

**ACADEMIC SENATE**  
**Approved Minutes for December 14, 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>
President-Elect	Craig Goralski	<b>X</b>
Secretary	Joel Gober	<b>X</b>
Treasurer	Michael Klyde (Paul Kelly for MK)	<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 (Paul Kelly for MK)	<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>Absent</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>Absent</b>
Kinesiology & Athletics	Bill Pinkham/(Margaret Mohr)	<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 (Eric Bladh for GZ)	<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>Absent</b>
AdFac	Tonya Cobb	<b>X</b>
Associated Students	Maria Alvarez	<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>X</b>
Student Success Committee	Keith Vescial	<b>X</b>
Student Learning Outcomes	Christie Diep	<b>X</b>
United Faculty	Tina Johannsen	<b>X</b>
<b>GUESTS:</b> Henry Hua, Dean Business & CIS; Steven Estrada, Ethnic Studies/Dual Enrollment; Stephanie Teer, Dual Enrollment		

- I. After establishing a quorum, Academic Senate President Seiling called the meeting to order at 3:00 pm with two alternates in attendance, Paul Kelly for Michael Klyde, and Eric Bladh for Gary Zager.
- II. **Adoption of the Agenda:** A motion was made to move a discussion of Dual Enrollment to 4:00pm, and to move a discussion of FLEX Days to before Unfinished Business. The motion carried and the revised agenda was adopted unanimously.
- III. **Approval of Minutes:** Motion to approve the November 9th minutes was approved with corrections and one abstention from senator Urquidi. One correction was to delete the date of the SERP application deadline from the UF report, change the wording for Chairman's Majarian's discussion of AB 705, and Senator Wada requested a review of the minutes because it did not include a report on her discussion of AB 705. The secretary then reviewed all 2 hours of the senate meeting and did not hear the report, so the minutes were not edited on that point.
- IV. **Public Commentary:** None
- V. **Faculty Announcements and Invitations:**  
Happy Holidays to everyone!

#### VI. Special Reports

**A. Associated Students:** President Maria Alvarez reported on various services for students during finals, including food, testing supplies, and service dogs. Progress has been made in designing an app to help students navigate Cypress College for a fall 2018 launch. Solar panel umbrellas were approved for next semester. She thanked the Senate for supporting Associated Students and wished everyone Happy Holidays!

**B. United Faculty:** Liaison Johannsen said an e-board meeting was held yesterday on the winter intersession. See the President's Report Appendix 1 for details.

**C. Adjunct Faculty United (AdFac):** Senator Cobb said that there will be a second mediation team meeting with the district tomorrow (December 15<sup>th</sup>). One 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. Join the AdFac group tonight for some holiday cheer at Veronese Gallery & Café, 419 W. Commonwealth Ave. in Fullerton, 6-8pm. The next meeting is on January 19<sup>th</sup>

at 12:30 at the AdFac Office at 305 N. Harbor Blvd. Suite 313 in Fullerton. Please look up AdFac on Facebook for regular updates and information!

**D. Professional Development (PD):** Senator Gutierrez noted that soft skills training went well last week. There is still room for the online teaching conference. The email detailing requirements and activities for spring FLEX was sent out.

**E. Curriculum Committee:** Chairman Majarian reminded everybody that the prelaunch deadline for fall 2019 curricula is January 12<sup>th</sup> 2018.

**F. Treasurer's Report:** Senator Kelly reported that supplies balance is \$500.00 and Travel is \$3,463.00.

**G. Cypress College Foundation:** Senator de la Cruz, no report.

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

**I. Student Learning Outcomes Assessment:** Liaison Diep said that they are just waiting for January.

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

**K. Accreditation Self Study:** No report.

**L. District Council on Budget and Facilities (CBF):** See president's report for news from the Board Meeting on December 12, 2017 regarding the new SEM building.

