

# SAN DIEGO CITY COLLEGE ACADEMIC SENATE MEETING

Monday, November 24, 2003 2:00 p.m., ECC Room 179

## **FINAL**

**In Attendance:** L. Andersen; C. Bass; J. Bernal; D. Bodnar; L. Brady; A. Breay; M. Clowers; M. Coleman; S. Deaton; C. Harlow; E. Higginbotham; C. Lopez; T. MacRenato; K. McGinnis; T. Orozco; R. Reyes; J. Salgado; S. Skillen; M. Spikes; P. Woefel

**Absent:** M. Brown; P. Grooms-Jones; S. Hasegawa; J. Hildebrand; H. Le; P. Mahoney; P. Murugesan; A. Rincon; A. Tesfamariam; B. Weiner; G. Wisheart

**Proxies:** M. Clowers for G. Wisheart; S. Deaton for L. Brady (arrived late); Berta Harris for S. Hasegawa; K. McGinnis for D. Bodnar (arrived late); C. Bass for B. Weiner

**Guests:** D. Cordell; V.P. L. Brown

### **I. CALL TO ORDER 2:08 by L. Andersen**

- II. APPROVAL OF MINUTES 11/3/03** – Corrections to the 10/13/03 minutes were suggested by S. Deaton. E. Higginbotham further clarified issues and questions surrounding the new District policy regarding the use of personal video/CD/DVD materials in the classroom that was discussed at the 11/3/03 Senate meeting.
- The cost of District, or “in house,” closed captioning is unknown at this time. However, the cost for outsourcing this job is, at minimum, \$300 per film.
  - Regarding the World Cultures Program and the use of VHS/CD/DVD materials during open campus events with voluntary attendance, “all institutions receiving public funds” need to use close-captioned materials in order to be in compliance with section 508, as well as the ADA.
  - While the District does give persons who order non-captioned AV materials using District funds up to ONE YEAR to get these materials captioned, a form must be filled out at the time of ordering which explicitly acknowledges an understanding of the policy, and states the intention to have the materials captioned.
- MSC to accept minutes with changes (Clowers/Bass). Unanimous approval.

### **III. ADOPTION OF AGENDA 11/03/03** – As presented.

### **IV. ANNOUNCEMENTS/PRESENTATIONS**

- ASB San Diego Firestorm 2003. Handout distributed.
- Academic Senate Spring Plenary 4/15 – 4/17, San Francisco
- Board Retreat, 1/10 – 1/11/04 at The Handlery Hotel, 10 a.m. to 10 a.m
- Spring Flex Dialogue on Accreditation – Accreditation web page available for review after 1/15/04. Handout distributed.
- Fall Enrollment Decline Report. Handout distributed.
- Welcome to the two new adjunct representatives to the Senate – Philip Woelfel and Tim Orozco. Welcome also extended to the new Senator from the School of Engineering – Mike Brown.
- The faculty/staff holiday luncheon is scheduled for Thursday, 12/11/03, from 11:30 a.m. to 2:00 p.m. in the faculty dining room. Reservations are required. Contact Diann Ludwick in the President’s office at x3453 to RSVP.

### **V. OFFICERS' REPORTS**

- President** – report carried over to the 12/8/03 meeting.
- Past President**

S. Deaton addressed the issue of the fire effect on faculty and students, and the lack of a formal institutional gesture of assistance and support for the two SDCC faculty who lost their homes. The issue was presented at President’s Cabinet. However, no institutional effort was recommended. The question of whether or not funds should be raised to assist these faculty members was posed to the Senate. After a discussion, a motion was made for the SDCC Academic Senate to give each faculty member \$100.00 from the Senate treasury. MSC (Reyes/S. Deaton). Abstention: M. Clowers. All others present were in favor. Checks will be presented at the 12/8/03 Senate meeting. Both faculty members will be invited to attend. Additionally, all senators were encouraged to take this issue back to their departments to see whether individuals within their departments may also want to contribute monetarily to this support effort. All individual checks should be made to “San Diego City College Academic Senate” so that one complete check can be made out to each recipient.
- Treasurer**

M. Clowers discussed the fact that there are still a number of faculty members, including some senators who have not paid their senate dues. The current balance of the Senate treasury is:  
Savings Account: \$277.31    Checking Account: \$134.72. Total: \$412.03

Money will be transferred into the checking account to accommodate the \$200.00 donation to fire victims.

**D. President of the Chairs Council**

B. Harris presented a draft of the proposed new SDCC committee reorganization structure. The recent meeting of the Chairs Council examined this new proposed reorganization and requested that they be placed under the Academic Senate as a Standing Committee. The rationale for this was that, although the Chairs Council does act in an administrative capacity, they are also closely involved in curriculum. The Chairs determined that they would like to be more closely connected to the Senate. L. Andersen suggested that all senators take the following questions to their departments for further discussion; (1) Is the role of the Chairs Council seen as strictly administrative?; and, (2) Could the Council be directly connected to the Senate? L.A. reminded all that this proposed structural change is not yet approved. This issue will be revisited at a future Senate meeting.

**VI. STANDING COMMITTEES**

- A. **Committee on Committees** – no report
- B. **AB/1725/Travel** - no report
- C. **Instructional Improvement** - no report
- D. **Library and Learning Resource** - no report
- E. **Professional Development**- no report
- F. **Social Courtesy** - no report

**VII. SPECIAL COMMITTEES**

- A. **ASB** – No report.
- B. **Curriculum** – No report.
- C. **Student Services Council** – No report.
- B. **Accreditation** – No report.

