



ACADEMIC SENATE

Agenda: Thursday, May 2, 2002
3:00 – 5:00p.m. — Library Conference Room

A. CALL TO ORDER

3:00 P.M.

1. Adoption of Agenda (1)
BE IT RESOLVED that the agenda of the regular meeting of the Academic Senate on May 3, 2002 be adopted as presented. Motion _____
Second _____
Vote _____
2. Approval of Minutes (3)
BE IT RESOLVED that the minutes of the regular meeting of the Academic Senate on April 18, 2002 be approved as prepared by the Secretary to the Senate. Motion _____
Second _____
Vote _____
3. Approval of Corrected Minutes (6)
BE IT RESOLVED that the corrected minutes of the regular meeting of The Academic Senate on April 4, 2002 be approved as prepared by the Secretary to the Senate. Motion _____
Second _____
Vote _____
4. Administrative Report

B. ACTION ITEMS

1. BE IT RESOLVED that the Academic Senate affirms by general acclamation the slate of officers elected by secret ballot of the full Senate to serve for AY 02/03: President G. Gilbert, Vice-President J. White, Secretary G. Case, State Representative J. Cosby. Motion _____
Second _____
Vote _____
2. BE IT RESOLVED that the Academic Senate approve the proposed procedures for responding to students on probation. (9) Motion _____
Second _____
Vote _____
3. BE IT RESOLVED that the Academic Senate approve the recommended automotive certificate requirements. (13) Motion _____
Second _____
Vote _____
4. BE IT RESOLVED that the Academic Senate approve the proposed changes to the prerequisites for BUAC classes. (32) Motion _____
Second _____
Vote _____
5. BE IT RESOLVED that the Academic Senate approve the Proposed Flex Committee/Management recommendations for AY 2002/02 (35) Motion _____
Second _____
Vote _____

C. REPORTS BY SENATE OFFICERS

1. President (Viar & Simpson; SAMM 4/23) (42)
2. Vice-President
3. Secretary
4. State Academic Senate Representative
5. Division Chairs
6. Adjunct Faculty Representative

D. COMMITTEE REPORTS

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|---------------------------------|--|
| 1. Budget (46) | 10. Matriculation |
| 2. College Website Committee | 11. Mission Statement (77) |
| 3. Cultural Development (49) | 12. Professional Standards & Ethics (78) |
| 4. Curriculum (50) | 13. Seal |
| 5. CTRAC | 14. Staff Development |
| 6. Facilities Planning | 15. Technology & Instruction |
| 7. Flex Committee | 16. Transfer |
| 8. Hiring Policies & Procedures | |
| 9. Library | |

E. COMMENTS FROM THE AUDIENCE

Comments of three minutes or less per speaker may be made on items not listed on the agenda. Items listed on the agenda may be commented on when they are considered by the Senate. Speakers are asked to register with the Senate Secretary.

F. DISCUSSION ITEMS

1. First Reading, Academic Senate Constitution (87)
2. Summer meetings (Research/Planning Committee, Flex, Mission Matrix) (89)
3. Focus on Student Success

G. INFORMATIONAL ITEMS

1. DSPS Academic Reception (90)
2. The CMC Symphonic Band: A Multi-Cultural Concert (91)

H. REQUESTS FOR FUTURE AGENDA ITEMS

I. FUTURE AGENDA ITEMS

J. ADJOURNMENT

Adjourn to the Regular CMC Academic Senate Meeting scheduled October 4, 2001 at 3:00 P.M. in the Greenleaf Library Conference Room.

* Future Academic Senate Meetings: May 2 & 16. All meetings will occur from 3:00 - 5:00 in the Library Conference Room, unless otherwise posted.

Agenda Building: The second and fourth Tuesday of each month, from 4 - 5:00 in the library.

SAMM's (Senate and Management Meetings): The second and fourth Tuesday of each month, from 3 - 4:00 in Administration.

CMC Board of Trustees: May 9 at 3:30 p.m. in CMC 11

Copper Mountain College

ACADEMIC SENATE

Minutes: Thursday, May 2, 2002

3:00 – 5:00p.m. — Library Conference Room

Present: (*Italic denotes not in attendance*) Andrea Armstrong, Cheyenne Bonnell, *Bruce Bridenbecker*, Kelly Brown, Jim Byrd, Glenda Case, Mike Chlebik, Paul Cook, Jeanne Cosby, John Croy, *Carmen Diamond*, *Spellman Downer*, Pat Dutkiewicz, *Vera Fissette*, Greg Gilbert, Carolyn Hopkins, Jim Hopkins, Cathy Itnyre, Carol Kendall, *Debbie Liebreuz*, *Yadira Llort*, *Ken McDonnell*, Doug Morrison, Rick Penaflor, Geoffrey Reed, *Kristin Samarov*, Tony Thomas, Sue Tsuda, John White. **Guest:** Kay Ragan, Dean Murillo

A. CALL TO ORDER

3:05 P.M.

1. Adoption of Agenda

BE IT RESOLVED that the agenda of the regular meeting of the Academic Senate on May 3, 2002 be adopted as presented.

