



ACADEMIC SENATE

APPROVED MINUTES

January 26, 2012

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;
CAREER TECHNICAL EDUCATION DIVISION, Carlos Urquidi;
COUNSELING DIVISION, Deborah Michelle;
FINE ARTS DIVISION, Molly Schulps
HEALTH SCIENCE DIVISION, Lynn Mitts;
LANGUAGE ARTS DIVISION & LIBRARY, Michael Brydges;
PHYSICAL EDUCATION DIVISION, Bill Pinkham;
SCIENCE/ENGINEERING/MATH DIVISION, Fumio Ogoshi;
SOCIAL SCIENCE DIVISION, Bryan Seiling;

2010-2012

SENATORS-AT-LARGE: Ron Armale, John Alexander, Vicki Castle, Nancy Deutsch, Joe Gallo,
Jolena Grande, Kathy Llanos, Rosalie Majid, Gary Zager;

ADJUNCT SENATOR: Jay Gardner

LIAISONS: ASSOCIATED STUDENTS: Jasmine Lee;

BASIC SKILLS: Cherie Dickey

CAMPUS DIVERSITY:

CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;

CURRICULUM COMMITTEE: Mark Marjarian;

FOUNDATION: Beth Piburn;

PROGRAM REVIEW COMMITTEE: Jolena Grande;

STAFF DEVELOPMENT: Rebecca Gomez;

UNITED FACULTY: Vacant

ACADEMIC SENATE PRESIDENT: Pat Ganer

ACADEMIC SENATE PRESIDENT-ELECT: Gary Zager

Senators and Officers Absent: John Alexander, Vicki Castle, Jay Gardner, Nancy Deutsch, and Bill Pinkham

Alternates in Attendance: Cherie Dickey for Nancy Deutsch

Liaisons in Attendance: Cherie Dickey, Jolena Grande, Jasmine Lee, Rosalie Majid, and Mark Marjarian.

Guests: Raul Alvarez, Cypress College Foundation; Santanu Bandyopadhyay, Institutional Research Office; David Nusbaum, SEM Faculty; and Eldon Young, Language Arts Dean

The meeting was called to order by President Pat Ganer at 3:02 PM.

I. Approval of Minutes

The motion to approve the minutes of December 8, 2011, passed with corrections regarding Senators in attendance and spelling. M/S/P, 1 abstention (Gallo/Dickey).

II. Public Commentary

Raul Alvarez, Cypress College Foundation, addressed the Senate regarding the upcoming Americana Awards. He thanked the faculty for their support of the most recent fundraising campaign where 213 donors, 2/3 of whom were faculty, participated. Raul is seeking feedback regarding ways to increase faculty participation in the Americana Awards, to be held February 25, 2012, at the Disneyland Hotel Ballroom. This is the 37th Americana Awards and normally hosts between 500-700 people. Cherie Dickey mentioned that a raffle had been used in the past to be able to encourage faculty to attend by buying a ticket for a chance to win Americana tickets. Gary Zager suggested that a matching for classified staff (only charging them the hard cost) and providing an additional ticket for a spouse. Raul requested that any thoughts be forwarded to him. He left additional flyers for faculty to distribute regarding Americana.

III. President's Report – *Pat Ganer*

President Ganer emailed the following report to Senators.

A. Board of Trustees

1. December 13, 2011

- a. Board Reorganization issues were considered; Molly McClanahan was elected Board President
- b. Review and discussion of the Comprehensive Master Plan took place. Present to report on the process were Deborah Ludford, Eva Conrad and Deborah Shepley. The CMP will get a second read at the January 24, 2012 meeting.
- c. Proposals for the Trustee Area Redistricting were presented. The District will proceed with the processes necessary for the Redistricting to take place.
- d. Chris Terry presented the SCE Annual Report.
- e. Chancellor Doffoney indicated he is working with CSUF to refine a proposal for the creation of a NOCCCD Institute for Professional Development.
- f. Considerable discussion took place over change orders to the Fullerton College Technology and Engineering Complex.

