



ACADEMIC SENATE

APPROVED MINUTES

November 9, 2006

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

ADJUNCT SENATOR: Catherine Whitsett.

LIAISONS: ASSOCIATED STUDENTS: Samantha Tinsay;
CAMPUS DIVERSITY:
CAMPUS TECHNOLOGY COMMITTEE: Rob Johnson;
CURRICULUM COMMITTEE: Peggy Austin;
FOUNDATION: Beth Piburn;
IQA COMMITTEE:
SITE AND FACILITIES COMMITTEE: Mark Majarian;
STAFF DEVELOPMENT: Nancy Deutsch;
UNITED FACULTY:

ACADEMIC SENATE PRESIDENT: Steve Gold
ACADEMIC SENATE PAST-PRESIDENT: Fola Odebunmi
Senators & Officers Absent: Kathy Boettger, Michael Flores, Fola Odebunmi, Bill Pinkham
Liaisons in Attendance: Peggy Austin, Nancy Deutsch, Rob Johnson, Mark Majarian,
Beth Piburn,
Alternates in Attendance: Jolena Grande for Kathy Boettger, Deborah Michelle for Deidre Porter
Guests: Regina Rhymes

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

- I. M/S/1 abstention (Dickey/Johnson) to approve the minutes of the October 12, 2006, 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. Committee Appointments

Faculty have been appointed to serve on the following committees, and were confirmed by Senate:

- Jessica Puma to the UTAP Learning Community Coordinator Hiring Committee
- Deborah Michelle to the Children on Campus Task Force
- Allison Gotoh and Judy Koike were reappointed to 3-year terms on the Campus Diversity Committee. Doreen Villasenor, EOPS counselor, was appointed to fill the remaining 2 years of a 3-year term.

B. Faculty Hiring Policy

The Faculty Hiring Policy is under revision by DPC. The last approved policy had the provisions that, in the event that the hiring committee and the President cannot reach agreement on the candidate to be offered the position and the position is reopened, "the President shall serve as a member of the hiring committee and take part in all committee activities," and "if the President fails to participate in hiring committee activities..., the President shall accept the recommendation of the hiring committee regarding the candidate to be hired." The proposed revision of the Faculty Hiring Policy does not contain these provisions. After discussion, it was the sense of the Senate that these provisions should be included in the policy.

- IV. Faculty Issues

A. Report on ASCCC Fall 2006 Plenary Session

Cherie Dickey distributed a handout (on file) of some key Fall 2006 ASCCC resolutions. The website <http://www.academicssenate.cc.ca.us/> provides access to a document containing all the resolutions. Steve Gold reported on a breakout session regarding the 16-week compressed calendar. Jesse Saldana reported on a Distance Education session which included a discussion on using Distance Education technology in traditional classes.

Concern was raised at the state level over the integrity of courses that are taught in compressed and/or accelerated formats of fewer than six weeks. If faculty have concerns at the department level, they are encouraged to bring these concerns to the Senate for discussion.

B. Local Awards

On October 26, 2006, in lieu of a Senate meeting, the division senators and at-large senators met to develop a selection process for the Outstanding Full-time Faculty Award, the Outstanding Adjunct Faculty Award, and the Cypress Charger Award (formerly known as the Faculty Development Award). Craig Tomooka distributed a chart (on file) showing the proposed selection process. Senate will discuss timelines and formalization of the process at the next Senate meeting on November 30, 2006.

C. Hiring Committee Composition

M/S/U (Tomooka/Piburn) that the Academic Senate approve appointing Carol Welsh to the Biology Faculty Hiring Committee and Diane Henry to the Chemistry Faculty Hiring Committee, provided that reference checks will be done by someone approved by the committee.

D. Course Repetition Policy -- deferred to our next meeting on November 30, 2006.

E. Cypress College Academic Senate Constitution

Senators should email Steve Gold regarding any major concerns with the proposed update to the Constitution. Steve asked everyone to bring annotated copies for discussion at the November 30, 2006 Senate meeting.

F. Compressed Calendar (16-Week Semester)

This topic will be discussed at the Joint Senates and Unions Meeting on Thursday, January 11, 2007.

