



ACADEMIC SENATE

APPROVED MINUTES

March 8, 2007

DIVISION SENATORS: BUSINESS DIVISION, Susana Jianto;
COUSELING DIVISION, Deidre Porter;
FINE ARTS DIVISION, Rob Johnson;
HEALTH SCIENCE DIVISION, Kathy Boettger;
LANGUAGE ARTS DIVISION, Kathy Llanos;
PHYSICAL EDUCATION DIVISION, Nancy Welliver;
SCIENCE/ENGINEERING/MATH DIVISION, Craig Tomooka;
SOCIAL SCIENCE DIVISION, Will Heusser;
VOCATIONAL TECHNICAL DIVISION, Dan Snook;

SENATORS-AT-LARGE: Michael Brydges, Nancy Deutsch, Cherie Dickey, Michael Flores,
Michael Frey, Pat Ganer, Ian Holmes, Beth Piburn, Karen Watson.

ADJUNCT SENATOR:
LIAISONS: ASSOCIATED STUDENTS: Josh Luna;
CAMPUS DIVERSITY: Allison Gotoh;
CAMPUS TECHNOLOGY COMMITTEE: Rob Johnson;
CURRICULUM COMMITTEE: Peggy Austin;
FOUNDATION: Beth Piburn;
IQA COMMITTEE: Kathy Alvarez;
SITE AND FACILITIES COMMITTEE: Mark Majarian;
STAFF DEVELOPMENT: Nancy Deutsch;
UNITED FACULTY:

ACADEMIC SENATE PRESIDENT: Steve Gold
ACADEMIC SENATE PAST-PRESIDENT: Fola Odebunmi
Senators and Officers Absent: Dan Snook
Alternates in Attendance:
Liaisons in Attendance: Peggy Austin, Dale Craig, Josh Luna, Beth Piburn
Guests: Hiba Byram, Michael Jacobs, Deborah Michelle, Andrew Delos Reyes, Regina Rhymes

The meeting was called to order by President Steve Gold at 3:05 p.m.

- I. M/S/U (Llanos/Dickey) to approve the minutes of the February 22, 2007, meeting.

- II. Public Commentary: (Public commentary is time made available for issues to be brought before the Senate. No action will be taken at the time of the commentary and statements do not reflect the Senate position absent any action.)

No public commentary.

- III. President's Report *Steve Gold*

A. Shared Governance

At DPC, Chancellor Hunter initiated a discussion on shared governance and asked for input from the various constituencies represented. Classified representatives agreed with the Senate Presidents' position that shared governance practices were not being followed. The faculty, classified, and UF representatives indicated that they were not asking for DPC to control spending at the campus level; they were asking to have the opportunity to ask questions and have input on District-level decisions on planning and budgeting.

Following the DPC meeting, the faculty, classified, and UF representatives wrote a joint memo (on file) to Dr. Hunter, thanking him for the opportunity to have an open dialogue about the function of the DPC and the involvement of the DPC in the District's budgeting and planning processes. The memo stressed that they "are asking only that the decision-making processes conform to the charge and purpose of the DPC as they currently exist." They asked him to incorporate three more specific principles into the DPC practices:

1. Discussion of District budget priorities while the budget is being developed, and as budget assumptions are revised throughout the year.
2. Discussion of District planning priorities using the District Strategic Plan and other planning input from DPC constituencies.
3. Yearly discussion of the need for increases in FT faculty positions throughout the District (FC, CC, and SCE), the need for increase of other District employee positions, as well as a discussion of any contemplated need for a decrease of District positions.

B. PAC

The Deans recommended and PAC approved:

- Seven classified positions: 4 additional custodians, an SEM administrative assistant (this position had been #2 on the priority list), an HVAC mechanic, and an IT staffer. There will further discussion at the next PAC meeting regarding the specific job category of the IT staffer.
- Full-time faculty replacement for Tony Jones

C. Planning and Budget

PBC approved \$10,000 for new furniture for Security (to replace furniture damaged by water) and \$9674 theft replacement for EOPS.

