



ACADEMIC SENATE

APPROVED MINUTES

February 28, 2013

DIVISION SENATORS: BUSINESS AND COMPUTER INFORMATION SYSTEMS DIVISION, Jesse Saldana;  
CAREER TECHNICAL EDUCATION DIVISION, Carlos Urquidi;  
COUNSELING AND STUDENT DEVELOPMENT DIVISION, Deborah Michelle;  
FINE ARTS DIVISION, Robert Johnson;  
HEALTH SCIENCE DIVISION, Judy Swytak (Dave McCament)/Lynn Mitts;  
LANGUAGE ARTS DIVISION & LIBRARY, Michael Brydges;  
PHYSICAL EDUCATION DIVISION, Bill Pinkham/Nancy Welliver;  
SCIENCE/ENGINEERING/MATHEMATICS DIVISION, Fumio Ogoshi;  
SOCIAL SCIENCES DIVISION, Bryan Seiling;

2012-2014

AT-LARGE SENATORS: Ron Armale, Cherie Dickey, Christie Diep, Nancy Deutsch, Jolena Grande, Will Heusser, Kathy Llanos, Rosalie Majid, Therese Mosqueda-Ponce

ADJUNCT SENATOR: Elayne Roberts

LIAISONS: ASSOCIATED STUDENTS, Michael Amaya-Veloz;  
BASIC SKILLS COMMITTEE, Cherie Dickey;  
CAMPUS DIVERSITY COMMITTEE, Michael Brydges;  
CAMPUS TECHNOLOGY COMMITTEE, Rosalie Majid;  
CURRICULUM COMMITTEE, Mark Majarian;  
CYPRESS COLLEGE FOUNDATION, Rosalie Majid;  
PROGRAM REVIEW COMMITTEE, Jolena Grande;  
STAFF DEVELOPMENT COMMITTEE, Rebecca Gomez;  
STUDENT LEARNING OUTCOMES COMMITTEE, Nancy Deutsch;  
UNITED FACULTY, Randa Wahbe;

ACADEMIC SENATE PRESIDENT: Gary Zager

ACADEMIC SENATE PAST-PRESIDENT: Pat Ganer

Senators and Officers Absent: Fumio Ogoshi

Alternates in Attendance: None

Liaisons in Attendance: Nancy Deutsch, Cherie Dickey, Rebecca Gomez, Jolena Grande, Mark Majarian, Rosalie Majid, Randa Wahbe

Guests: Dave McCament, Health Science Division Faculty; Dale Craig, United Faculty; Dr. Doffoney, NOCCCD Chancellor; Dr. Simpson, Cypress College President; Liana Koepfel, Kathy Wada, and Sarah Jones, Language Arts Division Faculty

The meeting was called to order at 3:01 PM by President Gary Zager. President Zager introduced Dr. Ned Doffoney, NOCCCD Chancellor, who brought greetings to the Academic Senate. Dr. Doffoney recognized the hard work completing the SLO Implementation Report for the campus. He solicited questions from Senators regarding the district and the direction the district is moving. There were several questions regarding the state LAO report that includes suggestions for changing credit and non-credit courses.

## **I. Approval of Minutes**

The minutes of the December 14, 2012, meeting were approved (Armale/Dickey, M/S/P) with two abstentions.

The minutes from February 14, 2013, were approved (Swytak/Armale, M/S/P) with minor changes.

The minutes of the Special Meeting held on February 14, 2013, were passed as corrected (Deutsch/Llanos, M/S/P) with one abstention.

## **II. Public Commentary**

Dr. Simpson addressed the Senate regarding the start of the new semester and the weakening demand for courses. He explained that the demand for higher education is inversely related to the state of the economy. As the economy improves, more people are employed and there is less demand for college courses. He addressed the common passing period concept as a possible deterrent to students not being able to create a schedule that complements their on-campus availability.

Dr. Simpson also spoke with Senators about the high school collaboration guidelines. He mentioned that he has some concerns regarding provisions contained within the guidelines adopted by the Senate. He asked Senators to consider setting aside the guidelines for the time being in order to address local high school collaborations that request Cypress College faculty to teach Cypress College classes on their campuses. For example, Los Alamitos High School has requested a higher-level math class be offered to their students on campus, and taught by a Cypress College faculty member. Dr. Simpson mentioned that any request that comes to the President's Office, other than self-standing courses, would be brought to the Academic Senate for review.

