



ACADEMIC SENATE

APPROVED MINUTES

April 11, 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, 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/Tiana Buttice;
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: Jolena Grande, Will Heusser, Deborah Michelle, Bill Pinkham/Nancy Welliver

Alternates in Attendance: Dave McCament (for Jolena Grande) and Randa Wahbe (for Will Heusser)

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

Guests: Dale Craig, United Faculty; Robert Mercer, Fine Arts Division Faculty; Will Heusser, Social Science Division Faculty

The meeting was called to order at 3:03 PM by President Zager. There was a motion to move the order of the agenda items. The motion included moving agenda items “UF Resolution: District Negotiations” and “Senate Procedures – Robert’s Rules of Order” to the top above Public Commentary (Seiling/Diep), which after discussion was passed (M/S/P).

I. Approval of Minutes

The minutes from March 14, 2013, were approved (Johnson/Armale) with minor corrections (M/S/P).

II. Public Commentary

Gary informed everyone that ASCCC 10+1 membership cards are on the back counter. They have a removable card that you can carry in your wallet. It helps you know the senate’s role. Also are copies of the newest addition of the Rostrum. Division Reps were asked to please take a large number back to their division.

Randa Wahbe, speaking as Coordinator of English Dept., sent an email to Senate and specific department coordinators, and read a statement for the record from the English Department (see attached).

Christie Diep, as a member of the English Department, read a document for the record as well (see attached).

Therese Mosqueda-Ponce stated that she still has the newspapers from the time that Puente was first being presented for Cypress College that states that the English department signed a petition against it. Therese said that the program admitted 30 students, but it affects 900 because of the domino effect.

Bryan Seiling stated that in the future, we need to refrain from debating things in email.

Gary Zager shared with senate that Kim Bartlett had passed away last night. There was a moment of silence in her honor.

III. Special Reports

A. Associated Students – *Tiana Buttice*

Not present.

B. United Faculty – *Randa Wahbe*

Randa reminded everyone that they should have received flyers in mailboxes advertising the college-site meetings. Yesterday was the meeting at Fullerton; Cypress is scheduled for April 24th. The flyer also has benefits information on the back.

C. Staff Development – *Rebecca Gomez*

Classified Appreciation is this Friday. Rebecca sent out an email to save the date for May 9th Luau. Invitations will be out soon but start thinking about the baskets. It will be

a Hawaiian theme. Staff Development has received approval to send two faculty to the Great Teacher Seminar, July 28 - August 2. It does include prep work. Will be sending that information to all faculty. Some Microsoft Office workshops are coming up, and faculty can attend at any campus. They're on the District Staff Development calendar on GroupWise. Rebecca shared several other events that are available through that calendar.

D. Curriculum Committee – *Mark Majarian*

Mark reminded everyone that with the calendar change, there are no flex credits for reps on the committee, and it can be very time consuming. Mark asked if there is any possibility for investigating request for release time for that and he would like some assistance in pursuing that question.

Dale stated that per the contract, the UF will be asking faculty for what items to have on their re-openers next year, and he suggested that it be given to UF to consider. It was also suggested to contact Nina DeMarkey, dean of Social Sciences, as that division had been looking into possibilities for supporting something for the curriculum reps. Mark also spoke to the concern that not only do reps come to the curriculum meetings, the reps also work in helpful ways within their divisions. In some cases, that chain of communication is not always working effectively in a timely manner. There is concern about the mechanics of shared governance.

Certificates and ADTs are coming through. Reached 80% and expect to reach 100% next year. A problem is that some courses may still need revised before that course is fully vetted into the ADT. Mark reminded everyone that simply because the ADT has gone to Chancellor's office does not mean that they are immediately active. Final step is for the local CSU system to accept the ADT and courses.

E. Campus Technology Committee – *Rosalie Majid*

No report because she was not able to attend.

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

No report.

G. Foundation Report – *Rosalie Majid*

No report.

H. Basic Skills Committee – *Cherie Dickey*

Cherie shared that the committee is working to set up a consortium between English/Math/Counseling discipline faculty at Cypress College and AUHSD to better understand the new common core for the public schools and for both institutions to work together to share concerns, questions, and goals that lead to smoother transitions for students from high school to college. An initial planning meeting is scheduled for next week with the assistant superintendent of AUHSD.

I. Students Learning Outcomes Assessment – Nancy Deutsch

There was no meeting last week, but will have one in May.

J. Program Review and Department Planning – Jolena Grande

Bryan Seiling reported that there had not been a quorum at last two meetings, which means work on the program review forms cannot take place. In addition, the Program Review Committee would like to bring ideas to Senate about some different changes of how CTE does things plus others. A sincere thank you to those divisions (Business, Language Arts, Social Science) with representatives who attend on a regular basis, and ask that the other Senators to please ask your representatives to show up.