2. January 24, 2012

- a. Fred Williams and Claudette Dain presented a budget update.
- b. Curriculum issues were pulled from the agenda for further discussion. Between the response provided by President Ganer, Mark Majarian, and Jennifer Coombs, the issues seemed settled and the Board approval followed.
- c. Based on a faculty request, President Ganer asked that the Board item related to the collaboration between Cypress and Buena Park High School regarding the "middle college" be pulled from the block vote.

- Considerable discussion regarding various issues took place and the Board tabled the acceptance of the contract until the next Board meeting.
- d. The Board approved the Program Discontinuance Policy and Procedures.

B. District Planning Council/Chancellor's Cabinet

1. December 12, 2011

a. Accreditation

- (1) Deborah Ludford indicated that all three documents are being presented for a first read by DPC; these manuals are designed to address the concerns of the Accrediting Commission. Concerns were expressed about the need to understand how they link together. Deborah indicated that they have attempted to fill in gaps and looked at best practices from elsewhere in the process. Changes have been identified for discussion.
- (2) Institutional Planning Manual—They have added a section indicating that district services administrative areas undergo a program review; added timelines for all processes; added assessment components
- (3) Decision-Making Manual—they added new groups on instructional and student services coordinating councils. They have revised purposes and new names for some of these. (e.g., Research is now Institutional Effectiveness)
- (4) Budget Allocation—They have added a review process
- (5) Questions were raised as to whether there is a need for a total retooling. It was indicated that there are only two new groups. Questions were also raised about changes in the budget group.
- (6) There were many questions regarding different elements of the different documents; DPC spent 2 hours on this item alone

b. Budget Discussions

- (1) A report from State Controller's Office indicated that revenues are behind original projections but have been improving. However, severe cuts are still very likely.
- (2) Discussion of the Computing Mobile Guidelines will be held over to the next meeting.
- (3) Summer school has been scheduled from June 25 to August 15 in order to allow for high school graduates to enroll.

2. January 23, 2012

- a. Chancellor Doffoney began by offering praise to the retiring Mike Kasler and Chris Terry
- b. Deborah Ludford led the discussion about the three manuals created in response to the Accrediting Commission's recommendations. Questions were raised in a number of areas: Is the integration of the three manuals clear? Has the importance of unit autonomy been clearly taken into account? What are the links between the Districts Strategic Directions and those at the unit levels? Are new names necessary? Does breaking down DPC into smaller groups that meet independently (Instructional and Student Service areas) really make sense? Will these groups function properly or will they just absorb more time? Is evaluation sufficiently addressed?

- c. Fullerton Senate feels that the concerns raised by Sean and Marcus in October and November have not been addressed. Fullerton Senate is not going to change its opposition to the adoption of the documents.
- d. Dale Craig had a list of concerns. He believes the ESP on budget allocation as no mechanism for making decisions. Chiefly, he believes that there is no link to planning. Ludford believes it is in the Integrated Planning Manual.
- e. Fred Williams agrees that DPC does not currently get into intricacies of the budgeting process. He would like a smaller group that can really attend to the nitty gritty details. Greater expertise from a limited group would be helpful. Fred says anybody can propose changes to proposed budget.
- f. Marcus indicated that the Fullerton Senate did not object to the budget model. However, he believes that, when the budget is brought forth, other options should be made available. Fred indicated he needed more details as to what is desired. Marcus says he wants more options.
- g. Mobile computing guidelines: Consensus was reached to approve the guidelines.
- h. The Budget update was provided by Fred Williams. The “trigger” losses from December will equate to approximately an \$8 million loss to the District. Future changes will be very much dependent upon whether the Governor’s Tax Initiative is approved next November or not. In the best-case scenario, the District’s 2012-13 budget is a deficit of approximately \$6.6 million while the worst-case scenario would be a deficit of approximately \$14.6 million.

C. Chancellor and Senate Presidents Meeting

With no Fullerton representative present, the only discussion focused on staffing concerns at SCE.

