



Academic Senate Council Agenda
Nov. 14th, 2008, 2:30-4:00 p.m.
Room 5305

John Veres Biology	Kevin Bontenbal Curriculum Comm. Chair	Steve Leone President	Peet Cocke Fine Arts
VACANT N. County at-large	Jani Johnson Physical Education	Lisa Mifsud Social Science	Beth-Ann Dumas Vice-President
Donna Bower ESL	Jen Sanders Math	Patrick Len Physical Sciences	Carina Love Learning Resources
Allison Merzon CCFT President	VACANT Part-time at-large	Tricia Bramsen Human Development	Andrea Devitt Counseling
VACANT AS/DSPS	Jack Sullivan Business	Toni Torrey Nursing	Michael Walker Performing Arts
Matt Vasques Lang. & Communication	Gary Villa Engineering & Tech.	Peter Dill Full-time at-large	Sean Boling English

I. APPROVAL OF AGENDA

II. APPROVAL OF 10/31/08 MINUTES

III. OLD BUSINESS

1. Shared Governance Definition Taskforce Activity

(Leone // 20 min.)

Background: At the Sept. 12th Academic Senate Council meeting, the Council reached consensus on the following: “The Academic Senate Council proposes a faculty taskforce to be created to determine a strategy to assist all constituent groups to reach understanding of the definition and application of shared governance on this campus.” One subsidiary goal of such a taskforce would be to help all campus groups identify the problems in our current practices so that we may work on improving our communication and decision-making in the governance of this institution. This taskforce has convened to discuss options, and at this time, we have agreed that the best solution is to ask representatives of the Community College League of California (CCLC) to come and present to our campus. Many other California CC campuses have used this free service, and since the CCLC is a “non-profit public benefit corporation” that advocates for “community college educational, fiscal, operational and governance issues” on behalf of college presidents, district trustees, administrators, classified staff, and faculty organizations, the presentation offered would be balanced and fair on the definition of shared governance. Although this presentation may only begin the task of defining and improving our campus definition of shared governance on this campus, the taskforce feels the presentation provided by the CCLC will establish a standard definition of shared governance that will benefit all constituent groups at Cuesta.

Proposal: The Academic Senate supports the decision of the Shared Governance Definition Taskforce to invite representatives of the Community College League of California to present on the topic of shared governance at a campus-wide event in Spring 2009, date to be determined later.

IV. NEW BUSINESS

1. Fall Registration

(Devitt // 15 min.)

Background: Last year, there was a decision made to move Fall 2008 registration to Summer 2008. A possible result of this was a decrease in enrollment numbers for continuing students this semester. Since many continuing students were not in the region when Summer registration began, it may have been difficult for many of them to register or even to enroll. Some faculty members are concerned that this practice may continue in the future, especially those with low enrollment figures at the beginning of the Fall semester. Board Policy gives local high school graduates first priority to register for classes, which is one reason why Fall semester registration has occurred traditionally in the Spring semester. Another reason was to provide plenty of time for all students at different priority levels to register for classes.

Proposal: The Academic Senate recommends that the college move Fall 2009 registration to late April through mid May 2009 for all local high school graduates and continuing students.

2. Definition of Faculty Professional Development

(Leone // 20 min.)

Background: Recently, the Faculty Professional Development Committee (FPDC) was asked by the Academic Senate leadership to define the categories for what qualifies as faculty professional development. Whereas the faculty collective bargaining unit negotiates the terms of our contractual FLEX obligations, which is not limited to faculty professional development activities, the Academic Senate determines what qualifies as faculty professional development. A taskforce of the FPDC has determined through research at the state level and past practice on this campus the broad categories for what qualifies as faculty professional development, and this criteria can be found in the “Call for Proposals for Activities: Faculty Professional Development Day” (Appendix A). Once again, please note that there is a major distinction between faculty professional development and FLEX, the latter of which is a contractual obligation negotiated by collective bargaining that can be satisfied with non-faculty or staff professional development as well as faculty professional development activities. The Academic Senate oversees the definition of faculty professional development only, and the FPDC has approved of the definition proposed in Appendix A and the Activity Proposal Form (Appendix B) created by the FPDC taskforce.

Proposal: The Academic Senate Council approves of the definition of faculty professional development and the activities consistent with Ed Code as stated in Appendix A.

Proposal: The Academic Senate Council approves of the Activity Proposal Form for Faculty Professional Development as it appears in Appendix B.

V. AGENDA BUILDER / SUMMIT ITEMS

Are there any items/issues that anyone has that he/she feels need to be on the Senate Council agenda for discussion, or that need to be taken to “Summit” for answers/clarification?