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

**N. CTE:** No report.

**O. Distance Education (DE):** (10:21.57) Liaison McAlister reported that the final vote count for the LMS going forward was 24 for Blackboard and 143 for Canvas. The DE Committee is fully established, but a representative from CTE is still needed. Emails were sent out regarding the Canvas transition updates. It was noted that most colleges have 1 to 2 years transition period from Blackboard to Canvas and Cypress College has 1 semester! **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 will be migration workshops on spring FLEX day. Ongoing weekly migration workshops are scheduled every Tuesday and Friday throughout the spring semester, and additional dates will be added as needed. The [@One Online Network of Educators website](#) was launched for free Canvas training. Cypress College is seeking a temporary one-year instructional designer to help faculty transition. The letter of intent to move to Canvas was signed. 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. There is a potential mandate looming

that will require all 3<sup>rd</sup> party integrations, such as myMathLab or Turn-it-In.com, to be accessible. **Another definition was added to DE courses definitions which now includes 100% online, online with proctored exams, and hybrid courses starting fall 2018 semester.** There is interest in purchasing Ally an accessibility checker that will integrate with Canvas. Ally can find inaccessible content and render it into an accessible format.

#### **VII. President's Report and Committee Appointments (20:39.8)**

Please see the President's Report in Appendix 1 for Parking Update discussion.

Please see the President's Report in Appendix 1 for a discussion on the use of "Soft Money" for hiring classified help.

Please see the President's Report in Appendix 1 for winter intersession discussion.

Please see the President's Report in Appendix 1 for interim dean discussion.

FLEX days: All faculty voted and agreed to an inflexible "FLEX Day" for compensation and that negated true flexible FLEX activities. There is a proposal to make FLEX qualified activities available at other times than "FLEX Day." Details are being worked out with the District. For example, FLEX activities cannot take place during the regular school year, and can an instructor get paid for attending a conference while also being paid for a FLEX activity? Restructuring of FLEX activities must be accomplished through cooperation and agreement between Academic Senate, United Faculty, Professional Development, and Fullerton College.

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

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

Senator Wada is one of four faculty appointed to the state-wide AB 705 implementation team. The focus of the bill is assessment and placement. Assessment tests were never intended to be used as the sole measure for placement, but that's what happened. Multiple Measures was developed to overcome the shortcomings of only using assessment tests for placement into English and Math courses. Chairman Majarian presented slides describing the bill requiring colleges and districts to maximize the probability that a student will enter and complete transfer level coursework within Math and English within a one-year time frame by utilizing multiple assessments methods. The slides and AB 705 will be made available. It is the impression of some faculty that the State is not interested in student success, but merely interested in saving money by getting students through faster, and this bill exacerbates the severe problem of having significantly underprepared students enter college level courses. Other data suggests that multiple measures can improve student success. The implementation time-line was just released which included items for fall 2017, but fall 2017 is already over. Spring 2018 will be the time for curricula exploration. One problem of using high school grades for college placement is that not all high schools are equivalent. For instance, an A at one high school does not rank student achievement at the A level from a different high school.

##### **B. Department Coordinator Reassigned Time (1:30:26.9 - 1:40:55)**

Senator Hill reported that the Math department had a meeting and cut out some coordinator duties that should be taken care of by the dean. The dean said that he would try to his best to get the work done but realistically he would not be able to do it all considering all his other duties. The department felt that the dean was open and transparent. The department hope is that the dean will go to the district and ask for reassign time help to solve the problem. The department is not optimistic that the dean will be able to get additional reassign from the District to give to the Math department coordinator. There does not seem to be a way through the current impasse. President Seiling predicts that we are going to institute some form of review of all reassign time, maybe at the end of every year to validate all reassign time allocations, and maybe professional expert pay can help bridge the gap.

**C. Winter Intersession (1:41:00)**

President-elect Goralski reported that there will be a Monday December 18<sup>th</sup> meeting for a broader discussion of this and this is where a lot of decisions are going to be made regarding winter intersession. On the Fullerton campus from 1:00-4:00 in AC-105. At the end of the meeting a winter intersession will be put to bed. The task force thinks that a 5-week intersession seems right, but many other colleges have a 4-week intersession. If the winter intersession is 5 weeks, then the start of spring has to be pushed back. If the start of spring is pushed back and if the end of spring is held the same, then spring break has to go. If there is winter intersession and spring break, then spring will end somewhere between June 8 to June 15<sup>th</sup>. There seems to be consensus that a 5-week winter intersession is a good thing when considered in isolation, but when the impact of winter intersession on spring break, spring calendar, summer calendar, and no pay in January issues are considered, then winter intersession loses support. Winter intersession might also have a negative impact on adjuncts because it is a part of the regular calendar year.

