

## ACADEMIC SENATE OFFICERS

PRESIDENT: \*GREG GILBERT  
VICE-PRESIDENT: CHERYL MUNSEY  
SECRETARY: YADIRA LLORT  
STATE SENATE DESIGNEE: BRUCE BRIDENBECKER  
PAST PRESIDENT: MIKE CHLEBIK

\*ASCCC REPRESENTATIVE FOR AREA "D"

## ADJUNCT REPRESENTATIVE

JOHN CROY

## COMMITTEES & REPORTS

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

### PAST OFFICERS

2002-2003

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

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

## CMC PHONE NUMBERS

(760) 366-3791  
(760) 367-3591

## HEARING IMPAIRED TTD

(760) 366-3241

## FAX

(760) 366-3973

## E-MAIL

GGILBERT@CMCCD.EDU

## VOICE MAIL

(760) 366-3791, EXT. 0238



## 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."



December 4, 2003

Dear Fellow Senators,

As college professors, we are at least as attuned to academic years as calendar years, so where most people would wish you a happy New Year, I will merely say, "Have a joyful holiday season and a happy new semester."

All the best,

*Greg*



# Agendas & Minutes





## ACADEMIC SENATE

Thursday, December 4, 2003; 3:00-5:00 p.m.

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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#### A. CALL TO ORDER of the Academic Senate

3:00 P.M.

1. CONFIRMATION OF THE AGENDA: December 4, 2003
2. APPROVAL OF THE MINUTES: November 20, 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. STUDENT SUCCESS

- A Report from the Mission Matrix Committee

#### D. ADMINISTRATIVE REPORTS

- Kathy Becker: Response to the recommendations from the Senate regarding faculty positions

#### E. REPORTS BY SENATE OFFICERS

1. President, Greg Gilbert
2. Vice-President, Cheryl Munsey
3. Secretary, Yadira Llort
4. State Academic Senate Representative, Bruce Bridenbecker
5. Adjunct Representative, John Croy
6. Adjunct Alternate Representative, Brad Berger

#### F. CONSENT AGENDA

**Proposed Item: (All Consent Agenda Items Shall be Approved by a Single Vote)**

**Approve the following Course Outlines of Record:**

BUFI 001 – Principles of Financial Statement Analysis  
NR 2L – Introduction to Forestry Lab –  
CIS 030 – Planning and Creating an E-Business –  
CS 97 & 98 – Microcomputer Applications Lab -

#### G. DISCUSSION/ACTION:

- IGETC/OSCAR  
(Discussion Leader: Armstrong)
- COR Advisory  
(Discussion Leader: Bonnell)

- Curriculum Mission  
(Discussion Leader: Armstrong/Hopkins)
- Prerequisite Challenge  
(Discussion Leader: Armstrong)
- Accuplacer  
(Discussion Leader: Armstrong)
- BoT Policies  
(Discussion Leader: Bonnell)
- Accreditation  
(Discussion Leader: Itnyre)
- January Flex Planning  
(Update: Elort)
- January 22 meeting for Academic Senate  
(Discussion Leader: Gilbert)

#### H. COMMITTEES

- |                         |                                       |
|-------------------------|---------------------------------------|
| 1. Academic Calendar    | 12. Library                           |
| 2. Budget Development   | 13. Matriculation                     |
| 3. Curriculum           | 14. Professional Standards and Ethics |
| 4. CTRAC                | 15. Safety                            |
| 5. Cultural Development | 16. Staff Development                 |
| 6. EEO                  | 17. Technology & Instruction          |
| 7. Facilities Planning  | 18. Transfer                          |
| 8. Faculty Evaluation   | 19. Scholarship                       |
| 9. Flex                 | 20. Graduation                        |
| 10. Health and Welfare  | 21. Individual Faculty Hiring         |
| 11. Human Resources     | 22. Matrix Planning                   |

#### I INFORMATIONAL ITEMS

- Senate Resolutions

#### J. ADJOURNMENT

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

September 4 and 18, October 2 and 16, November 6 and 20,  
and December 4 in the Library Meeting Room from 3:00 until 5:00 p.m.

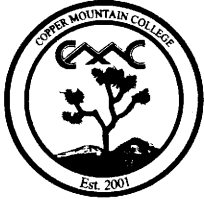
##### **ACADEMIC SENATE MEETING DATE FOR SPRING 2004:**

February 5 & 19, March 4 & 18 (during Flex); April 1 & 15, May 6 & 20 in the Library Meeting Room from 1:00 until 3:00 p.m.