D. Planning and Budget Committee

No meetings held since the last Senate Meeting

E. President’s Advisory Cabinet

No meetings held since the last Senate meeting

F. General

- 1. Appointments to a number of committees will need to be discussed/approved at the Senate meeting
 - a. Comprehensive Evaluations of Management – motion to approve the following appointments, M/S/P (Seiling/Zager)
 - (1) Rick Rams – Marcus Marquardt
 - (2) Diane Henry – Margaret Mohr
 - (3) Dave Wassenaar – Robert Grantham
 - (4) Eldon Young – Christy Diep
 - b. Hiring Committee for Student Health Services Center

Mary Lou Giska is retiring and a hiring committee for her replacement needs to be formed. Motion to accept the following appointments to serve on hiring committee, M/S/P (Brydges/Urquidi)

Jaime Ramos – Psych Tech

Janet Winkler - Nursing

- c. Hiring Committee for the College President – there are 11 members on the hiring committee, 1 from DMA, 1 Confidential, 1 student, 1 UF/AdFac, 2 classified staff, and 5 faculty members. President Ganer stressed the importance that the entire campus is represented by the individuals selected to serve and that adequate diversity be considered. After the initial call for interested faculty, the following divisions were represented: Language Arts (5 volunteers), Business (2 volunteers), Social Science (2 volunteers), Fine Arts (3 volunteers), CTE (1 volunteer), SEM (1 volunteer), and PE (1 volunteer). President Ganer was asked to remind faculty about the workload and time involved in serving and that everything is done at the district offices. The Senate approved the appointment of:

Richard Hock - Air Conditioning/CTE

Jessica Puma - Spanish/LA

Gary Zager - Human Services/SS

Joel Gober – Biology/SEM

Margaret Mohr - Physical Education

2. President Ganer reported on Dr. Doffoney's negotiations with CSUF to create NOCCCD Professional Development system, which would be short of a PhD program but similar to an extended studies program. The process is in development and preliminary at this point.
3. Cypress and Buena Park Middle College School – Bob Simpson has discussed this item with Senate before. It was on the Board of Trustees Agenda to sign the contract offering courses in biology, math, history, and psychology. Last year, the Cypress College English Department decided not to participate in the Middle College concept, and it was decided that this program would not include a specific subject area until all parties agreed; therefore, there are no English classes being offered. Buena Park High School may be a little premature in its advertising at this point. Pat requested that the agenda item be pulled from the Board meeting so that she could confer with the deans involved. It may be possible to have Fullerton College English Faculty agree to Middle College course offerings instead of Cypress faculty. The Board pulled the item from the consent calendar and tabled action until the next board meeting, but it is clear that the Board wants to proceed with the contract. Pat explained that it is an attempt to serve an underserved population. Buena Park High School has low numbers for students in AP classes, going to college, etc. Jesse Saldana asked whether Cypress College faculty in those areas that are currently being taught agreed to the concept. Bryan Seiling shared that the original presentation to faculty has had implementation changes. He said that there has been a push to accept the concept although some faculty are reluctant to agree to the way the program is being implemented. There are still additional items that need to be addressed and discussed before full implementation. There is an

appearance of lack of transparency. President Ganer will discuss the issue with Dr. Simpson. David Nusbaum also commented on some problems regarding the math faculty and Middle College. According to David, "The faculty was promised communication and collaboration between instructors, and faculty from Cypress would do evaluations on the high school campus." He also said they feel like they are "in the dark" and that "none have been set up." It was understood that Cypress course outlines were supposed to be followed as well as the final exams from Cypress courses would be used, but Math faculty don't "know if it's happening." In addition, the faculty would "want the students to come to campus" to take the final rather than have it proctored at the Middle College.

