



ACADEMIC SENATE

APPROVED MINUTES

February 10, 2011

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;  
CAREER TECHNICAL EDUCATION DIVISION, Carlos Urquidi;  
COUNSELING DIVISION, Deborah Michelle;  
FINE ARTS DIVISION, Molly Schulps  
HEALTH SCIENCE DIVISION, Sally McNay;  
LANGUAGE ARTS DIVISION & LIBRARY, Cherie Dickey;  
PHYSICAL EDUCATION DIVISION, Nancy Welliver;  
SCIENCE/ENGINEERING/MATH DIVISION, Alex Mintzer;  
SOCIAL SCIENCE DIVISION, Regina Rhymes;

2010-2011

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

ADJUNCT SENATOR: Julia Jordanides

LIAISONS: ASSOCIATED STUDENTS: Tiffany Saw and Jasmine Lee;

CAMPUS DIVERSITY:

CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;

CURRICULUM COMMITTEE: Cherie Dickey;

FOUNDATION: Beth Piburn;

PROGRAM REVIEW COMMITTEE: Jolena Grande;

STAFF DEVELOPMENT: Nancy Deutsch;

UNITED FACULTY: Regina Rhymes

ACADEMIC SENATE PRESIDENT: Pat Ganer

ACADEMIC SENATE PAST-PRESIDENT: Rob Johnson

Senators and Officers Absent: John Alexander, Rob Johnson, and Regina Rhymes

Alternates in Attendance: None

Liaisons in Attendance: Nancy Deutsch, Cherie Dickey, Jolena Grande, Regina Rhymes, and  
Jasmine Lee

Guests: Luke Latham

The meeting was called to order by Pat Ganer at 3:05 PM.

I. Approval of Minutes

The minutes of January 27, 2011, were approved. M/S/P (Llanos/Armale).

II. Public Commentary

Jesse Saldana mentioned the improvements being made to campus (i.e., reseeding/re-sodding grass and applying fertilizer) especially in the area where commencement will take place. Both Cherie Dickey and Nancy Deutsch reminded the Senate that these improvements take place each spring.

III. President's Report – *Pat Ganer*

A. Joint Senates-Unions Meeting – *Pat Ganer*

President Ganer reported to the Senate on the major topics covered on January 21, 2011. A discussion of 125 Health Plans, which will need to be negotiated with the unions before implementation, covered the benefits of using this alternative for funding health benefits and expenses.

Another agenda item from the meeting covered the implementation of AB1440, which outlines transfer degree requirements.

Finally, Nancy Byrnes presented information on the Educational Master Plan, which included both facilities and education components of the District's EMP.

B. Special Meeting on EMP – *Pat Ganer*

President Ganer reported on the special meeting held last Friday on the Educational Master Plan. There were 50 people from the district, as well as faculty and administrators representing Cypress, Fullerton, and the School of Continuing Education. Discussion focused on three basic areas: distance education, grant writing, and the role of SCE.

Distance education: there was discussion surrounding the role of distance education in the district and how the district should proceed. There was consensus that the district should be involved in the infrastructure, but oversight of distance education programs should remain on each campus rather than placed under the control of someone else.

Grant writing: there is a need to do more in terms of searching for grants from various sources, as well as a discussion of the role of the district in grant writing. It was agreed that the district should provide technical accounting assistance, but the grant applications should be coming from the campuses, rather than the district. There was some discussion on the possibility of a partial role for a grant writer, provided the amount expended for a grant writer is less than the amount brought in via grants.

Role of SCE: there was a discussion of the role of SCE, especially in terms of basic skills issues. One question posed asked if there are areas in basic skills currently being served by the colleges that could be better served by SCE. For example:

MATH 010 Basic Arithmetic: research shows students who currently enroll in MATH 010 have a very low percentage of continuing to MATH 040. Students tend to follow for the first 6-8 weeks then withdraw from class when they hit a roadblock. SCE could approach the course from a modular level. There was some discussion looking at SCE to provide for those courses 2-3 levels below the college level. There is support for investigating the potential, but it is still early in discussion. Another topic of discussion involved a potential realignment of SCE goals and objectives to include pursuit of continuing education for professionals, which have traditionally been administered by for-profit companies.

C. Board of Trustees – *Pat Ganer*

President Ganer reported that the Board of Trustees meeting last week included more discussions of the EMP, which focused on the work recently completed, which was not part of the original scope of the master plan. Community engagement component that included a district-wide survey of 400 people provided 80 respondents, followed by 40 one-on-one interviews, and forums with people. Findings: most people who are familiar with the district had positive reactions from working with the district, but a fair number do not have familiarity with what the district does. In addition, high schools perceive sending students to community colleges as undesirable.

