



ACADEMIC SENATE  
APPROVED MINUTES  
January 24, 2008

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;  
COUSELING DIVISION, Deborah Michelle;  
FINE ARTS DIVISION, Rob Johnson;  
HEALTH SCIENCE DIVISION, Rosalie Majid;  
LANGUAGE ARTS DIVISION, Barbara Kashi;  
PHYSICAL EDUCATION DIVISION, Bill Pinkham;  
SCIENCE/ENGINEERING/MATH DIVISION, Victoria Castle-Donovetsky;  
SOCIAL SCIENCE DIVISION, Regina Rhymes;  
VOCATIONAL TECHNICAL DIVISION, Dan Snook;

SENATORS-AT-LARGE: Michael Brydges, Nancy Deutsch, Kathy Llanos, Karen Watson,  
Michael Frey, Pat Ganer, Ian Holmes, Beth Piburn, Ed Giardina.

ADJUNCT SENATOR:  
LIAISONS: ASSOCIATED STUDENTS: Jeanette Vazquez;  
CAMPUS DIVERSITY: Allison Gotoh;  
CAMPUS TECHNOLOGY COMMITTEE: Rob Johnson;  
CURRICULUM COMMITTEE: Peggy Austin;  
FOUNDATION: Beth Piburn;  
IQA COMMITTEE: Kathy Alvarez;  
STAFF DEVELOPMENT: Nancy Deutsch;  
UNITED FACULTY: Dale Craig

ACADEMIC SENATE PRESIDENT: Cherie Dickey  
ACADEMIC SENATE PAST-PRESIDENT: Steve Gold  
Senators and Officers Absent: Barbara Kashi, Bill Pinkham, Karen Watson  
Alternates in Attendance:  
Liaisons in Attendance: Nancy Deutsch, Rob Johnson, Peggy Austin, Beth Piburn, Pauline Allen  
Guests:

The meeting was called to order by President Cherie Dickey at 3:05 p.m.

- I. Approval of Minutes for December 13<sup>th</sup> postponed until next senate 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.)

None

III. President's Report Cherie Dickey

Planning and Budget

The state budget crisis was discussed with the possible ramifications for the district being a \$1.4 million cut. The District is looking at ways to absorb that. Registration was up for spring with a total increase of 92 FTES. It is anticipated that by our first census date we will show an increase of 2.2% over the same date last year. The first Special Program Review is close to completion and will be distributed to Planning & Budget members at the next meeting.

President's Advisory Cabinet

PAC reviewed the reorganization structure. It was decided not to go ahead with the Grant Writer position at this time due to the budget problems. The other hiring committees are now in place.

The Midterm Accreditation Report is prepared and needs to be reviewed. Once that is finished then it will go to the Board.

A construction update was provided and discussed. The Orange County Teacher of the Year applications have been distributed and will be screened in March. It was also noted that the Information Booths were heavily used by students at the beginning of the semester.

Special Joint Planning and Budget and President's Advisory Cabinet Meeting

The information known about the budget was discussed. A handout was distributed to the members present at the meeting that provided the budget reduction principles for the campus. Cherie handed out a copy of this document to the senate. (on file)

Board of Trustees Meeting

The independent auditor reported findings for the district. The district was complemented and our rankings were positive. There was a first reading of the Academic Freedom Policy. Comments by board members were very positive.

IV. Special Presentation

The EOPS Early Alert presentation was postponed until the next senate meeting.

V. Faculty Issues

A. Local Awards

Rob Johnson will put out a call for possible nominees. The At-Large senators will meet to select three nominees. A request for letters of recommendations will go out to the campus. It was decided that small changes in maintaining the pool of nominees should be made. These changes will be discussed by the executive committee and brought to

the senate.

#### B. Courses Offered in Shortened Time Frame.

The senate is concerned about the use of three unit classes offered in a shortened time frame. The concern is that these courses may not provide the rigor of a normal course offered in a time frame consistent with a semester course. It was decided to bring this topic to the next senate meeting to allow division senators time to discuss this with their division faculty.

#### C. Department Coordinators' Staff Assignment Sheets.

A report from division senators regarding the policy of placing hours required to be in office by the coordinator on their Staff Assignment sheets is not consistently followed by the different divisions. The senate felt that this requirement was not effective for coordinators accomplishing their individual assignments and could impact the willingness of faculty to serve as coordinators. The overwhelming sense of the senate was that this policy went beyond the agreements of the Division Coordinator Release Time Task Force. It was unanimously agreed by the senate to invite the Executive Vice President Bob Simpson to the next senate meeting to discuss this serious issue.

### VI. Special Reports

#### A. Associated Students

A Prop 92 forum will be held in the Associated Students conference room next Wednesday, January 30<sup>th</sup> at 3 pm.

Pat Ganer suggested that the Associated Students might look into an Old Cell phone for Soldiers drop off program to benefit soldiers overseas.

#### B. Treasurer's Report     Karen Watson

None

#### C. IQA Committee     Kathy Alvarez

None

#### D. Curriculum Committee     Peggy Austin

The curriculum committee was able to approve all courses by the deadline. Some classes are being disapproved after the curriculum committee approved it by the Executive Vice President due to class size issues. The committee is working on revising courses which currently are not legal for the AA degree. Recommendations will be brought to the senate and then to the Board for approval.

#### E. Campus Tech Committee

Frank is working to get Satellite TV in all the buildings to support educational programs. The website update is going forward with 16 highly creative pages to be used for the website. The vendor will be coming out February 13 – 14 to train campus personnel who will then become campus trainers.

#### F. Staff Development Nancy Deutsch

Requests for Travel & Conference Funding are due by 4 pm on Friday, February 2. The subcommittee working on the Basic Skills Initiative has been meeting weekly, including Fridays, in order to have our Self-Study and Action Plan completed by mid-March.

The New Faculty Seminar Sessions are to be held February 1, March 7 and April 4. Hire Me! Workshops are February 2, and 9. There are 115 people enrolled so far. The Classified Orientation and Luncheon is to be held February 12. The Strategic Conversation is to be held February 26.

MyGateway Course Studio Workshops: Twice a week through third week of February  
New Cypress College Website Template Workshops: Will be scheduled for March and April. Strategic Planning Colloquium: March 26-28. Classified Appreciation Luncheon: April 18 and the End-of-the-Year Luau: May 7 (Lunch at 12; Program starts at 12:45 pm).

#### Student Learning Outcomes Progress:

During Fall 2007, 135 faculty participated in 15 workshops and 188 SLOs and 166 CATs had been posted to Blackboard. The Team is reviewing this information to make sure it is up-to-date. On Spring Opening Day, 60 faculty participated in the SLO Breakout Session. A subcommittee of the SLO Team is reviewing electronic “outcomes management systems” on which to house our students learning outcomes, assessment plans, and assessment reports.

#### G. Foundation Report Beth Piburn

None

#### H. Adjunct Faculty

None

#### I. United Faculty

None

#### J. Campus Diversity

None

VII. Announcements.

The Strategic Conversations will be held February 26 from 3:00 to 7:00.

VIII. Adjournment of the meeting at 5:00 p.m. M/S/U (Johnson/Piburn)