President Zager introduced Elayne Roberts as the new adjunct faculty senator.

### III. Special Reports

**A. Associated Students – *Michael Amaya-Veloz***

No report.

**B. United Faculty – *Randa Wahbe***

UF distributed a negotiation survey and requests members to respond and return to Marcus Wilson. The campus meetings are scheduled for April 10 and 24 and will provide information regarding educational reform and what it means for United Faculty.

**C. Staff Development – *Rebecca Gomez***

The Classified Appreciation Event is scheduled for April 12, and the End of Year Event is scheduled for May 9. There will be one more Conference Funding Call this year in April. Rebecca reminded faculty to submit all supporting documentation with the complete proposal.

**D. Curriculum Committee – *Mark Majarian***

Mark reported that Cypress College is in 100% compliance with Associate in Science – Transfer degrees that were required to be completed this year. For next year, additional Transfer Model Curriculum will be designed for anthropology, journalism, and philosophy, to finalize completion for this upcoming cycle. Mark also mentioned that the Curriculum Committee is finding it increasingly difficult to reach state approval dates and requirements, with completing the cycle within a fall window. There was a suggestion that only a spring window would be allowed for fall submissions, and courses would go into pre-launch April 1- June 2013. The Curriculum Committee is open to some exceptions on an as needed basis. SEM expressed some reservations regarding the time line changes being suggested.

**E. Campus Technology Committee – *Rosalie Majid***

No report. There has been no meeting. President Zager did mention that Mike Kavanaugh would like to come to the Senate once during March and once during April.

**F. Academic Senate Treasurer's Report – *Ron Armale***

There are some funds available.

**G. Foundation Report – *Rosalie Majid***

Rosalie reported that the Americana Awards were held on Saturday night and was quite successful. 578 people attended. The Foundation has established a fund to help the family of a recently deceased employee whose death has left the family with financial difficulties.

**H. Basic Skills Committee – *Cherie Dickey***

No report. The first meeting is in two weeks.

**I. Students Learning Outcomes Assessment – *Nancy Deutsch***

No report.

**J. Program Review and Department Planning – *Jolena Grande***

The first meeting will be March 4, 2013. This semester the program review committee will be looking at revisions to the program review documents, specifically the Career Technical Education biennial form.

**K. District Council on Budget and Finance– *Jolena Grande***

There has been no meeting since the last Senate meeting. Meeting Minutes are available on the campus shared drive. According to President Zager, Karen Cant believes there should be two faculty members on that committee representing Cypress College. Gary will also be attending future meetings.

**IV. President’s Report – *Gary Zager***

**A. Meetings with Dr. Simpson**

President Zager reported that he meets with President Simpson for an hour every other week in order to discuss common interests and concerns.

This last week they continued to discuss the LAO recommendations to the Governor regarding Credit/Non-Credit classes at our schools as well as classes that are below college transfer level in Math, ESL, English and Reading.

The idea of Cypress College providing classes on high school campuses was also revisited. Dr. Simpson will be visiting our meeting to speak with us on Feb. 28th during Public Commentary.

**B. District Coordinating Council (DCC) – previously DPC – February 25, 2013**

**1. Budget overview (same as above)**

- a) LAO Recommendations on Credit vs. Non-credit
- b) DegreeWorks was discussed and the motion to buy it passed.
- c) A discussion of the District’s Chapter 7 Human Resources was discussed. Changes to several AP & BP areas are being recommended to meet the requirements of the Affordable Health Care Act (Obamacare) to make sure that part-time and contract employees do not accidentally become “full-time” employees with rights to benefits.
- d) A spirited discussion developed over the initial suggestion that Professional Experts should not be allowed to work as Adjuncts in different departments (or vice versa). This will be brought back for discussion.

**C. Board of Trustees – February 27, 2013**

This was a long meeting with several interesting topics.