D. District Planning Council/Chancellor's Cabinet – *Pat Ganer*

No meeting.

E. Chancellor's Cabinet – *Pat Ganer*

Dr. Doffoney is concerned with getting a district foundation formed. He wants a strong foundation and wants recommendations for visions of a district foundation. President Ganer sent a request to Senators interested in establishing a vision for the district foundation, but no volunteers as of this meeting. During discussion, Senators asked that Pat express concerns raised that a district foundation could be in direct competition with funds normally received by the college foundations. What assurances are there that that will not be the case?

F. Planning & Budget Committee (PBC) – *Pat Ganer*

Enrollment issues: last week enrollment was at 107% of seat capacity, even with course scheduling reductions. Cypress College is almost 1,000 FTEs over cap, and district-wide almost 3,700 over cap; these are FTEs that the district and campuses are not being paid for instruction. President Ganer cautions faculty about adding students, although there is a temptation to let as many students in as possible, there may be reductions in quality of instruction based on overenrolled course sections. In addition, class sizes are pedagogically set through the Curriculum Committee, and are designed to provide the highest quality of instruction. Faculty are also cautioned about the message being sent if classes can successfully be taught above class size repeatedly (over 100% fill rate), may provide incentive to raise class size.

Another item of discussion involved the campus bookstore. Last year sales dropped \$1 million from the previous year. Although the snack bar provided \$250,000 in

income to offset bookstore losses, there appears to be a downward trend in sales due to internet competition and students acquiring textbooks from other sources. There was some discussion of having outside vendors, such as Barnes & Noble, take-over the bookstore. The conversations are in preliminary stages.

PBC agreed to pay \$300,000 to upgrade the campus server, which will be paid from campus funds, along with \$28,000 for annual maintenance. The upgrade will help email, but not myGateway. In terms of other equipment replacement, most items will be postponed because of the budget situation, except for the necessary replacement of photocopiers in SEM and DSPS. \$17,000 was allocated to replace these copiers.

G. Liaison Items – *Pat Ganer*

Karen Cant sent President Ganer results from the Parking Lot Survey, which found that almost all of the student spaces were filled, but faculty spaces had a few available, mostly in Lot 4. There was a request from senators that the survey be conducted at the half hour (i.e. 9:30, 10:30) rather than the hour as that is when faculty are often circling for a parking place.

President Ganer reported on the district's full-time faculty obligation (FTFO) compared with all the other districts in the state. The formula used by the state to determine what each district's FTFO should be is difficult to explain because of the complicated computations. For example: the NOCCCD has the third highest FTEs (based on fall semester) and a FTFO of 530, but Contra Costa College with similar level of FTEs, has a FTFO of 339. President Ganer pointed out that the result of the bazaar formula yields extraordinary variations in FTFO between districts.

IV. Faculty Issues – Old Business

A. Graduation Regalia – *Pat Ganer*

The subcommittee that was formed to consider official recognition of graduation regalia items in the commencement program will provide a report at the next meeting.

B. College Lecture Series – *Nancy Deutsch*

Nancy Deutsch distributed a proposal created by the subcommittee members (Joe Gallo, Molly Schulps, Ron Armale, and Nancy Deutsch). The proposal needs to be presented to Planning and Budget Committee for the funding component. A discussion of using a committee (possibly a subcommittee of the Senate) to approve lecture requests, but will need a broad representation from all areas of campus. A discussion of the process for approving lectures as outlined in the proposal included creating a committee to make suggestions to the Senate regarding the proposals for speakers, but the final decision would require Senate approval. After discussion of the proposal, it was M/S/P (Zager/Dickey) that Nancy will make minor changes suggested by the Senate, as well as others she deems necessary, and President Ganer will take the proposal to PBC next week.

- C. Academic Senate Fall Plenary Session – *Rob Johnson*  
This item will be held for the next Senate meeting
  
- V. Faculty Issues – New Business
  - A. Faculty Awards – *Pat Ganer*  
President Ganer indicated a need to begin the process of selecting faculty award winners for this year: one Outstanding Full-time Faculty Member, an Outstanding Adjunct Faculty Member; and the Charger Award. She also mentioned there are funding issues related to the awards. She indicated that the Senate is normally divided into two groups to decide the awards: divisional Senators select the Outstanding Full-time and Adjunct Faculty awards and at-large Senators decide the Charger Award. Kathy Llanos will chair the subcommittee of at-large senators, and Molly Schulp will chair the subcommittee of divisional senators. Rob Johnson needs to send out announcements regarding calls for nominations for the three awards. This item will be discussed further at the next meeting.
  
