

**ACADEMIC SENATE**  
**Approved Minutes for February 08, 2018**  
**Place: CCC – 414 3:00 pm to 5:00 pm**

<b>ACADEMIC SENATE OFFICERS</b>		<b>PRESENT</b>
President	Bryan Seiling	<b>X</b>
President-Elect	Craig Goralski	<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	Bret Clarke	<b>X</b>
Career Tech. Education 1	Carlos Urquidi	<b>X</b>
Career Tech. Education 2	Michael Klyde	<b>X</b>
Counseling 1	Mymy Lam	<b>X</b>
Counseling 2	Yolanda Duenas	<b>X</b>
Fine Arts 1	Katalin Angelov	<b>X</b>
Fine Arts 2	Paul Paiement	<b>X</b>
Health Science 1	Damon de la Cruz	<b>X</b>
Health Science 2	Dave McCament	<b>X</b>
Health Science 3	Lynn Mitts	<b>X</b>
Language Arts 1	Susan Klein	<b>X</b>
Language Arts 2	Keith Vescial	<b>X</b>
Language Arts 3	Kathy Wada	<b>X</b>
Library/Learning Resource Center	Billy Pashaie	<b>X</b>
Kinesiology & Athletics	Bill Pinkham/(Margaret Mohr) Silvie Grote	<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	Gary Zager	<b>X</b>
Social Science 2	Jason Thibodeau	<b>X</b>
Adjunct Senator 1	Tonya Cobb	<b>X</b>
Adjunct Senator 2	Jaclyn Magginetti	<b>X</b>
Adjunct Senator 3	Nicole Neitzke	<b>Absent</b>
<b>LIAISONS</b>		
Accreditation Self Study	Liana Koepfel	<b>X</b>
AdFac	Tonya Cobb	<b>X</b>
Associated Students	Diondre Hollingsworth	<b>X</b>
Campus Diversity	Maha Afra	<b>Absent</b>
Campus Technology	Pete Maharaj	<b>Absent</b>
CC Foundation	Damon de la Cruz	<b>X</b>
CTE	Carlos Urquidi	<b>X</b>
Distance Education	Kathleen McAlister	<b>X</b>
Program Planning and Review	Jolena Grande	<b>Absent</b>
Professional Development	Ruth Gutierrez/(Michael Brydges)	<b>Absent</b>
Student Success Committee	Keith Vescial	<b>X</b>
Student Learning Outcomes	Christie Diep	<b>X</b>
United Faculty	Tina Johannsen	<b>X</b>

**GUESTS:** Treisa Cassens, Dean L , LRC, DE; Mark Posner, Campus Comm; Rowland Esquivel; Celest Phelps, DSS/ChAT; Marla McBride, HC; David Booze, A&R/ChAT; Paul Di Dios, ChAT; Steven Estrada, Ethic Studies.

- I. After establishing a quorum, Academic Senate President Seiling called the meeting to order at 3:00 pm with one alternate in attendance, Silvie Grote for Margaret Mohr.
- II. **Adoption of the Agenda:** A motion was made to move items Faculty New Business (FNB) A, DSS Presentation on ChAT and FNB D, Distance Education Plan and Committee Membership to 3:15 pm. The motion carried and the revised agenda was adopted unanimously.
- III. **Approval of Minutes:** Motion to approve the November 30th minutes was approved.
- IV. **Public Commentary:** None
- V. **Faculty Announcements and Invitations:** President-Elect Goralski expressed disappointment about the number of disengaged faculty using phones and computers during the Title IX, sexual assault, presentation on opening day. Senator Thibodeau expressed a strong dissenting opinion to Goralski's observations and conclusions. Liaison Johannsen suggested that the issue should be agendized and brought back to the senate at a later time.

Senator Vesical announced that Cypress College received a \$30,000.00 competitive grant for teacher prep, mostly due to the efforts of Alicia Thompson who expertly generated the required Kumu maps in the application.

Chairman Majarian announced that the musical Grease will open in March with participation of students from some local high schools as well as Cypress College faculty.