Steve had emailed Senators a copy of the draft "Guidelines for Mobile Computing Devices." The primary purpose of this document is to try to have a rational policy regarding who has a laptop without overburdening everyone with the process. Senators noted that Guideline 6 for laptops requires that each person must go through training before receiving a District-supplied laptop. The primary purpose of the training is to ensure that proper security measures are followed and students' rights to privacy are protected. Student IDs cannot be stored in unprotected space. Security training would instruct faculty on proper encryption processes, along with other security procedures. During discussion, it was noted that faculty should follow these same security procedures when using their personal laptops. It was also noted that most flashdrives are not considered secure.

D. Academic Senate for California Community Colleges Spring Plenary Session

Senate approved Steve Gold and Cherie Dickey as attendees.

E. Strategic Conversation #8

The NOCCCD Strategic Conversation #8 will be held on Tuesday, April 10, 2007. Steve encouraged all Senators to attend. This is an opportunity for faculty to tell the Board of Trustees that we are concerned about issues other than just salary and benefits.

F. "Senate Rostrum" for February 2007

Steve distributed copies of the new Senate Rostrum, which includes an article on the compressed calendar presentations at the Fall Plenary Session.

G. State Academic Senate

Michelle Pilati from Rio Hondo College and a member of ASCCC's Committee on Relations with Local Senates will visit on March 29. Rob Johnson and Karen Watson agreed to join Steve at the meeting, which will begin at 2:30pm. Steve would like to have as many other Senators attend as possible.

H. Visit from the State Chancellor

Cypress College will host a visit from the State Chancellor and other state representatives on Tuesday, April 24. Part of the visit will include an open forum to which faculty, staff, and students are invited. Steve encouraged Senators to join him in attending.

I. Committee Appointments

Senate confirmed the appointment of Randy Martinez to serve on the SLO Coordinator hiring committee.

J. Board of Governors Action on Assessment

Steve read a letter from the Board of Governors regarding a motion to standardize an assessment tool for all junior and community colleges. Steve will email a copy of the letter to all Senators. During discussion, it was noted that for the past twenty years, state regulations have required that validation of assessment tools be on the specific college's student population. Thus, a statewide mandated assessment tool appears to represent a significant departure from past practice. It was also noted that it is one thing to adopt an assessment tool; it is another thing to mandate cut-off scores. Steve anticipates discussion of this motion at the upcoming ASCCC Spring Plenary Session.

K. Great Teachers Seminar

Steve distributed flyers for the California Great Teachers Seminar, July 29 – August 3, 2007, at La Casa De Maria in Santa Barbara.

L. Application for Accrediting Commission

The Accrediting Commission for Community and Junior Colleges (ACCJC) is soliciting nominations for individuals to be considered for membership on the ACCJC. Commissioners are appointed for a 3-year term and may re-apply for a second 3-year term. Anyone interested in participating should contact Steve.

IV. Faculty Issues

A. Shared Governance and the District Planning Council

Refer to III.A. above.

B. Electronic Bulletin Board *Craig Tomooka*

Craig proposed that, in lieu of sending emails, information could be posted on a Cypress College Electronic Bulletin Board. He took a sampling of recent emails and distributed a flyer (on file) showing postings that could be used instead. In addition to the convenience for faculty members, the Bulletin Board would make it easy for clubs to advertise. Interested faculty could have it as their browser's homepage. Discussion included both concerns that faculty would forget to check it and an awareness that some faculty currently forget to check/read their email.

Steve Gold reported that Glendale Community College has implemented a system of email groups. Faculty can sign up for the level of email they are willing to receive. For example, 1) essentials only, 2) a broad range of college-related information, and 3) "everything", which could include advertising items for sale. Faculty are required to receive essential emails but may opt out of the other two groups.

Steve recommended a combination of these two approaches, and Craig agreed to pursue the ideas, in coordination with the Campus Technology Committee.

C. Constitution Update

Postponed to the next Senate meeting. Senators should bring their annotated copies of the Constitution.

D. Local Awards

The Division Senators met and selected three finalists for the Outstanding Faculty Award and for the Outstanding Adjunct Faculty Award.

