller
Creative Arts/Social Science	Jim Robertson
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

**MEMBERS ABSENT**

Immediate Past President	Diana Bennett
Business/Technology	Darryl Dorsett
Business/Technology	Lilya Vorobey
Creative Arts/Social Science	Michele Titus
Library	Stephanie Alexander
Student Services	Kevin Sinarle

**NON-VOTING REPRESENTATIVES ABSENT**

ASCSM President	Paige Kupperberg
COI Chair	Teresa Morris

**OTHERS ATTENDING**

Charlene Frontiera, Dean of Math/Science  
Dan Kaplan, AFT  
Theresa Martin, Biology  
Jeremy Wallace, English

**I. ORDER OF BUSINESS**

**Agenda:**

The following items were added to the agenda:

- Vice President's Report (a. Fall grade submission deadline; b. Board Policies discussed at District Academic Senate)

Agenda approved as amended without objection.

**Minutes:**

9/25/2012 minutes approved without objection.

**Public Comment:** None

## **II. Information Items**

**1. ASCSM Update:** None

**2. Vice President's Report:** David Laderman

### **(a) Fall Grade Submission deadline**

David reported that the issue was discussed at the District Academic Senate meeting. The deadline is a declared holiday and grades won't be rolled until the next workday. David said that DAS President Diana Bennett indicated that she plans to discuss the issue with VPIs from the three colleges, requesting that the deadline be changed.

Amy Sobel said that AFT president Teeka James had suggested that there be a consistent policy on scheduling the grade submission deadline, rather than setting the deadline on a semester-by-semester basis. For example, the policy could be that the deadline is 4 (or 5) days after the last final exam.

### **(b) Board Policies Discussed at District Academic Senate**

- 6.32: It is being negotiated by AFT and therefore is off the table.
- 6.10: Other colleges expressed similar concerns about GE and AA needing differentiation. David will work on combining suggestions from various colleges.
- 6.12 & 6.17 were approved. District Academic Senate President Diana Bennett is working on revising 6.13.
- David will report back on the status of 6.25.

**3. President's Report:** James Carranza

### **(a) College Council Update**

A subcommittee was created to review and revise the 1993 document on implementing shared governance (originally drafted in response to passage of AB 1725). Dan Kaplan said that he was concerned by CSM President Mike Claire's use of the term "participatory governance" in place of "shared governance" during President Claire's presentation at the All College Meeting. The term "participatory governance" minimizes the role of constituency group in governance.

Jim Robertson pointed out that the statute uses the term “participatory governance.” Dan Kaplan responded that the term “shared governance” has been used to reflect a desire to move in the direction of greater decision-making power for constituency groups. Rosemary Nurre suggested that we are moving in the wrong direction, by minimizing the role of faculty.

James Carranza said it was important to clarify who actually makes the decision, so that faculty can focus on the things that they really have a say in. James said, for example, that he told Mike Claire that faculty will not entertain budget cuts over the summer, and will not participate in the process if cuts are proposed during summer.

**(b) Institutional Planning Committee Update**

Reviewing Educational Master Plan to establish which items they wish to focus upon.

**(c) Program Review Update**

Hope to have draft by the 15<sup>th</sup> and then have the update completed by 11/1.

**(d) Professional Enrichment Coordinators**

Announcement of open positions went out. Applications are being accepted. James will send out a reminder.

**(e) Professional Development Committee Appointment**

Makiko Ueda volunteered to be ASGC rep, pending ASGC approval.

**4. Standing Committee Reports**

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

James will email to ASGC members the goals approved by the committee.

**(b) College Assessment:** David Locke, Chair

David has been writing a report for ACCJC. He believes we are doing as well as other colleges. We are assessing about 50% of courses.

The Committee would like to have a discussion of e-Portfolios, as a method of direct assessment of programs. Cañada College is interested in doing this, but request a common format for all 3 colleges. Students would select an assignment they think exemplifies their performance on SLO, and faculty would examine to determine. Other methods of direct assessment could be a capstone project or an exit exam. Alternatively, students could do self-assessment.

There was also a suggestion that all 3 colleges establish common degree or GE SLOs. David said, however, that this is unlikely to be implemented.

David was trained in survey software that could be used to conduct surveys to assess SLOs.

Committee has been reviewing the CSM assessment philosophy, originally adopted in 2005. They will revise and bring to ASGC for review.

Jim Robertson said that we need to draw the line and say that we won't all this extra work. It's oo much work to review hundreds of e-portfolios. This is mission creep—more faculty time going down the rabbit hole.

**(c) Committee on Instruction:** Teresa Morris, Chair  
No report because Teresa was absent.

#### **5. Tim Maxwell, Language Arts Division Co-Representative**

- a. Human Rights Day, 11/8, 11-1  
Developed by Tim Maxwell and Jeremy Wallace. Sponsored by ASGC but funded by ASCSM.
- b. Honors Project Faculty and Student Mixer. 10/18.  
David Laderman indicated that students are making impressive proposals for their research projects. Students will present posters of their work at an event later in the semester. Rosemary Nurre suggested that high school students be invited to the event.
- c. Alpha Gamma Sigma Regional Conference on 10/20. 225-300 people expected to attend.

### **III: Action Items**

#### **1. Policy on Faculty Appointment by ASGC President:**

The ASGC President may make unofficial appointments to regular college committees, to be confirmed or rejected at the first ASGC meeting following the appointment.

Approved without objection.

James Carranza indicated that he is appointing Makiko Ueda to the Professional Development Committee. He will place the ratification of the appointment as an Action Item on the agenda for the next ASGC meeting.

## **IV. Discussion Items**

### **1. Learning Centers Coordination and BSI Committee membership**

ASGC can make a request to the appropriate constituency (e.g. ASCSM or Susan Estes) to appoint a non-faculty member to the committee. James Carranza will place the creation of this committee on the agenda as an Action Item for the next ASGC meeting.

### **2. Division Representative Updates to Faculty**

Jim Robertson suggested the creation of list-serve of faculty within a given Division, to facilitate communication by Council Members to the faculty in their Division. Charlene Frontier suggested that Deans and Division Assistants can help set this up. James Carranza said that he will assign the ASGC Student Assistant the task of setting up list-serves for each Division.

### **3. Criteria For Full-Time Faculty Position Requests**

James Carranza shared the document listing the criteria used by administrators in the District. The intention is to have faculty address these criteria directly in Program Review. This proposal will be discussed at Program Review Revision meeting on Friday.

### **4. Spring Flex Days, January 10, 11, 2013**

Charlene Frontiera wants to invite 3CSN to do workshop related to Reading Apprenticeship on the spring Flex Days. James Carranza suggested organizing additional activities on the Flex Days. Darryl Stanford suggested scheduling activities that allows faculty to learn about the professional activities of faculty from other Divisions. James Carranza suggested a general information session with breakouts. Darryl said he'd work on fleshing out the details. James said he'd place this topic on the agenda as a Discussion Item for the next ASGC meeting.

### **5. Spring Transfer Reception, May 2013**

David Laderman said he'd take the lead on organizing this event. He is looking for volunteers to help. The CSM Administration is supportive. It is unclear what sort of event to organize or how to determine which students have been accepted for transfer. James Carranza said that he'd place this item on the agenda as a Discussion Item for the next ASGC meeting.

### **6. District Board Rules and Regulations:**

Not discussed. Tabled until next meeting.

**Meeting adjourned at 4:30 pm.**