

**ACADEMIC SENATE**  
**Approved Minutes for September 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	<b>Absent</b>
Curriculum Chair	Mark Majarian	<b>X</b>
<b>ACADEMIC SENATORS</b>		
Business/CIS	Ben Azadi	<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>Absent</b>
Fine Arts 2	Paul Paiement	<b>X</b>
Health Science 1	Damon de la Cruz	<b>Absent</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>
Physical Education	Bill Pinkham/Margaret Mohr	<b>Absent</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	Wayne Kistner	<b>X</b>
Adjunct Senator 2	Nicole Neitzke	<b>Absent</b>
Adjunct Senator 3	Jaclyn Magginetti	<b>X</b>
<b>LIAISONS</b>		
Accreditation Self Study	Liana Koepfel	<b>X</b>
AdFac	Tonya Cobb	<b>Absent</b>
Associated Students	Kathryn Olimberio	<b>X</b>
Campus Diversity	Maha Afra	<b>Absent</b>
Campus Technology	Pete Molnar	<b>Absent</b>
CC Foundation		
CTE	Carlos Urquidi	<b>Absent</b>
Distance Education	Kathleen McAlister	<b>X</b>
Program Planning and Review	Jolena Grande	<b>X</b>
Professional Development	Ruth Gutierrez/Michael Brydges	<b>X</b>
Student Success Committee	Keith Vescial	<b>X</b>
Student Learning Outcomes	Christie Diep	<b>Absent</b>
United Faculty	Tina Johannsen	<b>Absent</b>
<b>GUESTS:</b> Librarian Angela Boyd, District Information Services Deborah Ludford, Dean Henry Hua, Dean Paul Didios		


- I. After establishing a quorum, Academic Senate President Seiling called the meeting to order at 3:00 pm with one alternate in attendance. Paul Kelly substituted for Michael Klyde of Career Technical Education 2.
  
- II. **Adoption of the Agenda:** A motion was duly made and carried to change the agenda. The MyGateway presentation was moved to 3:15 and the dual enrollment update was moved to 4:15. The motion carried and the new Agenda was adopted without objections or abstentions.
  
- III. **Approval of Minutes:** On motions duly made and carried the May 25, 2017 Academic Senate minutes were approved without objections or abstentions. On motions duly made and carried the August 31, 2017 Academic Senate minutes were approved without objections or abstentions.
  
- IV. **Public Commentary:** Professor Susan Johnson, Psychology, thanked the Academic Senate for awarding her the Cypress College Outstanding Teacher of the Year Award and presented the senate with a large gift basket full of delicious snack food. She stated that her most "orgasmic" moment at Cypress College was to learn of her award in recognition of her outstanding educational work. She wished to all 1) a "life of surprises" 2) to "lavish love on the people of your life and yourself" and 3) "that you delight in diversity." She stated that as a young person her wish was to become a college professor, and that her wish has become a dream come true, especially because of all the caring, loving, and professional colleagues at Cypress College.

Miguel Perez, president of the Social Justice Club spoke in support DACA and the Muslim and African American community of students. Asked the Academic Senate to think about how to protect, help and support all the students of Cypress College. There were a number of students attending in support of Mr. Perez's statements.

- V. **Faculty Announcements and Invitations:** Senator Gary Zager asked that all senators introduce themselves and state their constituency because it is a new year with new senators, and so it was done. Senator Zager reminded everyone that the Casa Youth Shelter was having an open house tonight until 7:00 pm. The invitation was to stop by and learn about their clinical, shelter, and administrative services.

**VI. Special Reports**

- A. **Associated Students:** New Associated Students representative to the Academic Senate, Kathryn Olimberio, was introduced. She stated Associated Students was organizing a forum for DACA students including lawyers to explain the law and guide students through the legal process.

**B. United Faculty:** Tina Johannsen announced that she will be sending out an email inviting Cypress College educators to submit contract negotiation reopeners to Dale Craig by Sunday September 24th. The written contract reopeners must be submitted to the District by October 15th. The UF survey will be conducted on a web service called Big Pulse and to pay attention to it. Educators are invited to meet with Dale Craig at the District in room 101a from 2:15-3:30 prior to meeting with the negotiating team. Please watch for the pending email. The Rep Council Meeting will be held on the 27th.

