



Academic Senate Council Agenda
Sept. 26th, 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. OLD BUSINESS

1. Roundtable Discussion: Prioritization

(Leone // 20 min.)

Background: During our meeting on Aug. 29, 2008, the A.S. Council brainstormed a list of potential Senate issues for the upcoming year. The agenda for that meeting called for prioritizing the list, which we have not yet done. Senate leadership has begun work on a number of the items on that list already, but the A.S. Council has not yet prioritized the roundtable list. To prepare for this discussion and proposal, Senate leadership has prioritized a list of these issues for Senators to consider, which you may find attached.

Proposal: The Academic Senate supports the prioritization of potential senate issues from the 8/29/08 Roundtable Discussion as stipulated in the attached document.

III. NEW BUSINESS

1. Faculty Listserves

(Leone // 20 min.)

Background: Some faculty members have discussed closed down the two faculty listserves (part-time and full-time) and use MyCuesta for all inter-faculty communication. In response, some have argued that, if the listserves were shut down right now, we would not have the means to email all faculty, which may impact the freedom of expression and inter-faculty communication that we currently enjoy on our campus. In MyCuesta, we now have the ability to make announcements, but some have argued that we cannot rely on faculty to access the

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announcement listings on MyCuesta. Others have argued that, since the newly approved Academic Senate MyCuesta group will include all faculty members, faculty will be able to email all faculty in the same manner as they have when they used the listserv. Some have proposed, however, that we use both MyCuesta and the faculty listserves for the entire academic year until we become more familiar with MyCuesta. At the last CCFT Council of Representatives meeting on Sept. 11th, a majority of the reps. who attended that meeting voted against shutting down the CCFT faculty listserv. On the Senator Checklist on the last two A.S. agendas, we asked Senators to consult their division members about their concerns, support, and/or lack of support for shutting down the FT & PT faculty listserves.

Proposal: The Academic Senate requests that the part-time and full-time faculty listserves be updated, maintained, and used until August 31, 2009, after which the Academic Senate Council will determine if MyCuesta can function as the only means for all inter-faculty email and announcement communication.

2. Terms for President and Vice President

(Leone // 5 min.)

Background: Currently, as stated in our by-laws, the two-year terms for President and Vice-President begin on August 1st and end on July 31st. However, during the summer when we transition between leaders, work for the coming year really begins on July 1st, as it did this summer with issues regarding prerequisite enforcement and Opening Day planning. The month of July is also a month of potential mentoring for the incoming president, and the first two weeks of August are intensive weeks of preparation for the upcoming semester. If this proposal is approved, the changes to the term start and end dates will be reflected in the revision of the by-laws currently under construction.

Proposal: The Academic Senate supports a change in the by-laws for the terms of President and Vice-President to begin on July 1st and end on June 30th.

IV. 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: October 17th

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INFORMATION & DISCUSSION

(Approx. 15 min.)

1. Name card holders
Peet Cocks has researched the price of plastic name card holders for Senators to use during A. S. Council meetings. Two questions: do we purchase them, and if so, do we pay for them with volunteered donations or with some other means?
2. MyCuesta: process for updating
At the last Senate Council meeting, consensus was reached to update the Academic Senate Council group and to create a Academic Senate group with all faculty. How do we do this?
3. At-large Senate Reps: process for appointments
At the last Senate Council meeting, consensus was reached for the Academic Senate to appoint a Part-time At-Large Rep. and a North County At-Large Rep. What process shall we use?
4. Request for members for the following:
 - a) Shared Governance Definition Taskforce
 - b) A.S. Election Subcommittee
 - c) Faculty Manual Revision Taskforce

STANDING REPORTS

(Approx. 10 min.)

1. "Summit" (no report)
2. Curriculum (3 min.)
3. Faculty Professional Development (no report)
4. Student Learning Outcomes and Assessment (no report)
5. Minors in the Classroom (no report)
6. CCFT (3 min.)
7. Planning and Budget (3 min.)

SPECIAL REPORTS

(Approx. 10 min.)

1. Basic Skills – Stacy Pointer (3 min.)
2. Faculty Mentoring – Mike Kinter (3 min.)
3. Wellness – Jani Johnson (3 min.)

SENATOR CHECKLIST

- **A. S. Annual Dues:** According to Payroll employees, \$25 is deducted annually from full-time faculty paychecks to pay dues to the Academic Senate, and this is, apparently, a voluntary deduction. The monies gathered from these dues provide for a student scholarship and other various expenditures; however, there may be a growing need to increase the voluntary annual dues. Please consult your division faculty for their concerns, support, and/or lack of support for two items: 1) an increase in voluntary dues to the Academic Senate; and 2) the possibility of mandatory annual dues for full-time faculty instead of a voluntary contribution to the Academic Senate.
- **Faculty Manual Revision Taskforce:** Please consult with your division for volunteers to join the Faculty Manual Revision Taskforce.
- **Textbook Purchases:** Please consult with your division for a list of best practices for the purchasing of textbooks to improve the process used by faculty as well as by our campus bookstore.

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Prioritization: Senate Issues for 2008-2009

The following were items brainstormed in a Roundtable Discussion Joint Senate/CCFT Issues will be prioritized and discussed at a future Senate/Union joint meeting and presented to the Academic Senate Council. Otherwise, here is the proposed list of Senate issues this year prioritized under each category.

Senate Committees/Task Forces

1. FPDC (Faculty Professional Development committee)—appoint chair, clarify role
2. Minors—petition & process
3. Constitution & Bylaws revision, including term dates
4. Program review—new committee? Include in PPRC?
5. Equivalency—minimum quals. vs. FSAs, etc.
6. Standing accreditation/self study committee
7. Mentoring & New Faculty Orientation taskforce or committee—opening day, etc.

Shared Governance

1. Shared understanding of definition
2. Committee structures and processes
3. Program development & approval
4. Senate orientation to Cabinet

Senate Business

1. Approval of revised constitution & bylaws
2. Website & myCuesta
3. Senate dues & payroll form

Other/Campus-wide

1. Discussion of Shared governance (i.e. Shared Governance Definition Taskforce)
2. SLOA Liaison
3. Pre-req. enforcement
4. Listserv announce only, move everything else to myCuesta
5. Move fall registration to May to help with enrollment
6. FSAs (faculty service areas)
7. Parking congestion
8. Building construction near 6100 classrooms

FINAL LIST: Top Fifteen from all categories

1. Discussion of shared governance (i.e. Shared Gov. Definition Taskforce)
2. Definitions of committee types, structures, and processes
3. Pre-req. enforcement
4. SLOA Liaison
5. Constitution & Bylaws—revision and approval
6. Faculty Professional Development Committee (FPDC)—appoint chair, clarify role
7. Minors—petition & process
8. Senate orientation to Cabinet
9. Program review, development, definition, and approval (i.e. Program Plan & Review Committee)
10. Faculty listserves & updating of MyCuesta
11. Equivalency Committee—minimum quals.
12. Standing accreditation/self study committee
13. Revision & updating of website
14. Senate dues increase and/or change to mandatory fees
15. Mentoring & New Faculty Orientation taskforce or committee—Opening Day, Mentor training, etc.