

## 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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## **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."

April 25, 2003

Fellow Senators:

While the following agenda packet isn't as crowded as some have been, there are several issues that will likely involve a fair amount of discussion: (1) Participating in Local Decision Making, and (2) Faculty Roles in Accreditation.

With regards to the second item, please consider working with Cathy Itnyre and other faculty in creating a strong and professional accreditation report. Accreditation work offers an unparalleled opportunity for professional growth and an in depth appreciation for the intricacies and workings of our institution. While I know that we are all very busy, there are few areas of service as important to our college as participation in the accreditation process.

*Greg*



# Agendas and Minutes





**ACADEMIC SENATE**  
**Thursday, May 1, 2003; 3:30-5 pm**  
**Greenleaf Library Meeting Room**

"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."

## **AGENDA**

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

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

1. CONFIRMATION OF THE AGENDA: May 1, 2003
2. APPROVAL OF MINUTES: Regular Senate Meeting, for April 3, 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. REPORTS BY SENATE OFFICERS**

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

**D. CONSENT AGENDA** (All Consent Agenda Items Shall be Approved by a Single Vote)  
**BE IT RESOLVED THAT THE ACADEMIC SENATE APPROVE** the following documents for the next Board of Trustees meeting:

AP 7236	Substitute Short Term
AP 7342	Holiday
AP 7344	Notifying District
BP 7345	Catastrophic Leave
BP 7381	Health & Welfare
AP/BP 7600	Security

**E. DISCUSSION/ACTION:**

- Election Results
- 10+1 (item four language)
- 10+1 (items 5-10)
- Partitioning of 115 and assignment of offices and security issues
- Accreditation Roles for Faculty: (Cathy Itnyre)
- List of cancelled programs and classes
- IGETC Submissions (Andrea)
- Job Description – Instructor (Yadira, Bruce, Carolyn, or Kris)

## **F. COMMITTEE REPORTS**

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

## **G. INFORMATIONAL ITEMS**

1. Legislative Update
2. Budget Review Community Colleges
3. Equitable State Funding
4. CMC Days

## **H. ADJOURNMENT** \_\_\_\_\_

### **ACADEMIC SENATE MEETING DATES FOR SPRING 2003:**

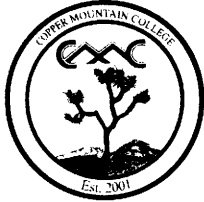
May 1 and 15 in the Library Meeting Room at 3:30 p.m.

### **SAMM's**

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

### **INSTITUTIONAL PLANNING COUNCIL (IPC)**

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



**ACADEMIC SENATE**  
**Thursday, April 3, 2003; 3:30-5 pm**  
**Greenleaf Library Meeting Room**

"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."

## MINUTES

**Membership:** 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, Jackie Hanselman, Carolyn Hopkins, Jim Hopkins, Cathy Itnyre, Carole Kendall, Debbie Liebrez, Yadira Llort, Ken McDonnell, Doug Morrison, Cheryl Munsey, Rick Penaflor, Kristin Samarov, Tony Thomas, Sue Tsuda, Michele Walker and John White. **Eva Kinsman**  
**Not in Attendance:** Jim Byrd, Mike Chlebik, John Croy, Carmen Diamond, Vera Fissette, Debbie Liebrez, and Ken McDonnell.

### A CALL TO ORDER of the Academic Senate

3:35 P.M.

1. CONFIRMATION OF THE AGENDA: April 3, 2003  
Motion: Paul Cook, Second: Jackie Hanselman, motion passed.
2. APPROVAL OF MINUTES: Regular Senate Meeting, for March 20, 2003  
Motion: Carolyn Hopkins, Second: Paul Cook, discussion, 1 abstain, and minutes approved.
3. APPROVAL OF MINUTES: Regular Senate Meeting, for March 6, 2003  
Motion: Andrea Armstrong, Second: Paul Cook, discussion, 1 abstain, and minutes approved.

