



ACADEMIC SENATE  
APPROVED MINUTES  
April 10, 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;  
IQA 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: Bill Pinkham, Dan Snook  
Alternates in Attendance: Peggy Austin  
Liaisons in Attendance: Rob Johnson, Peggy Austin, Kathy Alvarez, Beth Piburn  
Guests: Dee Sato, Sujata Chiplunker, Kate Reid

The meeting was called to order by President Cherie Dickey 3:04 p.m.

- I. M/S/2 (Llanos/Watson) Approval of Minutes for March 13 as amended.
- 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.)

Steve Gold passed the Table of Contents for the Spring Plenary Resolution for the senate to look over.

III. President's Report Cherie Dickey

Postponed.

IV. Special Reports

Revised Program Review – Kathy Alvarez

Kathy presented the Program Review form which incorporated the additional changes which were recommended from the senate meeting of 3/10/08. Among the changes was that the review cycle was changed from a two year cycle to a three year cycle. At the end of the document, the signature page includes space for both the Dean's and the Department Coordinator's signatures. It was also noted during the senate's discussion of the amended form that student evaluations are not a part of the review, though the departments should perform these. Kathy will include in the document instructions the need for doing the student surveys.

M/S/U (Piburn/Johnson) The motion that the proposed changes to the Revised Program Review form be approved.

V. Faculty Issues

A. Proposed Constitutional Changes

The Exec Committee presented proposed changes to the Constitution to extend the president's term to two years. The Past President position would exist during the first year, and the President-Elect position would exist during the second year. To keep the Exec Committee at five members, a fifth Committee member would be selected each year by the senate. Like the Past President is now, the President-Elect will be a separate senate position, the senator who is chosen to be the President-Elect will resign his or her remaining term as division senator or senator-at-large, and the vacancy will be filled.

M/S/U (Piburn/Llanos) To approve the proposed changes to the constitution and send out to all faculty for a vote to ratify.

B. Reassigned Time Document

The reassigned time document was sent by Mike Kasler to all deans. It provides that the department coordinators ultimate responsibility is for outcomes and not merely sitting in the office during specific times. These specific times have to do with the department coordinators availability if a meeting is required by them and their dean. It also provides a mechanism for sick leave deductions if needed. The senate felt that the document was a memorandum of understanding and requested that Cherie and Mike sign the document.

M/S/U (Johnson/Castle) To approve the memorandum of understanding regarding department reassigned time.

### C. Academic Rank Document

Cherie presented an amended Administrative procedures and a document that detailed the changes to the NOCCCD policy of academic ranking. The Chancellor's cabinet will review these and vote to approve or not. The district would like the policy for academic rank to be standardized for all campuses. Some concern by members of the senate was expressed that the changes would eliminate the time element for advancement in academic ranking as currently required.

M/S/C (Piburn/Holmes) Motion to approve the NOCCCD policy for Academic Rank.

M/S/U (Piburn/Holmes) Motion to approve the Academic Policy AP7210 language for academic rank as amended.

### D. AP4020 – DCCC Program and Curriculum Development

The approval of AP4020 would be postponed until after the hiring of the new chancellor. The senate felt it would be a good idea to hear from the Curriculum Committee. Peggy will take the document to the Curriculum Committee's next meeting for review.

### E. AP3720 Acceptable Use/Computer and Electronic Communication

Cherie requested that the senate review the policy and mark it up for any concerns or changes. She requested that the senate provide those changes by Monday since she must bring it to the next Chancellor's cabinet. She suggested that the division senators bring the document to their respective faculty for their review.

### F. Courses Offered in Shortened Timeframe

The senate appointed a subcommittee to review this and to provide course of action recommendations to the senate. Currently, the subcommittee is composed of Cherie and Steve Gold. Peggy will determine if any member of the Curriculum Committee would be interested in serving on this subcommittee. It was suggested that a member should come from a division that offers these types of courses.

### G. Code of Ethics – Faculty Specific and/or District-wide

Currently, there is a Board Policy for faculty. It was felt by the senate that there was a need for a code of ethics for everyone, but it would be more effective if the code of ethics was group-specific (i.e. faculty, classified, administrators). There was some concern regarding the legal ramifications with respect to code of ethics. This will be discussed at the next Chancellor's cabinet.

### H. Graduation Attendance

The exact number of faculty attending the graduation celebration is not clear since many faculty use their own regalia during the graduation. It was suggested that an

email should be sent out to get a better count of attending faculty. Cherie will host the after graduation party at her home.

I. Other

The Faculty Awards must be finalized. It was noted that the At-Large senators choose the Charger Award recipient and the Division senators choose the Teacher of the Year recipient.

The Chancellor's retirement party will be held May 30. It costs \$55 per person. Pat Ganer, Robert Johnson, and Cherie will attend. The hospitality budget will be used to send Cherie and Robert to the party. Pat will write a Resolution celebrating the career and service of our Chancellor.

California State University Long Beach will host the Education Leadership Forum luncheon. The revision of mathematics curriculum will be the topic for the luncheon. It was felt that a good representative to the luncheon would be a member of the math department. The luncheon is May 1.

There is a need for putting out a call for senate at-large nominations. Senators currently serving should remember to place their names if they want to continue serving on the senate.

Those interested in the Curriculum Committee chair were reviewed by the senate. A vote to appoint the new chair was called.

M/S/U (Llanos/Piburn) The motion to appoint Joe Gallo to the position of Curriculum Committee chair.

VI. Special Reports

A. Associated Students

None

B. Treasurer's Report Karen Watson

As of March 31, 2008, the balances in the Senate accounts are:

|  |            |
|--|------------|
| OCTFCU (contributions from Senate members)                                   | \$189.75   |
| Hospitality (managed via Bursar's office)                                    | \$533.00   |
| Supplies and Materials (40000 account under President's Office)              | \$433.00   |
| Other Operating Expenses & Services (50000 account under President's Office) | \$2,830.00 |

C. IQA Committee Kathy Alvarez

See above

D. Curriculum Committee Peggy Austin

The bulk of the classes have gone to the Board including two out of the three AA degrees. They will be sent to the System Office to be accepted in place of the non-compliance ones. If they are not accepted, the System Office will send back comments regarding why they were not accepted and what revisions are necessary. Curriculnet training will be held Friday and Tuesday.

E. Campus Tech Committee

The technology plan for the campus was looked over and accepted with small changes. The website is still in production. Marc Posner would like to come to the senate to provide a presentation about the new site. Cherie will contact him to arrange for him to come to the senate.

F. Staff Development Nancy Deutsch

None

G. Foundation Report Beth Piburn

The mini-grant awards decisions will be handed down soon.

H. Adjunct Faculty

None

I. United Faculty

None

J. Campus Diversity

None

VII. Announcements.

None

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

Respectfully Submitted,  
Michael Frey  
Academic Senate Secretary