Next Senate Council Meeting: November 21st

INFORMATION & DISCUSSION

(Approx. 20 min.)

1. AlertU Emergency Notification – Stephan Gunsaulus & Bart Topham (3 min.)
2. Senate Plenary Reports (15 min.)
 - Andrea – Counseling
 - Steve & Beth-Ann – Breakout sessions
 - Peter – Resolutions

STANDING REPORTS

(Approx. 15 min.)

1. Faculty Professional Development (5 min.)
2. CCFT (3 min.)
3. Curriculum (3 min.)
4. Shared Governance (3 min.)
5. Planning and Budget (no report)
6. “Summit” (no report)
7. Basic Skills Initiative (no report)
8. Equivalency (no report)
9. Student Learning Outcomes and Assessment (no report)
10. Minors in the Classroom (no report)

SENATOR CHECKLIST

- **Prerequisite Enforcement:** The Chancellor’s Office has decreed that all prerequisites be enforced and that all prerequisites that are not enforced be changed or reconsidered. The Chancellor’s Office considers enforcement of prerequisites to be that which is completed by the college during registration and not by individual faculty members. For Spring 2009 registration, we will be enforcing the prerequisites for the courses listed on page 92 of our Schedule of Courses: approximately 110 courses. However, Cuesta currently has over 100 other courses with prerequisites that are not enforced through registration.

Please discuss the prerequisites established for the courses within your divisions, and determine together whether or not you would like to keep or remove the prerequisites or change the prereq. status of one, some, or all of your discipline courses to “advisory.” In your examination of the prerequisite listings for your courses, consider how the prerequisite status will affect articulation with UC/CSU campuses. The Curriculum Committee division reps will also be asked to address this matter with their divisions.

Appendix A

Call for Proposals for Activities

Faculty Professional Development Day
January 15, 2008 (day before Opening Day)

To: Faculty, Management, Staff

From: Steve Leone (Academic Senate); Cathleen Greiner (VPSL); Devon Hodgson (Professional Development Director); Kent Brudney (Chair, Faculty Professional Development Committee)

RE: Call for Proposals for Faculty Professional Development Activities

Background: The Faculty Professional Development Committee is seeking to revive a focused faculty professional development day once each semester—the day before Opening Day. These activities, which may in any format (e.g., workshops, roundtables, presentations, discussions), are intended to supplement—not replace—individual activities and off campus faculty professional development activities. Faculty, management, and staff are invited to submit proposals for activities so long as the proposal is consistent with the faculty professional development criteria (see below). All members of the campus community are invited to attend.

Activities should be scheduled for 60 minutes. The proposed activity should be consistent with the following criteria:

1. **Definition of Faculty Professional Development.** Faculty professional development relates directly to the job for which the faculty member has been hired. This includes new faculty orientations, District orientations, activities and projects related to the faculty member's discipline/service area, pedagogy, and instructional delivery. Interdisciplinary activities may also be appropriate.
2. **Activities consistent with Education Code use of faculty professional development funds:**
 - i. Improvement of teaching.
 - ii. Maintenance of current academic and technical knowledge and skills.
 - iii. In-service training for vocational education and employment preparation programs.
 - iv. Re-training to meet changing institutional needs.
 - v. Intersegmental exchange programs.
 - vi. Development of innovations in instructional and administrative techniques and program effectiveness.
 - vii. Computer and technological proficiency programs.
 - viii. Courses and training implementing [Equal Employment Opportunity] and upward mobility programs.

If you are interested in proposing an activity, please complete the attached form by Monday, December 1, and return it via email or campus mail to Devon Hodgson, Director of Professional Development (cuestapd@cuesta.edu). The Faculty Professional Development Committee will review all proposals. Notification of accepted proposals will be completed by December 12.

Appendix B



Activity Proposal
Faculty Professional Development

If you are interested in proposing a faculty professional development activity, please complete the attached form by Mon., Dec. 1, 2008, and return it via email or campus mail to Devon Hodgson, Director of Professional Development (cuestapd@cuesta.edu). The Faculty Professional Development Committee will review all proposals. Notification of accepted proposals will be completed by Dec. 12, 2008.

Your name(s):

Title of Activity:

Type of Activity (workshop, roundtable, presentation, discussion):

Is this a committee or office sponsored activity? If so, which?

Briefly describe the activity:

Any special requirements for technology/room size/type of room?

PLEASE RETURN TO DEVON HODGSON (cuestapd@cuesta.edu) BY MONDAY, DEC. 1, 2008