##### **The Institutional Planning Council meetings this semester are scheduled as follows:**

November 10, 2003, 3:30 p.m. – Library Meeting Room

December 8, 2003, 3:30 p.m. – Library Meeting Room



## ACADEMIC SENATE

Thursday, November 20, 2003; 3:00-5:00 p.m.

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** (*Bold italic denotes not in attendance*): Andrea Armstrong, Cheyenne Bonnell, Brad Berger, Bruce Bridenbecker, Kelly Brown, Jim Byrd, Glenda Case, *Mike Chlebik*, Paul Cook, *Jeanne Cosby*, *John Croy*, Carmen Diamond, *Spelman Downer*, Pat Dutkiewicz, Greg Gilbert, Jackie Hanselman, Carolyn Hopkins, Cathy Itnyre, Carole Kendall, *Debbie Liebrez*, Yadira Llort, Ken McDonnell, Doug Morrison, Cheryl Munsey, Rick Penaflor, Tony Thomas, *Sue Tsuda*, *Laraine Turk* and *John White*.

**Guests:** Kathy Becker, George Briggs, Kindred Murillo, Michael Murillo, James Pulliam, Margaret (Maggie) Green

### A. CALL TO ORDER of the Academic Senate

3:00 P.M.

1. CONFIRMATION OF THE AGENDA: November 20, 2003  
MSU/Bridenbecker/Munsey
2. APPROVAL OF THE MINUTES: November 6, 2003  
Corrections:
  - a. Clarification regarding Job Description: Still has to be approved by CMCFA and Board of Trustees.
  - b. Rick Penaflor not in attendance November 6, 2003.
3. APPROVAL OF CORRECTED MINUTES: October 16, 2003

### B. AUDIENCE COMMENTS:

- Itnyre summarized the Student Survey on CMC – the instructors were rated as excellent; Student Services was rated as poor.

### C. STUDENT SUCCESS

- A Report from the Mission Matrix Committee – Morrison: When the report comes back, the Mission Matrix Committee is ready to work on the second piece. The third piece regarding Student Success will be length work. The committee is moving forward in this work.

### D. ADMINISTRATIVE REPORTS

- Kindred Murillo FY 03-04 Budget – At the state level, CMC lost 25%. There are cutbacks and losses in various areas, e.g. PFE, growth, unrestricted reduction, instruction, maintenance, etc. CMC will be in deficit-spending mode. Last year AY 02-03, CMC saved over \$300,000. The challenges for AY 03-04 will be mid-year cuts. PERS is expected to go up.
- Kathy Becker TEP Position – CMC is getting ready to approve the position of Coordinator, Student Support Services. This position is already funded, i.e. the funds will not come from the General Fund. This position is expected to fill by July 1, 2004. The Board of Trustees will receive recommendation that this be a management position. Other hires are based on budget issues. Clarification given that if another candidate is awarded this position, Sue Tsuda has re-assignment rights as a tenured faculty member.
- Dean Michael Murillo – The Education Office is looking into the issue of occupational courses being listed as non-occupational. If the coding isn't correct, funding is affected. Also, the Spring-Summer 2004 Class Schedule is now available. More copies will be distributed soon on campus.
- Jim Pulliam Retirement – Retirement is scheduled for June 30, 2004. The Board of Trustees will establish a process for hiring a new CMC Superintendent/President. Also, the Desert Studies funding will be done through Proposition 40.

## E. REPORTS BY SENATE OFFICERS

1. President, Greg Gilbert -- Passed out *Rostrum*, October 2003 issue which includes an article written by Gilbert.
2. Vice-President, Cheryl Munsey – No report.
3. Secretary, Yadira Llort – No report.
4. State Academic Senate Representative, Bruce Bridenbecker – No report.
5. Adjunct Representative, John Croy – Absent, no report.
6. Adjunct Alternate Representative, Brad Berger – No report.

## F. CONSENT AGENDA

Proposed Items: (All Consent Agenda Items Shall be Approved by a Single Vote)

Approve the following Course Outlines of Record:

- RDG 055 – BASIC VOCABULARY
- AJ 001 – INTRODUCTION TO ADMINISTRATION OF AJ 002 CRIMINAL LAW
- AJ 003 – LEGAL ASPECTS OF EVIDENCE
- AJ 004 – PRINCIPLES & PROCEDURES OF JUSTICE
- AJ 005A – MULTICULTURAL ISSUES WITHIN PUBLIC SAFETY.
- AJ 006 – PRINCIPLES OF INVESTIGATIONS.
- AJ 007 – CRIMINAL SUBSTANTIVE LAW
- AJ 008 – Concepts of Enforcement Services
- AJ 009 – Traffic Control
- AJ 010 – JUVENILE LAW AND PROCEDURE
- AJ 014 – CRIME SCENE AND LABORATORY TECHNIQUES.
- AJ 016 – NARCOTICS CONTROL
- AJ 017 – WILDLIFE LAW ENFORCEMENT
- AJ 018 – CONSTITUTIONAL LAW FOR POLICE
- AJ 019 – PEACE OFFICER ARREST/FIREARMS
- AJ 022 – POLICE SUPERVISION
- AJ 024 – REPORT WRITING.