Senator Hill reported on the streamlining of the MATH coordinator duties to bring them in line with the faculty contract and resulting negative effects on the workings of the division classified staff and MATH department. One foreseeable result may be the cancelation of classes due to administration's inability to hire the needed qualified adjunct faculty in a timely manner.

## VI. Special Reports

**A. Associated Students:** Student Representative Diondre Hollingsworth said the "Welcome Back" went well.

**B. United Faculty:** Liaison Johannsen presented a draft of the calendar was emailed to all faculty. Please update your personal email with CTA for UF correspondences. A negotiations update from Chief Negotiator Dale Craig was emailed to all full-time faculty. Portfilio value of the old CSEA/UF joint pension account that was irrevocably reassigned to the NOCCCD for management showed a 14% increase for the year. It is projected by Fred Williams that the pension

retirement fund may be fully funded within two years as a result. It is possible that money used to fund retirement may be reallocated to increase salaries at that time.

**C. Adjunct Faculty United (AdFac):** Senator Cobb said that AdFac is still at impasse with the District in contract negotiations. The major issue is concerning re-hire rights for part-timers, SB 1379. See website for more information regarding SB 1379. AdFac is still searching for qualified union members to fill 2 paid positions, 1) Committee on Political Education (COPE) Chair, and 2) Negotiating Team Member. Job descriptions can be found in the AdFac Constitution online at [www.adfacunited.org/publications](http://www.adfacunited.org/publications) (see Article V, Sections 7 & 8). If interested, contact AdFac at (714) 526-5759 or by email.

The Black History Month Committee had opening day, and hosted a phenomenal presentation by Aaron Dixon an African American judge for 29 years. Other festivities included dancers and drummers from Fine Arts.

**D. Professional Development (PD):** Senator Vescial said a number of emails were sent out regarding conference funding requests, the equity summit, emerging technologies symposium, the PIE (pluralism, inclusion, equity) Series at Fullerton College. Contact senators Gutierrez or Bridges for more information. In March there will be the Strengths Finder Workshop, and in April will be the Strategic Conversation Meeting.

**E. Curriculum Committee:** Chairman Majarian 349 courses and 58 programs coming through tech review. The deadline for Launch is April 6<sup>th</sup>. There was a draft update of the bylaws. Vice-president Bandyopadhyay and President Schilling would like the curriculum committee to rework all considerations of class size.

**F. Treasurer's Report:** Senator Klyde reported that supplies balance is \$500.00 and Travel is \$4,100.00.

**G. Cypress College Foundation:** Senator de la Cruz, no report. President Seiling is disappointed to report that the Foundation has not paid the three academic senate outstanding award people. They have not received their \$500.00 award to date. The Foundation should come through with the payment, or clearly say they no longer wish to support the outstanding faculty awardees so that other arrangements can be made.

**H. Student Success Committee:** Senator Vescial, no report.

**I. Student Learning Outcomes Assessment:** Liaison Diep said the committee developed a short-term plan and a long-term plan. The fall 2017 SLO data should be inputted into eLumen by April 1<sup>st</sup>. The spring 2018 data by October 1<sup>st</sup>, and the

fall 2018 data by January 2019. An email will be sent out. One long term plan is to establish an SLO cycle.

**J. Program Review:** No report.

**K. Accreditation Self Study:** Liaison Koeppel reported the good news that we have been fully accredited for 18 months with a follow-up report due in March, 2019. The official letter is available on the Cypress College website. There is an immediate need to meet the Recommendation for Compliance regarding SLO participation. SLOs are not going away. All of our courses have to be assessed, SLOs must be included in course syllabi, and a system must be developed to ensure that SLOs are used to improve the institution. An Accreditation Compliance and Recommendation Committee has been established. It is not clear at this time how all courses can meet compliance without adjunct participation.

