



ACADEMIC SENATE

APPROVED MINUTES

October 28, 2010

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;
CAREER TECHNICAL EDUCATION DIVISION, Dan Snook;
COUNSELING DIVISION, Deborah Michelle;
FINE ARTS DIVISION, Molly Schulps
HEALTH SCIENCE DIVISION, Sally McNay;
LANGUAGE ARTS DIVISION & LIBRARY, Cherie Dickey;
PHYSICAL EDUCATION DIVISION, Bill Pinkham;
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;
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: Vickie Castle, Deborah Michelle, and Dan Snook

Alternates in Attendance: Michael Bridges for John Alexander

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

Guests: Glenn Bower

The meeting was called to order by Pat Ganer at 3:08 PM.

- I. Approval of Minutes
The minutes of October 14, 2010, were approved. M/S/P, 2 abstentions (Armale/Zager)
- II. Public Commentary
Glenn Bower, Director of the Mortuary Science Program, addressed the Senate regarding academic regalia. He reported that the Mortuary Science Advisory Committee approved the use of graduation regalia to symbolize the achievement of Mortuary Science students earned during the 75 unit Associate in Science Degree in Mortuary Science. Medallions and sashes are used to indicate the student's accomplishments in terms of program completion and special awards for certain technical competencies. He suggests that the Senate consider developing criteria for those programs interested in wearing regalia at commencement.
- III. President's Report – *Pat Ganer*
 - A. Board of Trustees – *Pat Ganer*
President Ganer reported that the Board of Trustees' 12th Strategic Conversation meeting last Tuesday night had about 100 faculty, staff, and students from Fullerton, Cypress, and the School of Continuing Education, and was followed by a short Board of Trustees meeting. Several Senators shared with Senate their impressions of the conversations at the tables they participated in
 - B. District Planning Council – *Pat Ganer*
The DPC meeting was cancelled.
 - C. Chancellor's Cabinet – *Pat Ganer*
Cancelled.
 - D. Senate Presidents & Chancellor's Meeting – *Pat Ganer*
Chancellor Doffoney and the three Senate presidents met (Pat Ganer, Marcus Wilson, and Candace Lynch-Thompson). The District's plan for hiring new faculty next year was announced along with the division between the campuses: Fullerton and Cypress will each hire 10 new faculty. The School of Continuing Education did not receive any new positions. Candace Lynch-Thompson noted that SCE only has 22 full-time faculty and hundreds of adjunct faculty. She commented on the workload for full-time faculty at SCE. Chancellor Doffoney spoke about the Title V grant awarded to Cypress College and noted that Fullerton College did not apply, though they were eligible for the grant.

Marcus Wilson reported concerns regarding overload policies at Fullerton College. Currently, according to the UF Contract, faculty cannot teach more than 10 units of overload without permission from their Immediate Management Supervisor. Apparently, supervisors at Fullerton have been instructed not to assign the overload. In the past, faculty at Fullerton have taught more than 10 units of overload with supervisor approval. Chancellor Doffoney says that the intention is not to keep programs from running and it will not be prohibited under all circumstances. The Senate Presidents also discussed the pending District policy that would require

faculty to be on campus four days a week. Concerns were raised with the Chancellor and he indicated that the final scope of the policy has not been developed and the District would take into account potential reasonable exceptions. Rob Johnson mentioned that this is a contract issue and will likely involve United Faculty (because of work obligations), though the contract does not specify the number of days on campus. Other Senators asked when contractual language regarding number of days on campus was removed from the contract. Other Senators expressed the need to have faculty on campus to participate in shared governance committees and other responsibilities outside of the classroom, and it would help to foster a strong campus culture.

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

President Ganer reported that the State Chancellor's Office has indicated that there has already been a major cut in the categorical funding as proposed in the "final" budget passed by the legislature.

There was a discussion of the Educational Master Plan, noting that the college planning committee has met and department surveys have been distributed.

There was discussion of changing the composition of the Campus Computer Technology Committee with a request to change the number of voting members. It was the consensus of PBC members not to add voting members. PBC felt that adding members from specific groups would potentially alter the global perspective expected of all voting members on the committee.

PBC has established a stable funding level for Senior Day and graduation at \$5,000 and \$10,000, respectively, to avoid having to create a budget request for these two items each year.

F. President's Advisory Council – *Pat Ganer*

President Ganer reported that Dr. Kasler would forward the position of manager of systems technology as the major position in Academic Computing. The hiring committee is being formed and needs two faculty to serve. President Ganer has asked Jessica Puma to serve and asked the Senate for any other interested individuals. President Ganer will appoint Jesse Saldana and Jessica Puma to serve on this hiring committee as approved by Senate.

