

CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES
August 27, 2013
2:30-4:30 p.m.

MEMBERS PRESENT

President	David Laderman
Vice President	Theresa Martin
Treasurer	Rosemary Nurre
Secretary	Lee Miller
Immediate Past President	James Carranza
Business/Technology	Steve Gonzales
Creative Arts/Social Science	Jim Robertson
Creative Arts/Social Science	Michele Titus
Language Arts	Merle Cutler
Language Arts	Amy Sobel
Library	Stephanie Alexander
Math/Science	Santiago Perez
Math/Science	Carlene Tonini-Boutacoff
Student Services	Martin Bednarek
Student Services	Kathleen Sammut

MEMBERS ABSENT

Business/Technology	Lilya Vorobey
Physical Education/Athletics	Joe Mangan

NON-VOTING REPRESENTATIVES PRESENT

ASCSM President	Hayley Sharpe
COI Chair	Teresa Morris
SoTL Co-Coordinator	Jeremy Wallace

NON-VOTING REPRESENTATIVES PRESENT

SLO Coordinator	David Locke
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OTHERS ATTENDING

Laura Demsetz, Engineering
Darrell Dorsett, Business
Charlene Frontiera, Dean of Math/Science
Dan Kaplan, AFT

I. ORDER OF BUSINESS

Agenda:

Amended the agenda to reverse order of Discussion Items B & C. Agenda approved as amended without objection.

Minutes:

5/14/2013 minutes approved without objection.

Public Comment: none

II. INFORMATION ITEMS

1. ASCSM Update: Hayley Sharpe, ASCSM President

This week is Welcome Week, today featuring hamburgers, bull-ride and music. There will be more free food, fun activities and music tomorrow and Thursday.

2. President's Report: David Laderman

(a) ASGC Retreat Summary: corrections and clarifications

Theresa Martin clarified that the Reading Apprenticeship Program trains faculty (discipline experts) to provide reading instruction in their disciplines to their students.

Merle Cutler indicated that it was suggested that faculty be reminded that plus/minus grading is being implemented this semester.

Dan Kaplan indicated that MOOCs are being "reevaluated," not "discontinued."

(b) Brown Act & Roberts Rules

ASGC President David Laderman stated that the ASGC retreat had violated the Brown Act (California Open Meeting Law) because he had not notified the entire faculty about the retreat. He apologized that he had been unaware of how the Brown Act applied to ASGC and would make sure to notify all faculty prior to a meeting. If there's to be a meeting in which more than 50% of membership will be present, the meeting must be open to the membership, and the faculty must be notified in advanced of the location and agenda of the meeting.

David Laderman indicated that we will follow Roberts Rules of Order.

Jim Robertson indicated that a report of a committee of the Academic Senate doesn't have to be moved and seconded.

(c) CalADE conference, Sept. 20, 21

California Association of Developmental Education conference will take place at CSM. Focused on students with special needs.

(d) Tapestry of Well Being conference, Sept. 12, 13

This conference at CSM will focus on diverse needs in mental health. Sponsored by CSM Cares. Funded by a mental health grant.

(e) Institutional Planning Committee (IPC) update

Name of the committee will be changed to Institutional Planning and Budget Committee (IPBC) to reflect that it has absorbed the Budget Committee. Membership are chairs and co-chairs of institutional committees and Academic Senate committees. Approximately 20 members on the committee, more than half of which are faculty. Most important decisions regarding spending at CSM are made by this committee, subject to approval of the CSM president.

The accreditation team will be meeting with this committee.

David Laderman indicated that Mike Claire stated that the rate of new faculty hiring will increase.

(f) College Council update: new appointments

This committee grew out of the effort to implement AB 1725 (participatory governance). This committee now focuses on making sure that participatory governance processes are being followed. Meets 1st and 3rd Wednesday of the month. The committee needs 2 more faculty representatives. Let David Laderman know if you are interested in serving.

Dan Kaplan observed that there is no formal connection between the College Council on each campus and the District Shared Governance committee. David Laderman said he'd bring this issue up at the District Academic Senate and at College Council.

3. Standing Committee Reports

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

The committee is working on a report to the Chancellor's office. Discussing various initiatives that the committee is involved with, such as the Reading Apprenticeship, Math Supplemental Instruction, Pathways to College, and Peer Mentoring.

(b) College Assessment: no report

(c) Committee on Instruction: Teresa Morris, Chair

1st committee meeting is on Thursday. On some Friday afternoons, there will be CurricUNET training for faculty. Will be discussing later this year potential revisions to general education requirements at CSM.

