



ACADEMIC SENATE

APPROVED MINUTES

October 27, 2005

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;  
COUSELING DIVISION, Deidre Porter;  
FINE ARTS DIVISION, Rob Johnson;  
HEALTH SCIENCE DIVISION, Kathy Boettger;  
LANGUAGE ARTS DIVISION, Kathy Llanos;  
PHYSICAL EDUCATION DIVISION, Bill Pinkham;  
SCIENCE/ENGINEERING/MATH DIVISION, Craig Tomooka;  
SOCIAL SCIENCE DIVISION, Will Heusser;  
VOCATIONAL TECHNICAL DIVISION, Dan Snook.

SENATORS-AT-LARGE: Cindy Alibrandi, Nancy Deutsch, Cherie Dickey, Pat Ganer,  
Steve Gold, Beth Piburn, Richard Hock for Doug Sallade, Randa Wahbe,  
Jane Wood.

ADJUNCT SENATOR: Catherine Whitsett.,

LIAISONS: ASSOCIATED STUDENTS: Daniel Sarwono;  
CAMPUS DIVERSITY: Randa Wahbe;  
CAMPUS TECHNOLOGY COMMITTEE: Gary Zager; absent  
CURRICULUM COMMITTEE: Peggy Austin;  
FOUNDATION: Beth Piburn; absent  
IQA COMMITTEE: Renee Ssensalo; absent  
SITE AND FACILITIES COMMITTEE: Mark Majarian;  
STAFF DEVELOPMENT: Nancy Deutsch;  
UNITED FACULTY: Linda Borla.

ACADEMIC SENATE PRESIDENT: Fola Odebunmi  
ACADEMIC SENATE PAST-PRESIDENT: Michael Brydges  
Guests: David Okawa, Betty Disney  
*Senators Absent: Doug Sallade, Beth Piburn*

The meeting was called to order by President Fola Odebunmi at 3:02 p.m.

- I. M/S/U (Saldana/Deutsch) to approve as amended the minutes of the October 13, 2005, meeting.
- II. Public Commentary  
M/S/U (Ganer/Saldana) to insert the following statement under the Public Commentary section of all of the minutes: "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."

### III. President's Report – Fola Odebunmi

Taskforce on Educational Master Plan met – Will Heusser explained to senate that the accreditation team listed this as something necessary for us to work on. Our old one had “collected dust.” We need a new one that will overlap with other things such as IQA and SLOs. The committee is trying to come up with a plan to get information/data and provide a template to departments and divisions. They are working on a timeline for next year for divisions and departments to provide the “meat” for the new educational master plan. The collection of data will be for approximately 2 months. By mid spring, Senate will look at the educational master plan and then it will eventually be approved by PAC.

Academic Freedom Policy Draft – Steve emailed the revisions (attached) to senate. Explanation was given as to why “counselors and librarians” was removed because they are already included in “faculty.” Questions were raised regarding various sections for our representatives to express at the next meeting with the Chancellor.

Issue – students being hired to issue parking tickets. Some concerns were raised about possible conflicts or the potential for students giving tickets to people they are in class with. What about faculty cars being ticketed by students?

Classified Staffing – Michael explained that previously, each Division would be asked to provide two choices for classified staffing based on 2 full-time positions. It was discussed in PAC that the option would be to provide the classified staffing budget, not based on Units, but based on FTES; i.e., a budget unit could request two full time, (100% each) positions or one full-time and two part-time (50% each) positions or four part-time (50% each) or some other combination of positions as long as the total does not exceed two 100% positions.

Statement of Professional Ethics and Statement of Ethics for district management - Margie is asking if we want to keep these as-is until the next accreditation or if they need to be revised. It was decided that we will look at these at the next senate meeting.

### IV. Faculty Issues:

#### A. Book Orders – David Okawa

David passed out a packet of information that explains the process used for textbook ordering, pricing, etc., as well as his business card (on file). There was discussion regarding stocking less books than faculty have requested. David said to contact him personally to discuss increasing the numbers for courses we know are always full. David also explained the high restocking costs that the Bookstore faces when books have to be returned. Also concerns that students from other colleges come to our bookstore to purchase their textbooks.

## B. Replacement Faculty Requests

New faculty replacements were presented at PAC. There were 14 up for discussion and 8 were proposed for approval. Fola said she asked how much faculty involvement there was in the process of coming forward with this specific list of 8. Discussion at senate about the need for faculty to participate or at least monitor the way deans come to their decisions. Suggested that if we are not happy with the process, we need to make sure to look at this next year before the replacement process is started. Suggested that if we are talking about revising the process, we need to talk specifics as to what change in the process we are proposing. M/1N/2A (Ganer/Snook) senate endorse the prioritization as presented by the deans. M/1N/1A (Ganer/Pinkham) motion that the senate appoint a committee of individuals to explore concerns regarding this process and to present, if necessary, an alternative to this process.

## C. Office Staffing – Craig Tomooka

Craig thanked those who responded to him and gave him feedback on the numbers he had gathered. Concerns were raised, though, that some of the numbers on Banner are not telling the full story. Corrections were given to Craig regarding the office staff numbers and FTES. Sometimes the numbers don't reflect what the reality is because faculty are sometimes counted in one area but are working in a different area or are on release time. Clarity is needed as to whether the office staff being counted as full-time are including 9 or 10 month positions.

