



ACADEMIC SENATE

APPROVED MINUTES

December 8, 2011

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;
CAREER TECHNICAL EDUCATION DIVISION, Carlos Urquidi;
COUNSELING DIVISION, Deborah Michelle;
FINE ARTS DIVISION, Molly Schulps
HEALTH SCIENCE DIVISION, Lynn Mitts;
LANGUAGE ARTS DIVISION & LIBRARY, Michael Brydges;
PHYSICAL EDUCATION DIVISION, Bill Pinkham;
SCIENCE/ENGINEERING/MATH DIVISION, Fumio Ogoshi;
SOCIAL SCIENCE DIVISION, Bryan Seiling;

2010-2012

SENATORS-AT-LARGE: Ron Armale, John Alexander, Vicki Castle, Nancy Deutsch, Joe Gallo,
Jolena Grande, Kathy Llanos, Rosalie Majid, Gary Zager;

ADJUNCT SENATOR: Jay Gardner

LIAISONS: ASSOCIATED STUDENTS: Jasmine Lee;

BASIC SKILLS: Cherie Dickey

CAMPUS DIVERSITY:

CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;

CURRICULUM COMMITTEE: Mark Marjarian;

FOUNDATION: Beth Piburn;

PROGRAM REVIEW COMMITTEE: Jolena Grande;

STAFF DEVELOPMENT: Rebecca Gomez;

UNITED FACULTY: Vacant

ACADEMIC SENATE PRESIDENT: Pat Ganer

ACADEMIC SENATE PRESIDENT-ELECT: Gary Zager

Senators and Officers Absent: John Alexander, Jay Gardner, Rosalie Majid, and Molly Schulps

Alternates in Attendance: Robert Johnson for Molly Schulps

Liaisons in Attendance: Cherie Dickey, Jolena Grande, Jasmine Lee, and Mark Marjarian.

Guests: Dale Craig – United Faculty President, and Dr. Bob Simpson, Executive Vice President

The meeting was called to order by President Pat Ganer at 3:03 PM.

I. Approval of Minutes

The motion to approve the minutes of November 11, 2011, passed. M/S/P, 4 abstentions (Gallo/Llanos).

II. Public Commentary

Dale Craig, UF President reported to the Senate that the UF Board met yesterday, where it was announced that the District wants to introduce class size as a negotiated item. UF has always supported leaving class size as a matter for the Curriculum Committee to determine. Another issue Dale brought to the Senate involved accreditation. UF is concerned that the accreditation documents do not answer the recommendations of the visiting team. Cypress College was not placed on warning for anything that Cypress did, but because of concerns the team had with the district. UF believes that the accrediting commission is apparently penalizing the campuses for the shortcomings of the district since the campuses are accredited and not the district administration. There are legitimate concerns about how the district operates, and those problems at the district level need to be addressed so that the campuses can function.

Dale further stated that the district's responses to the accreditation recommendations are problematic. The shared governance structures being proposed by the district are without a clear purpose. They could significantly change the way decisions are made at the district level. Dale encouraged all faculty to closely read the Decision Making Resource Manual, especially in the area of shared governance structures, looking at the operational and policy groups. He pointed out that Chancellor's Staff is not an operational group, but will be able to bring forth items directly to the Chancellor according to the Decision making Resource Manual. Final approval of the document is being sought at the January 24, 2012, Board of Trustees meeting.

III. President's Report – *Pat Ganer*

President Ganer emailed the following report to Senators.

A. Board of Trustees – November 22, 2011

1. The Dolinka Group presented its assessment regarding Trustee Area Redistricting. They will now draw boundaries and conduct community meetings for input before the July deadline to send the changes to the County Registrar of Voters
2. Deborah Ludford presented an update on the CMP and work being done on the Accreditation Commission's Recommendations. Dr. Doffoney noted that the CMP has caused some concern throughout the District. He believes that the 3-year process has allowed adequate input. He also stated that it "is a living document, a 30,000 feet-high overview of the District—not individual campuses—which will be reviewed and revised as needed in accordance with the needs of the District and the state of higher education." In President Ganer's comments to the Board, she stressed that Dr. Doffoney's comments should be recalled in the future. The CMP is a living document and subject to revision. Concern has been

expressed that faculty attempts to revise have not been taken seriously. Pat needs to know if they are being revised as suggested. Kathy Llanos presented several work groups revisions that were not included. None of the ESL and Reading concerns are being addressed. Gary Zager mentioned a similar situation in his department where they disagreed with a labor market survey, and was told to submit changes to Bob Simpson.