K. District Council on Budget and Finance– Jolena Grande

Jolena went to the last meeting but Gary has not received her report to share today.

IV. President’s Report – Gary Zager

A. Mistake

At our last meeting, President Zager made a mistake in conducting the vote of the High School Collaboration Agreement. It was when he was re-reading the Academic Senate Constitution (the one he sent out last week) that he realized the error.

During the last Senate meeting, Cherie Dickey could not stay for the entire meeting and as she was leaving, she stated that she was giving her “Proxy” vote to another senator, Rosalie Majid. President Zager accepted that statement and later during the vote he allowed Rosalie to vote twice, once representing herself and once for representing Cherie.

President Zager should not have allowed that. It was not until he was re-reading the Academic Senate Constitution that he realized that “Proxy” voting is not allowed. Rosalie Majid should have only been allowed one vote. The “Proxy” vote did not make a difference in the totals; the vote was 9 yeas to 7 nays. This vote count does not dismiss the procedural error.

In reading our constitution once again as well as referring to Roberts Rules of Order, President Zager did not see where this error is specifically addressed. President Zager is not sure what his/Senate role is in this matter with the discovery of the error. President Zager asked the Senate, as a body, for advice and direction. President Zager apologized to Senators for his error and hopes that Senate will accept it for what it is, an error of ignorance. Cherie also added her apology for having caused confusion with her assignment of the proxy. Bryan Seiling indicated that he did not believe such errors were of the “oops” variety.

Bryan will be introducing several resolutions tomorrow. He wanted you to have them now so that you can have time to look them over and form opinions. They are attached to the email that this report was in. (see attachment from Bryan Seiling).

B. Meetings with Dr. Simpson

President Zager meets with President Simpson every other week for an hour to talk about common interests and concerns.

President Zager met with Dr. Simpson on April 2nd. He is requesting a time that he can come to our senate for a Question and Answer Session. I told him that I would address it with you and that if the Senate was open maybe we could agendaize it for April 25th or May 9th.

We also discussed the pros and cons of how the 16-week schedule is working.

C. District Coordinating Council (DCC) – previously DPC – March 25, 2013

1. The budget is looking strong with Prop 30 funds coming in stronger than originally estimated. There was a discussion and inquiry on the Fullerton College FTES issue.
2. There may be a 2% COLA from the State that may result in salary increases.
3. In reference to Priority Registration Enrollment Priorities, the Banner Steering Committee has not finished this evaluation. The goal is to implement over a period of time;
 - a) Phase I: Fall, 2013 Notify Students of the upcoming changes
 - b) Phase II: Spring, 2014 State the implementation
 - c) Phase III: Fall, 2014 Full implementation
4. Due to re-definitions of what a full-time employee (30 hours per week) who is due benefits, the District will restrict part-time employees to no more than 26 hours per week at only one site under only one supervisor. This will go into effect July 1, 2013.

D. Board of Trustees – March 26, 2013

1. Protestors: about 50 (President Zager's estimate) people showed up to protest Fullerton College's intent to lower the goal of closing the achievement gap in success and retention from 5% to 2% for Hispanics and African-Americans over the next 3 years. It was a peaceful protest. Many spoke under Public Commentary and the Board of Trustees received them warmly.
2. President Zager was very impressed with how many security personnel were in the room from the District, FC and CC.
3. There was a presentation by Dennis Davino from SCE on their LEAP Program. LEAP is intended to provide "dynamic and responsive lifelong learning opportunities . . ."

April 8, 2013

1. There was a presentation by Karen Cant and Albert Miranda on how Cypress College is going GREEN. President Zager mentioned that he had not realized

that we have lowered our carbon footprint, associated energy costs by about 50% since 2007, and have now saved almost \$800,000 in energy costs.

2. Had in informal presentation of the Fullerton College Centennial. Many of the activities will be held on April 27th. President Zager will have handouts to share at our Senate meeting.
3. Candace Lynch-Thompson shared a resolution that she wrote and will be presented for vote at the ASCCC Plenary session later this month.

E. Institutional Effectiveness Council (IEC) – March 18, 2013

We spent most of our time fine-tuning the District-Wide Satisfaction Survey. President Zager believes that faculty have all received it by now, and encourages Senators to fill it out and send it in.

