

ACADEMIC SENATE
Approved Minutes for February 22, 2018
Place: CCC – 414 3:00 pm to 5:00 pm

ACADEMIC SENATE OFFICERS		PRESENT
President	Bryan Seiling	X
President-Elect	Craig Goralski	X
Secretary	Joel Gober	X
Treasurer	Michael Klyde	X
Curriculum Chair	Mark Majarian	X
ACADEMIC SENATORS		
Business/CIS	Bret Clarke	Absent
Career Tech. Education 1	Carlos Urquidi	X
Career Tech. Education 2	Michael Klyde	X
Counseling 1	Mymy Lam	X
Counseling 2	Yolanda Duenas	X
Fine Arts 1	Katalin Angelov	X
Fine Arts 2	Paul Paiement	X
Health Science 1	Damon de la Cruz	X
Health Science 2	Dave McCament	X
Health Science 3	Lynn Mitts	X
Language Arts 1	Susan Klein	X
Language Arts 2	Keith Vescial (Ruth Gutierrez for KV)	X
Language Arts 3	Kathy Wada	X
Library/Learning Resource Center	Billy Pashaie	X
Kinesiology & Athletics	Margaret Mohr (Silvie Grote for MM)	X
Science, Engineering, Math 1	Adam Eckenrode	X
Science, Engineering, Math 2	Joel Gober	X
Science, Engineering, Math 3	Garet Hill	X
Social Science 1	Gary Zager	X
Social Science 2	Jason Thibodeau	X
Adjunct Senator 1	Tonya Cobb	X
Adjunct Senator 2	Jaclyn Magginetti	Absent
Adjunct Senator 3	Nicole Neitzke	Absent
LIAISONS		
Accreditation Self Study	Liana Koepfel	X
AdFac	Tonya Cobb	X
Associated Students	Diondre Hollingsworth	X
Campus Diversity	Maha Afra	Absent
Campus Technology	Peter Maharaj	X
CC Foundation	Damon de la Cruz	X
CTE	Carlos Urquidi	X
Distance Education	Kathleen McAlister	Absent
Program Planning and Review	Jolena Grande	Absent
Professional Development	Ruth Gutierrez and Michael Brydges	X
Student Success Committee	Keith Vescial (Ruth Gutierrez for KV)	X
Student Learning Outcomes	Christie Diep	X
United Faculty	Tina Johannsen	X
GUESTS: Linda Borla, Language Arts; Janet Owen Driggs, Art; Ed Giardina, Art.		

- I. After establishing a quorum, Academic Senate President Seiling called the meeting to order at 3:00 pm with two alternates in attendance, Silvie Grote for Margaret Mohr, and Ruth Gutierrez for Keith Vescial.
- II. **Adoption of the Agenda:** A motion was made to move items Faculty New Business (FNB) A, District Technology Work Plan to 3:15 pm. The motion carried and the revised agenda was adopted unanimously.
- III. **Approval of Minutes:** A motion to approve the minutes of the December 14th meeting was unanimously approved without corrections.
- IV. **Public Commentary:** None
- V. **Faculty Announcements and Invitations:** Senator Angelov invited everyone to the Diversity in Film Symposium 2018 on March 14th, from 11:30-1:30 in Theater Arts building 102. The symposium is presented by Media.Arts.Design (MAD). The speakers include Peter Anthony Andrews, Deborah Calla, Charles Grey, Vessie Kazachka, and Rain Valdez.

President-Elect Goralski relayed a message from Michael Flores about the Plural Inclusion and Equity Series at Fullerton College on February 23rd and 24th.

President Seiling announced he is to play a roll the Cypress College production of Grease and invited everyone to attend March 9th through the 18th.