3. Bob Simpson was asked about how revisions are dealt with when presented. He mentioned that at least six revisions have gone through, but the process has concluded and further revisions cannot be processed. Gary Zager mentioned that the Fullerton College Faculty Senate minutes mention that the Cypress Faculty support their resolution rejecting the CMP and process. Bryan Seiling questioned the 30,000-foot view as an umbrella for the CMP. There was a question about what the CMP is used for and how this document would affect other processes. It was expressed many times that faculty feedback/revisions was not given the amount of attention that they deserved and the CMP may not be a complete document. Senator Seiling believes that the Senate should support Fullerton and we should not support the document since we do not understand what the document will be used for. There was a motion directing President Ganer to convey to the Board and DPC Academic Senate's concerns that until recommended revisions be addressed that the final document not be accepted by the board (Zager/Saldana) M/S/P, 1 nay, no abstentions.

B. District Planning Council/Chancellor's Cabinet – November 14, 2011

1. November 14, 2011
 - a. Deborah Ludford distributed a handout detailing the District's accreditation projects and a timeline associated with the various manuals, handbooks, and plans. Concerns were raised as to whether there had been adequate opportunities for discussion from the various constituencies. Similar issues were raised when she also presented an update on the Educational Master Plan.
 - b. Fred Williams reported that the state Board of Governors approved the State Chancellors recommendation to freeze the Fulltime Faculty Obligation number due to insufficient resources.
 - c. Several noncontroversial BPs/APs were approved.
2. November 28, 2011
 - a. The Integrated Planning Manual was presented for discussion. Most of the focus was on questions as to how this will be integrated with the other two Manuals. The decision was made to wait for the completion of all three. It is anticipated that the three can be presented to the Board of Trustees at the January 24 meeting.
 - b. The latest version of the Educational Master Plan is to be posted on My Gateway on Dec. 2.
 - c. It is apparent that the budget triggers will go into effect in mid-December. In mid-January, budget workshops will be held at the state level.

- C. Chancellor and Senate Presidents Meeting
 - The regularly scheduled meeting was held on Nov. 28. Because the SCE President was absent, little substantive discussion took place.

- D. Planning and Budget Committee
 - 1. November 17, 2011
 - a. President Ganer was unable to attend this meeting but Gary Zager was present.
 - b. Karen Cant indicated that the District has earmarked \$19 million to offset budget reductions for 2011-2012 and 2012-2013. Unless the cuts are deeper than expected, the District is prepared for those years.
 - c. Bob Simpson discussed the CMP, indicating his belief that concerns are being addressed.
 - d. Santanu Bandyopadhyay presented the Strategic Plan and noted that electronic versions will be distributed.
 - e. Discussion was held regarding continuing the current process for one-time funding.
 - f. Bob Simpson indicated that the Student Success Task Force has addressed the issue of priority registration. Bob indicated he would like the Academic Senate's perspective on priority registration.
 - g. Bob Simpson reviewed the status of the Program Discontinuance Policy.
 - h. Mike Kavanaugh reviewed and distributed the changes in the CTC guidelines.
 - i. Discussion was held regarding a request for a professional expert to provide assistance in processing eligibility certification for veterans.
 - j. Discussion was held regarding the request to change the name from Social Science to Social Sciences.
 - 2. December 1, 2011
 - a. The status of the Program Discontinuance Policy was discussed.
 - b. Santanu Bandyopadhyay indicated that the college Strategic Plan will be sent out for campus review soon and that comments should be returned to his office by January 15. He also indicated that the following people have volunteered to chair the different directions: 1- Nina DeMarkey, 2-Paul De Dios, 3- Richard Fee, 4-Steve Donley, 4-Raul Alvarez. In addition, he discussed the work being done on the planning documents related to the accreditation recommendations.
 - c. PBC approved the permanent appointment of the Systems Technology Manager as Chair of the CTC.
 - d. Mike Kavanaugh distributed the Mobile Computing Guidelines.

- E. President's Advisory Cabinet
 - 1. November 17, 2011
 - a. President Ganer was not able to attend this meeting but Gary Zager was present and can fill in the blanks if there are any questions.
 - b. Karen Cant presented a budget update. There is an anticipation of a need to cut an additional \$8 million from the District, approximately 1/3

of which will be for Cypress. Those decisions will have to be made next year.

- c. Continued discussion was held regarding AS Benefits and Student Representative fees.
 - d. The draft of the Cypress College Strategic Plan for 2011-2014 was presented and will be distributed campus wide in December.
 - e. Discussions took place regarding the District Strategic Plan, the Comprehensive Master Plan, the Integrated Planning Model, the Decision Making Resource Model, and the District Allocation Resource Manual.
 - f. The Chancellor's Staff has made a decision to hire nine new full-time faculty, four of those at Cypress. The positions are Nursing, Math (2) and Accounting.
 - g. The Program Discontinuance Policy was reviewed.
 - h. Ryan Billings presented the AS plaque developed to commemorate Cypress faculty/staff who pass away while actively employed at Cypress College.
2. December 1, 2011
 - a. Most of PAC was a repeat of the PBC meeting.
 - b. There was an indication that more work is being done regarding the AS Fees and the Smoking on Campus Committee.