F. Planning and Budget Committee - March 21, 2013

1. Budget Update
 - District has initiated a bid for one provider of copy machines across the district; and another one on desktop printers.
 - HVAC in Fine Arts is on the fritz and will cost \$900,000 to fix. Fred Williams is championing this project to be done this summer.
 - In July, we will be developing “energy conservation project” funding.
2. Enrollment and FTE Update:
 - a) About the same as last report. We will be adding approximately 44 sections to the summer schedule.
 - b) One –Time Budget requests are now in.
 - c) A capital projects priority list has been developed in case the District goes with the Local Bond proposal that would be a match to the State Bond proposal.
 - d) Local bond would be about \$250M.
 - e) If all goes well construction would be 2015/16 with a move-in of 2018/19.
3. Technology Plan: This was passed in PBC.
4. Special Requests: Funding for Forensics conference – Passed

April 4, 2014

1. Budget:
 - Bookstore vendors bid walk is scheduled for April 19th.
 - CC is waiting for the State’s May 10th Budget Revise to see how we are faring.

2. Enrollment and FTE Update: We are within 1% of our goal
3. One-Time Funding Requests: I should have the final list for you by next meeting
4. Contingency Fund Update
 - PE Plumbing Emergency (water left on for Spring Break) maybe \$30,000
 - Cypress PD wants numbers on our buildings and roofs.
 - Humanity Bldg. needs to be painted inside the classrooms. Contractor used the wrong paint. - \$25,000
 - Thinking about new umbrellas, a shade area between A&R and A.S.
5. Dr. Simpson wants added signage to help new and prospective students

G. President's Advisory Committee (PAC) – March 21, 2013 (Most everything discussed in PAC has already been mentioned in the above sections.)

1. Budget – Dr. Simpson stated that we are not going to be as stingy as we have been in the past

April 4, 2013

1. Budget – State Assembly is not in favor to the LAO / Governor's proposed plan on shifting adult education to the community colleges
2. Deborah Ludford is now leading the changes in Priority Registration at the District hoping for a Fall 2013 start.
3. Committee Appointments:
No one from the SLO Committee responded to my call to be on the interview committee. I am suggesting that we put together an "interview" committee to speak with our interested candidate to be composed of:
 - Santanu Bandyopadhyay
 - Nancy Deutsch
 - Gary Zager

H. Responses to President's Report

President Zager mentioned Dr. Simpson would like to come and meet with senate for 15 minutes for a Q&A. Sense of the senate that it is a great opportunity for questions/concerns. Feeling that last meeting would be best.

Gary passed around information on the Fullerton Centennial. Looks very exciting.

V. Faculty Issues – Unfinished Business

The agenda was reordered to move agenda items "UF Resolution: District Negotiations" and "Senate Procedures – Robert's Rules of Order" to the top above Public Commentary.

A. UF Resolution: District Negotiations – Bryan Seiling

(This agenda item was moved to the top of the meeting)

Bryan turned the item over to Dale Craig, UF president. Dale asked the senate to consider a motion to direct that their reps on the various district and spending

committees where budget decisions are made, to direct reps to vote against any new on-going expenditure until salary negotiations are settled. UF would like to look at COLA. If any new expense is voted on, that would reduce the amount of ongoing money for COLA for all employees of the district. Dale stated that it is Important that administrators understand that until salary is settled that it is not in faculty's best interest to vote for additional ongoing expense. So please consider some type of resolution that addresses that.

Motion to direct our representatives on the various district spending committees where budget decisions are made, to direct reps to vote against any new on-going expenditure until salary negotiations are settled (Wahbe/Johnson). Questions were raised for clarification in writing as to the specific direction that we are meaning by "new ongoing expenses". A motion to direct mandates that the representatives must vote as the direction specifies. Comments were made that it seems premature; there is lack of clarity as to what are ongoing funds vs. not ongoing funds; needing to arm our union negotiators beforehand as they go into negotiations. Feel it is better than doing nothing. After further discussion, it was felt that it would be helpful to wait until there is more information from Dale of the context and the consequences, good or bad. Dale stated that before next meeting, he will send senate a written document that fully explains the motion in order to have better information. Motion to table (Diep/Seiling) m/s/p

B. SLO Coordinator – Gary Zager

President Zager said that he has a small committee to interview the candidate. He has permission to share that it is Sarah Jones who is interested in the position. Looking forward to meet with her. Will bring that back to senate at the next meeting.

C. Pathways to Success – Ad Hoc Committee Recommendations – Gary Zager

President Zager reported that the ad hoc committee met and developed a set of recommendations that was emailed to senate. Gary suggested that this is going to be a lengthy discussion for another meeting time. Motion to table (Ganer/Seiling) M/S/P

D. Technology Plan – Gary Zager

Gary sent this out before the last meeting. Gary asked if there are any questions to take back to the committee. No major changes have been made except not including laptops in rotation. Focus is on desktop computers.

