



**Academic Senate Council Agenda**

**April 11, 2008, 2:30-4:00 p.m.**

**Room 5305**

John Veres Biology	Kevin Bontenbal Curriculum Chair	Steve Leone English	Peet Cocke Fine Arts
VACANT N. County At Large	Angela Neary Physical Education	Peter Dill Social Science	Beth-Ann Dumas Vice-President
Allison Merzon President	Jen Sanders Math	Patrick Len Physical Sciences	Carina Love Learning Resources
Marilyn Rossa CCFT Rep.	Lisa Mifsud Part-time at large Rep.	Tricia Bramsen Human Development	Andrea Devitt Counseling
VACANT AS/DSPS	Jack Sullivan Business	Toni Torrey Nursing	Jennifer Martin Performing Arts
Matt Vasques Lang/ Comm	Gary Villa Engineering & Tech.	Larry Johnston Full-time At Large Rep.	Guest: ASCC

**I. APPROVAL OF AGENDA**

Is there any business that has representative guests or reports that need to be done first so these individuals do not have to stay for the entire meeting? Is there any business that requires immediate action and therefore, must be dealt with before any other business at this meeting?

**II. OLD BUSINESS**

**1. Approval of Minutes – if needed**

**(All/5 minutes)**

**Proposal:** Approve the minutes, with changes, from the previous Senate Council meeting.

**III. NEW BUSINESS**

**1. Emeritus Faculty**

**(Merzon/ 5 minutes)**

**Background:** Board Policy 3167 states: “Upon retirement, regular (tenured) and temporary faculty members who have served as faculty at Cuesta College for a minimum of fifteen years shall be eligible for Emeritus Faculty Status if they have fulfilled at least nine full-time equivalent years. Emeritus Faculty Status will be granted upon Academic Senate Council recommendation and approval by the Superintendent/President and the Governing Board.”

**Proposal:** The Senate Council approves all faculty who have retired in the 2007-2008 academic year who meet the above established Emeritus criteria.

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**2. Faculty Manual** **(Dumas & Rossa /10 minutes)**

**Background:** The Faculty Manual is sorely outdated and needs revisions.

**Proposal:** The leadership of CCFT and the Academic Senate will draft any mutual consultation items/ changes to the Faculty Manual. Changes will be e-mailed to the Senators by May 1st and placed on the Senate agenda for their May 9th meeting.

**Proposal:** Consistent with past practice, over the summer, the Senate President will work with the VPSL to update any remaining changes to the faculty manual with updates completed in time for use at the Faculty Orientation in fall.

**3. Changes to Future Senate Meetings** **(Merzon/ 15 minutes)**

**Background:** Given the three important issues (Accreditation, Catalog Changes, Cultural Competency) that will be coming on the April 25<sup>th</sup> and May 9<sup>th</sup> agendas, the Senate Leadership is requesting changes to the Senate Agenda.

**Proposal:** No oral Senate reports. Senate reports will be submitted in writing one week proper to the Senate meeting. The Senate leadership will create a report flyer and bring it to each meeting.

**Proposal:** The April 25<sup>th</sup> and May 9th meetings will be scheduled for 2:30-4:30 PM.

**4. Professional Development Survey** **(Hogdson/ 10 minutes)**

**Background:** The Director of Professional Development and the Professional Development Committee is seeking Academic Senate approval of the attached survey (see Appendix A).

**Proposal:** The Academic Senate Council approves the survey.

**STANDING REPORTS** **(Approx. 15 minutes)**

1. Sizzler (No Report)
2. Curriculum (3 minutes)
3. Faculty Professional Development (No Report)
4. Student Learning Outcomes and Assessment (3 minutes)
5. Minors in the Classroom (3 minutes)
6. CCFT (3 minutes)
7. Planning and Budget (3 minutes)

**SPECIAL REPORTS** **(Approx. 12 minutes)**

1. Board of Trustees (3 minutes)
2. Basic Skills (3 minutes)
3. Equivalency (No Report)
4. Accreditation – Kevin Bontenbal (3 minutes)
5. MyCuesta – Carina Love (3 minutes)

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**V. SENATOR CHECKLIST**

- Be prepared to vote on the Accreditation material for the April 25<sup>th</sup> meeting (60 minutes).
- Be prepared to vote on the grade issues for the April 25<sup>th</sup> meeting (30 minutes).
- Be prepared to vote on the Cultural Competency definition (30 minutes).
- April 22<sup>nd</sup> 1:45-4:30, room 5401, is an open meeting on the budget and college strategies. Please promote with your faculty.
- Hate Free Campus Speaker from Napa Valley College will be presenting information from 2:00-3:30 on April 24<sup>th</sup>. Please see Glenda Moscoso for details.

**ACCREDITATION STUDY TIMELINE**

<b><u>Release Date For Standard</u></b>	<b><u>Standard</u></b>	<b><u>Date for Senate Agenda</u></b>
Released Last Week	Standard I	April 25th
Monday, April 14 <sup>th</sup>	Standard III	April 25th
Monday, April 21 <sup>st</sup>	Standard II (SLOs)	May 9th
Monday, April 28 <sup>th</sup>	Standard IV (Leadership)	May 9 <sup>th</sup>

On Friday, May 1<sup>st</sup> there will be an informal feedback session on any standard, time/ location TBA.

## Appendix A

### Survey Introduction and Questions

The Professional Development Department has been implemented at Cuesta College to provide resources and programs that assist everyone at Cuesta in developing and strengthening their job skills. In order to effectively provide you with relevant services to meet your professional goals, the Director of Professional Development would appreciate 15 minutes of your time to complete the attached confidential survey. Your feedback is important to ensure the Director of Professional Development and the Professional Development Department are best serving your needs at Cuesta College.

1. What are your professional development needs specific to your role?
2. What do you currently do to develop yourself professionally?
3. What are the barriers to your professional development?
4. What can the Professional Development Department do to increase your job satisfaction?
5. What can the Professional Development Department do to enhance your division/department work environment?
6. Where do you see the future of the Professional Development Department based on student needs?
7. How can the Director of Professional Development best communicate with you (e.g. mycuesta, email, newsletter)
8. Are you aware that ELIC (Employee Learning and Innovation Center) is now the PDC (Professional Development Center) located in room 3143 on the San Luis Obispo campus?
9. Are you aware of the tools available to you in the PDC?
10. What tools would you like to see in the PDC to aid your professional development specific to your role?