



Academic Senate
Copper Mountain College

6162 Rotary Way; P.O. Box 1398
Joshua Tree, CA 92252

"Our mission is to provide educational leadership to diverse desert communities through a comprehensive curriculum and a passion for the success of every individual student."

February 13, 2003

Fellow Senators:

Please note that prior to our regularly scheduled Senate meeting, there will be a Student Success Hour from 2:30 until 3:30. This meeting will be co-chaired by the Senate President and our Chief Instructional Officer, Michael Murillo. Our regularly scheduled Senate agenda will commence at 3:30. This schedule and plan was unanimously approved by our Senate at our February 6 meeting and endorsed by our Dean. These meetings will be in effect for the remainder of the semester.

I believe it noteworthy that our faculty and management team share a passion about student success and are willing to work together toward that end

Greg

ACADEMIC SENATE OFFICERS

PRESIDENT: GREG GILBERT
VICE-PRESIDENT: JOHN WHITE
SECRETARY: GLENDA CASE
STATE SENATE DESIGNEE: JEANNE COSBY
PAST PRESIDENT: MIKE CHLEBIK

ADJUNCT REPRESENTATIVE

JOHN CROY

COMMITTEES & REPORTS

CTRAC
CURRICULUM
BUDGET DEVELOPMENT
TECHNOLOGY & INSTRUCTION
PROFESSIONAL STANDARDS & ETHICS
STAFF DEVELOPMENT
MATRICULATION
LIBRARY
FLEX

PAST OFFICERS

2001-2002
PRESIDENT: GREG GILBERT
VICE-PRESIDENT: CATHY ITNYRE
SECRETARY: JEANNE COSBY
STATE SENATE DESIGNEE: PAUL COOK

2000-2001
PRESIDENT: MICHAEL CHLEBIK
VICE-PRESIDENT: CAROLYN HOPKINS
SECRETARY: JEANNE COSBY

1999-2000
PRESIDENT: JAMES HOPKINS
VICE-PRESIDENT: GREG GILBERT
SECRETARY: CAROLYN HOPKINS

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AGENDA AND MINUTES





AGENDA

THE STUDENT SUCCESS HOUR (A Non-Senate Collaboration of Faculty, Staff and Management in Support of Our Mission and Vision) 2:30-3:30

A CALL TO ORDER of the Academic Senate 3:30 P.M.

1. CONFIRMATION OF THE AGENDA: February 20, 2003
2. APPROVAL OF MINUTES: Regular Senate Meeting, for February 6, 2003

B. AUDIENCE COMMENTS: Comments of three minutes or less per speaker may be Made on items not listed on the agenda. Speakers are asked to register with the Senate Secretary. Items on the agenda may be commented on as they appear.

C. THE STUDENT SUCCESS HOUR

D. REPORTS BY SENATE OFFICERS 3:30 P.M.

1. President, Greg Gilbert
2. Vice-President, John White
3. Secretary, Glenda Case
4. State Academic Senate Representative, Jeanne Cosby
5. Adjunct Representative, John Croy

E. CONSENT AGENDA (All Consent Agenda Items Shall be Approved by a Single Vote)
BE IT RESOLVED THAT THE ACADEMIC SENATE APPROVE the following:

- BP 7140, Collective Bargaining

F. DISCUSSION/ACTION:

- BP/AP 7330 Health (Yadira Llorc & Kathy Becker)
- Cathy Itnyre: Accreditation Process Update

G. COMMITTEE REPORTS

- | | |
|-------------------------|------------------------------------|
| 1. Academic Calendar | 8. Professional Standards & Ethics |
| 2. Budget | 9. Safety |
| 3. Cultural Development | 10. Staff Development |
| 4. CTRAC | 11. Technology & Instruction |
| 5. Curriculum | 12. Transfer |
| 6. Flex | |
| 7. H&R Policies | |

H. INFORMATIONAL ITEMS

1. Program Review Responsibilities
2. Fall 2003 Schedule Flow Chart
3. IPC Agenda and Minutes
4. President's Update
5. State Senate: CAN
6. TEP Flyer

I. ADJOURNMENT

ACADEMIC SENATE MEETING DATES FOR SPRING 2003:

February 20; March 6 and 20; April 3; May 1 and 15 in the Library Meeting Room at 3:00 p.m.

