

ACADEMIC SENATE
Approved Minutes for October 12, 2017
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 (Paul Kelly for MK)	X
Curriculum Chair	Mark Majarian	Absent
ACADEMIC SENATORS		
Business/CIS	Ben Azadi (Bret Clarke for BA)	X
Career Tech. Education 1	Carlos Urquidi	X
Career Tech. Education 2	Michael Klyde (Paul Kelly for MK)	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	X
Language Arts 3	Kathy Wada	X
Library/Learning Resource Center	Billy Pashaie	X
Physical Education	Bill Pinkham/Margaret Mohr	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	Absent
Adjunct Senator 2	Jaclyn Magginetti	X
Adjunct Senator 3	Nicole Neitzke	Absent
LIAISONS		
Accreditation Self Study	Liana Koepfel	X
AdFac	Tonya Cobb	Absent
Associated Students	Kammi Olimberio	X
Campus Diversity	Maha Afra	Absent
Campus Technology	Pete Molnar	Absent
CC Foundation	Damon de la Cruz	X
CTE		
Distance Education	Kathleen McAlister	Absent
Program Planning and Review	Jolena Grande	X
Professional Development	Ruth Gutierrez/Michael Brydges	Absent
Student Success Committee	Keith Vescial	X
Student Learning Outcomes	Christie Diep	Absent
United Faculty	Tina Johannsen	Absent
Distance Education	Kathleen McAlister	X
GUESTS: Ashley Griffith, Student Equity Special Project Director, Phil Dykstra, Director of		

Institutional Research

- 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 substituted for Michael Klyde of Career Technical Education 2. Bret Clarke substituted for Ben Azadi of Business/CIS 1.
- II. **Adoption of the Agenda:** A motion was duly made to adopt the agenda as published with one revision. Item IX Faculty Issues – New Business A, Presentation of the Integrated Plan to be moved to immediately after Special Reports. The motion carried and the agenda was adopted without objections or abstentions.
- III. **Approval of Minutes:** Motion to approve the September 14th minutes was approved without objection and with one abstention.
- IV. **Public Commentary:** None
- V. **Faculty Announcements and Invitations:**

Gary Zager introduced the new interim dean of Social Sciences, Lisa Gaetje and welcomed her to observe her first academic senate meeting.

Keith Vesical mentioned two faculty events, happy hour on November 9th at the Starting Gate and a Benefits Seminar on the 24th.

Jolena Grande reminded everyone about the Area D meeting on Saturday 10:00-3:00 at Fullerton College.

VI. Special Reports

- A. **Associated Students:** Associated Students representative to the Academic Senate, Kammi Olimberio stated that the blood drive was a success with the best turnout to date. A leadership conference is scheduled for this weekend.
- B. **United Faculty:** None
- C. **Adjunct Faculty United (ADFAC):** None
- D. **Professional Development (PD):** Senator Vesical read a report from Senator Gutierrez. PD received 12 FLEX activity proposals, and letters of the approved proposals will be sent out next week. Senate will get a list of all activities at the next senate meeting. PD received 14 conference funding requests and will be reviewed at the next PD meeting on October 23rd. District and Chancellor support AB 1887 which prohibits state agencies from funding traveling to states that discriminate against the LGBT community. Emails from PD have been sent out regarding all upcoming events.
- E. **Curriculum Committee:** None

F. Academic Senate Treasurer's Report: No report.

G. Cypress College Foundation: Brian Seiling to work out the details of Senator de la Cruz's appointment to be the Foundation Liaison.

H. Student Success Committee: Keith Vescial, the committee is considering changing the assessment procedure to include a relatively speedy "second chance" assessment in a shorter time period which currently stands a two year interval, but is dependent on developing an acceptable alternative test.

I. Student Learning Outcomes Assessment: No report.

J. Program Review: Jolena Grande reminded the senate that division deans need to meet the deadline for submitting comprehensive program review to the review committee by October 25.