F. Liaisons

1. The Joint Senates-UF meeting will be held on Thursday, January 19, tentatively scheduled from 8:30 to 3 at the Fullerton Student Center. More information will be forthcoming.
2. The Fullerton Faculty Senate has adopted a resolution indicating its rejection of the CMP.
3. Sean Chamberlain announced his resignation as Fullerton Senate President on Dec. 8. It will be effective at the end of this semester.

IV. Faculty Issues – Old Business

A. Program Discontinuance Policy – *Pat Ganer*

The final draft was sent out by President Ganer and will be taken to DPC on Monday. Program discontinuance is part of the 10+1, which makes it a shared-governance process, and concern was expressed whether faculty have not been given enough opportunity for input. The policy provides for a special review committee with three voting members (one faculty, one dean, and one vice president). The Board Policy has been approved by DPC, and now work is being done on the AP. There was some concern about whether “mutual agreement” referred to discontinuing specific programs or on the process used to make those determinations. The Senate has the right to speak at the Board meeting and the Board has the ultimate decision regarding program discontinuance.

President Ganer asked the Senate to provide direction on Program Discontinuance. After discussion, it was moved to approve the AP as presented in the last draft (which allows the Senate to appoint the faculty member who will

serve on the committee, along with two other faculty members who are non-voting members). M/S/P, 3 nays, 1 abstention (Armale/Zager).

B. Program Review Cycle – *Pat Ganer*

Eldon Young has met with the Language Arts Division chairs and presented the deans' interest in lengthening the timeline of the cycle. More discussion to follow at the next Senate Meeting.

C. SLO Coordinator – *Pat Ganer*

The Senate has adopted the guidelines for the coordinator, and now there is a need to place a call for interested individuals, providing enough time for people to respond. It is possible that a new coordinator will not be available until March. An issue has arisen regarding the possibility of having an interim person serve out the term through the spring semester. Nancy Deutsch has agreed to serve in the interim capacity for the spring semester only. A motion to approve Nancy Deutsch's appointment as interim SLO Coordinator for Spring 2012 passed. M/S/P, 1 abstention (Llanos/Brydges)

D. Comprehensive Evaluation Committees – *Pat Ganer*

President Ganer needs faculty to serve on five committees:

1. Darlene Fishman – Lynn Mitts
2. Keith Cobb – Deborah Michelle
3. Yongmi Han – Kathy Llanos
4. Kris Nelson – Nancy Deutsch
5. Kim Bartlett – Deborah Michelle

It was moved that the above individuals be appointed to serve on each respective committee. M/S/P, (Zager/Seiling)

E. Other – none

V. Faculty Issues – New Business

A. Mobile Computing Guidelines - *Gary Zager*

President Ganer sent out the guidelines to Senators. The goal was to address the use of electronic devices and the protection of Cypress College data that is used on these devices. Academic Computing, at the district level, would develop an application that would allow a similar wipe of Cypress College data in the event that the device is stolen or lost. It was moved (Deutsch/Llanos) to accept the mobile computing guidelines policy. M/S/P.

B. Loss of Priority Registration for Students on Academic Probation – *Nancy Deutsch*

If a student were on Academic Probation, regardless of where a student is in line for registration, he/she would immediately drop to the bottom of the list. Academic Probation is based on GPA and Progress Probation is not completing attempted units. It was moved to table the discussion until the next meeting (Zager/Seiling). M/S/P.

- C. Other
None

VI. Special Reports

- A. Associated Students – *Jasmine Lee*
 - No report.
- B. United Faculty – *Vacant*
 - No report.
- C. Staff Development – *Rebecca Gomez*
 - No report.
- D. Curriculum Committee – *Mark Marjarian*
 - The Committee vetted 325 courses and 47 programs, all of which are going to DCCC.
 - TMCC degrees, Sociology and Communication Studies, are at the state chancellor's office to begin fall 2012. Psychology, Bus Admin, and History are now in process.
 - DCCC class size – workload issue can arise when there are similar classes on both campuses with different class sizes. The Class Size document is a guideline, and based on pedagogy, may be adjusted. However, generating funding is also a consideration, and the average class size needs to produce 525 FTEs. Evaluate exceptions and allowances through DCCC. A report can be generated through Argos to research comparable classes and the related class sizes. There may be a need to rework the document.
 - The State Chancellor's Office is apparently intending to look at ratio of units of credit to hours of instruction. Concern has been expressed that there are some classes that require a lot of hours of work for low unit value
- E. Campus Technology Committee – *Rosalie Majid*
 - There is now a Cypress College iPad users group on Facebook. Marc Posner and Gary Zager are administrators for the group.
- F. Academic Senate Treasurer's Report – *Ron Armale*
 - No report.
- G. Foundation Report – *Beth Piburn*
 - No report.
- H. Basic Skills Committee – *Cherie Dickey*
 - No report.
- I. Student Learning Outcomes Assessment – *Nancy Deutsch*
 - Reported on previously.

VII. Announcements

- None.

VIII. President Ganer adjourned the meeting at 5:56 PM.

Respectfully submitted,
Jolena Grande, Secretary