

**ACADEMIC SENATE**  
**Approved Minutes for February 23, 2017**  
**Place: CCC – 414 3:00 pm to 5:00 pm**

<b>ACADEMIC SENATE OFFICERS</b>		<b>PRESENT</b>
President	Bryan Seiling	<b>X</b>
Past-President	Jolena Grande	<b>X</b>
Secretary	Joel Gober	<b>X</b>
Treasurer	Michael Klyde	<b>X</b>
Curriculum Chair	Mark Majarian	<b>X</b>
<b>ACADEMIC SENATORS</b>		
Business/CIS	Ben Izadi	<b>Absent</b>
Career Tech. Education 1	Kathleen Reiland	<b>X</b>
Career Tech. Education 2	Michael Klyde	<b>X</b>
Counseling 1	Renee Ssensalo	<b>X</b>
Counseling 2	Yolanda Duenas	<b>X</b>
Fine Arts 1	Joyce Patti	<b>X</b>
Fine Arts 2	Paul Paiement	<b>X</b>
Health Science 1	Lynn Mitts	<b>X</b>
Health Science 2	Dave McCament	<b>X</b>
Health Science 3	Tina Johannsen	<b>X</b>
Language Arts 1	Sarah Jones for Ruth Gutierrez	<b>X</b>
Language Arts 2	Susan Klein for Keith Vescial	<b>X</b>
Language Arts 3	Kathy Wada	<b>X</b>
Library/Learning Resource Center	Billy Pashaie	<b>X</b>
Physical Education	Silvie Grote for Nancy Welliver	<b>X</b>
Science, Engineering, Math 1	Adam Eckenrode	<b>X</b>
Science, Engineering, Math 2	Joel Gober	<b>X</b>
Science, Engineering, Math 3	Garet Hill	<b>X</b>
Social Science 1	Will Heusser	<b>X</b>
Social Science 2	Craig Goralski	<b>X</b>
Adjunct Senator 1	Tonya Cobb	<b>Absent</b>
Adjunct Senator 2	Katie King	<b>X</b>
Adjunct Senator 3	Fernando Mallory	<b>Absent</b>
<b>LIAISONS</b>		
Accreditation Self Study	Liana Koepfel	<b>X</b>
AdFac	Tonya Cobb	<b>Absent</b>
Associated Students	Tanya Washington	<b>X</b>
Basic Skills	Christie Diep	<b>X</b>
Campus Diversity	Maha Afra	<b>Absent</b>
Campus Technology	Doug Sallade	<b>Absent</b>
CC Foundation	VACANT	<b>VACANT</b>
CTE	Kathleen Reiland (Interim)	<b>X</b>
Distance Education	Kathleen McAlister	<b>X</b>
Program Planning and Review/ Student Learning Outcomes	Kathleen Reiland	<b>X</b>
Professional Development	Ruth Gutierrez	<b>Absent</b>
Student Learning Outcomes	Sarah Jones	<b>X</b>
United Faculty	Tina Johannsen	<b>X</b>
<b>GUESTS: Linda Borla, Cypress College President Bob Simpson, Edilberto Valdez</b>		

I. After establishing a quorum, Academic Senate President Bryan Seiling called the meeting to order at 3:03 pm with one alternate in attendance.

II. **Adoption of the Agenda:** On motions duly made and carried, agenda item VII. President's Report and Committee Appointments: CTE Dean Hiring Committee was moved before Public Commentary. On motions duly made and carried the Agenda was adopted as amended.

III. **Approval of Minutes:** Senator Wada shared Michael Bridges' request that all of the Professional Development events he announced at the Feb. 9<sup>th</sup> Academic Senate meeting be included in the Academic Senate minutes. Add Kathy Wada's name to the Senate By-Laws Revision Committee. Correction to say that curriculum SLOs are now on the Senate website. On motions duly made and carried the February 9, 2017 Academic Senate minutes were approved with minor grammatical corrections, noted changes, and the addition of the complete listing of the announced Professional Development events.

**CTE Dean Hiring Committee:** President Seiling explained that there had been some concern and possible confusion over the faculty selection for the CTE Dean hiring committee. President Seiling confirmed that all of the faculty appointees would be faculty from CTE. He shared that the criteria focus was for departmental representation and diversity. Under this criteria, President Seiling proposed the following faculty for the CTE Dean Hiring Committee: Marty Orozco from Automotive Technology; Ed Valdez from Aviation and Travel Careers; and Stephanie Rosati from Hotel, Restaurant, Culinary Arts. All three faculty were approved unanimously.