Craig explained that SEM has the largest number of FTES per office staff on campus. One solution would be, as an example, to transfer one office staff -- from an area that has a much lower FTES/office staff ratio -- to the SEM division. Although the college is going through the Classified Needs Assessment, there is concern from SEM that the needs would still not be met.

Support was raised for adding to SEM for their overloaded office staff, but not to take away from another division's support. It was pointed out that Lab technical staff is not a factor in determining the number of office staff needed. Also concern that this is a staff position that would require input from CSEA. Anyone who is doing IQA, because of the budget connection, should submit these concerns as actual goals for their departments.

## D. Academic Ranking

The chancellor is looking for consistency at the campuses (on file). Next time senate meets, we can look at the documents and discuss them. At one point in the past, the rankings were the same, but now the listings are different. How and when the rankings changed is unknown. It appears that an error was made because assistant professor and instructor descriptions are the same. Kathy Boettger will check her files to see if she still has the old version.

E. SCE Curriculum – Peggy Austin

There has been discussion at the district level of dual listing of SCE courses that is impacting the other campuses' courses. Peggy provided a handout of some of the issues (attached). Sometimes SCE's classes overlap with courses being taught at the other campuses. Cypress has an agreement to dual list some classes in our schedule, meaning that some courses in the SCE schedule are the same courses that we teach at Cypress College so that a student could sign up for the course through SCE (as a non-credit course) and show up to the class at Cypress and sit in a class with a Cypress College student who is taking the course as a credit student. We have approximately 130 dual listed courses, although not all are being taught at the same time. Fullerton, however, doesn't have many dual listed courses with SCE.

The question has come up as to whether students are becoming confused as to whether they are getting college credit for the courses they are signing up for because of the dual listing. Also, some of SCE's own courses overlap by their nature with some courses that are taught at Fullerton, such as construction, basic electricity, etc. Some of these courses were of serious concern discussed at DCCC because of SCE courses being taught on the Fullerton campus. SCE also has numbers in their schedules in the same numbering range as our college credit course numbers. There had been discussion at DCCC about SCE changing their numbering system, but those questions have not been resolved. Also concern as to whether for-credit programs are being impacted by the non-credit courses. Faculty who have taught the dual listed courses report that there is a special process that SCE students must go through and are clearly informed that they are not taking the course for college credit.

SCE also has an online course listing (ed2go) that has non-NOCCCD instructors teaching those courses. UF is looking into that issue. Also concern that SCE is teaching advanced courses. Peggy will keep us posted as the discussion moves forward.

V. Special Reports:

A. Treasurer's Report: - *Beth Piburn* (absent)

B. IQA Committee: *Renee Ssensalo* (absent)

C. Curriculum: *Peggy Austin*

Curriculum committee is progressing on schedule.

D. Adjunct Faculty Report: *Catherine Whitsett*

Report postponed to the next senate meeting.

E. Associated Students: *Daniel Sarwono*

Had their Scare-fest yesterday, which was a big hit.

F. Campus Diversity: *Randa Wahbe*

Report postponed to the next senate meeting.

G. Campus Technology Committee: *Gary Zager* (absent)

I. Foundation Report: *Beth Piburn* (absent)

J. Site and Facilities Committee: *Mark Majarian*

Report postponed to the next senate meeting.

K. Staff Development: *Nancy Deutsch*

The Student Learning Outcomes Team requested approval from Senate to proceed with the process of presenting SLO workshops to the divisions before formal approval with a full explanation is requested of the Senate at its November 10 meeting. The SLO Team discovered that several divisions have already scheduled their division meetings before the next Senate meeting, so Nancy Deutsch passed out an overview of the agenda before Betty Disney's appearing on November 10th for a fuller explanation. M/S/A (Llanos/Piburn) approval of the SLO Team's proposed process for division meetings. Nancy passed out the "Overview of the SLO-CAT Training" (on file).

The Title V Seminar "Using Brain Research to Enhance Instruction and Student Services" has been rescheduled to November 4th and January 11th. The Staff Development Office is still accepting reservations.

The next deadline for requesting the funding of conference registration is November 18. This year, the Staff Development Committee is also funding additional travel expenses, such as transportation and accommodations, for conference presenters and officers of organizations. Contact Staff Development.

The Staff Development Committee is creating a departmental special interest grant to offer grants to departments. If 10 people commit to attend an event organized by a department, the event's sponsors can request funding for presenters, supplies, and light refreshments to bring presenters on campus. It is expected that the Staff Development Committee will respond to all requests within a week of receiving the request.

L. United Faculty: *Linda Borla*

UF presented its salary proposal 3 weeks ago and has not had a response yet.

VI. Resolutions:

V. Announcements:

State has an award for excellence – The Hayward Award for Excellence in Education. Steve suggested that our faculty person honored as Outstanding Faculty in the spring should be the person considered for the Hayward Award. M/S/2A (Gold/Boettger) Cypress College advance its Outstanding Faculty Member as our nominee for the Hayward Award.

Saturday a conference “Empowering Part-timers: Productive Communication” will be on Saturday, November 19, 2005, from 9 – 4 at Glendale Community College.

VII. Adjournment of the meeting at 5:25 p.m. M/S/U (Boettger/Whitsett).

Respectfully submitted,

Cherie Dickey, Secretary