



ACADEMIC SENATE

APPROVED MINUTES

April 14, 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, Judy Swytak;
LANGUAGE ARTS DIVISION & LIBRARY, Cherie Dickey;
PHYSICAL EDUCATION DIVISION, Nancy Welliver;
SCIENCE/ENGINEERING/MATH DIVISION, Alex Mintzer;
SOCIAL SCIENCE DIVISION, Regina Rhymes;

2010-2011

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

ADJUNCT SENATOR: Julia Jordanides

LIAISONS: ASSOCIATED STUDENTS: Tiffany Saw and Jasmine Lee;

CAMPUS DIVERSITY:

CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;

CURRICULUM COMMITTEE: Cherie Dickey;

FOUNDATION: Beth Piburn;

PROGRAM REVIEW COMMITTEE: Jolena Grande;

STAFF DEVELOPMENT: Nancy Deutsch;

UNITED FACULTY: Regina Rhymes

ACADEMIC SENATE PRESIDENT: Pat Ganer

ACADEMIC SENATE PAST-PRESIDENT: Rob Johnson

Senators and Officers Absent: John Alexander, Ron Armale, Cherie Dickey, Nancy Deutsch, Joe Gallo, and Jolena Grande

Alternates in Attendance: None

Liaisons in Attendance: Jasmine Lee, Rosalie Majid, Beth Piburn, and Regina Rhymes

Guests: Paul de Dios, Dean of Counseling and Student Development; Luke Latham, Adjunct Faculty – Biology; and Dr. Robert Simpson, Executive Vice President

The meeting was called to order by Pat Ganer at 3:04 PM.

- I. Approval of Minutes
The minutes of March 10, 2011, were approved with no additions or corrections. M/S/P (Llanos/Michelle).
The minutes of March 24, 2011, were approved with one addition to page 3, under letter D regarding graduation regalia. It was noted that changes in the official recognition of graduation regalia in the commencement program would begin in 2012. M/S/P with one abstention (Michelle/Zager).

- II. Public Commentary
Regina Rhymes expressed concern for racial remarks written on campus-displayed posters. She indicated a need for campus-wide discussions and awareness of these issues and suggests that if racial or hate remarks are heard or observed, they should be reported and addressed. Regina also mentioned her support of Dr. Kasler's response and the e-mail distributed to faculty indicating that racial comments and discrimination will not be tolerated.

The Academic Senate expressed its support for the email distributed by Dr. Kasler (M/S/P Saldana/Urquidi). In addition, Judy Swytak suggested that all faculty members address this policy and related issues within their classes

- III. President's Report – *Pat Ganer*

A. District Planning Council – *Pat Ganer*

President Ganer reported on three items:

1. District budget – Although the District budget is still unknown, a best-case scenario continues to be estimated at an \$8 million reduction, a moderate reduction of \$14 million, and a worst-case scenario of \$22 million in needed reductions. Currently, Fred Williams estimates the reduction will be between \$14 and \$22 million. The District is considering the possibility of taking additional funds from the \$45 million reserve account to cushion the impact if next year's reduction is greater than \$14 million. Tapping into reserves will only carry the District for 2 years. The current District budget of \$156 million includes about \$116 million for salaries and benefits, \$5.6 million for retiree benefits and medical costs, and \$12 million in operating costs. Even in the worst-case scenario, using some reserves as an option, the next year appears as though Cypress College will not need to take significant actions beyond the cutting of classes and delaying other spending. After next year, more serious actions may need to be taken including possibilities such as layoffs, furloughs, and salary reductions/freezes. President Ganer wanted to clarify that the use of the District's \$45 million reserve is limited.
2. Discontinuance policy – The District Program Discontinuance policy has been in abeyance for the last four and a half years. The District has proposed new wording for the Board Policy statement that is similar to the last one considered. President Ganer distributed the proposed Board Policy to Senators for review, but reminded Senators that the Administrative Procedure will also need to be further developed and reviewed. The Board Policy is normally written in terms that are more general with the Administrative Procedure being more specific. A thorough review of the proposed

Administrative Procedure will be needed. President Ganer requested that Senators review the Board Policy and be prepared to discuss it at the next meeting. Final approval of the Administrative Procedures and Board Policy can be implemented together or separately. .

B. Planning and Budget Committee – *Pat Ganer*

One-time funding requests – DPC is currently reviewing one-time funding requests. Ranking of the requests will be finalized shortly with only those identified as critical needs to be funded. These requests will be funded from carryover funds.

C. President's Advisory Cabinet – *Pat Ganer*

No report.