1. Michelle Pilati, a resident of the North Orange County Community College District, President of the Academic Senate of California Community Colleges, and a faculty member at Rio Hondo College spoke. The following are her notes that she so graciously shared:
  - a) “Feb. 26 NOCCD Presentation - state senate update. She shared some information about the upcoming Plenary Session and extended an invitation to all. The Spring 2013 Plenary Session will be held at the San Francisco Airport Westin from April 18 -20. The first two days of Plenary offer a variety of professional development opportunities – updating attendees on a wide array of issues, while the third day is when they establish positions using our resolution process. The theme this year: Rising to the Challenge - Responding to Disruptive Forces. She shared the 5 “disruptive forces”, as identified by Jeff Selingo, Editor at Large for the Chronicle of Higher Education.
    - (1) The forces are:
      - (a) Completion
      - (b) Demographics – diversity, lack of preparation, swirling
      - (c) “Sea of red ink” – costs of education for families, state lack of funding
      - (d) Improved alternatives
      - (e) Value – what does a degree really mean? What is getting a degree going to mean for me?
  - b) The state has worked towards implementing the SSTF recommendations. The issue of “improved alternatives” is one that has received a lot of attention from the media – and the governor. And this creates concerns about the meaning of the degree as there is pressure to find alternative means of awarding students credit. If a student earns a college degree by only taking the minimum of 12 units of residency that are required in regulation, can we be confident that the student has achieved the outcomes we expect from our degree completers?
  - c) The Governor’s Budget Proposal - While we are all most appreciative of the governor’s support – and the people’s support – of Proposition 30 – we now have to contend with new expectations of us – as a consequence of having some slight measure of relief from the continual defunding we’ve been experiencing over the past 6 or so years. Effectively, we are being pushed to make additional policy changes while we are in the midst of a wide array of changes that are in progress as a consequence of the SSTF recommendations. While we critically need to let those changes take their course, we’re now being pushed in other directions – and directions that do not bode well for many of our students. I’m sure you are all well aware of these things – but let me just express the great concerns we have regarding the proposed changes in census dates, a 90 unit limit, and, of course the changes in noncredit.

The changes in census date, while presumably cost-neutral for the college, create a reason to keep failing students in class – this is not the intent, but it is really what it does – to the extent that faculty consider the impact of their actions on funding. The 90-unit cap creates an almost impossible unfunded mandate as it presumes we have the means to track students across the system – and establishes a two-tiered funding system – once you have 90 units, you can take more classes if you can carry the full cost. This limit attempts to address a problem that will hopefully be fixed by the establishment of enrollment priorities – a change that we need to see implemented before making any further adjustments. And, of course, we have the proposal to have the CCCs take over adult education and to decrease the number of areas that are served. The potential for students who need adult education services to no longer have such access is really unconscionable.

- d) There is every indication that as a system we are united by our concerns regarding all of those proposals. The other element that we're looking at very closely is the Governor's Proposal on distance education. We're hoping to use this interest to find ways to improve distance education – we're already actively involved in online learning. Can we do it better? You bet – but Massive Open Online Courses are not the answer.
- e) She also mentioned that she was very pleased to live in the district with the college that has developed the most associate degrees for transfer. We're learning more and more of the benefits these degrees have for students – things that we did not realize would happen. I'm also very confident that full statewide participation in the Course Identification Numbering system will ultimately aid in helping students achieve their goals by being able to find the courses that they need at whatever college they choose to attend.

2. Greg Schulz, Provost, SCE spoke on the LAO recommendations. He also has graciously shared his notes:

- a) “The Governor's Trailer Bill proposal is not directly associated with the report recently issued by the Legislative Analysts' Office, yet it contains some significant implications for noncredit education in the community college system summarized below:
  - (1) Eliminate funding for K-12 adult education
  - (2) End all apportionment based funding for approved noncredit programs and shift all apportionment based funding for community colleges into credit
  - (3) Establish a \$300 million adult education block grant to be administered by the community colleges, i.e. moving the money out of K-12 and into community colleges, but fund adult education as a categorical block grant rather than based on apportionment