**L. District Council on Budget and Facilities (CBF):** No report.

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

**N. CTE:** No report.

**O. Distance Education (DE):** (1:29:41) Liaison McAlister reported that **DE instructors using Blackboard have until the end of spring semester to export all of their Blackboard content and import it into the free Canvas shells.** After spring semester, instructors will no longer have access to Blackboard. There is a big push to get all instructors web-enhanced trained so that a move from MyGateway to Canvas will happen. Instructors can be compensated \$100.00 if they successfully complete the web-enhanced training. For help for web-enhanced training please attend open labs on Tuesday 1-3:00pm and Fridays 10-12:00pm, or call to make a one on one appointment. Please be sure to included the DE addendum when updating courses in Curricunet.

## **VII. President's Report and Committee Appointments (1:34:20)**

Will Heusser was unanimously approved to the sabbatical committee.

Monica Doman and James Hormel were approved for the Foundation Director hiring committee.

David Halahmy was approved for interim program review chair, and Nicole Ledesma was approved as assistant SLO Data Coordinator and Christie Diep as SLO Data Coordinator, all to receive 20% reassign time.

See President's Report in Appendix 1 for additional information.

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

### **A. Impact of Assembly Bill 705**

Senator Wada talked about how the law may be implemented by an estimated date of fall 2019. The Chancellor's office will build a web site dedicated to AB 705.

**B. Winter Intersession (1:49:00)**

President-elect Goralski reported on the December 18<sup>th</sup> meeting. Please ask your students if they would like a winter intersession and report back to the senate. Please ask your members of your department and divisions if they would like a winter intersession and report back to the senate. Chancellor Marshal will make the decision.

**C. Curriculum Committee By-Laws**

Not discussed.

**D. Curriculum Committee Chair**

Not discussed.

**IX. Faculty Issues—New Business**

**A. DSS Presentation on ChAT (15:09)**

Director Phelps introduced the members of the ChAT team: Rowland Esquivel and Marc Posner are the co-chairs, other members include Marla McBride, Paul di Dios, Treisa Cassens, and David Booze. A Charger Assessment Team (ChAT) has been established to provide faculty with a strategic, rapid, early, and proactive plan and centralized mechanism to deal with students whose behaviors are concerning, distressed and/or disruptive. An introductory email will be sent to all faculty with the response protocol and detailed instructions. Kognito training for faculty will be made available so faculty can become certified in recognizing aberrant behaviors for the benefit of students, faculty, and classified staff. Visit [ccc.kognito.com](http://ccc.kognito.com) for more information.

**B. Interim Program Review Chair**

See VII Presidents Report and Committee Appointments above.

**C. Accreditation Report Update**

See Special Reports K above.

**D. Distance Education Plan and Committee Membership**

The co-chairs of the DE Committee Dean Cassens and Liaison McAlister presented the DE Framework, Plan, and membership for approval and discussion. A motion to approve a draft of the Plan and membership was made and unanimously approved. The committee meets on the first Thursday in the TLC from 3:00-4:30 pm. The members include:

Melisa Barrios, Admin Assitant,  
Terry Gleason, Special Projects Manager  
Kendyl Palmer, Language Arts  
Eric Bladh and alternate Becky Floyd, Social Sciences  
Silvie Grote, Kinesiology and Athletics  
Renay Laguana-Ferinac and alternate Penny Gabourie, Counseling  
Leslie Palmer, Library

Brian Curtin and alternate Steve Rosa, Fine Arts  
Laurie Morvan and alternate Kirk Domke, Science Engineering & Math  
Marisa Lehmeier, DSS- Student Services  
Susana Jianto and alternate Ann Sheridan-Solis  
CTE, TBD  
Carol Wilhelm, Health Sciences  
Steve Auger, DSS Specialist  
Peter Maharaj, Academic Computing  
Additional Members, TBD

**X. Adjournment:** A motion was duly made and carried to adjourn at 5:09 pm.

Respectfully Submitted,

Joel Gober  
Academic Senate Secretary

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

## APPENDIX 1. President's Report

### CYPRESS COLLEGE

#### ACADEMIC SENATE PRESIDENT'S REPORT (02/08/18)

Here is a summary of the main topics discussed in the various committee and other meetings since the last Senate session. I will be happy to answer any questions you may have about anything contained within the report. Here we go:

##### **The Board Meetings: (01/23/18)**

I was unable to attend the January Board Meeting.