Motion: Sue Tsuda, Second: Geoff Reed, Pass Unanimous

2. Approval of Minutes

BE IT RESOLVED that the minutes of the regular meeting of the Academic Senate on April 18, 2002 be approved as prepared by the Secretary to the Senate.

Motion: Carolyn Hopkins, Second: Andrea Armstrong. Pass unanimous as revised.

3. Approval of Corrected Minutes

BE IT RESOLVED that the corrected minutes of the regular meeting of The Academic Senate on April 4, 2002 be approved as prepared by the Secretary to the Senate

Motion: Cathy Itnyre, Second: Jim Byrd. Passed unanimous as corrected.

4. Administrative Report- Dean Murillo encouraged faculty attendance at graduation to honor our students.

Graduation Committee by Kay Ragan - There is difficulty getting an accurate list of students on probation through the MIS system.

B. ACTION ITEMS

1. BE IT RESOLVED that the Academic Senate affirms by general acclamation the slate of officers elected by secret ballot of the full Senate to serve for AY 02/03: President G. Gilbert, Vice-President J. White, Secretary G. Case, State Representative J. Cosby.
Motion: Cathy Itnyre, Second: Jim Byrd; Pass unanimous

2. BE IT RESOLVED that the Academic Senate approve the proposed procedures for responding to students on probation.
Motion: Jim Hopkins, Second: Geoff Reed; Pass Unanimous

3. BE IT RESOLVED that the Academic Senate approve the recommended automotive certificate requirements.
*(the last deactivation column to be completed after 2002-2003 for student coverage on the former system)

Motion: Jeanne Cosby, Second Carolyn Hopkins. Pass unanimous.

4. BE IT RESOLVED that the Academic Senate approve the proposed changes to the prerequisites for BUAC classes.
Motion: Geoff Reed, Second Carolyn Hopkins. Pass unanimous.

5. BE IT RESOLVED that the Academic Senate approve the Proposed Flex Committee/Management recommendations for AY 2002/03
Motion: Geoff Reed, Second Glenda Case. Pass unanimous as corrected.

C. REPORTS BY SENATE OFFICERS

1. President (Viar & Simpson; SAMM 4/23) *As "shared governance" does not infer the hierarchical structure of our organization, "participatory governance" has become the preferred term for faculty involvement in decision making in the 10 + 1 areas of the Board of Trustees 2020 policy. Both Mr. Viar and Mr. Simpson were highly complimentary of our progress.*

Beginning spring 2003 we will schedule a 3 hour block each week that all faculty will have free for professional development, committees etc.

2. Vice-President
3. Secretary: All materials affixed to the walls of our classrooms are supposed to be pre-approved by PIO. If anyone observes such 'junk mail,' please move.
4. State Academic Senate Representative
5. Division Chairs – John White thanked the Senate for the support in the recent election of officers.
6. Adjunct Faculty Representative

D. COMMITTEE REPORTS

1. Budget: Carolyn Hopkins requested holding off on radical lay-off policy until more information is forthcoming from the Chancellors office on our funding.

There is an expression of concern about management proposing hiring that further impacts the 50% law and 75/25. At the Senate's request, this should be addressed at SAMM. It appears that classes that are essential for certificates and degrees are being cancelled due to low enrollment even when they were listed in our PFE Low

Enrollment protection list. As Low Enrollment classes are the only PFE funding that positively impacts the 50% law it is requested that we raise the \$15,000 ceiling for compensation for low enrollment classes. Adhering to a two-year calendar that is published in the schedule of classes informing students that some courses are offered in alternating years has caused enrollment to increase in those classes.

2. Cultural Development: There was an enclosure reporting on upcoming events.

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|-----|---|---|
| 3. | Curriculum: Refer to Actions | good work and recited the new Mission Statement. |
| 4. | CTRAC: Conflict w/VTEA. | 12. Professional Standards & Ethics: Reported out on Sabbatical planning. |
| 5. | E-mail committee members | 13. Seal: No report at this time. |
| 6. | Facilities Planning: Contact Kindred re meetings and task forces | 14. Staff Development: Discussion of co-joining w/ Flex Committee to occur next AY. |
| 7. | Flex Committee: Report out and action re Fall Flex and three hour weekly time slot. | 15. Technology & Instruction: No Report. |
| 8. | Hiring Policies & Procedures: The work is completed. | 16. Transfer: No Report |
| 9. | Library: Meets May 3 at 12:00 | |
| 10. | Matriculation: meets Tuesday 5/7 | |
| 11. | Mission Statement: Acknowledged Doug Morrison and the Flex Committee's | |

E. COMMENTS FROM THE AUDIENCE

Comments of three minutes or less per speaker may be made on items not listed on the agenda. Items listed on the agenda may be commented on when they are considered by the Senate. Speakers are asked to register with the Senate Secretary.

Note: A 4% raise across the CMC staff negatively impacts the 50% law. It may be a better idea to negotiate block increases on the salary schedule to help balance this problem.

Sue Tsuda announced the Hurst Foundation will provide at no cost a 1-to-3 day seminar in parliamentary procedure. This would be a GREAT flex activity. The Senate favored the idea.