VI. Special Reports

- A. **Associated Students:** Student Representative Diondre Hollingsworth said there was a great Club Rush. The minimum sign-up was 17 and the maximum was 40 students!
- B. **United Faculty:** Liaison Johannsen said the Rep Council meeting is scheduled for Wednesday the 28th at 3:00 pm at the District and is posted on the web site.
- C. **Adjunct Faculty United (AdFac):** Senator and ADFAC United vice-president 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 which is now at the fact-finding mode. See website for more information regarding SB 1379. Negotiations have begun addressing AB 119 (New Employee Orientation Law). 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 (see Article V, Sections 7 & 8). If interested, contact AdFac at (714) 526-5759 or by email. The next meeting will be held tomorrow February 23rd at 12:30pm at the AdFac office located at 305 N. Harbor

Blvd, Suite 313 in Fullerton. Please look up AdFac on Facebook for regular updates and information.

A viewing of a documentary regarding the Ferguson uprising followed by a panel discussion to occur tonight in HUM-131 at 5:30pm. On Monday there will be a “Day of Expression” from 12:00 to 2:00 pm in FA lobby tomorrow. “Celebrate Youths in Action” was added to Black History Month schedule on Tuesday 2:00-3:45 in HUM 136.

D. Professional Development (PD): Liaisons Gutierrez and Brydges announced the Pluralism Inclusion and Equity (PIE) series to be this Friday and Saturday, Emerging Technologies will be on February 28th. The Strengths Finder Workshop is next Thursday, March 1st from 3:30 to 5:00pm. They are developing a workshop on conference funding requests. Finished organizing all the submitted conference funding requests, and approval letters will be sent out shortly. The next deadline is April 9th. A call for FLEX proposal will be in March. The full five-hour commitment must occur only on the scheduled FLEX day.

E. Curriculum Committee: Chairman Majarian said the deadline for Launch is April 6th.

F. Treasurer’s Report: Senator Klyde reported nothing new from the last report.

G. Cypress College Foundation: No report.

H. Student Success Committee: No report.

I. Student Learning Outcomes Assessment: Liaison Diep announced that Nicole Ledesma will be the assistant SLO coordinator, and the senate approved with a round of applause. There is only 12 months to accomplish the SLO goals and the process will transition into eLumen. Adjunct instructor participation is crucial. Adjunct faculty are being requested to complete eLumen training. According to the President Schilling, data entry by an adjunct for one SLO for each semester will qualify for a \$50.00 stipend.

J. Program Review: President Seiling read a report from David Halahmy. The old timeline for submission will remain the same. More data from Institutional Research to address achievement may be included. The following questions were posed: Should budget requests, budget prioritization, or faculty prioritization go through program review?

K. Accreditation Self Study: Liaison Koepfel reported on the first Accreditation Compliance and Recommendation Committee (ACRC) meeting yesterday (February 21st). The overall plan for achieving the standards was presented to the group for their input and approval. There is a two-fold plan. A long-term plan and a

short-term plan was presented. The long-term plan includes a long-term cycle of assessment and improvement across campus at the instructional level, student services level, and at the administrative services level. The long-term plan will require a “Change in Culture” at the college. Therefore, completion of all Instructional Student Learning Outcomes should occur every semester along with turning in grades. Initially, there would be a minimum completion of one SLO for every semester per section. That process would produce a consistent and repetitive behavior that would decrease confusion about the process and would provide better accountability and more robust data that can drive improvement.

L. District Council on Budget and Facilities (CBF): President-Elect Goralski reported that Fred Williams is projecting the savings from the SERP program will be 5.4 million dollars over 5 years. The reported number does not seem realistic and he asked for follow up and clarification.

M. Diversity Committee: No report.

N. CTE: No report.

O. Distance Education (DE): Administration has **NOT** made good on their commitment to hire an instructional design expert.

VII. President’s Report and Committee Appointments

Comprehensive Evaluation Committees:

Mark Majarian for Marc Posner

Bryan Seiling for Santanu Bandyopadhyay

Kathy Wada for Phil Dykstra

Dawn Decker for Diversity

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

VIII. Faculty Issues—Unfinished Business

A. Curriculum Committee By-Laws: Chairman Majarian presented the first read of the By-Laws. A realistic change in release time should increase from 40 to 60%.