K. Accreditation Self Study: Liana Koeppel: The site visit went well. The exit report summary was submitted to the college. The final exit report will be submitted in 30 days. See email from President Schilling regarding the exit report summary. The final ACCJC report will be submitted in January. The site visit team made special recognition and commendation to Institution Research, Facilities, the College Culture and esprit de corps, Counseling with Cranium Café, Financial Aid, Student Services with One Stop to Nonstop Program, STEM2 with SEM Division, CTE programs with special mention of the baccalaureate mortuary science program, and Mike Kavanagh's 2017 Technology Plan. **The site visit team did mention that there were many other outstanding programs that merited commendation but that they felt they would be overly effusive with praise if they were to mention them all!** The District was also commended for Information Services, the District Leadership Academy, and Human Resources for its commitment to inclusivity, diversity and equity. There were recommendations for improvement. There was a recommendation for compliance for SLOs. A full analysis of all instructional SLOs to ensure that SLOs inform our teaching strategy that assessment outcomes actively improve student learning and service, **and that we award "credit" based on the outcome of SLO assessment.** No one could explain what the above bolded type means. There has to be a better regular sustainable effective assessment of SLOs. 20% of courses have not been assessed at all. Regular cycles of assessment have to be established. Also all course syllabi must have SLOs listed for each section, and a number of syllabi selected by random sample did not. They also want a comprehensive review of the overall process of resource allocation and ensure a clear communication on how resources are allocated and integrated across the campus. They want to see how resource allocation is linked to planning, SLOs, and program review. Develop a decision making structure that defines the rolls of PBC, PAC, and Academic Senate. The District was also given a recommendation to perform a six year

review of all board policies, ensure ongoing training for all Trustees, and **revise the current budget model to ensure sustainability of funding for the colleges within the district.** There is a need for more robust minutes of some planning meetings.

The Academic Senate then recognized the outstanding work of Liaison Koeppel with the accreditation process over the last **two years.**

President Seiling then asked for unanimous consent for Liaison Koeppel to remain the accreditation faculty chair for the remainder of the process, and it was supported without objection. Phil Dykstra was also recognized and thanked for his outstanding effort leadership of institutional research throughout the accreditation process.

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

M. Diversity Committee: No report.

N. CTE: No report.

O. Distance Education (DE): Coordinator Kathleen McAlister asked the senate if more demonstrations of Canvas would be beneficial. The general consensus was that more demonstrations of the capabilities would help the faculty make an informed choice between Blackboard and Canvas. The senate recognized the sound efforts and hard work of Ms. McAlister to bring DE into full compliance of accreditation standards in a very short period of time. The accreditation team did not make a single recommendation for needed improvements of DE. The accreditation team showed special interest in the formation of the DE committee modeled after the curriculum and program review committees. Ms. McAlister reiterated the need for each division to select a designated representative.

Special Report from Ashley Griffith, Director of Student Equity, about Cypress College Integrated Plan

The state chancellor's office has enacted the Integrated Plan which links Student Equity, SSSP, BSI into one plan to improve student success. The draft version was presented to the academic senate. The senate was asked to approve the Cypress College's plan at the next senate meeting. Any comments about the plan should be directed to Director Griffiths or President Seiling. The integrated plan will be available online by November 1st for the purpose of generating campus awareness and comments. The approved plan is due at the state chancellor's office by December 15th.

VII. President's Report and Committee Appointments

Guided Pathways: There was a guided pathways workshop which resulted in a questioner that was sent out to faculty from institutional research and faculty are

urged to respond. Faculty input is necessary to ensure the integrity as well as the efficacy of the process.

DCC Budget Discussion: The budget allocation workgroup is forming and an invitation was made to any interested faculty with interest or expertise in budget allocation to join the workgroup to fix the budget allocation model. **Chancellor Marshal has stated the current model does not work** and needs to be modified to take into account the value and the cost to benefit ratio of each specific FTE.

VIII. Faculty Issues—Unfinished Business

A. Further Revisions of the Senate By-Laws

Senator Goralski reviewed the recommended modifications to the existing senate bylaws. Staggering of adjunct senator appointments to ensure that there is continuity of service and representation. The definition of standing committees and subcommittees was discussed. The bylaws will state that the authority of academic senate to form such committees emanates from the 10 + 1 mandate. There was discussion of the specific duties of the senate officers, including the past-president, president-elect, recording secretary, and secretary. Specifications of the various duties must be listed in the by-laws because the by-laws supersede Robert's Rules. There will be a senate vote to accept the new by-laws at the next senate meeting. Additional comments and concerns should be sent to senator Goralski.

B. Resolution in Reaction to Charlottesville

Senator Pashaie presented the first read of the resolution in reaction to Charlottesville. The discussion and motion to pass the resolution was extended to the next senate meeting.

C. Resolution in Support of DACA Students

President Seiling presented the second read of the resolution to support DACA students. Minor syntax and grammatical edits (Oxford commas and parallel structure) were made. A motion was duly made to pass the resolution and passed without objection, with senator Wada abstaining.

IX. Faculty Issues—New Business

A. None

B. None

Adjournment: A motion was duly made and carried to adjourn at 5:07 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>.