**VIII. OLD BUSINESS** – None.

**IX. NEW BUSINESS**

**A. Proposed for Review: City College Student Learning Outcomes** – Presentation by Dottie Cordell.

Dottie Cordell, Director of Student Health Services, spoke to the issue of Student Learning Outcomes, and the work of her committee, the Institutional Assessment Committee (I.A.C.), which recently received a Charter by the Academic Senate. The goal of the I.A.C. in drafting Student Learning Outcomes is to answer the question, "What kind of skills do we hope students who transfer from City College have gained from their education inside our institution?" (Handout distributed). The resulting document is a draft that the I.A.C. believes further connects the SDCC Mission Statement to student outcome goals, and is further designed to be examined and applied at the program and course levels. The reason for this presentation is to receive Senate input on this process, and to inquire what individual departments may have to add to this draft. She said, "We really want faculty to know that we, the I.A.C. exist, and to understand what we are engaged in. The purpose of our work is programmatic improvement. This is not something that has begun as the result of our upcoming accreditation."

S. Deaton: These are not new ideas. Many have been a part of our course outlines, and even our graduation requirements for some time. These are things that we, as faculty, have already said that we value, in one form or another. This I.A.C. document merely formalizes what we have already been doing.

R. Reyes: We should specify that students have "effective cross-cultural skills," rather than just "cultural sensitivity." We should also look at "Valuing Institutional Assets" in the context of what students themselves bring to our campus.

L. Brady: We need to show how these outcomes are demonstrated on campus and solicit the help of students in identifying these outcomes.

P. Woelfel: We need to break this message down to make it simpler and easier to understand so that it can be a useful tool, rather than a Mission Statement that no one really remembers.

M. Coleman: We have to make certain that students know about and use the resources we have available at City in order for students to truly "value" our assets.

S. Deaton: Efforts such as this help us to record what we are good at, and identify what we may need to improve. Measuring success, and being able to demonstrate outcomes is a very valuable tool. The grant received for the "City Middle College" program with Garfield H.S. is an example of something that benefited from documenting learning outcomes. After the success of the program was documented and presented, we received an additional \$700K grant.

L. Andersen: This issue may require additional time for all senators to present and discuss this with their departments. Due to the time restraints of the holidays, and the fact that many departments may not be holding meetings until after the first of the year, let's revisit this issue at our February 2004 meeting.

- B. Proposed Revisions to Academic Renewal Policy** – Presentation by Vice President Larry Brown.
- L. Brown discussed the current policy of Academic Renewal without course repetition, and the proposed changes to the current policy (Handout distributed). Comparisons to other local community college districts were completed in an effort to gather information before proposing this policy change, a change that would require Board approval before being implemented. The Student Services Council recommended two changes. The first was extending the waiting period before a student can apply for academic renewal from one year to two years. The second was increasing the number of units that a student must complete before applying for academic renewal from 12 units, with a GPA of 2.0, to 24 units. This issue is being presented to the Senate for feedback before further measures are taken to change the policy. Questions from the senate membership included:
- Why are we doing this? Is it because our policies are different from other colleges? Who is the typical student who asks for academic renewal? Are there a large number of students applying for academic renewal, creating the need to make this option more difficult? Is this a one-time option for students? Do the students who take advantage of this option go on to succeed? Is there any other option that does not penalize students?
- L. Brown: Regular review of policies is a necessary exercise and these policies have not been reviewed for years. After comparisons were made, our policies were seen to be considerably more lenient than others throughout the county. Many of the students who apply for academic renewal are up against academic probation or disqualification, and must raise their GPA to remain in school. Roughly 100 students per year apply for academic renewal. There is no connection between academic renewal and the academic standards policy. Students have two opportunities to renew two semesters/ or two summer sessions, worth of coursework. The Student Services Council believes that this policy is fair. There is no data regarding student success post academic renewal.
- C. Lopez: Many students who apply for this are transfer students who had sub-standard college coursework at an earlier time in their life, but are now on track and excelling academically. GPAs negatively affected by earlier grades may prevent some of these students from transferring to a State University, even though their current coursework is excellent.
- K. McGinnis: I am against anything more punitive that makes student success more difficult.
- S. Deaton: It is not fair to compare our students with others around the county. Our campus has an older student body, with more economic disadvantages, as well as other social issues which may make academic success more difficult. I am not in favor of any policy change that makes the process more difficult.
- L. Brown: This sort of input is exactly why we wanted to present this issue to the Senate. It is important to note that allowing students unlimited opportunities to repeat courses has a negative affect on curriculum, and additionally, presents financial consequences for the District. Many students have a failing track record that, unchecked, goes on and on. Our current policy gives students two chances for a fresh start, a policy that the Student Services Council believes is fair. Allowing students unlimited repeats of classes means that, in the light of budget cuts and course reductions, incoming students will be competing for seats in classes with these veteran students. We must have a policy that opens up class seats for newcomers. Additionally, though not the key issue, the District does not receive reimbursement from the state for students who repeat a course. Collectively, this is a large amount of expense for the District to absorb.
- L. Andersen: Take this issue back to your departments for further discussion. The senate will revisit this issue at the 12/8/03 meeting.

**X. ADJOURNMENT MSC (McGinnis/Clowers) 3:30**