



ACADEMIC SENATE

APPROVED MINUTES

February 24, 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 and Sally McNay

Alternates in Attendance: None

Liaisons in Attendance: Nancy Deutsch, Cherie Dickey, Jolena Grande, Beth Piburn, Regina Rhymes, and Tiffany Saw

Guests: Luke Latham

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

- I. Approval of Minutes
The minutes of February 10, 2011, were approved with minor corrections suggested by Senator Llanos. M/S/P, one abstention (Armale/Johnson).

- II. Public Commentary
Gary Zager commended Robert Mercer on the fabulous job he did with the video production of Lucinda Alibrandi's Memorial Service. It is available at <http://www.ustream.tv/channel/cypress-college>
Beth Piburn announced that Campus Safety has been notified about the number of drivers failing to stop when exiting the parking areas. Currently, STOP signs are not in conformity with accepted traffic signs. Shirley Smith will look into putting regular red and white octagon STOP signs at parking lot exits.

- III. President's Report – *Pat Ganer*
 - A. Board OF Trustees Meeting – *Pat Ganer*
President Ganer reported to the Senate on the major topics covered at this week's meeting of the Board of Trustees. There were three major topics of discussion:
 1. Fullerton College – Fullerton College brought people to discuss issues impacting students during the PUBLIC COMMENTARY portion of the Board meeting. In the past, presenters addressed issues such as turning away students, and general repercussions of Board decisions on the students and faculty. This week, the two Fullerton College participants presented information to the Board on what teachers do. Cypress College and the School of Continuing Education did not participate last time, though may probably present at some point. The message of FC was essentially asking for more classes to avoid turning away students. Some participants believe it is important to present this information to the Board to share the effects of what is happening, though the general consensus was to limit the number of times addressing the Board, possibly two times, but not weekly, and certainly to show dramatic changes in the students' experience. Presentations that are more frequent may be seen as unnecessary.
 2. Budget – a continuing discussion of the state budget situation and its potential impact on the district
 3. Board priorities – there was a lengthy discussion regarding revisiting the Board's priorities, Marcus Wilson from Fullerton College expressed concern with the Board's priorities (funding retirement benefits, student support services, value of employees, construction spending, faculty and counselors collegiality, transfer rates, and budget development), objecting to the consideration of these items in light of the budget shortfall situation when the District should be providing more classes.

 - B. District Planning Council – *Pat Ganer*
President Ganer reported on the impact of the status of the budget on the faculty position approved for hiring. Of the original 24 new hires approved (12 at Cypress and 12 at Fullerton), DPC revisited the hiring issue and decided only critical positions, those where program discontinuance was an issue, would be considered. With \$11-12 million cut from the District budget (best case scenario), or possibly

\$15 million, with the worst case being \$22 million, a decision was made to not offer the 24 positions since 85% of District costs are tied to personnel and approximately \$85,000 would be budgeted for each new hire. Both campuses were asked to resubmit only critical positions with concern and anticipation that conditions could be worse next year and the District would not want to hire faculty for one year and have to let them go the following year. Considering the retiree benefit fund is severely underfunded and the campuses are 1200 FTEs over cap, cuts need to be made in order to deal with the budget shortfall.

C. Planning and Budget – *Pat Ganer*

Cherie Dickey, Rob Johnson, and Nancy Deutsch attended these meetings since President Ganer was not able to be there on Thursday. The budget information discussed repeated what was presented at the Board meeting. Dr. Simpson discussed the Master Plan specifically in regards to distance education operations/infrastructure at the District. There was a discussion involving basic skills and the School of Continuing Education. Santanu Bondypahdyay distributed special program reviews and one-time budget requests. Nancy Deutsch distributed a draft of the college lecture series proposal. Scheduling of the District Educational Master Plan Committee's meeting dates on alternating Thursdays when PAC and PBC do not meet was discussed. Rob Johnson, a member of the committee, would be precluded from attending on those dates due to a conflict with Cypress College Academic Senate meetings, but those dates would accommodate Fullerton College and Administration schedules. There was a general consensus to accommodate faculty needs, because this group represents faculty input on the District's EMP.