##### **PBC (Planning and Budget Committee):**

**New VP of Administrative Services** – Emily Day was introduced as the new VP of Administrative Services. She stated she was excited to be part of the team and was working hard to get up to speed on everything. She is going to be a good voice for us in conversations with the District.

**Discussion about the Future of PAC** – Dr. Schilling attended the meeting to discuss the possibility of getting rid of PAC. There's concern for redundancy as many of the same people are discussing the same topics, and she wants us to consider if there is a better use of our time. There are numerous reports made in PAC by the various constituent groups, and they would need to become part of PBC. There is also concern that getting rid of PAC would also get rid of an opportunity to have campus conversations on a wide variety of issues. We should be expanding those opportunities not restricting them. As such, I'm going to advocate that we keep PAC and work to reduce any unnecessary redundancy.

**Budget Update** – As I'm sure you've heard, the state is considering a new funding formula. Currently, we receive funding based on our FTES generation. The new model proposes 50% of the funds be based on FTES, 25% based on economic need (BOG and Pell Grant eligible), and 25% based on completion/outcomes. Everyone is still trying to figure what that actually means and how it impacts our funding.

There is some good news. Cypress is going to receive \$788,219.00 in additional Strong Workforce funds. This is our portion of the funding that was set aside to reward successful outcomes. The current plan is to use the money to fund proposal that didn't money the first time, but that could all change.

**One-Time Funding Process** – The deadline for submitting One-Time Funding requests is March 1<sup>st</sup>. The committee is still working on better clarifying the difference between a One-Time Funding request, an Emergency Funding request, and a Program Cost.

**PAC (President's Advisory Cabinet):**

**Disbanding PAC** – Dr. Schilling also raised the idea of either combining PAC with PBC or getting rid of PAC all together. It may have been the wrong meeting to bring this up, because the committee then discussed some important topics that were not discussed in PBC. If we got rid of PAC, it's unlikely those conversations would have happened between the same people in any other setting. It made me want to keep PAC even more.

**Winter Intersession** – Dr. Schilling reported to the committee on the extensive Winter Intersession conversation that took place in at the District in December and at DCC in January. We had an important and detailed conversations clarifying where everything stood and organizing the next steps that need to be taken. There are many conversations that need to take place, and they need to start ASAP. We'll discuss this more fully in Senate.

**Accreditation** – Dr. Schilling gave an update on where we stand with accreditation. We received the official word from ACCJC and now have some work to do over the course of the next 18 months. Liana Koeppl will give an update to the Senate, but this is something that we are all going to need to pull together to complete. Stay tuned.

**DCC (District Coordinating Council):**

I was unable to attend the meeting in January. President-Elect Goralski will update the Senate on any important information.

**DEMAC (District Enrollment Management Advisory Committee):**

**Winter Intersession** – On December 19<sup>th</sup>, there was a meeting at the District to discuss the possibility of offering a Winter Intersession in 2019. There were many people from different places in the District in attendance. It was clear by the end of the meeting that there was very little support to go forward in 2019, but broad support for exploring the possibility further with an option to offer a Winter Intersession in 2020. For that to happen, there need to be numerous conversations across the campuses and District over the next 6 to 7 months. This spring, the various constituent groups are supposed to have rigorous debate about whether or not they support having a Winter Intersession. After that, there will be another meeting at the District early next fall that will vote on whether we move forward in winter 2020. This is a topic the Senate will be discussing in great length this semester.

**Enrollment Update** – Both Cypress and Fullerton presented on the enrollment numbers for spring. Fullerton is experiencing a far greater shortfall than Cypress. They are looking into why it is that they have experienced significant drop-off in enrollment from Fall to Spring the previous 2 years and particularly from last Spring to this Spring. One theory, among many, is that acceleration in Basic Skills has decreased enrollment in the pre-college courses dramatically.

**On Boarding Process** – There were presentations from Cypress, Fullerton, and NOCE on different ways the campuses are trying to attract students to enroll in our courses. This

included such things as increased media outreach, lengthened open registration, and flexible class scheduling.