B. Curriculum Committee Chair: The senate discussed the process for selecting a new Curriculum Chair, with particular attention given to the minimum requirements for the position. The issue is to find interested and qualified full-time faculty to accept the position. There does not seem to be any full-time faculty willing to assume the responsibility for 40% reassign time. It was pointed out that when the initial Chancellor search did not yield a satisfactory result, the District increased the Chancellor salary by **30% or \$100,000.00**. That upscaling of compensation for the Chancellor position sets a District precedent, and the Curriculum Chair reassign time should be upscaled to attract qualified faculty. The numerous pitfalls of opening the minimum qualifications to untenured faculty was discussed, most notably how inappropriate strong-arm tactics by

administrators could influence the normal curriculum process if the Chair was fearful of getting tenure. The issue will be brought back for discussion at a later meeting.

IX. Faculty Issues—New Business

A. District Technology Work Plan

District Director of Information Services Deborah Ludford spoke about the work plan to arrange maintenance time that is more user-friendly for faculty and staff needs while maintaining our systems for security and reliability. The scheduled maintenance will transition from twice a year to a weekly schedule occurring at 2:00 to 7:00 am on Friday mornings when needed. The new proposed maintenance schedule has been approved by a student team, Banner-Steering, District Technology Roundtable, Technology Coordinating Council, Chancellor Staff, Fullerton Senate, and NOCE Senate. Does Cypress College have any serious concerns? There will always be down time during the holidays, but it will eventually be decreased from 7 to 8 days to 1 or 2 days. Student emails may become a reality in fall of 2018. The senate unanimously approved the new maintenance plan, but stated that the delay in generating student emails with a .edu extension until fall is totally unacceptable.

B. Department Coordinator Duties and Reassigned Time: Senator Hill asked is there a possibility of making an “Interim” department coordinator position in addition to the department coordinator to complete the needed tasks that the division dean does not have time to accomplish? The unfulfilled duties are causing serious problems in the department. One suggestion was to have an assistant or vice-dean assume the duties. The “Interim” route does not seem to be realistic. The senate encourages continued dialog between the dean and the math department.

C. Faculty Conduct and Professionalism: Liaison Johannsen states that when a dean orders an instructor do something, it has to be done or the instructor can be deemed insubordinate and get in trouble. The instructor can only grieve after the fact but must comply. Furthermore, the administration has access to all your emails and social media (Facebook), and has used such items against faculty in the past.

A discussion of the appropriate use of personal computers and smart phones during official college business was discussed.

D. On-Line Professional Development Opportunities: Senator Thibodeau proposed that sexual harassment education should be accomplished with on-line activities rather than by face-to-face meetings or presentations on FLEX day.

E. School Shootings Discussion/Responses: Senator Pashaie presented a first read of a resolution in support of student-led walkouts over school shootings and requested a vote on the resolution. It was pointed out that a vote on the first read is not allowed, and that the resolution must come back for a second read at the next meeting before a vote can take place. The horrendous issue of school shootings was further discussed. Senator Klyde pointed out the especially tenuous position automotive technologies faces because they do not have small pedestrian doors that can be locked. Instead, they have automobile garage doors that remain unlocked and open. There is no

way to protect the 60 to 80 people working in those classrooms and labs from 7 in the morning to 10 at night.

F. Cypress College Faculty Awards: Not discussed.

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 (02/22/18)

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)

SERP – The Board approved the SERP. 118 employees across the District chose to participate.

Institutional Effectiveness Reports – Cypress, Fullerton, and NOCE made a joint presentation of their Institutional Effective Reports. We're doing good work, of course, but we do see a drop-off in students form the 30 unit mark to the 60 unit mark.

CBT Presentation – As many of you are aware, the District hired CBT (College Brain Team) to conduct a review of the administrative structure in the District. They made a presentation to the Board outlining their process to date and expectations of some final report in late March or early April. That report will partially dictate how we will handle filling our interim dean positions and other vacancies.

Budget Presentation – Fred Williams made a presentation on the new budget model coming from the state. See comments under CBF.