**C. Adjunct Faculty United (ADFAC):** No report

**D. Professional Development:** No report. Michael Brydges and Ruth Gutierrez were attending the Puente mixer event at the library, but an invitation was relayed for all to stop by after the Academic Senate Meeting.

**E. Curriculum Committee:** No report

**F. Academic Senate Treasurer's Report:** Paul Kelly, no report.

**G. Cypress College Foundation:** No report, Lynn Mitts reported that she maybe has found someone to succeed her.

**H. Student Success Committee:** Keith Vescial, No report.

**I. Student Learning Outcomes Assessment:** No report.

**J. Program Review:** Jolena Grande: All of the statistical data has been prepopulated and sent out to the division deans on Friday August 25th. Liaison Grande offered to help anyone and everyone with the current program review process and how we are migrating to eLumen.

**K. Accreditation Self Study:** Liana Koeppel: The site visit is scheduled from October 9th through the 12th. The specific schedule will be sent out by email and updated by email including the names and picture of the team members. Please attend as many of the following events as possible. Meet and Greet, Monday at 12:30. Two Open Forums, Tuesday night at 5:00 pm and Wednesday at noon. Exit interview on the 12th at 1:00 pm.

Liaison Koeppel also spoke about the joint meeting of the Cypress and Fullerton College Accreditation Committees which included, among others, both college presidents and both academic senate presidents. The meeting addressed and resolved Fullerton's Colleges concerns and objections about the inclusion of Fullerton College's data in Cypress College's Extended Day Funding Model QFE. The QFE shows across the board significant deficit spending for the last several years for all units and how it is especially prejudicial against Cypress College. Both committees and colleges agreed on the style and content of the two respective

accreditation reports even though they did not match up, and agreed to follow up and discuss discrepancies in the future with the District. President Seiling and the Academic Senate then thanked Liaison Koepfel on all of her strong efforts and hard work.

**Special Visit by New Cypress College President JoAnna Schilling:** President

Schilling was introduced to the senate body and each senator introduced themselves to the new president. She spoke about three important programs; guided pathways, dual enrollment, and food insecurity. Guided pathways is looking at the processes from the students perspective to identify gaps that confuse students or inhibit students from seeing clearly. It's not to eliminate choice or take away options from students. It is to help our student easily see what is required of them and how they are going to get there. Each academic area will be different. Then adjust student services to best serve students. At risk students will be identified and remedies will be instituted. State funding for the program at Cypress College is unknown but anticipated. In order to qualify for funds, the College must assess its institutional processes and identify gaps. Then based on the assessment a three to five year plan will be developed. Cypress College will also be required to attend regional meetings consisting of a ten member team. The first meeting will be training on the 28th to figure out what the college assessment is. The funding will begin in February for five years for planning a guided pathway program. Four areas for further analysis are communication to students, just in time assistance, technology in communication and marketing, and meta majors. There is a need to have a person or people from every division involved.

There is going to be a dual enrollment program because right now there are just classes. There is a new dual enrollment office in BUS to develop dedicated outreach to high schools.

The food campaign is important but has no funding. The goal is to de-stigmatize student food insecurity by making food available in each division office. President Schilling asked for Academic Senate support.

**Special Visit by District Technology Services' Deborah Ludford:** The file upload problem has been diagnosed and will be fixed tomorrow. It was due to using 5 servers that were not indexing with each other. Instructors will not have to re-upload course materials after the fix. The issue with inability of instructors to email students has been resolved. Starting spring 2018 all district students will get a .edu domain name email address in order to solve the problem of students using old or incorrect addresses. There will be another training day on the 19th at 11:30 in the LRC. There are instructional materials on how to use the new MyGateway on the District website under "Information Services/Training Materials" with a whole section just for faculty. WebStar has not changed and currently exists

exactly the same as before. The District was forced to go to the new version of MyGateway because the old version was discontinued and no longer supported by the vender. The average use last semester was 750 simultaneous users. This fall on the first day of class there were 1,700 simultaneous users, which was an unforeseen massive increase. Now the District is sized correctly for 1,700 users by adding servers. Mygateway is now mobile friendly, but it is still not mobile responsive to various screen sizes used on mobile devices. The network refresh project is progressing so as to use a single user login credential across all units. A mandatory Banner 9 upgrade to happen by January 2019. The District has a new full disaster recovery site in Arizona and will be used seamlessly when the Anaheim system goes down for maintenance or other issues. The disaster recovery site will be fully available in two years.