E. Funding for Academic Senate Awards – Gary Zager

Rosalie talked to Raul about a process for different types of accounts. She shared a handout about the different types (see attached). Rosalie said it looks like we need to "feed" the Academic Trust Account; to build up the balance. Maybe contact the credit union, Schools First, for some support; call for faculty donations; set up a process that a certain amount from paycheck goes into the account; or a fundraising activity. Maybe a basket for the Luau that is specifically for the account. Many ideas to look into. Rosalie offered to help coordinate a workshop/seminar concept that faculty could offer and the fees would go into the account. Two issues - need to fund our awards for this year and, second, look toward ideas for future years. Suggested maybe a campaign to faculty to

suggest that they use the Pull for Cypress event to earmark a specific amount of that to go directly to the Academic Senate Trust Account.

F. Term Limits – *Bryan Seiling*

Move to table (Seiling/Llanos) M/S/P.

G. Improved 16 Week Calendar – *Fumio Ogoshi*

Fumio stated that he would like some advice on how to proceed. Maybe it is under purview of UF and not senate. Maybe we could make a recommendation to UF. Comments: senate discussed it several times in the past, but the decision regarding the college calendar is a negotiated item between the UF and the district. Gary suggested that we wait for further discussion until we get the input that the Leadership Team meeting gathered on pros and cons on the 16-week calendar. Fumio agreed that getting more information would help with our discussion at senate and hear feedback from other divisions. Suggested that we get a list of key factors to use for gathering information from the divisions. Motion to table (Johnson/Seiling) M/S/P.

H. Other

None

VI. Faculty Issues – New Business

A. Selection of finalists for the Senate Awards – *Pat Ganer*

Selection of Outstanding Full-Time and Outstanding Part-Time Faculty and Charger Award. Pat sent out emails with the information of those nominated. Requests for further information needs sent out now so that we can vote at our next meeting. The time is affected partly by the deadline to get the names into the graduation program. Pat explained that our practice has been to bring back the nominations of those in the last two years who were also nominated to be considered. Division faculty select Full-time and Adjunct awardees and At-large select for Charger Award. (At this point, senate members broke into two groups to review their respective nomination forms.)

B. Appointees to the Academic Senate Officers Nominating Committee – *Gary Zager*

Pat, as past-president, is chair of the nominating committee. Will need two more to serve on the committee. Elections will be held for president-elect, treasurer, secretary, and fifth person who is from the senate body. Pat asked that senators please contact her if they are interested in running for any of the positions. Elayne and Michael volunteered to serve on the nominating committee.

C. Plenary Session Funding – *Gary Zager*

Gary is going to ASCCC Plenary next week in San Francisco. Motion to support using the Academic Senate funds to pay for Gary's travel. (Brydges/Johnson) M/S/P

D. Curriculum Institute Funding for Mark Majarian – Gary Zager

This summer's institute will be covering extremely important issues. Motion to support using the Academic Senate funds to pay Mark Majarian's costs to attend (Deutsch/Johnson) M/S/P

E. Senate Procedures – Robert's Rules of Order – Bryan Seiling

Questions were raised as to whether the Academic Senate actually operates under Robert's Rules of Order as the bylaws indicate. It was pointed out that in several cases, the body does not follow Robert's and should be doing so unless "Special Rules of Order" are adopted that override Robert's. Other members noted that Robert's allows an organization to have its own customs that may be contrary to Robert's and those procedures are appropriate unless someone raises a "Point of Order." Once the Point of Order has been raised, Robert's will prevail unless a "Special Rule of Order" is passed.

Three other resolutions related to violations of Robert's were tabled until the next meeting.

Motion to wave the first reading (Seiling/Diep) M/S/P - 1 nay. Resolutions for Special Rule 1, 2, 3, and 4 attached.

A Point of Order was raised that members were not standing when they spoke. Since Robert's indicates that they must, that would mean that all speakers would have to stand. As a result, a resolution was presented that allows members to remain seated, as has been our custom. Motion to approve Special Resolution 1 (Seiling/Wahbe) M/S/P 5 abstentions.

Motion to table Special Resolutions 2, 3, and 4 (Ganer/Johnson) M/S/P yay 10 / nay 5. The three other resolutions related to violations of Robert's were tabled until the next meeting.

F. Professor Emeritus Considerations – Gary Zager

Please make sure to bring names forward at the next meeting so that there is time for them to be included in the graduation program.

G. Other

None.

VII. Announcements

None.

VIII. Adjournment of Meeting

Motion to adjourn (Johnson/Diep) passed, M/S/P, one nay.

Respectfully submitted,

Cherie Dickey for Jolena Grande, Secretary

DRAFT

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