MSU/CASE/HANSELMAN

## G. DISCUSSION/ACTION:

- Report on Collegiality Creed Resolution and Senate Objectives (Discussion Leaders: Cook and Morrison) – Gave handout titled “Shared Governance.” Discussion focused on the Point of Order topic, i.e. if an individual violates the Collegiality Creed Resolution, a Point of Order is called. Morrison clarified that CMC needs to have groups responding to issues rather than individuals responding to issues or individuals responding to individuals. In response to a question as a previous mention of taking sanctions, Morrison explained, adding that he does not want to see these adopted, the three levels of sanction are: (1) Censure; (2) Suspension; and (3) Expulsion. A recommendation was made to the Academic Senate President using the gavel as needed. Cook – Faculty Senate credibility depends on the collective body and should reflect the members’ level of professionalism. Once a decision is made collectively by Faculty Senate to move forward on an issue, then individuals should respect that decision regardless of individual opinions or responses. A vigorous discussion ensued on various topics, e.g. academic freedom, application of sanction, Point of Order, cohesiveness as a Faculty Senate group, concerns about language within the Collegiality Creed document, accuracy of Faculty Senate reports to Board of Trustees, and respecting any dissenting votes. MOTION to accept Code of Behavior/Collegiality Creed, Discussion Draft, and the 60% Majority Vote for Reporting.  
MSU/Hopkins/Bridenbecker  
Votes: 19 ayes (one by proxy vote); 5 nays; 1 abstention
- Class Hours for Credit Course (Discussion Leader: Dutkiewicz) – Discussion of concerns regarding discrepancy in published total meeting time versus actual total meeting times. Dean Murillo addressed the concerns adding the CMC is not in the habit of jeopardizing the integrity of any course.
- Subcommittee on Technology and Instruction (Discussion Leader: Dutkiewicz) – Information about cyber-meetings to begin Spring 2004. Announcements are included in the November 20, 2003 Faculty Senate packet.
- Senate Meeting Times – Faculty Senate to meet twice a month, 1:00-3:00 P.M. as of Spring 2004. This will allow for the full-time faculty to teach Thursdays on the day of Faculty Senate from 3:00-6:00 P.M. if necessary. Motion to change Faculty Senate meeting time to 1:00-3:00 P.M.  
MSU/Munsey/Hopkins



- Accreditation (Discussion Leader: Itnyre) – The Accreditation report is due mid-March 2004. Itnyre will be visiting Alan Hancock College with the Accreditation Training Team to use their 10<sup>th</sup> Standard as a model.
- January Flex Planning (Update: Llor) – Various topics were presented as ideas to present to the next Flex Committee in preparation for January 2004 Flex. Llor informed Faculty Senate that all the following Flex ideas/topics and voting results would be presented:
  - Writing a Research Paper..... 1 vote
  - Matrix..... 7 votes**
  - Program Review..... 2 votes
  - Dealing with Difficult People..... 0 votes
  - Stress Management..... 1 vote
  - DSPS - Technology..... 4 votes**
  - Accreditation..... 3 votes
  - Curriculum Design..... 9 votes**
  - Syllabus Development..... 0 votes
  - Guest Speaker..... 2 votes
  - Online Classes..... 0 votes
  - Technology Training (for techno-phobes, a two-part series perhaps?)..... 11 votes**
  - Outlook Training..... 6 votes**
  - Library Demonstration..... 0 votes
- Sabbaticals (Update: Tsuda) – Topic tabled.
- Kudos to Brad Berger for representing Adjunct Faculty at Faculty Senate meetings.