IV. Faculty Issues – Old Business

A. District Planning Documents – *Pat Ganer*

In response to the recommendations of the accrediting committee, the following documents have been drafted and distributed. President Ganer presented Dale Craig's responses to the Senate with some background information. Fullerton College faculty is taking the position to disapprove all of the District's documents. There was some discussion on whether or not Cypress College faculty should support Fullerton's position. The sense of the Senate was to have President Ganer report that Cypress College Senate needs more time to review the documents, and that there are revisions that need to be made. These documents are understood to be DRAFT versions being presented to the Board and that as more work is done on the documents, revisions will be necessary. (Armale/Dickey) Motion of the Academic Senate to support presenting these three documents to the Board of Trustees as "works in progress"—working drafts with the understanding that revisions can and will be made. M/S/P, no abstentions.

1. Budget Allocation Handbook
2. Integrated Planning Model
3. Decision-Making Resource Manual

President Ganer asked Senators to suggest changes and submit to her so that she may take the suggestions to the next DPC meeting for discussion. DPC will determine whether to take the documents to the Board.

B. Priority Registration – *Pat Ganer*

David Nussbaum, representing the Enrollment Management Committee, provided some recommendations from the committee (handout provided to Senators) that included suggestions and direction for the Senate. It was suggested that the recommendations be taken to Associated Students as well. The prioritization must ultimately be done on the district level.

C. Program Review Cycle – *Pat Ganer*

Division Deans have spoken with department coordinators and would like the Senate to reconsider lengthening the Program Review Cycle because of the workload placed on department coordinators in completing the program review documents. There was a suggestion to incorporate a smaller, modified short-

term (3-year) report and the longer comprehensive report at 6 years. There was discussion on how changing the form may alleviate some of the dissention with completing the program review cycle every three years. The Program Review Committee will be meeting this semester to review the program review documents. The Senate directed the Program Review Committee to return to the Senate with proposed revisions to the process and reports.

D. Other

Gary Zager brought forward for the Senate to discuss the continuation of SLOs. Sense of the Senate that because UF is negotiating SLOs on behalf of the faculty, Senate is not in a position to discuss or make recommendations related to workload issues.

V. Faculty Issues – New Business

A. Responses to Accreditation Recommendations - *Pat Ganer*

President Ganer sent out the proposed documents (see above) to address the recommendations. With 5 recommendations, 3 directed at the District, and 2 directed to Cypress College, there is a need to address program discontinuance and alignment of planning with evaluation, Santanu Bandyopadhyay presented an overview of the College's response to the recommendations and provided handouts illustrating the planning, evaluation, and alignment response.

B. Honorary Degrees – *Pat Ganer*

Item will be held for next meeting. Senate needs to establish procedures for honorary degrees. Nina DeMarkey has received a request from the parents of a student who died over winter break in obtaining an honorary degree for their daughter.

C. Grade Submission – *Michael Brydges*

Hold for next meeting.

D. Other

None.

VI. Special Reports

A. Associated Students – *Jasmine Lee*

- Welcome Back will be held next Wednesday and Thursday. AS will promote the AS sticker. The theme is sports-related and AS will be dressed in jerseys.
- Club Rush is the following week. AS will promote and advertise the clubs on campus.

B. United Faculty – *Vacant*

- No report.

C. Staff Development – *Rebecca Gomez*

- The Staff Development Office will be sending out a survey link to get feedback on the Opening Day activities.
 - The next conference funding period due date is Thursday, February 16, 2012
- D. Curriculum Committee – *Mark Marjarian*
- No report.
- E. Campus Technology Committee – *Rosalie Majid*
- No report.
- F. Academic Senate Treasurer’s Report – *Ron Armale*
- No report.
- G. Foundation Report – *Beth Piburn*
- No report.
- H. Basic Skills Committee – *Cherie Dickey*
- No report. The first meeting will be in 2 weeks.
- I. Student Learning Outcomes Assessment – *Nancy Deutsch*
- No report.

Llanos/Seiling moved that all the reports on the agenda be moved to just below Public Commentary so that time-consuming agenda items do not delay the reporting from liaisons to the Senate to so late in the meeting when many have left. M/S/P, no abstentions

- VII. Announcements
- None.

VIII. President Ganer adjourned the meeting at 6:25 PM.

Respectfully submitted,
Jolena Grande, Secretary