  - B. Campus Safety Concerns – *Pat Ganer*  
President Ganer reported that Mike Kasler and Paul de Dios are willing to work with faculty to address campus safety concerns. It is important to identify specific issues, concerns, or programs to be addressed through workshops, handouts, materials, etc. There was discussion of including the following topics/areas: 1) understanding different types of personalities; 2) assessing levels of danger, including role-playing with actual conversations with students; 3) reviewing California open carry laws along with campus policy (specifically legal issues with students and staff having guns/Tasers/pepper spray on campus); and 4) students being trained on how to use emergency communication devices (blue phones and red phones). Nancy Deutsch will be meeting with Mary Lou Giska and Paul de Dios regarding potential workshops for a division meeting or flex day activity (opening day).
  
  - C. Revision of CC Academic Dishonesty Policy for Compliance with CA Ed. Code 76224(a) – *Alex Mintzer*  
Luke Latham, adjunct faculty from Biology, previously addressed the Senate regarding faculty grade assignment for academic dishonesty. The Senate agrees there is an issue between the college catalog and the Education Code. Currently, all academic dishonesty cases go to Paul de Dios, Dean of Counseling, for inclusion in the student's academic file. There were questions from the Senators regarding the process for changing the campus policy and catalog language. It was suggested that Alex Mintzer and Luke Latham should state the current policy with ideas for policy changes, along with a review and commentary by Paul de Dios and Executive Vice President Bob Simpson. They should also invite Paul and Bob to the next Senate meeting to discuss the policy with Senate. This item will be included on the agenda for the next meeting.
  
  - D. Associated Students March in March – *Pat Ganer*

President Ganer sent out an email asking for faculty interested in accompanying students to Sacramento, March 14, 2011. It is a one-day trip where students across the state conduct a rally at the capitol building, take letters to Sacramento, and meet with their state representatives. As of this meeting, there were no faculty volunteers to serve as chaperone.

E. Academic Computing – *Pat Ganer*

This item will be held for the next meeting.

F. Smoking on Campus – *Jolena Grande*

Jolena distributed an email from Elizabeth Trapp suggesting that there be a campus policy regarding no smoking on campus. Kathy Llanos reminded the Senate that this issue has already been previously discussed in the Senate. Beth Piburn mentioned that the American Lung Association has a current campaign illustrating the dangers of second-hand smoke. There was a suggestion to poll faculty regarding their stand on campus smoking. At this time, the Senate is taking no position on this topic.

VI. Special Reports

A. Accreditation Self-Study – *Cherie Dickey*

- Cherie has received a schedule from the team, which will be included in an email from Dr. Kasler regarding when team members might be visiting classrooms. They are still working on details for classroom visits.
- Open forums, for anyone to come in and talk with the site team, have been scheduled for Tuesday, March 15 from 11-12PM and 4-5PM, and Wednesday, March 16, from 9-10AM. Not all committee members will be present at the same time during the open forums.
- The schedule received does not include a list of particular people that the team members want to meet with, but we will have the list within the next couple of weeks, as well as biographical information about the team members.

B. Associated Students – *Jasmine Lee*

- Last week there was a “Welcome Back” event to make students feel welcome on campus and promote the AS sticker.
- On February 16 and 17, AS will host “Club Rush”
- Associated Students will also be holding a blood drive.
- March in March (see above) – students are planning a trip to Sacramento

C. United Faculty – *Regina Rhymes*

- No report.

D. Staff Development – *Nancy Deutsch*

- Nancy Deutsch reported that the district is working to upgrade myGateway to version 2.0 (which has already been purchased). myGateway will be

configured between now and summer with the transition at the end of November.

- E. Curriculum Committee – *Cherie Dickey*
    - The first three transfer model curriculum degrees in Communication Studies, Sociology, and Psychology are being developed.
    - The committee is working on issue bin items this semester.
    - All fall curriculum submissions to DCCC have been passed.
  - F. Campus Technology Committee – Rosalie Majid
    - No report
  - G. Academic Senate Treasurer’s Report – *Ron Armale*
    - No report.
  - H. Foundation Report – Beth Piburn
    - Beth Piburn reminded Senators that the Americana Awards will be held at the end of February, and faculty discounts are available for those interested in attending.
  - I. Basic Skills Committee – *Cherie Dickey*
    - The committee has been very frugal in spending waiting for the budget, having only spent money on software license renewal and funded ESL faculty to attend their annual state conference that is being held locally.
    - The committee has received data on basic skills sequencing and student success.
  - J. Student Learning Outcomes Assessment – *Nancy Deutsch*
    - No report.
- VII. Announcements
- There will be an AB 1440 meeting on March 11.
  - Hands Across California, supporting California Community College students, will be held on April 17, 2011.
- VIII. President Ganer adjourned the meeting at 5:37 PM.

Respectfully submitted,  
Jolena Grande, Secretary