H. COMMITTEES – See Faculty Senate packet.

**I ADJOURNMENT : 5:00 P.M./**

**ACADEMIC SENATE MEETING DATES FOR FALL 2003:**

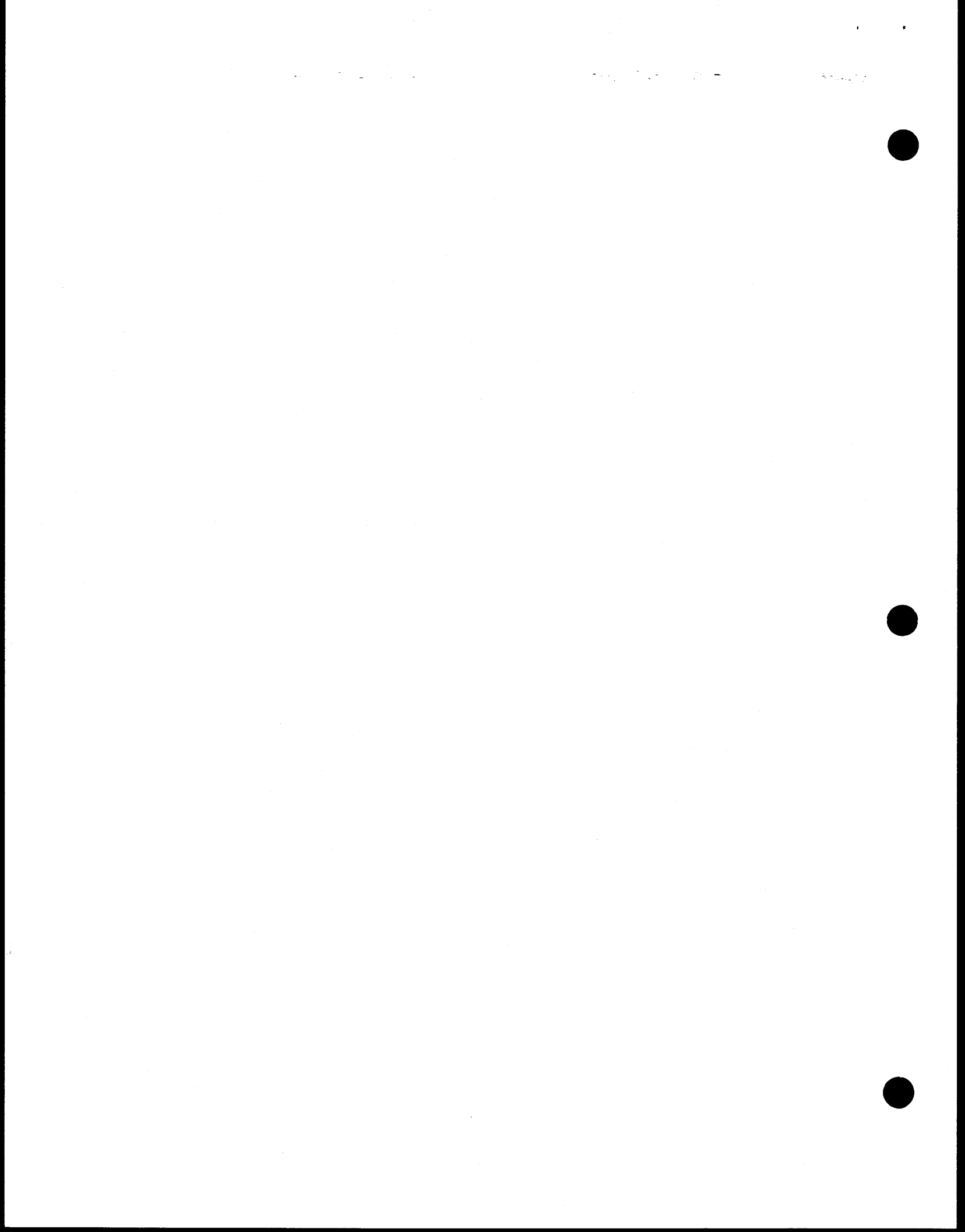
December 4 in the Library Meeting Room from 3:00 until 5:00 p.m.

**The Institutional Planning Council meetings this semester are scheduled as follows:**

December 8, 2003, 3:30 p.m. – Library Meeting Room



# Student Success





*Copper Mountain College*  
*Academic Senate Agenda Packet (ASAP)*  
December 4, 2003

**Requested by:** Doug Morrison  
**Subject:** Tracking and Intervention Methods  
**Type of Consideration:**  
 **Action Item**  
 **Information/Discussion**

**Desired Outcome:** Approve Senate Position Paper for SAMM

**Background:** The attached documents summarize last year's Research Group efforts. To date there has been no written response from Admin. Tracking and intervention efforts are needed for CMC to comply with our new Mission/Vision and with accreditation standards. Should the Senate consider bringing a formal request for action to the Administration? Copies of the results of our statistical analysis are available on request.