**IX. Faculty Issues—New Business**

**A. Dual Enrollment Update (1:08:19.5)**

Dean Hua recognized the help from Academic Senate to form the dual enrollment steering committee. The co-chairs of the committee are Steven Estrada and Stephanie Teer. The committee is dedicated to hearing the concerns of faculty and ensuring student success. The committee has looked at ways to strengthen partnerships with high schools and to enlist the help and guidance of parents. Stephanie Teer demonstration the dual enrollment online interest form, enrollment application, and a number of dual enrollment information videos. Steven Estrada talked about his positive experiences teaching high school dual enrollment students and some of his concerns. The committee developed a list of Cypress College courses that would be appropriate for high school age students with the help of division deans and department coordinators.

**B. FLEX Day Proposal**

See above.

**C. New Parking Spaces/Construction Update**

Not taken up. Please see the President's Report in Appendix 1 for Parking Update discussion.

**D. Curriculum Committee By-Laws**

Not taken up.

**E. New Curriculum Committee Chair Selection**

Not taken up.

**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 (12/14/17)

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: (12/12/17)**

**SEM Building** – The Board was asked to support an increase in the price of the SEM building from \$89 million to \$95 million. The cost escalation of the building has been a concern (see notes for CBF), and there was concern the Board may vote to start the design process over again. Thanks to a massive show of support from faculty, administrators, and, especially students, the Board agreed to continue with the building as currently planned. They did say that \$95 million was their limit, and they were going to hold firm on that going forward. The massive student support really sent a message to the Board.

I think it's also important to note that the Board is quite supportive of the Immersive Digital Classroom (IDC). This special, large capacity classroom that will be useful for multiple science classes was central piece of the plans for the new building. There was discussion that it could be cut from the design in order to stay on budget. The Board rejected that idea because they saw the great value the IDC would add to instruction.

**New Board Officers** – The Board elected new officers for the upcoming year. The new Board President will be Jackie Rodarte; the new Vice President will be Jeff Brown; and the new Secretary will be Ryan Bent.

**Guided Pathways Self-Evaluations** – The Board accepted the Guided Pathway Self-Evaluation Questionnaires from Cypress College, Fullerton College, and NOCE. There were several comments about the thoroughness of the reports and the honesty in the conclusions drawn.

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

**Solar Powered charging Umbrella** – The committee approved a proposal from AS to purchase 6 solar powered charging station umbrellas to be installed across campus. The umbrellas fit into the tables we have in common areas across campus. Each umbrella has 6 outlets that can be used to charge phones, tablets, and computers.

**Institutionalizing Purchases with Grant/Other Funds** – We had a discussion about the obligation the campus has to maintain purchases made using grant or other funding. There have been numerous occasions in which grant funds were made to purchase things like

software that required upkeep, maintenance, or other costs of ownership. Should we factor in any cost of maintenance beyond the initial purchase price? Are we obligated to fund any additional costs? This dovetailed with a conversation in CBF regarding “soft money” to hire staff. We may have money to make an initial investment, but we need to determine if we have the funds to maintain the purchase.

**Scaling STEM** – The committee discussed the possibility of expanding the STEM “cohort.” The STEM program is seen as a potential blueprint for creating Guided Pathways. Success here could help us understand how we can serve other students across campus.

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

**Winter Intersession** – Dr. Schilling reported to the committee on the extensive Winter Intersession conversation that took place in DEMAC.

**Parking Update** – Construction of 453 new parking spaces will begin over the winter break. This is being done in preparation of losing parking spaces in Lot 7 once construction on the SEM building begins. There will be a loss of some eucalyptus trees and other green space, but there is a commitment to add green space once all of the construction is completed. There will be a survey in the spring that will ask about our parking habits.

**AB 705** – this assembly Bill has created a great deal of anxiety for community colleges across the state. We will be given a presentation on the bill and its potential impact on our developmental sequences this Thursday. It’s a moving target that needs to be pinned down.

**DCC (District Coordinating Council):**

The committee did not meet since our last meeting.