**B. AUDIENCE COMMENTS:** Greg Gilbert reported that Stuart Kirk is home from the hospital after heart surgery. He feels good and is planning to be back teaching. Jeanne sent around a Best Wishes card for senators to sign.

Pat Dutkiewicz passed around sheets to be filled out by faculty for the faculty website. Pat made a motion that the 3 button links be accepted, Second: Kelly Brown, passed unanimously.

Greg reported a request from Kindred Murillo for 2 faculty members to serve as faculty members of the hiring committee for Business Services-Jim Hopkins and Cheryl Munsey volunteered.

Next Thursday, April 10, 2003, is Spring Fever on campus from 11:00-2:00 p.m.

**C. REPORTS BY SENATE OFFICERS:** No reports.

**D. CONSENT AGENDA:** The Academic Senate approved the following:

**CIS 070C Inside Your Computer** - Update class hours and SIUs, materials, and additional equipment.

**CIS 78B Word II** -- Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**CIS 82C Web Publishing I** - Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**CIS 82D Computer Graphics I** - Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**CIS 83C Web Publishing II/Java Script** - Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**CIS 83D Computer Graphics II** - - Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**CIS 87 Web Site Creation with Microsoft FrontPage®** - - Update class hours and SIUs, materials, additional equipment, and add Distance Modality.

**PS 004 – Introduction to International Relations** –Course content modified to add terrorism component.

**CIS 060 – PowerPoint** – Add Distance Modality

**CIS 076B – Word I** – Add Distance Modality

**CIS 072D – Excel I** – Add Distance Modality

**CIS 073C – Access I** – Add Distance Modality

**A 001-Descriptive Astronomy** – Add Distance Modality

**PSY 001- General Psychology** – Add Distance Modality

**Community Service Course—Life Drawing Workshop**

#### **H&R Policies**

**BP 7346 Military Leave**

**AP/BP 4010 Academic Calendar**

**AP/BP 7330 Communicable Diseases**

**AP/BP 7335 Health**

**AP/BP 7336 Tuberculosis**

**AP/BP 7375 Emeritus Status**

MOTION: PAUL COOK, SECOND: BRUCE BRIDENBECKER, PASSED UNANIMOUS.

#### **E. DISCUSSION/ACTION:**

- **Grant Questions:** Jenne Cosby wanted it noted that she felt the need for staff was much greater in the Math department. Sue Tsuda discussed the grant application that currently is in process for Medical Transcription, Dental Assistant, and Construction. The Registered Nursing would be added to this grant in terms of space utilization. The grant would pay instructors (new adjuncts). The grants involve community partnerships and Sue said that it is critical that the college, the community and business support this process. The costs incurred are paid for by the grant and if they do not have the minimum number of students then the classes would not continue to run.

Discussion continued on the RN program not paying for itself. Carole Kendall spoke about the cost and said to be fair to a high cost program you must see that the cost of the program also feeds students into the general education courses. All vocational programs have a higher cost due the regulation requirements from certification boards. Since nursing is a program wanted by the community and there is a high demand for nurses everywhere this will continue to be developed. Pat discussed this as a win-win situation. Rick offered support. Doug talked about the differences in cost in chalk-and-talk versus vocational programs. Tony asked about a dental assistance program since he had had requests for this. Cathy raised the question of how the new classes offered would impact the number of class offering in a semester, but no one had an answer, nor was there answers available regarding the fiscal impact of such courses at other colleges. Greg asked for justification during these difficult fiscal times. He pointed out that faculty are facing a time of no raises, no step increases, of not having essential faculty positions replaced, and added that 15+ basic skills students could be taught for the price of one RN student. While he acknowledged that things may look different several years down the road, he was not comfortable with the added costs of expensive programs at present.

Motion called by Cathy Itmyre to support the grant proposal as discussed, Second: Bruce Bridenbecker, 4 abstentions; Motion passed.

- **Sunshine Form for Grants:** see agenda packet  
Motion: to accept the forms developed by Rodger McGinness as presented, Carolyn Hopkins, Second: Jeanne Cosby, and motion passed.