D. President's Advisory Cabinet – *Pat Ganer*

Cherie, Nancy, and Rob attended this meeting in President Ganer's absence and reported that PAC discussed a need for a new strategic plan, since the current one ends this semester. Although it will not be addressed until fall, there are plans for a colloquium later in the year. In addition, the accreditation team visit with the schedule of team visits and activities was addressed.

E. Liaison Items:

1. Graduation Committee – *Pat Ganer*

President Ganer reported to the Senate that the Graduation Committee needs name readers for commencement. The Senate decided to ask Kathy Llanos and Carol Lewis to help read names. In addition, the need for a graduation speaker was discussed. The decision to use cords to represent honors and high honors concluded with the election to use silver cords for honors at graduation and gold cords for high honors at graduation. Associated Students are in the process of soliciting nominations for the Orange County Department of Education Teacher of the Year faculty award, and need two Academic Senate Representatives to serve on the selection committee. Rob Johnson and Vickie Castle were appointed to serve and President Ganer will inform Paul Bottieaux.

2. Marcus Wilson from Fullerton College Academic Senate is questioning whether the SCE and Cypress College Senates are interested in passing a joint resolution between all three Senates to support teachers in Wisconsin. Fullerton Senate will draft the resolution and the other Senates would approve the draft.

President Ganer will inform Marcus that the Cypress Senate will consider the resolution once the draft is written.

IV. Faculty Issues – Old Business

- A. Revision of CC Academic Dishonesty Policy for Compliance with CA Ed. Code 76224(a) – *Alex Mintzer*
Alex distributed a comparison chart showing the suggested changes to the Cypress College Catalog. The current policy provides the instructor with the prerogative to assign grades but withholds college-level enforcement and assigns it to the Dean of Counseling to address. There needs to be some reference to the fact that the instructor's authority is final. The motion to send the issue to a subcommittee (Johnson/Saldana) was M/S/P with Alex Mintzer, Gary Zager, and Cherie Dickey appointed to serve on the subcommittee that will recommend changes to the Academic Honesty Policy. It was the consensus that the instructor should be allowed variety of options and the proposed revisions should limit the details of the process currently included in the Catalog.
- B. Academic Senate Fall Plenary Session – Rob Johnson
Rob described for the Senate the major issues discussed at the Fall Plenary Session, specifically related to implementation of SB 1440, student success and its definition, and the inclusion of part-time faculty on Senate. It was decided that faculty would determine the specific criteria for measuring student success, and Rob encouraged faculty to review the final resolutions for more details and to review changes made to Art History (new discipline with minimum qualifications separate from Art). In regards to implementation of SB 1440, the bill for transfer students providing a 60-unit degree with 18 units of major coursework, campuses are required to have in place at least 2 degrees by fall of this year. There is work necessary to resolve issues with articulation between the community colleges and universities. The state Academic Senate encourages staff development to provide adequate training for faculty and curriculum representatives so that campuses are aware of SB 1440. The statewide Academic Senate also discussed reviewing the C-ID system for compliance. The Community College League of California Commission on the Future is interested in modifying the community college to enhance student success, redefining the nature of the community college, and possibly change the mission and structure. The District has a board member serving on this committee. With the budget situation, there is a need to change the way business operates within the community colleges. It was resolved by the state Academic Senate that CCLC findings be vetted through a faculty-based committee.
- C. Disruptive Student Behavior Workshops – *Nancy Deutsch*
Nancy met with Paul deDios and Mary Lou Giska to discuss workshops. It was decided that these workshops would be held either during division meetings or in late afternoon/early evening timeframes.
- D. College Lecture Series – *Nancy Deutsch*

Nancy Deutsch distributed the revised proposal from Planning and Budget Committee. Nancy reported the changes requested by PBC and described the procedure for submitting funding proposals electronically. It was the consensus of the Senate to approve the changes.

E. Graduation Regalia – *Pat Ganer*

Beth Piburn reported to the Senate on the subcommittee's proposal that only honor cords be officially recognized in the graduation program, effective for commencement 2012. It was moved (Dickey/Johnson) that a decision be postponed on the motion (Johnson/Gallo) to only officially recognize honor cords in the commencement program until Senators consult their divisions. M/S/P.

