



ACADEMIC SENATE  
APPROVED MINUTES  
February 14, 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: Pauline Allen;  
CAMPUS DIVERSITY: Allison Gotoh;  
CAMPUS TECHNOLOGY COMMITTEE: Rob Johnson;  
CURRICULUM COMMITTEE: Peggy Austin;  
FOUNDATION: Beth Piburn;  
PROGRAM REVIEW 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: Rosalie Majid, Bill Pinkham, Dan Snook, Ian Holmes  
Alternates in Attendance:  
Liaisons in Attendance: Nancy Deutsch, Rob Johnson, Peggy Austin, Beth Piburn  
Guests: Mara Scott

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

- I. The minutes for 12-13-07 and 1-23-08 were approved:  
(M/S/U) (Johnson/Llanos) Minutes for 12-13-07  
(M/S/2) (Llanos/Johnson) Minutes for 1-23-07.
- 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.)

Michael Frey invited all to come out to view the total eclipse of the moon. The Astronomy Program at Cypress College is sponsoring a viewing Tuesday, February 20.

### III. President's Report Cherie Dickey

#### Planning and Budget

A construction update was provided by Karen Cant. The new marquee is now up and working. The Production Center's copier job queue is running at capacity. There are two possibilities: upgrade for \$12,000 or buy a new copier at \$150,000. The decision has not been made yet.

#### President's Advisory Cabinet

A review of the Principles for Budget Reductions document is being conducted. The wording of the guidelines is being looked at and all constituency groups are being asked to provide input. Once this is done, the guidelines will be sent out (along with the original wording) for review and approval. The purpose is to make sure that the college has established its guidelines for any budget reductions if, and when, cuts need to be made due to any state fiscal cuts.

The enrollment is up for the campus by over 3.21% from this time last spring. We are really seeing strong growth.

The recent use of the "alluser" email for discussing current events was discussed. It is more appropriate to use other means to communicate other than the "alluser" email account, since it fills up the available computer resources for this account. Eventually, MyGateway will provide chatrooms and discussion boards as a method for communicating between members of the campus.

The Event Management System will be demonstrated. The Division senate representatives were requested to see if any division member might be interested in attending this.

#### Board of Trustees Meeting

The Academic Freedom Policy was approved. Karen Cant presented the Midterm Accreditation Report to the Board who were pleased with the results and clarity of our report.

#### Chancellor's Report

The Administrative procedures are being reviewed. Senate presidents have been meeting to work on the Faculty Hiring Procedure and will be compiling their revisions to then bring to senates for review and discussion.

#### Committee Appointments

Senate confirmed the appointment of Helena De Coro, Cherie Dickey, and Jesse Saldana to serve on the Executive Vice President hiring committee. Fola Odebunmi will be the UF representative.

IV. Special Presentation - EOPS Early Alert Mara Scott

The EOPS Early Alert program was described. The forms that students provide faculty members through the semester are important to build a student data base that allows the program personnel to intervene with a student when they might be facing difficulties in their courses. The program also helps by working with students to develop realistic goals. EOPS expects their students to meet high standards. Division senators were asked to share this information with their faculty and to contact Mara with any questions.

V. Faculty Issues

A. Department Coordinator Reassigned Time

Mike Kasler, Bob Simpson, and Cherie met to discuss the policy. The wording of the policy was worked on. There is the possibility of a disconnection between managers and division coordinators. Department coordinators should sit down with their deans and go over the policy and their duties. The number of hours on the staff assignment sheet should reflect the number of units of release time given. The senate was concerned about sick leave and the additional hours coordinators give in the summer. For some coordinators, with 5 or 6 release hours, it was felt that these were too many hours on the staff assignment sheet. Cherie will discuss these items with Mike Kasler and Bob Simpson and report back to the senate.

B. Courses Offered in Shortened Time Frame.

The senate is concerned about 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. Cherie read from a recent Academic Senate resolution that said "the ASCCC recommends that when a course of three or more semester units is to be offered in a time frame of fewer than six weeks, the local curriculum committee, as part of the curriculum approval process, engage the discipline faculty in a separate review of the course for the following: academic integrity and rigor, the method for meeting Carnegie units, the ability for students to complete and for faculty to evaluate assignments, including those done outside of class, and the appropriateness of the method of delivery, to determine whether the course should be offered in a specific shortened time frame". The senate is not interested in reviewing courses that are presented in alternative methods so long as they follow the course outline and maintain the academic standards expected of all courses. Cherie asked the division senators to share this issue with their faculty and provide feedback at the next senate meeting.

C. Senate President Term of Office

Postponed.

D. Faculty Awards

Raul Alvarez of the Foundation felt it would not be a big problem to add funding to the

Awards, but would need to review it. The Executive Committee decided to keep the funding of the Awards the same for this year, but change it for next year. In addition, it was decided that if a nominee is not chosen, that person's name will remain in the pool for the next two years.

VI. Special Reports

A. Associated Students

None

B. Treasurer's Report Karen Watson

None

C. IQA Committee Kathy Alvarez

None

D. Curriculum Committee Peggy Austin

The Curriculum committee is working on a revised AA degree for Liberal Arts to be in compliance with the revision of Title 5.

E. Campus Tech Committee

None

F. Staff Development Nancy Deutsch

None

G. Foundation Report Beth Piburn

None

H. Adjunct Faculty

None

I. United Faculty

None

J. Campus Diversity

None

VII. Announcements.

None

VIII. Adjournment of the meeting at 5:05 p.m. M/S/U (Piburn/Johnson)

Respectfully Submitted,  
Michael Frey  
Academic Senate Secretary