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

**Winter Intersession** – The committee had an extensive conversation about offering classes during the Winter Intersession. There are many moving parts to this with different people expressing different needs. Dr. Marshall would like to offer a pilot Winter Intersession in winter 2019. She feels we really won’t know if doing this is a good idea until we actually do it. There were some generally parameters discussed that were to then be taken back to the campuses. Our Winter Intersession Taskforce met to discuss the proposal, and the Senate will be updated on those discussions. The Senate is expected to vote on whether it supports the pilot this Thursday. There will then be a meeting at the District on Monday, December 18<sup>th</sup> from 1:00 to 4:00 at the District room 105. I encourage anyone interested in winter Intersession to attend this meeting.

**On Boarding Process** – There was discussion about how we get students enrolled in classes. There is interest in finding a CMS to capture important data points on students. We



discussed the need for a RFP process to be more clearly spelled out. We want to avoid a duplicate of systems across the District.

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

The committee did not meet since our last meeting.

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

**Budget Update** – The budget news appears better than originally projected. The 2018-2019 numbers look good. There is going to be a great deal of discussion about using “soft money” for faculty and classified hires. We are going to be exploring just what we mean by “categorical funds.” This may have the potential to free us up a little in how we can use new money coming from the state.

**“Soft Money” for Hiring Staff** – One of the main topics of discussion was whether we should use “soft money” (categorical money) to hire classified staff. We already do this on a limited basis for faculty and administrators, but it is more problematic when hiring classified staff. The big drawback is that the categorical funds may go away. If they do, do we still have an obligation to fund the classified position out of other funding. Given our staffing needs, it was decided we would explore this further. One suggestion was to use some of the \$38 million we currently have in One Time Funding to create an insurance fund against possible loss of categorical funds. I’ll keep you posted.

**Facilities Update** – The costs of all of the construction in the District continues to escalate. Our SEM building is of particular concern. The cost has risen from \$89 million to \$95 million. It will be hard for us get support if the costs go higher. We need to start building so we are locked into a price for building supplies. If not, we will have to make cuts to the design. It is truly amazing how much things currently cost.

This is obviously concerning, but it is the result of factors outside of our control. Three main things are driving the increases. First, the Division of State Architects (DSA) has increased the percentage they get in fees. Second, the recent natural disasters have driven up the cost of building materials, and this was before the fires that have engulfed the Southland. Third, we have bad soil here at Cypress. Apparently, its previous life as a cow pasture has made the soil corrosive. This requires special piping and pylons that are more expensive.

**Other Senate Business:**

**Interim Dean Positions** – This topic was somewhat more controversial than I expected. To quote the great Ron Burgundy, “that escalated quickly.” I want to make sure people understand that my purpose in bringing this all up was to inform the Senate that the campus was potentially being allowed to move forward with hiring a replacement for one of our interim deans. I saw this as a win for Cypress and our ability to influence District policy in a positive way for the campus as a whole. What I did not see, or at least greatly underestimated, was the potential for it to appeal to the tribal interests of our divisions. I was counting on the “esprit de corps” recognized by our accreditation visiting team to

carry the day. Surely, we could agree to move forward with one of the dean positions if given the opportunity. It wasn't that easy, and now there's a different plan. Currently, the idea is to extend all of the interim deans for one more year. That way the administrative review being done by the District would have time to be completed, and no feathers will be ruffled. Honestly, this is probably the worst possible outcome from my perspective, but at least it will prevent in-fighting.

**Meeting with Dr. Schilling** – I had my regularly scheduled meeting with Dr. Schilling. We discussed a wide variety of topics.

**Guided Pathways Workgroup** – The campus needs to establish a 5-year plan that plots how we're going to proceed with Guided Pathways. The group discussed whether we have the appropriate structure to handle the work. Do we need a more formalized committee? I also expressed concern for the amount students are involved in the process. All Guided Pathway conversations are supposed to be based on student needs, but we don't have tremendous student participation in our conversations.

To address this, we're going to ask every faculty member to help survey the students about their needs. In the spring, faculty will be asked to administer an electronic survey 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) to make Guided Pathways work.

**“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 want to wish you and your loved ones a happy and safe holiday season. Happy Holidays!**

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