G. The Academic Senate for California Community Colleges Hayward Award for "Excellence in Education"

Applications for the Hayward Award were due to Cherie Dickey by November 6. From these applications, the Faculty Affairs Committee will select the Cypress College Academic Senate nominee for the award. Jesse Saldana will serve as temporary chair of the committee. M/S/U (Dickey/Piburn) to abide by the recommendation of the committee.

V. Special Reports:

A. Treasurer's Report *Craig Tomooka*

The Senate OCTFCU account (funded by Senate member donations rather than college/state funds) has a balance of \$189.75.

Sympathy and concern were expressed over the passing of adjunct faculty member Lisa Gigliotti. When arrangements are announced for her memorial service, Craig

Tomooka will send a plant from the Academic Senate (in lieu of the flowers previously approved).

B. IQA Committee *Kathleen Alvarez*

Kathleen Alvarez submitted a written report (Attachment 1).

C. Curriculum Committee *Peggy Austin*

The Curriculum Committee has now taken a course through the complete CurricUNET process. Things are going well, but the process is time-consuming due to the newness of the system.

D. Campus Technology Committee *Deborah Michelle*

The committee is working on setting up portals and the associated password process.

E. Site and Facilities Committee *Mark Majarian*

The Piazza process has been slowed down due to an error in mixing concrete. A portion will have to be removed by jackhammer and redone. This process could take four to six months. The construction company will have to absorb the cost.

Several senators expressed the opinion that the District should write the next set of contracts in a way that requires the companies to not only bear the cost of their errors/mismanagement, but also to pay stringent penalties if deadlines are not met. As examples, senators cited the contracts written to rebuild the freeways after the Northridge earthquake.

F. Staff Development: *Nancy Deutsch*

The due date for the second round of requests for travel and conference funding is Friday, November 17. Also, with the passage and Governor's signature on SB 1131, the California Community College System has \$5 million dollars in one-time faculty and staff professional development funds allocation to the districts. NOCCCD will receive \$151,984. With the assistance of Heather Brown, the Staff Development Committee is writing a needs assessment to be administered early in the spring.

D. Foundation Report: *Beth Piburn*

The Golf Tournament was very successful. Warland Corporation is the sponsor for the Americana Award Banquet this year. The cost to the community will be \$225 per plate; faculty will receive a discount.

VI. Resolutions

VI. Announcements

VII. Adjournment of the meeting at 4:43 p.m. M/S/U (Llanos/Piburn).

Respectfully submitted,

Karen Watson, Secretary

Attachment

**IQA REPORT TO THE ACADEMIC SENATE
NOVEMBER 9, 2006
KATHLEEN ALVAREZ, CHAIR**

Activities:

Met with committee on Monday, October 30, 2006. Only one IQA report had been received. The draft report was reviewed and comments will be posted to that department.

The committee also discussed changes to the IQA documents that would be more effective. We also discussed changing the schedule for Form I review.

E-mails were sent out the department chairs due for the 4 year rotation review. E-mails were also sent to the respective deans informing them which departments in their divisions were due for review.

Last Monday's scheduled committee had to be postponed due to lack of reports from the respective departments. To date, two additional reports have been received.

From the responses I have received it is evident that the majority of department chairs were unaware that there is a schedule and deadlines for submission of the IQA reports. Since the schedule has been in place for many years, I find this to be puzzling. The majority of responses were positive with requests for more information which I am forwarding. One response was quite negative and rude.

State and national accreditation standards mandate that these reports be conducted on a yearly basis. The committee will make every effort to refine this process so next year's process less stressful. It should be noted that most of the data needed for the reports is on the j-drive. As for trends requested for each discipline, these can be accessed in the Chancellor's Five Year Trends report.

Met with Heather Brown, Campus Researcher, to discuss logistics of the IQA Committee and discuss the committee's suggestions. I will be contacting Donna Woo about changes to the IQA forms to make them more "user friendly".

Clerical staff support has been a positive for the committee.

Respectfully submitted,

Kathleen Alvarez,
Chair