PBC (Planning and Budget Committee):

Discussion about the Future of PAC – The discussion about getting rid of PAC or combining it with PBC continued. There was discussion about whether the composition of PBC and PAC should be different, or if we should move the meetings to different days of the week to allow for discussion with constituent groups. The committee has talked about this before, and we'll surely talk about it more in the future.

Budget Update – Please see comments under CBF.

Distance Education Committee – The committee approved the DE Committee membership that the Senate approved at our last meeting.

PAC (President's Advisory Cabinet):

Guided Pathways – Dr. Schilling gave an update on from the Guided Pathways Conference. We were able to get student involvement that helped shape the conversations for the day. Our original campus self-study consisted of 14 areas of focus. The campus

workgroup now needs to choose 6 of the areas to focus on over the next 18 months. One of the areas in which we need to do the most work is Metta Majors. We need to actually define what this means to us. Is it simply majors within our current divisions? Should we look at it in some other way?

DCC (District Coordinating Council):

The committee did not meet since our last meeting.

DEMAC (District Enrollment Management Advisory Committee):

The committee did not meet since our last meeting.

IECC (Institutional Effectiveness Coordinating Council):

The committee did not meet since our last meeting.

CBF (Council on Budget and Facilities):

Budget Update – There was an increase in Prop 98 monies and 2.1% increase in COLA. Maintenance and Categorical funding has been increased.

New Budget Model - The new budget model coming from the state continues to dominate all discussions about funding. We are moving to a funding model that dramatically shifts funding from FTES to student success and demographics. Initially, there was some belief that the new model could benefit us, but that doesn't appear to be the case. At issue is how the new model addresses non-credit, or more specifically doesn't address it. We could stand to lose about \$2 million.

SERP Discussion – There were 118 total faculty and classified across the District who accepted the SERP offer. 60 were classified and 58 were faculty. There will be an effort to replace the classified personnel on a case-by-case basis determining need. The plan is to replace only 6 of the faculty positions. Fred Williams stated that the District stands to \$5.5 million over 5 years, but there are some questions as to how he arrived at that number.

Cypress Salaries and Benefits – In the course of the conversation about the savings from the SERP, Fred Williams focused on the high percentage of the operating costs in the District that goes to salaries and benefits. Apparently, 96% of the Cypress College budget goes to salaries and benefits. We should receive some advantage in the fact that the retirees will be higher on the pay scale than those who replace them, but it does seem revenues also need to increase.

California On-Line College – The idea of creating a completely on-line college in California seems to moving along. There have been several groups voicing concern, but, so far, those criticisms have had little impact..

Other Senate Business:

Budget Workgroup – The group met to discuss the new funding model coming from the state and the proposed pushout model coming from the District. Obviously the two are tied together: we can't determine what will be pushed out from the District until the District knows what is being pushed-out from the state. In the interim, the committee is looking to establish a base of solid principles to better structure our conversations about the budget.

CBT Interview – President-Elect Goralski, Curriculum Chair Majarian, Program Review Co-Chair Grande, and I attended an interview regarding the administrative structure of the District. It was an interesting conversation. I'll let the other attendees give their impression of the interview during our next meeting.

Program Review Chair and SLO Coordinator Job Descriptions – The current job descriptions for the SLO Coordinator and Program Review Chair expire at the end of the semester, so the Senate will need to create new ones. That process is in place and various people are reviewing drafts of the descriptions. We want to make sure we get this right and have full input. Currently, it appears as if the current SLO Coordinator and Program Review want to serve. At the last meeting, the Senate expressed the desire to let those people continue to serve so we don't "change horses midstream." The fact that we know who the people prevents us from having to put out a call for volunteers and allows us more time to write solid job descriptions.

School Shooting Response – Like all of you, I'm fed up with how "normal" school shootings have become, and I share the outrage and anger many of you feel. What do we do? As faculty of a college where such an event could very well happen, what do we do? The answer has to be something, right? Even if that means something as simple as fostering discussions on the topic across the campus, District, and beyond. As the academic and professional voice of faculty, the Senate should and will play a key role in organizing any official faculty response or course of action. This must not be seen as means of prohibiting any single individual from responding or taking action on their own.

"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