

ACADEMIC SENATE
Unapproved Minutes for December 8, 2016
Place: CCC – 414 3:00 pm to 5:00 pm

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

- I. After establishing a quorum, Academic Senate President Bryan Seiling called the meeting to order at 3:00 pm with one alternate in attendance.
- II. **Adoption of the Agenda:** On motions duly made and carried, Faculty Issues—New Business items C, F, and E were moved to follow the President’s Report. On motions duly made and carried the Agenda was adopted as amended.
- III. **Approval of Minutes:** On motions duly made and carried the November 10, 2016 Academic Senate minutes were approved.
- IV. **Public Commentary:** College President Bob Simpson thanked faculty for being part of an effective team.
- V. **Faculty Announcements and Invitations:** None.

VI. Special Reports

- A. **Associated Students:** Students are going to the Sacramento General Assembly at Student Senate of California. They made Thanksgiving baskets until the 17th of November. The pool tournament was on November 18, and Associated Students are making Christmas necessity boxes to send to children overseas.
- B. **United Faculty:** See attached report.
- C. **Adjunct Faculty United (AdFac):** No report.
- D. **Professional Development:** Music and Dance Departments will be part of Opening Day in spring. 38 people are going to the On-line Teaching Conference in the summer.
- E. **Curriculum Committee:** Curriculum pre-launch is Dec. 9th to Jan. 13th. An email will go out.
- F. **Academic Senate Treasurer’s Report: Budget update--**\$4100.00 balance available for travel and \$500.00 balance available for supplies.
- G. **Cypress College Foundation:** No Report.
- H. **Basic Skills Committee:** No report.
- I. **Student Learning Outcomes Assessment:** No report.
- J. **Program Review and SLO Data Coordinator:** See agenda item.
- K. **Accreditation Self Study:** Accreditation open forum: Feb 1st. Email will be sent to all faculty.

L. District Council on Budget and Facilities: There will be a budget review on Dec. 12th at 2:00 pm.

M. Diversity Committee: Black Faculty/Staff Association and Legacy Program: Kwanzaa December 1st 6 pm., CC Complex, 6-9:30 pm.

VII. President's Report and Committee Appointments

President Seiling sent his written report to all Senators and Liaisons. President Seiling shared that the one-time funding process for next year is being reviewed. The amount of money available has been decreasing and it's expected that the trend will continue. Spring enrollment is behind, and faculty are asked to encourage their students to enroll as early as possible.

All single stall restrooms on campus will be getting state required dual signage in order to indicate that they are equally available. The Thermal Energy Project is moving along; the completed project will save the District over \$400,000 per year. Senator Goralski asked how the saved money would be spent. President Seiling shared that there are no details at this point. The College Mission Statement was updated and approved in order to meet new accreditation requirements.

Committee Appointments:

Dr. Lipiz-Gonzalez Comprehensive Management Evaluation Committee:
Carlos Sandoval was approved without objection.

C. CCCCCO Board of Governors Endorsement

Past-President Grande shared that Cypress College faculty members may apply to serve on the California Community College Chancellor's Office Board of Governors. There are two faculty positions open. A letter from the Academic Senate President is required, and the deadline for submission is Friday, December 16, 2016.

President Seiling motioned to nominate Past-President Grande as a candidate (Seiling/Reiland). Past-President Grande was approved for nomination with unanimous consent.

F. Stanback-Stroud Diversity Award Nominee

The Senate was asked to support the nomination of Cypress College Diversity winner Regina Rhymes for the Academic Senate of California Community Colleges, Stanback-Stroud Diversity Award. The process requires the Academic Senate President to write a letter of nomination.

Regina Rhymes was approved for nomination with unanimous consent.

E. Reporting PLOs and ILOs

Kathleen Reiland shared that ACCJC now requires us to look at SLOs as they pertain to certificates and degrees. If TracDat can do this then the campus can check that box for accreditation. We now have people who can help enter data into TracDat. Those departments who have been keeping their data on spreadsheets

could start putting their data into TracDat and then the information can be pulled up to certificates and degrees in order to be able to meet the accreditation standards. It is a requirement that the college report out on Program Learning Outcomes (PLOs) and Institutional Learning Outcomes (ILOs). Kathleen Reiland will work on navigating the requirements with the departments that have not put their SLOs into TracDat.