Nicola Perry, an outside consultant who has been brought in to help with our enrollment management, made a presentation on some technology the District is pursuing to help with student on boarding. “My Path” is a free app that acts as a portal taking the student from CCC Apply to our campus doorstep. There are also vendor presentations being made on a mobile app for the District. Cypress Associated Students has been very involved in that process.

**New Funding Model** – This topic is being addressed at the meetings I attend, and for good reason. We really don’t know how the new funding model being proposed by the state is going to impact us. Fred Williams sees the potential for us to benefit by it, but he is waiting for the formula from the state to run test scenarios. One of the key areas of concern and uncertainty is what “success” and “outcomes” are under the new model. Dr. Marshall is part of a CEO group working on this issue with the state. We are being well served by her being in those discussions, and she believes her group is making headway in broadening the definition of success to be more than degree completion or transfer. Again, stay tuned.

**IECC (Institutional Effectiveness Coordinating Council):**

The committee did not meet since our last meeting.

**CBF (Council on Budget and Facilities):**

The committee did not meet since our last meeting.

**Other Senate Business:**

**Interim Program Review Chair** – During the break, I learned that, due to some to some personnel changes in the Mortuary Science Program, Jolena Grande was no longer able to fulfill the duties of Program Review Chair. As such, we needed to find an interim chair to complete the business of the Program Review Committee. I asked David Halahmy, a current member of the committee, if he would step up for the spring semester, and he agreed. His primary focus will be writing the Program Review Report.

I also want to remind the Senate that the current Program Review Chair and SLO Data Coordinator were both one-year terms ending this May. The Senate will need to write the new job descriptions for both positions this semester in a timely enough manner that we are able to find replacements by the end of spring. To facilitate this, I will be asking for volunteers to participate in one or two “brainstorming sessions” before our next Senate meeting. I envision them being very much like the meetings we held to rewrite the DE Coordinator duties. This should be somewhat easier, but we do have some work to do. If you’re interested, let me know. We’ll discuss this in Senate during the President’s Report.

**Budget Workgroup** – I’m part of the budget taskforce. We are looking at revising the District allocation model. Much of our discussions have to be put on hold in order to figure

out what the new funding model from the state looks like and how it will impact the District.

I will say that I have not been a fan of the District discussions to this point. We were told last spring that a rather fiscal cliff was looming and we need to take steps to address. We were able to use some fancy accounting tricks to allow us a good 18 months to figure out the budget. We were determined to put in the work to create a better resource allocation model for the District. The first meeting of the group dedicated to that work met for the first last week, 10 months later. The meeting was held on a Wednesday at 11:00 in the morning. As such, faculty participation was limited. I have asked that all future meetings be held at a time that does not conflict with the primetime hours when most of us teach.

**Guided Pathways Workgroup** – The group met February 2 to discuss the creation of a 5-year plan that plots how we’re going to proceed with Guided Pathways. We don’t have to have everything figured out for the next 5 years, but we need to have a general direction. There are 14 separate areas of focus, and the members of the committee were assigned areas of responsibility. We are to report back at our March meeting. A small subgroup of the committee is attending a Guided Pathways Workshop in Irvine on February 12<sup>th</sup> that will help us formulate our plan.

**Student Surveys** – Our work on Guided Pathways and discussion about whether or not we will offer a Winter Intersession are two areas that will have a huge impact on our students, yet we have done a poor job of asking them how they feel about them. To correct that, this semester faculty will be asked to administer an electronic survey of the students in their classes. This is completely voluntary, but if you choose to participate, you’ll help us to get the extensive student feedback we’re looking for and desperately need. Specific information will be distributed once the survey and instructions are complete.

**“Grab and Go” Program** – If you are interested in hosting a Grab and Go basket in your division, let me know. I want to thank all of those who have supported the program thus far and ask others to consider donating to a basket.

I look forward to discussing the contents of this report. Respectfully submitted by Bryan Seiling,  
Academic Senate President