- (4) Reduce the authorized areas of noncredit by eliminating health and safety, parenting, older adults, and home economics.
- b) Some primary areas of concern for our District and SCE include:
  - (1) BLOCK GRANTS
    - (a) Allocation of funds through a categorical block grant program could be harmful to the long-term sustainability of noncredit programs. Also, block grants do not allow for growth funds or cost of living increases.
    - (b) It is not clear in the proposed budget how block grants would promote increased accountability. We believe the apportionment system in place actually contains more accountability through the existing compliance requirements and positive attendance accounting method.
  - (2) FUNDING DISTRIBUTION
    - (a) The Governor's Proposal does not take into account the tremendous difference between community college districts who are currently providing noncredit adult education (like ours) and those to whom the shift in responsibilities would be brand new. In fact, in its suggested method of redistribution, the budget would actually take money away from the districts that are already providing adult education.
  - (3) INSTRUCTIONAL AREAS
    - (a) The Governor proposes to reduce the state-supported instructional areas for adult education from ten categories to six. We believe that the community college districts themselves should have the responsibility of deciding which instructional areas are priorities for their adult education programs based on their unique demographics and community need."
- 3. The District Public Affairs Office has hired a lobbyist, Ms. Townsherd, to represent us in Sacramento. She came and spoke to the Board about the LAO recommendations.
- 4. The Budget was presented with a PowerPoint Slide Show. Even with Prop 30 help, we continue to have a deficit of approximately \$9.7 million. This translates to about \$1.5 to Cypress College after backfills. On another slide information was presented suggesting that we might have an ongoing surplus of \$3.2 million. President Zager noted he was confused with the discrepancy and will attempt to get clarification for the Senate by next meeting report.

5. Both Cypress College's and Fullerton College's SLO Implementation Reports were presented to the BOT and President Zager, as well as the Fullerton College Faculty Senate President, were questioned. Gary stated that he attempted to answer accurately and will check with Santanu to see if he was off the mark on anything. Interesting in that both reports were presented, but the BOT did not have to vote on them. President Zager hypothesized that it may be because they do not come out of the District but from each individual school. The BOT asked him to share with the Senate their appreciation of faculty's hard work in embracing and completing the SLO's.

**D. Institutional Effectiveness Council (IEC)**

No meeting.

**E. Planning and Budget Committee - February 21, 2013**

1. Budget Update: we still have a \$1.5m deficit, but President Zager has heard that the District is in the black. He will have to get this answered for us.
2. Enrollment and FTE Update: As per Dr. Donley, we are a few FTES below where he would feel comfortable so a few more sections will be added to Short-Term 2 this semester as well as for the summer. We are now at 98% capacity.
3. Program Discontinuance: Court Reporting - the process continues. We still need another faculty member from the Curriculum Committee. Mark Majarian will have a faculty member for President Zager to present for appointment by March 5th.
4. Social Science Lab: Social Sciences has agreed to a lab with PCs instead of laptops. The request has now been approved by PBC to about \$50,000. (preparing the room, computers and furniture.)
5. SEM: As per Karen Cant, the environmental study did not find anything of concern.
6. Fine Arts: President Zager asked Karen about concerns regarding the Fine Arts building that have been brought to him. She stated that she took the "data" to the contractor who provided the environmental study of SEM and was told that the data was insufficient to warrant a study of FA. There are faculty who remain concerned.
7. Bond: The District is thinking about going for a local bond to be a co-pay to the State Bond. If passed it would pay for FA and SEM to be remodeled.

**F. President's Advisory Committee (PAC) – February 21, 2013** (the Items discussed at PAC were covered in the PBC information)

**G. Graduation Planning Committee**

There has been no meeting since February 12, 2013

**H. Additional Items**

President Zager is seeking interested faculty for the following Committee Appointments:

- Curriculum Committee Member for Special Program Review
- Bookstore Vendor Selection Committee

**I. Responses to President's Report**

President Zager entertained questions regarding the President's Report. Michael Bridges asked for more information for a new bond issue for SEM, Fine Arts, and the overhang next to the library (filled in with classroom meeting space, but would be used for swing space during the renovations). Gary mentioned that the state bond would come to Cypress College and this would be a local bond to match the state bond. The District is looking for \$250 million. The state is asking for matching funds, and if we don't have matching funds, we lose out on the state funding.

The environmental report on SEM came back and there are no environmental concerns. In Fine Arts, the contractor does not believe there is enough data for a study (there was one in Fine Arts 4 years ago). There are two people who have come down with a rare form of leukemia and employees believe there may be a link to the building.