VIII. Faculty Issues – Unfinished Business

A. Senate Sub-Committee to Review Curriculum Processes

Past-President Grande reported that the Strong Workforce Taskforce recommendations now make it necessary for the Senate to create a subcommittee to look at our campus curriculum process as well as our District processes. We are responsible for making sure that we are complying with all the requirements coming from the taskforce, in addition to all state and ASCCC requirements. One main issue is that the Taskforce will require us to shorten the curriculum approval process timeline. Currently, courses pre-launched in January 2017 won't be approved to offer until August of 2018.

Past-President Grande moved that the Senate create a sub-committee consisting of members of the Academic Senate and the Curriculum Committee to review and clarify campus curriculum processes, seconded by Curriculum Chair Majarian.

President Seiling noted that we are also required by ACCJC to review our processes on a regular basis in order to ensure compliance in many different areas.

Discussion ensued about the details of tasks that might be accomplished by this committee. President Seiling reiterated that this committee will be a faculty committee. The work of the sub-committee will be brought back to Senate.

Secretary Gober called for the question. Call for the question approved. Motion for the creation of a Senate sub-committee to review curriculum processes was approved unanimously.

The appointment of sub-committee members will be on the agenda for the first Senate meeting in Spring 2017.

B. Faculty Lounge

Senator Pelletier shared that the campus used to have a faculty lounge that provided a common meeting place for all faculty across campus. Senator Ssensalo shared that Fullerton College has two faculty lounges. It was noted that with all of

the new construction on campus, now would be a good time to revisit creating a new faculty lounge.

Senator Pelletier moved that the Cypress College Academic Senate support the idea of developing a faculty lounge on campus, seconded by Senator Ssensalo.

Brief discussion ensued as to the specifics of the lounge and possible locations. Secretary Gober called for the question. Call for the question approved unanimously.

Motion to support the idea of a faculty lounge approved unanimously.

C. Graduation Committee Update

Discussion ensued about possible graduation speakers. A potential speaker has not yet been specifically identified. The Academic Senate ushers will be Daniel Pelletier, Mike Klyde, Mark Majarian, and Joel Gober.

IX. Faculty Issues – New Business

A. DE Faculty Coordinator Job Description

Secretary Gober reviewed the Senate's creation of the DE Faculty Coordinator job description. The description has been revised to separate out some of the technical design elements. Lengthy discussion ensued about the issue of having such an important position under a professional expert contract. It is problematic to have a DE Faculty Coordinator working under a professional expert contract as the contract can be let go at any time. In addition faculty who work under professional expert contracts must still teach their full load, as opposed to those who have reassigned time, and professional expert pay does not count towards retirement.

Because a faculty member is needed to help write the accreditation QFE report for DE over the winter break, President Seiling sent out a call for the winter break professional expert work. Three faculty were interviewed, and Kathleen McAlister was selected. The status of the Spring 2017 DE Faculty Coordinator position was discussed at length. Concern was expressed that this faculty position was conceived and approved by Senate as a reassigned time position, and it should not be altered to professional expert status. President Seiling restated the commitment of the Senate to ensure that this position is a reassigned time position.

The Senate was asked to approve the revised DE Faculty Coordinator job description. Further discussion ensued.

Senator Johannsen called for the question. Call for the question was approved unanimously. The revised DE Faculty Coordinator job description was approved unanimously.

B. Cypress College Food Bank

President Seiling asked the Senate if they would support a petition for the creation of a Cypress College Food Bank. Discussion ensued about the issue of hunger on campus. Fullerton College already has a successful food bank, and a food bank group at Cypress has already been formed. Many examples were provided about hunger issues for students and different ways that the campus can help.

Curriculum Chair Majarian called for the question. Call for the question approved unanimously. Motion to support the creation of a Cypress College Food Bank approved.

D. Request for Funds for Joint UF/Senate Meeting

UF President Johannsen shared that she wants to move the discussion to a future meeting. Currently UF has budgeted \$1000.00 for the upcoming meeting in January. Past-President Grande pointed out that Senate funds cannot be used for food. UF President Johannsen stated that UF would be paying for the food and refreshments, and she encouraged everyone to come to the meeting.

Adjournment: Meeting adjourned at 4:46 pm. M/S/U
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>.