(d) Library Advisory Committee: Stephanie Alexander

Library will have an open house, 9/6, 9:30-3:00. Lots of interesting and fun events and workshops will take place.

The committee lacks faculty representatives from some Divisions. Stephanie wanted to know whether it would be okay to allow classified staff representatives in place of faculty representatives from those Divisions.

James Carranza said that it is an Academic Senate committee and therefore representatives should be faculty.

(e) Learning Support Centers Coordination Committee (LSCCC):

James Carranza, former co-chair

Jennifer Mendoza will continue as co-chair, and Kristi Ridgway will be the new co-chair. Exploring the option of using Pinnacle Printing service on campus. Analyzing how they are tracking students using the learning support centers on campus.

III: ACTION ITEMS (none)

IV. DISCUSSION ITEMS

1. Committee Appointments

(a) District Committee on Budget and Finance appointment (DCBF):
Laura Demsetz

Laura has served for 2 years. She can continue, but would be happy to be replaced if others are interested. Committee meets once per month.

(b) Tenure review committees:

Tenure committee, Beth La Rochelle (Dental Assisting):

1. Charlene Frontiera
2. Laura Demsetz, Chair
3. Mohsen Janatpour
4. Harry Nishanian

Tenure committee, Rebecca Alex (Art):

1. Rory Nakata (discipline expert, 4 year membership)
2. Mike Galisatus (2 year member)
3. Minu Mathur (3 year member)
4. Kevin Henson (Dean, 4 year member)

Autumn Newman (English, third year)

1. Dean: Sandra Stefani Comerford
2. Discipline expert: Teeka James
3. Three-year member: Jon Kitamura
4. Two-year member: James Carranza (replacement for Amy Sobel)

Jeramy Wallace (English, first year)

1. Dean: Sandra Stefani Comerford

2. Discipline expert: Juanita Alunan
3. Three-year member: Merle Cutler
4. Two-year member: Brandon Smith

(c) Nursing Hiring committee

1. Janet McAteer (Director, Nursing)
2. Charlene Frontiera (Dean)
3. Janis Wisherop (nursing faculty)
4. Lloyd Davis (Math faculty).

2. SoTL funding recommendation: Theresa Martin

ASGC discussed how to apportion spending of \$20,000 in SoTL funds. Proposal is for \$15,000 to go to Reading Apprenticeship and \$5,000 to CCLTP (to assist tenure track faculty members to go to conferences).

Proposed budget for the \$15,000 for Reading Apprenticeship Program: \$5000 for hourly pay for internal workshop preparation, \$4000 for workshop materials, supplies and marketing, \$5000 to send people to external workshops, and \$1000 to provide incentives (honoraria) for faculty to join the Reading Apprenticeship Initiative. This would augment additional funding already received from BSI.

Theresa estimated that 1000 students will be impacted by this program this year.

There was some discussion about the relative merits of sending new vs. existing faculty to conferences.

Jim Robertson suggested there should be money budgeted to help faculty keep up to date with literature in their own disciplines, not just money focused on pedagogy.

Merle Cutler reminded us that the SoTL Center is focused on pedagogy; Laura Demsetz indicated that the Professional Development Committee provides funding for academic conferences.

Amy Sobel asked for clarification on the various sources of funding for SoTL and what they are spent on. Theresa indicated that the SoTL Center will be making a comprehensive presentation on this information to IPBC. She will provide this information to ASGC at the next meeting.

David Laderman indicated that the SoTL funding proposal will be placed on the agenda as an Action Item at a subsequent meeting.

3. Professional Development Committee Funding Priorities

ASGC discussed whether to make a recommendation to the Professional Development Committee regarding priorities in allocating funds.

1% of faculty salaries go into the Professional Development Fund budget. Recently, there was \$95,000 in the fund. This funds short-term professional development (e.g. conference fees), long-term professional development (release time), and sabbaticals.

The Professional Development Committee has in recent years put 1/3 into short-term, 1/3 into long-term and sabbaticals for fall semester, and 1/3 into long term and sabbaticals for spring semester. Sabbaticals have been largely unfunded because funding a full-year of just one faculty's salary would eat up most of the fund. Sabbatical funding, to the extent it has been provided, has been for semester-long sabbaticals. Funding of travel and lodging has also remained largely unfunded, again because of the scarcity of funds.

Laura Demsetz thought it was best not to fund travel and lodging because funds are scarce and conference fees should be a higher priority than travel and lodging.

4. GC meeting structure and content: education topics forum?

Not discussed.

5. Cross-campus collaboration

Not discussed.

Meeting adjourned at 4:30 pm.