- Auto Tech Approval: Andrea Armstrong requested that the members of the Curriculum committee (via e-mail) support the Auto Tech certificate with a recommendation for approval since it is time sensitive. They agreed, and the senate supported the committee. Motion made to approve: Jeanne Cosby, Second: Carolyn Hopkins, discussion of changes as follows: Certificate for Automotive Air Conditioning—change AUTO 060 title to Auto Heating & Air Conditioning, total units is 9; Certificate for Automotive Electrical Systems AUTO 020 is titled Auto Electric I and AUTO 021 is titled Auto Electric II; Certificate in Engine Performance & Emission Control change units for AUTO 27A and 27B to 2.5 each, total units is 18; Certificate in Engine Rebuilding change tile of AUTO 044 to Auto Engine Rebuild; Certificate in Auto Collision and Repair AUTO 021 is Auto Electric II; Certificate in Standard Transmissions change title of AUTO 065 to Manual Transmission & Transaxles; and the Certificate in Suspension & Alignment change the tile of AUTO 035 to Auto Steering, Suspension, and Alignment Motion amended as corrected: Jeanne Cosby, Second Kris Samarov and approved as amended.
- Accreditation Roles for Faculty: Cathy Itnyre recommended moving this item to next month agenda. Approved.
- Job Description for Instructor: Yadira Llord pointed out the job description and requested comments and feedback. The next meeting is 4/4 at 9:00 and can be given by voice or e-mail to Yadira, Bruce, Carolyn, or Kris.
- Syllabus Components proposed for Faculty Handbook: Yadira Llord explained that this is not written in stone but intended to be a help in developing a syllabus.
- Legal Opinion-ADA Compliance: Yadira Llord discussed the legal opinion from the Chancellors office regarding handicap accessibility. We must meet compliance, and there are areas that still do not.
- Change Constitution to Allow Two Year Terms for Senate Officers: Jim Hopkins led the discussion in support of having two year elected terms for senate officers. He also discussed the possibility of Vice President becoming a President-Elect position. Motion: Jeanne Cosby, Second: Jackie Hanselman, Discussion—Concern that V.P would not want a four-year commitment. Discussion of staggered terms for the officers so we would not have a full new slate of officers every two years. Greg Gilbert spoke of not being in favor of a President-Elect position. Much discussion on need for tenure in the top two officer positions Due to lack of time, Jeanne tabled the motion for further discussion.
- NATEF certification requires a score of 80% be achieved. Issues of safety, storage, time to accomplish requirements need to be addressed.
- Nomination of Senate Officers: Gavel was turned over to Cathy Itnyre and Carolyn Hopkins for nominations of officers. Nominats were as follows: for President: Glenda Case and Greg Gilbert; for Vice President: Cheyenne Bonnell and Cheryl Munsey, for secretary Yadira Llord; and for State Representative Bruce Bridenbecker and Mike Chlebig. If there are further nominations to be put on the ballot e-mail them to Cathy Itnyre. The ballot will come out after Spring Break, and the winners will be announced at the next Senate meeting. New officers will take office during the last senate meeting of the year. Gavel was returned to Greg to finish the meeting.

**F. SPECIAL TOPIC OF DISCUSSION: Participatory Governance at CMC:** See attachments in the packet. In the Academic Senate meeting with the Management team there is agreement on 1-3 as primarily rely on the Senate. Numbers 4 and 5 are not decided at the present. Management sees these as mutually agree upon and the Senate presented primarily rely upon.

**G. ADMINISTRATION:** No report.

**H. COMMITTEE REPORTS:** See reports in packet.

**I. INFORMATIONAL ITEMS**

1. NATEF Site Visit Update
2. Great Teacher Seminar
3. Revision of Title 5 Regulations
4. DSPS Summer Bridge
5. Faculty Party

**J. ADJOURNMENT**

**5:07 p.m.**

# Officers' Reports