F. Faculty Awards – *Pat Ganer*

The process for awards was determined at the last Senate meeting, now the Senate needs to consider the monetary awards that have historically accompanied some of the awards. Traditionally, the Outstanding Full-time Faculty Member received \$1,000 from the Foundation along with the honor of being selected. Although unclear of the funding source, the Charger Award recipient received \$500. In the past, the Outstanding Adjunct Faculty sporadically received a monetary award. President Ganer reported that the Foundation agreed to provide \$1,000 to both the Outstanding Full-time Faculty and Charger Award recipients and \$500 to the Outstanding Adjunct Faculty. Kathy Llanos expressed concern over using the Foundation for the awards since it would take away scholarship money from students. There is a need to decide financial awards from the Senate account (there is currently \$2,600 in the account) as well as methods for replenishment. Rob Johnson mentioned that a self-sustaining account could be created with a minimum deposit of \$15,000. This item will be held for further discussion at the next meeting when Senators will consider whether to continue the monetary awards and at what level.

V. Faculty Issues – New Business

A. Academic Computing: Mike Kavanaugh – *Pat Ganer*

This item will be discussed further at the next meeting.

B. List of Duties: Academic Senate Past President – *Joe Gallo*

Joe addressed the Senate regarding the possibility of creating a brochure to provide prospective Senators with a list of duties/responsibilities for Senate positions of president, vice president, etc. Nancy Deutsch shared the pamphlet already available for faculty considering Senate positions.

C. Virtual Office Hours – *Joe Gallo*

Joe questioned the Senate whether faculty could be required to be on campus for office hours in an effort to get more faculty to participate in campus committees and activities. There was a subsequent discussion of faculty scheduling and academic deans requiring 4-day workweeks. President Ganer, along with other Senators, pointed out that the Academic Senate cannot make recommendations on this issue because it is under the purview of United Faculty. Regina Rhymes offered to take this issue to UF for definition of virtual

office hours along with where these hours are to be served (on campus or off campus).

D. Other

Deborah Michelle announced that DSPS is creating a faculty handbook and needs faculty input.

VI. Special Reports

A. Accreditation Self-Study – *Cherie Dickey*

- Cherie has received a schedule from the team which does not include a list of particular people that the team members want to meet with as of yet.
- The site team wants to meet with the Curriculum Committee.

B. Associated Students – *Jasmine Lee*

- Smoking issue recommendation to PAC: AS would like 20 feet to be marked off so students know where to smoke, and have one smoke-free entrance per building. In addition, AS suggests more consequences for smoking in non-smoking areas and more ashtrays available in those areas designated as smoking.
- On February 16 and 17, AS hosted “Club Rush” and had a good turnout.
- Associated Students held a blood drive yesterday and today.
- March in March – students are planning a trip to Sacramento.
- March 10 – Senior Day.

C. United Faculty – *Regina Rhymes*

- No report.

D. Staff Development – *Nancy Deutsch*

- Nancy Deutsch announced that Stuart Rosenberg would be holding Turnitin.com workshops for faculty.

E. Curriculum Committee – *Cherie Dickey*

- Cherie announced the need for a new Curriculum Chairperson along with reallocating the release time between fall and spring semesters to provide greater amounts during the fall and a lesser amount in the spring to match with the workload. This item will be furthered discussed at the next Senate meeting.

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 on Saturday and that this Americana banquet will be the most successful financially despite the probability of not meeting the Union Bank challenge.
- I. Basic Skills Committee – *Cherie Dickey*
- The committee has received the report from the state regarding funding and will meet tomorrow.
- J. Student Learning Outcomes Assessment – *Nancy Deutsch*
- Nancy asked Senators to remind faculty that as soon as assessment results go into TracDat, they need to notify Ben Izadi so the committee can go in and finish the process.
- VII. Announcements
- Rob Johnson announced that he would not be able to attend the next Senate meeting because he will be in Beijing, China for a Fine Arts opening.
- VIII. President Ganer adjourned the meeting at 5:43 PM.

Respectfully submitted,
Jolena Grande, Secretary