SAMM's

March 12, 2003 - 11:00 a.m. - Library Meeting Room

April 9, 2003 - 11:00 a.m. - Library Meeting Room

May 14, 2003 - 11:00 a.m. - Library Meeting Room

INSTITUTIONAL PLANNING COUNCIL (IPC)

March 10, 2003, 4:00 p.m. - Library Meeting Room

April 14, 2003, 4:00 p.m. - Library Meeting Room

May 12, 2003, 4:00 p.m. - Library Meeting Room



Minutes

Membership: Andrea Armstrong, Cheyenne Bonnell, Bruce Bridenbecker, Kelly Brown, Jim Byrd, Glenda Case, Mike Chlebig, Paul Cook, Jeanne Cosby, John Croy, Carmen Diamond, Spellman Downer, Pat Dutkiewicz, Vera Fissette, Greg Gilbert, Jackie Hanselman, Carolyn Hopkins, Jim Hopkins, Cathy Itnyre, Carol Kendall, Debbie Liebrez, Yadira Llort, Ken McDonnell, Doug Morrison, Cheryl Munsey, Rick Penaflor, Kristin Samarov, Tony Thomas, Sue Tsuda, Michele Walker, John White **Michael Murillo and Rodger McGinness.**

Not in Attendance: Kelly Brown, Mike Chlebig, Paul Cook, Carmen Diamond,, Vera Fissette, Jackie Hanselman, Debbie Liebrez, Ken McDonnell, and Rick Penaflor.

A. CALL TO ORDER

3:03P.M.

1. CONFIRMATION OF THE AGENDA — February 6 2003.
Motion: Jeanne Cosby, Second: John Croy
2. APPROVAL OF MINUTES: Regular Senate Meeting, January 16, 2003
Motion: Cheryl Munsey, Second: Cheyenne Bonnell, Passed unanimous.

B. AUDIENCE COMMENTS: Cathy Itnyre asked that we think about a faculty speaker for Graduation and nominations will be requested at the next meeting. Second, since there will be finals given on the day of graduation, Cathy offered to help proctor exams for other faculty since many will be involved with fixing breakfast and decorating for graduation. Cathy will proctor exams Monday afternoon and Jeanne Cosby will be available for Wednesday night.

Cheyenne Bonnell passed around the donation jar for AAUW to send 8th grade girls to science camp in the name of the seven astronauts lost in the Challenger accident.

C. REPORTS BY SENATE OFFICERS

1. President, Greg Gilbert—Reported that he is working with Michael Murillo to build bridges and work together. Also that part of the charge for the end of this year is to get the matrix operationalized.
2. Vice President, John White—Reminded people that Mr. Pulliam will be having a monthly President's lunch. Michael Murillo has started a monthly think tank session. John asked about when elections were to be held—April is installation so officers will be selected before the end of the semester. Discussion took place regarding having the President be a two-year position and having a President elect. That would require an amendment to the Academic Senate by-laws.
3. Secretary, Glenda Case—None
4. State Academic Senate Representative, Jeanne Cosby—For a future agenda, the issue of class size, more sections for basic skills, and the enrollment in basic classes.
5. Adjunct Representative, John Croy—None

D. CONSENT AGENDA

Remove BP and AP 7330 Health—returned to committee for revisions per HR.
Remove #5 from Consent and added to Discussion.

BE IT RESOLVED THAT THE ACADEMIC SENATE APPROVE the following:

1. Policies to be presented to the Board in February for renumbering only:
BP 7232 & AP 7232 Classification Review
BP 7360 & AP 7360 Employee Disciplinary Action
2. Policies, with minor changes, to be presented to the Board in February for a first reading:
BP & AP 3410 Nondiscrimination
AP 7125 Verification of Eligibility
BP 7310 Nepotism

3. Submitted revised course outline for PS 1 to the Chancellor's Office.
4. CSU GE Breadth change for SOC 3 from 3 to 4 units which was submitted to the Chancellor's Office January 13, 2003.
5. CIS 080 Access II as a cross-listed class with CS 71E Access II, and CIS 074 Excel II as cross-listed class with CS 71D Excel II.
6. Bruce Bridenbecker as Co-Chairperson of the Curriculum Committee.
7. Distance Modality form— remove guidance from page 2 of 6, starting with "Contact with the Instructor" and ending with "final examination."

Motion: Bruce Bridenbecker, Second: Andrea Armstrong, Approved as amended.

E. DISCUSSION/ACTION ITEMS

1. Senate selected Cheyenne Bonnell and Andrea Armstrong to serve on the EOPS/DSPS Coordinator hiring committee.
2. Carolyn Hopkins explained that she abstained from voting at the Budget Committee because essential information on prior budgets that had been repeatedly requested had not been provided. She encouraged the faculty to reassure the classified, since some have fears of lay offs. Lay offs are not likely this year, given the budget cutting that has been done to date.