Other appointments are necessary for management evaluation committees: President Ganer, with Senate approval will appoint the following individuals to serve:

- Russ Flynn will serve on the evaluation committee for Richard Fee, SEM Dean,
- John Alexander will serve on the evaluation committee for Steve Donley, CTE Dean, and
- Janet Winkler will serve on the evaluation committee for John Sciacca, HS Dean

IV. Faculty Issues – Old Business

A. Graduation Regalia – *Pat Ganer*

President Ganer asked the Senate to consider creating a subcommittee to investigate the use of regalia at graduation for special programs and groups. Bill Pinkham commented on the use of banquets as a special ceremony for special programs instead of using regalia with graduation. There was discussion regarding listing degree majors in the commencement program. President Ganer asked for those interested in serving on a subcommittee to look into this issue further and bring recommendations back to Senate. Gary Zager, Beth Piburn, and Julia Jordanides volunteered to serve. President Ganer will solicit interest from others, and suggests the subcommittee consider what other colleges are doing, and guidelines proposed by organizations such as the American Council on Higher Education. It was suggested that the committee should also examine the current status of regalia standards on campus.

V. Faculty Issues – New Business

A. Presentation of Accreditation Self-Study – *Cherie Dickey*

Cherie reported to the Senate that the final version of the self-study would be loaded to the website tomorrow by Marc Posner. It will be prominently displayed on the college homepage. The next step is to gather photos to include in the divider sections. There was a discussion by Senate of the entire Self Study with particular emphasis on the Planning Agenda Items. Cherie will forward Senate's questions and suggestions for this section to the Steering Committee. Cherie will then incorporate the Steering Committee's feedback and send the Planning Agenda back out to Senate. Cherie asked that Senators review the wording changes and forward concerns as soon as possible, so the Self Study can be voted on at the next Senate meeting.

B. Standards for Graduation With Honors - *Pat Ganer*

President Ganer commented that both the Graduation Committee and the EVP have noted that Cypress does not have any confirmed standards for graduation with honors that are noted in the college catalogue. It was the consensus that such standards should be determined by the Academic Senate. Admissions and Records has compiled a list of the standards used by other colleges and that list was distributed to the Senate for its consideration.

VI. Special Reports

A. Accreditation Self-Study – *Cherie Dickey*

- Cherie reminded Senators to read the areas pertaining to their division and program and peruse the other areas, and be prepared to provide a final vote of approval on November 11.

B. Associated Students – *Tiffany Saw*

- Eight students attended the Strategic Conversation.

- Nine Cypress College students attended the California Community Colleges General Assembly meeting in San Diego as delegates.
 - Today the Associated Students are having a Pumpkin Bash.
 - Six people attended C-SAW, California Community Colleges Student Advisors Leadership Training
 - The Campus Food Drive is going on now until November 18.
 - There is a scheduled Leadership Retreat on November 5. Students will meet at a local park for team building activities.
- C. United Faculty – *Regina Rhymes*
- No report
- D. Staff Development – *Nancy Deutsch*
- The next funding deadline for Staff Development is November 11, and there will be another deadline in February.
- E. Curriculum Committee – *Cherie Dickey*
- No report
- F. Campus Technology Committee – Rosalie Majid
- No report
- G. Academic Senate Treasurer’s Report – *Ron Armale*
- Ron reported that there is \$180 in the account.
- H. Foundation Report – Beth Piburn
- No report
- I. Basic Skills Committee – *Cherie Dickey*
- Committee met last Friday to complete forms for the 2010 – 2011 Action Plan that need to be signed and submitted to the state by December 10. There is still an anticipated budget of \$137,000, which will likely be adjusted in spring after first census.
- J. Student Learning Outcomes Assessment – *Nancy Deutsch*
- Before the March Accreditation Site Visit, assessment reports need to be entered into TracDat, to increase the number of courses that have closed the loop. As of today, 48% of courses have closed the loop; by Spring 2012, the Accreditation Commission expects colleges to have closed the loop on all courses and programs.
 - Nancy encouraged everyone to work on completing their collection of data for courses this semester and then enter assessment reports into TracDat.
 - Nancy reminded Senators that there is Flex Credit available for inputting SLO results into TracDat.

VII. Announcements

- Beth Piburn announced that the campus Health Fair would be held tomorrow with nursing students providing flu shots for \$15 for faculty and staff, and free for students. Beth also encouraged those with young children and grandchildren to get a pertussis vaccination to protect children from whooping cough.
- Jesse Saldana announced that the latest revision to the Distance Education Plan was approved by the DE Advisory Committee and is available on the J Drive.

VIII. President Ganer adjourned the meeting at 5:30 PM.

Respectfully submitted,
Jolena Grande, Secretary