IV. **Public Commentary:** Cypress College President Simpson responded to a "Question for the President" concerning office space within the design of the new SEM Building. President Simpson shared that the Humanities Building remodel was a state funded remodel, which constrained the remodel to stay within the original footprint of the building. Standards for construction were also under the regulations for 2007. Standards have changed since then, and the SEM Building construction is funded from a local bond. The Fire Codes now trump building codes, and fire codes state that office space must be a minimum of 140 square feet for a two-person office. Senator Goralski stated his belief that 140 square feet for two faculty is not adequate. He suggested that faculty will be trading old inefficient space for new inefficient space; 70 square feet per faculty member for adequate desk space, storage for paperwork and books, and seating for students is insufficient. President Simpson stated that the only way to add space to faculty offices is to take away from classroom space. Senator Goralski expressed that it is not an either-or situation because there are other spaces to be considered in the equation, such as conference rooms, faculty support staff areas, storage rooms, etc.

V. **Faculty Announcements and Invitations:** None

## VI. Special Reports

**A. Associated Students:** Tanya Washington reported that many students purchased AS stickers during Club Rush. AS viewed and discussed the documentary *13<sup>th</sup>* to a packed crowd. Mothers of victims of police violence will share their stories for the “Mothers of the Movement” event scheduled tonight (Feb. 23).

**B. United Faculty:** President Johannsen encouraged faculty to check their email for information about the upcoming UF election. Two faculty members are needed for the District Benefits Committee. Senator Ssensalo shared that the meeting is on March 8<sup>th</sup> from 3-5 at the District. Senator Ssensalo volunteered to send out a reminder email about the meeting to all faculty. See attached UF report.

**C. Adjunct Faculty United (AdFac):** President Seiling reported for Tonya Cobb. AdFac thanks all faculty who responded to the negotiations survey. There are about a dozen articles open for negotiations, and the responses will help the team greatly. Tonya is available on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month from 2-3 in the Senate Office, and the next AdFac meeting will be on Feb. 24<sup>th</sup> at 12:30 in the AdFac office at 305 N. Harbor Blvd. Suite 313, Fullerton.

**D. Professional Development:** No report.

**E. Curriculum Committee:** No report.

**F. Academic Senate Treasurer’s Report:** No report.

**G. Cypress College Foundation:** No report.

**H. Basic Skills Committee:** No report.

**I. Student Learning Outcomes Assessment:** Will be discussed as agenda item.

**J. Program Review and SLO Data Coordinator:** Will be discussed as agenda item.

**K. Accreditation Self Study:** Liana reported on the first draft of the self-study that was presented to the Board of Trustees. Although the presentation was not received as well as was hoped, Board of Trustee Members brought up specific concerns and provided feedback to consider going forward in the process. There was concern from the Board about some missing elements. The four main issues identified by the BOT: 1. Tone 2. Balancing an honest assessment and the multiple ways of interpreting the standards 3. Completeness 4. Inconsistencies. A second draft will be presented to the BOT on April 11<sup>th</sup> and a final draft will be presented on May 23<sup>rd</sup>. An open forum will be announced for the second draft.

**L. District Council on Budget and Facilities:** An approximate 4 million dollar gap is reported, which puts the campus on stability funding. Reductions may be necessary next year, which would impact all employee classifications, including budget areas. We are 12 faculty over our faculty obligation number. Current recruitments will continue, and the overage will be allowed to balance out over the next few years with natural attrition. A new funding model (“push-out funding”) is being discussed.

**M. Diversity Committee:** No report.

**N. CTE:** No report.

**O. Distance Education:** Kathleen McAlister reported that the timeline for the distribution of the student survey is in place, and the first survey will go out on February 24<sup>th</sup>. The final information won’t be available until May, which is after the QFA report needs to be drafted. The currently available data and information will have to be used. Items to be addressed are establishing an official DE Committee, and sending out a call for the permanent DE Coordinator.

## **VII. President’s Report and Committee Appointments**

President Seiling sent his written report to all Senators and Liaisons. There were no questions or comments.

### **Committee Appointments:**

1. Campus Safety Director Hiring Committee: Angela Boyd was approved without objection.
2. Comprehensive Management Evaluation Committee for Dr. Richard Fee: Stephanie Spooner was approved without objection.
3. Innovation Grant Fund Workgroup: the email call didn’t go out. Senate gave approval in advance discretion for President Seiling because of the cancelled March 9<sup>th</sup> meeting.
4. Strategic Planning Workgroup: Billy Pashaie and Kathleen Reiland were approved without objection.