F. COMMITTEE REPORTS: See attached

6. Safety—Faculty representation—John White and Jim Hopkins
7. Technology & Instruction—Pat Dutkiewicz reported that with the budget cuts CVC will not be available next year. A campus decision will need to be made about how the on-line classes will operate. Jeanne Cosby presented a concern with getting students on in the local area and how that would be impacted when we have students outside the area. Doug Morrison asked how attrition is being monitored?
8. Counseling—Tony Thomas shared a flyer stating that the campus will have transfer contact visits from private La Sierra University, Loma Linda University, and Baptist University, as well as UC Riverside, CSU San Bernadino, and Chapman. Jackie Hanselman shared that budget cuts are destroying the DSPS/EOPS programs in terms of services offered. Sue Tsuda stated that ASCMC representatives would like to come to classes and mention the budget cuts to students and encourage their involvement with the elected officials.

G. STUDENT SUCCESS:

1. Research and matrix—These issues were presented by Doug Morrison. Glenda Case, Michael Chlebik, John Croy, and Doug Morrison met with Mr. Pulliam to update him on the faculty research project, to evaluate CMC's student success rates in traditional classes vs. at-distance formats. The Research Group is still waiting for sufficient data to complete the last phase of the inquiry. Once the data are available, t-tests will be run and the results will be added to the current draft of conclusions and implications. The report will then be presented, in draft form, to the Faculty Senate and the Management Team for discussion and/or revision before concluding the project.

The Research Group is uncertain as to whether it will continue to meet in the future, due primarily to the current lack of coordination between an increasing number of individuals and committees working on issues related to student success. Based on the meeting with Mr. Pulliam, a proposal was discussed to create an hour (from 2:30-3:30) prior to to each Faculty Senate meeting where a working partnership between administration and faculty will coordinate student success efforts at CMC. This proposal hopes to create a prioritized student success agenda, measurably connecting the performance on the Mission, improve communication, avoid duplication of effort, focus the Research Group on one issue at a time, and satisfy a majority of State mandated shared-governance requirements. The need for good-faith participation including regular attendance, completion of assignments

outside the meeting room, and patience in developing a productive, working climate was also discussed. A motion made to offer this proposal to the administration, passed enthusiastically and unanimously.

The Academic Senate meeting will convene at 3:30-5:00.

3:48 p.m. fire alarm

3:52 p.m. reconvene

2. A room has been located so that make-up test can be given and proctored by faculty. We will have Wednesday from 12:00-3:00 in Room 9 and Thursday from 12:00-3:00 in Room 8. We need faculty to move one office hour to the room to help proctor. Please let Glenda know if you are will to help. A form will be available at the next senate meeting so will know how to access the testing for students.

H. MANAGEMENT REPORTS:

1. Dean Murillo reports that the grant committee has reformed and is meeting. Currently a FIPSE, Fund for the Improvement of Post Secondary Education, is in the first phase of application. A 5 page proposal is due on February 13, 2003. The grant is to improve teacher credentialing and retention in the local school district. The next meeting is 2/7/03, 3:00p.m.in Room 2.
2. The remodel for faculty office space has been put on hold due to budget cuts. If people have a need to move from their current office space, they will need to utilize their current office furniture. See Michael if this is an issue. The Dean's Think Tank meetings happened today. This will be a topic oriented arena for open discussion occurring monthly for this semester. Issues such as class size, etc. can be put on the table for discussion.
3. Rodger McGinness presented the chart for who is responsible for each area of the program review process.

I. INFORMATIONAL ITEMS:

1. Resources for Military Family Members

E. ADJOURNMENT:

5:00P.M.

Adjournment early so the adjunct faculty could have time to meet.

ACADEMIC SENATE MEETING DATES FOR SPRING 2003:

February 20; March 6 and 20; April 3; May 1 and 15 in the Library Conference Room at 3:30 p.m.

STUDENT SUCCESS MEETING 2:30-3:30 the same day and meeting room as the Academic Se+nate.



REPORTS BY SENATE OFFICERS



**Report to the Board of Trustees
(February 13, 2003)**

At our last Senate meeting, the faculty voted by unanimous consent to meet with our chief instructional officer, Dean Murillo, on the subject of student success prior to each Senate Meeting on the first and third Thursdays of each month. Dean Murillo, who has been chairing this committee, supported our request and graciously suggested that it be co-chaired by the Academic Senate President. Thus, for the remainder of the semester, the Student Success Hour will take place from 2:30 until 3:30 in the Library Meeting Room. At 3:30, the Academic Senate will convene in regular session.

Together, during the Student Success Hour, we will share our research and work to better serve our students and to operationalize our vision/mission matrix. Needless to say, we are all thrilled at this opportunity, and I believe it speaks to the benefits of a being a small college with a passion for the success of every individual student.