

SAN DIEGO CITY COLLEGE
ACADEMIC SENATE MEETING
May 4, 2009

Present: Akers, Alexander, Crispen, Dorman, Enright, Estrada, Feyen, Fierro, Fontana, Gaipa, Greer, Haro, Harris, DiPaolo, Leon, Lopez, Martinez, Pitcher, Rangus, Salgado, Sos, Spearman, Ward

Absent: Ceccacci, Cordell, Davalos, Engstrom, Enright, Kersey, King, Pelletier, Spikes

Guests: Deaton

I. Call to Order 2:35pm

II. Approval of Minutes from Gaipa/Leon

III. Additions/Adoption of Agenda Alexander/Sos

IV. Announcements

- a. Fall Meeting Schedule- The Academic Senate and Chairs Cabinet meeting schedule for fall 2009 was distributed.
- b. Senate Survey- The Senate Executive Committee is currently conducting a survey to gather information regarding the efficiency of the Senate. An email containing the link to the survey was distributed last week. Please remember to complete the short five question survey.
- c. Textbook Affordability Committee- A Textbook Affordability Committee is in the process of being formed. The committee will work towards fostering awareness and collaboration in developing strategies for addressing the high cost of textbooks and other materials. If you are interested in serving on this committee, contact Lan Hong.
- d. President Elect Election- Congratulations to the new President-Elect, David Fierro. The Senate also expressed thanks to the second candidate, Sylvia Leon.

V. Guests/Special Committees

- a. Associated Students- No Report
- b. CTEA- If you are looking to fund a career oriented program or project, D. Fierro serves on this committee and can share more information.

VI. New Business

- a. GIRPA- The Guidelines for Implementing the Research Planning Agenda (GIRPA) will provide information regarding the proper access, protection, use and dissemination of data collected at City College. The Research Committee is currently reviewing Mesa's GIRPA and is looking to adopt something similar. Please review the guidelines and give feedback to your Senator. B. Harris also reminded senators to review the City College Research Planning Agenda to make sure it reflects institution-wide research needs.
- b. District Strategic Plan- B. Harris passed around a copy of the new District Strategic Plan. An electronic copy is available online.

- c. Classified Staff Thank You/Retirement Tea- The Retirement Tea to honor Bill Weiner will be held Tuesday May 12th from 11:00am-1:00pm in the Faculty Lounge. Senators voted to have B. Harris present a short thank you speech at the Classified Luncheon thanking the classified staff for all of their hard work on campus.
- d. Evaluation/Appraisal Guide- If you are interested in working with Mary Bernard to update the College Faculty Evaluation/Appraisal Guide, contact B. Harris. It is important that faculty be involved in the revision. A copy of the Evaluation/Appraisal Guide can be found in the Academic Senate Office in room A-2.
- e. SafeAssign- The suggested syllabus language for SafeAssign was distributed. The Senate voted to recommend that the language for cheating/plagiarism be combined with the second paragraph of the proposed SafeAssign statement. This discussion will be taken to the next Chairs Cabinet meeting. Faculty will not be required to use the program and there will be an option to hide it. *A copy of the new language is at the end of the meeting notes.

VII. Old Business

- a. LRC Resolution- Tabled
- b. A La Carte Working Education- J. Rangus presented a tutorial concerning the Business Department's issue with the District's Auxiliary Business Services Organization (ABS0) concerning ABS0's opposition to the Working Education A la Carte Café planned for the new business building. As part of the business curriculum, A la Carte is an academic program over which ABS0 has no authority. A la Carte serves as a business lab, providing students with practical business experience. He suggested that an academic resolution concerning the issues above need to be presented to the District. The degree of ABS0's oversight of campus, non-cafeteria food-related activities needs to be determined, especially in regard to those activities that are and those that are not subject to food safety regulations of the San Diego Department of Environmental Health.
- c. Illness Considerations- The Academic Senate voted to recommend that faculty encourage students who are ill to remain home.

VIII. Officer Reports

IX. Facilities Update

X. Standing Committees

- a. District Student Services Council- No Report
- b. Curriculum Instructional Council- No Report
- c. Accreditation- There will be a day and evening accreditation forum during the fall FLEX week. There will also be an additional forum at a time that will be convenient for classified staff. The self study will be posted on the website for feedback.

XI. Other

- a. Schedule Ads- Program advertisements will not be included in the campus schedule. B. Harris asked for feedback from faculty and programs that would like to keep the ads in the schedule. The Senate voted to craft a resolution to recommend that the advertisements be included but, due to time constraints, B. Harris will see if she can attend the next meeting to express the Senate's views. It was suggested that links to the program advertisements be included in the online schedule.

XII. Adjourn 3:45pm Ward/Lopez

Suggested SafeAssign Wording for Syllabus

Students are expected to be honest and ethical at all times in their pursuit of academic goals. Students who are found in violation of district Procedure 3100.3, Honest Academic Conduct, will receive a (insert) grade on the assignment in question and may be referred for disciplinary action in accordance with Procedure 3100.2, Student Disciplinary Procedures.

As part of our commitment to academic integrity, your work in this course may be submitted to SafeAssign, an online plagiarism checking service. See the SafeAssign Student Instructions Manual (<http://online2.sdccd.edu/tutorials/safeassign/guides/student.pdf>) for more details.