Glenda Case shared a document she prepared showing all the current senate committees and their members. She encourages us to develop strategic approaches to work "smart" rather than "hard." Please report to her to update any of the committee information.

Doug Morrison added that to have productive committees, members must (1) show up and (2) be prepared

Kudos to Tony Thomas for the San Diego student trip. 26 students were able to attend.

Sabbatical leave procedure will be an action item at our May 16th meeting. The first item of business when the committee meets will be to define procedures.

Each department needs to develop a "3-year plan" for infrequently offered classes. Discussion recommended this really be a 2-year plan, the third year would reflect the repetition of the first year.

Michael Chlebig pointed out that he was unable to get a list of students that were math majors. Kay Ragan explained what a travesty this is as we are unable to get data for matriculation, PFE, program review, curriculum planning, or for establishing counselor loads with the Coco system. Student Intent should drive class cuts, not enrollment. We

are losing students by not offering the required courses for majors such as Business Administration. Program integrity, not enrollment size, is the essential focal point. It was observed that this information is VERY important, and, unfortunately, is not being utilized to help drive enrollment at this time.

F. DISCUSSION ITEMS

1. First Reading, Academic Senate Constitution.
We will vote on the Senate Constitution changes at the next meeting.
2. Summer meetings (Research/Planning Committee, Flex, Mission Matrix)
Tuesday May 14th at 3pm in room 8 will be a meeting with Kindred Murrillo.
3. Focus on Student Success

G. INFORMATIONAL ITEMS

1. DSPS Academic Reception: Enclosure
2. The CMC Symphonic Band: Enclosure

H. REQUESTS FOR FUTURE AGENDA ITEMS

I. FUTURE AGENDA ITEMS

J. ADJOURNMENT 5:00 P.M.

Adjourn to the regularly scheduled meeting of the CMC Academic Senate scheduled for the 16th of May, 2002 at 3:00 P.M. in the Greenleaf Library Conference Room.

ACTION ITEMS





Academic Senate Agenda Proposal

Date of Academic Senate Meeting:

For: ___ Action
 ___ Information
 ___ Consent Agenda
 X Discussion
 ___ Report
 ___ Other

Proposed Item: Probation Overview, Procedure for Probation and Probation Contract
(Policy)

Background Information: We wanted to present these forms to the senate for discussion

Current Considerations:

Fiscal Implications:

Recommendation: Approval of Policy

Submitted by: Kay Ragan, Andrea Armstrong, Tony Thomas, Kris Samarov, Geoffrey Reid, Carmen Diamond.

CMC A/Senate ITEM# _____

COPPER MOUNTAIN COLLEGE
OFFICE OF STUDENT SERVICES

OVERVIEW:

Board policy 6530.6 states, "A student on academic probation shall be subject to disqualification if in each of three consecutive semesters the student's cumulative and semester grade point averages are below 1.75 in all units attempted which were graded according to the established District grading scale." Board policy 6530.4 states, "A student who has attempted at least twelve (12) semester units, as shown by the official academic record, shall be placed on academic probation if the student has attempted at least 12 semester units." It is conceivable that a student could be disqualified without ever being on academic probation with these two policies.

ANALYSIS:

The requirement of a 2.00 GPA is in line with other institutions of higher education. It is also the same GPA required for financial aid, EOPS/CARE and Veterans' benefits. We also require a 2.00 GPA to graduate. Students in these programs must maintain a 2.00 GPA in order to continue their participation. Students earning less than a 2.00 would not be eligible to graduate even though they might have a 1.99 GPA. The 1.75 level for disqualification is not in harmony with actual practice in some programs.

RECOMMENDATION:

It is recommended that a student must earn a 2.00 grade point average each semester and cumulative, for ultimate satisfactory progress. Students earning less than 2.0 GPA will be placed on academic probation and students with more W units than earned grade units will be placed on progress probation.

The first semester of either academic or progress probation will be identified as Probation, level one. The second semester of unsatisfactory grades will be identified as Probation, level two and with third semester of unsatisfactory work the student is identified as Probation, level three and subject to disqualification. Students, with four consecutive semesters of unsatisfactory work are subject to permanent disqualification.

4/8/02

COPPER MOUNTIAN COLLEGE
OFFICE OF STUDENT SERVICES

PROPOSED PROCEDURES FOR RESPONDING TO STUDENT ON
PROBATION

- 1) Students will be notified in writing that they are on probation as soon as grades are available. Students on probation for the first semester will be urged to see a counselor and develop an educational plan.
- 2) Students on Probation, level two will be informed they will not be able to register for the another semester or session until they have met with a counselor to develop and sign an educational contract.
- 3) Students on Probation, level three must meet with a counselor and are subject to dismissal for one semester. The counselor may also refer the student to the Associate Dean to determine appropriate action
- 4) Students who have had four consecutive semesters of unsatisfactory progress are disqualified and must remain out of CMC for one year. They may appeal readmission after one year subject to extenuating circumstances.
- 5) Students that return after the year and get back on probation will be permanently disqualified unless they have first cleared their cumulative probationary status.

4/8/02