E. Compressed Calendar (16-week semester)

No report from the Compressed Calendar Ad Hoc Committee.

V. Special Reports:

A. Associated Students *Josh Luna*

Josh reported that, at the last Board of Trustees meeting, the Student Trustee indicated that A.S. was against the compressed calendar. This announcement was based initially on the A.S. Board doing some research, voting among themselves, and then on an informal poll of club members (about 200 students total). Josh is going to attend club meetings and present possible compressed calendar scenarios.

Upcoming events are: Senior Day -- March 22nd; World Fest – April 25th.

B. Treasurer's Report *Craig Tomooka*

The major upcoming expenses from the travel budget will be sending representatives to the ASCCC Spring Plenary Session in April and to the Leadership Institute in June.

C. Curriculum Committee *Peggy Austin*

The District Curriculum Coordinating Committee approved the class-size document as a “working document.” Dr. Hodge wanted wording added (perhaps under “assumptions”) regarding not making a multiple-section class for a course with a class-size lower than 25.

Other topics under discussion are:

- What happens to courses when they are not approved by the college President (as has occurred at FC)
- Course numbering
- Educational Master Plan – Heather Brown and Nancy Byrnes are interested in how the Curriculum Committee ties into the EMP
- Need for course deletions – Heather Brown will work with CC and FC to develop a list of courses that have not been offered in a significant period of

time, but the Curriculum Committee will not delete courses without prior approval by the associated departments.

- “Transfer Degrees” – these are degrees where there is no major, as such, but core curriculum is required for transfer. These do not meet Title V requirements. An example would be the “General Studies” degree. Some of the questions are: Who owns the degree? Who would bring changes to the degree?

D. Campus Technology Committee *Rob Johnson*

The committee is working on the laptop policy document (refer to III.C. above regarding the “Guidelines for Mobile Computing Devices”).

The process of putting together a campus web presence is underway. They are interviewing vendors and will then need to decide if any of them will meet the requirements. The goal for having the new website up and running had been Fall 2007. They now anticipate that the main pages may be up by then, followed by a second phase that would go down to the division and department levels.

E. Staff Development *Nancy Deutsch*

The California Great Teachers Seminar flyer was distributed during the President’s Report.

F. Foundation Report *Beth Piburn*

Beth submitted the following written report for March 2007:

The college Americana Celebration was held 2/24. Over \$120,000 was pledged for the Foundation. Much of these funds will be used for student scholarships and faculty mini-grants.

Look for mini-grant requests this spring.

G. United Faculty *Dale Craig*

Dale reported that UF is:

- In the process of filing impasse paperwork on salary.
- At impasse on the calendar; they have had a meeting with the mediator.
- Not at impasse on the contract; they have a successor agreement. Every four years they renegotiate the contract from scratch. In the intervening years, each side can bring back two items as re-openers.

Concerns were raised regarding the accuracy of the latest UF flyer which stated “United Faculty has been contacted by concerned 2006-2007 retirees who have been told that they will not receive a retroactive raise if negotiations are not settled by the end of the school year. Rumor or Reality?” Specifically, Dale was asked “by whom” had the faculty been told they would not receive a retroactive raise. The answer was that the faculty member did not say. UF was not able to trace the

answer to a specific source. Dale stated that a UF Board Member followed up and asked the District, but was not given a strong denial. However, upon further questioning, he agreed that they were also not given a verification of the faculty member's claim that he/she would not receive a retroactive raise. Dale stated that the last time salary was negotiated, retroactive pay was not given to a faculty member who had worked a one year contract, but no examples were cited where a retiree did not receive retroactive pay.

H. Campus Diversity

A brochure (on file) was distributed highlighting new videos purchased for 2006-2007. DVDS were purchased with funding from the Diversity Committee and are available for checkout at the Cypress College Library.

VI. Resolutions

VII. Announcements

VIII. Adjournment of the meeting at 4:55 p.m. M/S/U (Boettger/Johnson).

Respectfully submitted,

Karen Watson, Secretary