## **VIII. Faculty Issues – Unfinished Business**

### **A. Senate Elections for Spring 2017**

Past-President Grande distributed a list indicating the needed upcoming Senator elections according to division. She asked the Senators to check for accuracy.

### **B. Faculty Awards for 2016-17**

An email was forwarded to faculty concerning the OC Teacher of the Year Award. Nominations for this award come from Associated Students. Past-President Grande distributed the timelines, criteria, and process for the Charger Award, the Outstanding Full-Time Faculty Award, and the Outstanding Adjunct Faculty Award. Nominations for these three awards come from Academic Senators and the process timeline has already started.

### **C. Proposal for New Accounting Manager**

President Seiling passed the gavel to Past-President Grande in order to discuss the proposed position. Motion to approve the new accounting Manager Position (Seiling/Gober). President Seiling discussed the Extended Day budget model and concerns about having a person in place to watch the campus budget in light of the possible restructuring of the budget process. Senator Majarian spoke on the lack of detail about the exact duties of the position. He suggested that a cost benefit analysis would be appropriate for faculty to understand. President Seiling argued that the campus budget is vulnerable without someone who is able to watch our interests carefully on a daily basis. Senator Hill asked about the possible downside of agreeing to this position. President Seiling explained that the position would have an impact on the budget because this is a management position. Senator Hill expressed concern that hiring a management position might send a conflicting message to the District when we are in a down budget and in the middle of trying to negotiate better health care benefits.

Motion to amend the motion to state that in the future, justification to substantiate the position must be included with any management position proposal (Ryland/Majarian). Debate over language ensued--question called. Call passes.

Motion to add the amendment to the proposal for the new account manager passes with one abstention.

Motion to amend perfected main motion to accept the position of new account manager with the addition that the administration needs to provide justification to substantiate this position now and in the future (Johannsen/Hill). Motion fails.

Perfected main motion to approve the position of new account manager provided that any new management position in the future must include justification to substantiate the position. Hand vote: 9 yes, 10 no. President Seiling appeals to the Chair to create a tie vote. Past-President Grande votes no in favor of the

majority: 9 yes, 11 no. Motion to approve the position of new account manager fails.

Past-President Grande returns the gavel to President Seiling.

#### **D. Graduation Committee Update**

Senator McCament discussed the update on the Commencement Speaker. Trevor Hoffman might not be able to attend; however, former student Jeanette Vasquez has agreed to speak if Trevor Hoffman is unable. Senators will be serving as ushers.

#### **E. Committee to Revise the Senate By-Laws**

The committee will be meeting on Monday, Feb. 27th.

### **IX. Faculty Issues – New Business**

#### **A. Educational Master Plan Approval**

The EMP was sent out earlier for faculty to have enough time to read and consider. President Seiling asked for any questions or concerns. Christie Diep raised a concern about the use of the English Department name by the Reading Department on page 107 to create English/Reading, which is a change from the previous EMP. Clarification was requested about the official campus process for making a department name change, specifically when the name of another existing department is being appropriated. She also expressed concern regarding inconsistencies between EMP data and data sent to the state through District Banner. She requested that the Senate explore the issues in order to provide transparency and guidance on the processes used in order to show faculty and ACCJC. Senator Wada and Alternate Senator Klein questioned the appropriateness of bringing these particular EMP issues forward to the Senate. Senator Wada stated that these issues should be discussed at the department and division level rather than at Senate. President Seiling reiterated that the EMP was agendaized because it is a Senate issue and needs to have approval from the Senate. Christie Diep shared that English Department faculty have genuine concerns that have been discussed at many levels about the inaccurate representation of English Department data in the District Banner system. She explained that because the English Department and the Reading Department share the ENGL prefix, District Banner 5-year reporting data represents both departments as one instead of representing the two separate departments. An

inconsistency exists with the EMP data that has been hand sorted by the Research Office for the report. Senator Reiland noted that the past Program Review documents are from the English Department and the Reading Department, and the name change happened somewhere since then. However the process could not be identified. Curriculum Chair Majarian expressed a concern regarding page 108, which indicates a need to change Reading Department curriculum TOPs codes due to a stated “technical issue.” He explained that there are currently no technical reporting issues with the TOPs codes as they now exist on the ENGL 57 and ENGL 58 course curriculum. President Seiling asked for other questions or concerns about the EMP draft.

Motion to adjourn (Grande/Gober). Motion passes.

**Adjournment:** Meeting adjourned at 5:01 pm.

Respectfully Submitted,

Joel Gober  
Academic Senate Secretary

JG/cd

The Minutes of all Academic Senate meetings can be found at <http://www.cypresscollege.edu/facultystaff/senate>.