**V. Faculty Issues – Unfinished Business**

**A. Students with Yahoo Email Accounts – *Kathy Llanos***

Kathy met with Marc Posner on the issue of new students with Yahoo accounts who are on wait lists receiving a blank email. Marc mentioned that Yahoo is not working to resolve our problem. It is mentioned on page 7 of the schedule of classes. Marc will put an announcement on the wait list, and add it in more places in the schedule. Kathy believes that the campus is doing everything possible to get the information to students regarding the Yahoo issue.

Cherie mentioned that it is possible to send messages via text message to warn students about the problem with Yahoo if they sign up for cell phone messages through MyGateway. Ron Armale mentioned that we may want to have an ad in the schedule that is in conjunction with the wait list area.

**B. Freshman Block – Pathways to Success – *Randa Wahbe***

Randa distributed pro/con document and timeline of the discussions regarding the Pathway to Success from last semester. Santanu asked for a copy of the document back in November so that he can respond to the faculty involved in the pro/con document. There was a motion (Ganer/Armale) for the Senate to establish an ad hoc Senate committee to explore the creation of a pathways to success/freshman block

scheduling system as a pilot proposal (see document). There was discussion on the formation of an ad hoc committee. M/S/P, one nay, one abstention

There was some discussion on whether the ad hoc would only include Senators or include additional faculty members. It is the understanding of those members present that the ad hoc senate committee will include faculty interested in serving, who may or may not be senators. President Zager will email the Senate to determine who may be interested in serving. Additionally, President Zager reminded Senators that discussion be focused on issues and not on individuals.

**C. SLO Coordinator – Gary Zager**

President Zager sent out another call and no one has responded yet. Bryan Seiling mentioned that he may be interested in the position.

**D. Draft of Senate Decision-Making Protocol – Kathy Wada**

Kathy sent the draft to senators. The goal of the protocol is that the discipline specific faculty are directly contacted and involved early on in the process. This does not include accreditation, grants, or SLOs. There was a motion to accept the draft proposal (Diep/Dickey), M/S/P, one abstention.

During discussion, there was a question regarding how narrow or broad to interpret “a new proposal, idea, or concept” language. There was much discussion regarding the language that ultimately was amended. (Llanos/Seiling) A motion to amend the draft proposal was passed: Under protocol submission, protocol for a new...related to instruction that would require the senate approval to create an ad hoc campus exploratory committee...M/S/P.

**E. High School Collaboration Guidelines – Gary Zager**

Dr. Simpson is requesting that we set aside the guidelines debate to focus on Cypress College being willing to teach our classes with our faculty on high school campuses

This item will be reagendaized to focus the review on the comparison of Dr. Simpson’s versions to our proposed high school collaboration guidelines. Pat will send Senators her review of the major changes.

**F. Release form for letters – Fumio Ogoshi**

A draft of the letter was sent to senators.

**G. Funding for Academic Senate Awards – Gary Zager**

Held for next meeting.

**H. Student Registration – Limitation Issues – CTE – Gary Zager**

Dr. Donley provided Gary with some clarification regarding the use of cohorts through the Toyota grant that is much like cohorts used in Nursing, Mortuary Science, and Dental Hygiene.

**I. Term Limits – *Bryan Seiling***

Bryan stated that the Curriculum Rep term limits is what prompted this item originally. The Social Science division would like to see Academic Senate also impose term limits on members.

**J. Other**

None

**VI. Faculty Issues – New Business**

**A. Special Program Review - *Gary Zager***

President Zager has requested Mark to recommend the curriculum committee member to sit on the review committee.

**B. Priority Registration – TIERS draft– *Deborah Michelle***

Held for the next meeting.

**C. Committee Appointments - *Gary Zager***

President Zager wants to make the following appointments:  
Paul Bottieaux and Michael Flores on the Bookstore Vendor Selection Committee  
It was the sense of the senate to approve.

**D. Other**

None.

**VII. Announcements**

None.

**VIII. Adjournment of Meeting**

Meeting adjourned at 5:48 PM.

Respectfully submitted,

Jolena Grande, Secretary