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

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

**N. CTE:** No report.

**O. Distance Education:** No report.

## **VII. President's Report and Committee Appointments**

The Grab-and-Go food insecurity program will start Monday by placing food baskets in each division office to reduce the stigma associated with being a hungry student. The District is supportive, and President Schilling is willing for Cypress College to assume any liabilities associated with the program.

Senators were invited to participate in two Guided Pathways ad-hoc committees.

One committee will focus on meta-majors and the other on retention.

### **Special Visit by Dean of Business & CIS Henry Hua with Paul de Dios Regarding**

**Dual Enrollment:** The dual enrollment steering committee meeting will be held September 25th from 4-6pm in CCCPLX-405. The summer program was a success with over 350 students participating taking from 2 to 7 units of coursework. Dual enrollment students were about half male, mostly Hispanic (47.8%) and Asian (32.9%), and nearly all under the age of 18. Most students were enrolled at Cypress College for the first time (94.7%), whereas 5.3% were enrolled at Cypress College during a previous term. Success rates in dual enrolled courses averaged 91.3%, with the lowest success rate

being 74.4% in a section of Counseling 141 and the highest success rate being 100% in two sections of Counseling 140. Curriculum Chairman Mark Majarian made a suggestion that all course syllabi be peer reviewed in an on-going basis by discipline specific instructors to insure that Academic Senate standards and Title 5 requirements are continually being met. Dual enrollment class are to be taught by Cypress College instructors on the high school campus, except for the summer classes. Senator Zager commented that the reported ages of students in the dual enrollment class on campus include 20 and 30 year olds and not just high school students, and that the reported statistics may not truly represent the outcomes of the dual enrollment program. Dean Hua responded that Cypress College on-campus classes must be open to all students and not just high school students, and that there is benefit to high school students to experience such age diversity on the college campus. Chairman Majarian commented on the unique challenges of providing course content to a student population that varies from 14 years old to 38 years old and that the challenges may be discipline and course dependent. FERPA laws protecting student rights were discussed. Dean Hua is requesting two faculty from each division to join the dual enrollment steering committee, and that follow-up emails will be sent to all faculty.

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

### **A. Further Revisions of the Senate By-Laws**

Revisions will be presented at a future Senate meeting.

## **IX. Faculty Issues—New Business**

### **A. MyGateway Update**

See "**Special Visit by District Technology Services' Deborah Ludford**" above.

### **B. Dual Enrollment Update**

See "**Special Visit by Dean of Business & CIS Henry Hua with Paul de Dios Regarding Dual Enrollment**" above.

**C. Accreditation Update**

See "K. Accreditation Self Study" above.

**D. Resolution to Charlottesville**

Moved to the next Academic Senate Meeting.

**E. Resolution to Support DACA**

There was no Academic Senate resolution to support DACA, but the Senate was asked by President Seiling to affirm the statement in support of DACA that was issued last spring. The Academic Senate approved the affirmation by unanimous consent.

**F. Distance Education Committee**

Kathleen McCallister showed the need to formalize a Distance Education Committee modeled on the depth, breadth, and composition of the Curriculum Committee to decide college distance education policy, curriculum, and maintain faculty primacy in the matters of distance education. Full divisional representation is required. Initially, administration will have voting representatives, but in the long term, the voting members of the Distance Education Committee will be comprised solely of faculty, in order to circumvent similar problems which developed on the Curriculum Committee due to voting administrator members. The Curriculum Committee no longer has any voting administrator members by the decree of the Academic Senate. A motion was duly made and carried to form the discussed Distance Education Committee without objections or abstentions.

**Adjournment:** A motion was duly made and carried to adjourn at 4:59 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>.