

SAN DIEGO CITY COLLEGE  
ACADEMIC SENATE MEETING  
February 9, 2009

**Present:** Akers, Alexander, Ceccacci, Crispen, Deaton, Engstrom, Feyen, Fierro, Fontana, Gaipa, Greer, Haro, Harris, Hettena, Kersey, King, Klipple, Leon, Lombardi, Martinez, Pelletier, Pitcher, Tangus, Sos, Ward

**Absent:** Cordell, Davalos, Dorman, Enright, Estrada, Lopez, Rangus, Salgado, Spearman, Spikes

**Guests:** Shannon, Zhang

**I. Call to Order** 2:35pm

**II. Approval of Minutes from** December 8, 2008 Leon/Greer

**III. Additions/Adoption of Agenda**

**IV. Announcements**

- a. Sabbaticals- The deadline to submit a request for a sabbatical is Friday, February 20<sup>th</sup>.
- b. Budget Forum- President Burgess will be holding a budget development discussion Wednesday from 3:30-5:00pm in D102.
- c. ASCCC- Workshops/Institutes- The State Academic Senate sponsors a variety of leadership workshops. For more information and a list of the workshops, go to the website [www.asccc.edu](http://www.asccc.edu). Scholarships are available for those who are interested but their school is unable to pay.
- d. The City College talent show will be held on Saturday, February 28<sup>th</sup> at 7:00pm in the Saville Theatre. Tickets are \$10 in advance and \$12 at the door. For tickets and information, contact Tandy Ward at 388-3679 or at [tward@sdccd.edu](mailto:tward@sdccd.edu).
- e. Audiovisual Services- A brochure was distributed with information on how to use the MediaNet online catalog and web booking options. This service provides free access to thousands of instructional audiovisual resources online. To register, visit the website [www.avserve.sdcoe.net](http://www.avserve.sdcoe.net).

**V. Guests/Special Committees**

- a. Associated Students- Josef Shannon reported that the Associated Students are currently working with the counseling department on the City College Talent show being held February 28<sup>th</sup>. The AS is sponsoring a trip to Sacramento on March 13<sup>th</sup> to protest the budget cuts and to share how the cutbacks are affecting college students. A trip to Washington D.C. to lobby for student rights is also being planned.
- b. Research Coordinator- The new Campus Research Coordinator, Xi Zhang, introduced herself to the senators. As the new Campus Researcher, she works mostly with institutional data and is involved with accreditation, basic skills, and student learning outcomes. Research request forms are presented to the Research Committee and are prioritized. Faculty members are encouraged to plan ahead

and to get an early start on the request form. If you have questions, visit Zhang in A117 or contact her at x3993.

- c. FLEX Coordinator- Rose LaMuraglia informed senators that as the new FLEX Coordinator, she would like to provide FLEX opportunities online in order to make the requirements easier for adjunct faculty members to complete. Ideas for future FLEX activities include information on what the Cosmetology department does for its students and the services they provide and on SIFE and their activities. If you have any ideas or suggestions contact Rose at x3719.
- d. Environmental Sustainability Committee- K. Klipple reported that an intern has been hired to conduct a greenhouse gas emissions report on the San Diego Community College District. Once the report is finished, an action plan will be developed in order to reduce district emissions. The possibility of using solar technology on campus and purchasing solar panels over time is also being looked into. The Recycle Mania competition will begin on campus next week in the cafeteria.

## **VI. New Business**

- a. Administration and Governance Handbook- The campus is required to have an accurate handbook on processes and procedures. The President's Council has been looking at the previous edition of the handbook and updating it. The updated version will be available online along with a few hard copies.
- b. Review of Services- Karon Klipple, Salley Deaton, and Roberta Alexander will be attending the Review of Services meetings in order to stay informed on facilities issues. If anyone in your department is interested in attending, contact B. Harris. Kathy McGinnis is convening a design standards committee for the City College Campus as a whole. If you are interested in helping, contact B. Harris or K. McGinnis.
- c. President of Chairs- M. Spradley is the new interim dean of Engineering & Technologies, Mathematics, Sciences, and Nursing. Nancy Crispen will be running for the newly opened President of the Chairs position. The position will be elected by the department chairs.
- d. Discipline List Revisions- The proposals for changes to minimum qualifications and discipline lists will be voted on at the Spring Senate Plenary. The proposals have been sent to the chairs of the affected departments. To get a hardcopy of the full list, contact B. Harris.

## **VII. Old Business**

- a. Academic Dishonesty- A template of the syllabus language for cheating/plagiarism was distributed. An electronic copy is available, contact B. Harris.
- b. Facilities Master Plan- A committee is in place to look at the design standards of the campus..

**VIII. Officer Reports-** No Report

**IX. Facilities Update-** See Above

**X. Standing Committees**

- a. Institutional Assessment- Program level and general education student learning outcomes need to be completed by March 2<sup>nd</sup> for inclusion in the 09-10 catalog.
- b. District Student Services Council- No Report
- c. Curriculum Instructional Council- Basic skill level math and English classes will be coded differently in order to take advantage of available funding. The changes will be in effect in the fall.
- d. Accreditation- The first draft of the accreditation self study descriptive summaries have been written and self evaluation sections are being added. Email R. Alexander at [ralexand@sdccd.edu](mailto:ralexand@sdccd.edu) with concerns or questions.

**XI. Other**

**XII. Adjourn** 3:30pm Akers/Alexander