D. Board of Trustees Meeting – *Pat Ganer*

No report

IV. Faculty Issues – Old Business

A. Subcommittee Report on Dishonesty Policy – *Alex Mintzer*

Alex Mintzer distributed proposed revisions to the Academic Honesty Policy drafted by the subcommittee. It was moved and seconded that the revisions be approved by the Senate (Mintzer/Zager). Some background information regarding the issue was provided by Luke Latham, who previously approached the Senate regarding potential discrepancies between the College Catalog printed policy and the California Education Code. It is his belief that the instructor has the legal authority to assign grades for a course, including the authority to give a student an "F" in the course for any act of cheating/plagiarism, but that the college catalogue does not provide that option. Both Paul de Dios, Dean of Counseling, and Dr. Simpson, Executive Vice President, provided additional information on the issue, including references to recent court decisions. It was moved (Saldana/Llanos) that discussion of the proposed policy be tabled until Senators have an opportunity to distribute, discuss, and compile feedback from division faculty members regarding the potential revisions to the Academic Honesty Policy. M/S/P.

B. Faculty Awards – *Pat Ganer*

Division and At-large Senators met to review recommendations and selected the recipients of the Outstanding Full-Time Faculty Award, Outstanding Adjunct Faculty Award, and the Charger Award. It was moved (Llanos/Schulps) that the following faculty members are recognized:

Outstanding Full-time Faculty Award and \$1,000 – Richard McKnight (Business Division)

Outstanding Adjunct Faculty Award and \$500 – Devon Tsuno (Fine Arts Division)

Charger Award and \$500 – Cliff Lester (Fine Arts Division)

M/S/P

V. Faculty Issues – New Business

- A. Academic Computing: Mike Kavanaugh – *Pat Ganer*
This item will be discussed further at the next meeting.
- B. Curriculum Chair Position - *Cherie Dickey*
This item will be held for the next meeting since Cherie Dickey is not present; no faculty members have committed to serving as Chair. It was suggested that the current policy requiring the chairperson to have served on the committee for at least 2 years be revised so that a faculty member without 2 years experience may serve. After discussion, the Senate expressed hope that a prior committee member will volunteer to serve soon as Curriculum cannot function without a chair.
- C. Professor Emeritus – *Pat Ganer*
President Ganer asked Senators to check within their respective divisions and report to the Senate those who will be retiring from Cypress College this year. In order to recognize in the Commencement Program and bestow Professor Emeritus status on faculty who are retiring, President Ganer needs to have the names. To date, only Minnie Allison from SEM Division has been forwarded for Professor Emeritus; Donna Friess was approved in December.
- D. Buena Park High School Middle College – *Pat Ganer*
Dr. Simpson and Paul de Dios addressed the Senate regarding a pilot program between Cypress College and Buena Park High School that would coordinate college courses with high school graduation requirements, allowing students to earn college credit while completing their high school diploma. After much discussion, the Senate was not opposed to the program, but had many concerns for which Dr. Simpson assured them that proper controls would be in place so that high school teachers would follow college standards. Dr. Simpson stated that there would be a close coordination between the high school teachers and Cypress College division deans. Dr. Simpson reported that funding for this program would come primarily through a grant awarded to Buena Park High School. Dr. Simpson reassured the Senators that prior to offering college equivalent classes at the high school, each division will have the opportunity to initiate, approve/disapprove class offerings, and that all personnel involved in the program will be consulted prior to launch. Dr. Simpson suggested that Senators discuss this pilot program within their respective divisions to determine what classes might be appropriate to incorporate into this program and solicit suggestions and concerns.
- E. Food Service Vendor – *Pat Ganer*
President Ganer reported that a new food service vendor has been selected and approved by PAC at the last meeting. Rob Johnson served on the selection committee that reviewed Requests for Proposals (RFP) prior to the recommendation submitted to PAC. The new vendor is a family-run operation that has experience in providing similar type food services in the nearby community. The vendor, YDH Restaurants, will be bringing to campus three

franchise companies: Sbarro (pizza), Baja Fresh (Mexican) and Seattle Fresh Coffee and will also offer its own CaliGrill. Other franchise restaurants such as Panda Express may be considered in the future. Franchise prices on campus will be the same as charged off campus. The new vendor pledged to make an effort to hire and train Cypress College students.

VI. Special Reports

A. Accreditation Self-Study – *Cherie Dickey*

- No report.

B. Associated Students – *Jasmine Lee*.

- World fest was held yesterday and Associated Students had an opportunity to sample foods from different cultures, play games, and meet different cultural clubs.
- Students will be participating in Hands Across California at Fullerton College this Sunday.
- Associated Students participated in KinderCaminata and stressed to the youngsters visiting campus how seriously they should take their education and strive for higher education.
- Student volunteers will meet at Luther Elementary School on April 29, 2011, to assist in the after school program for community service.
- The Associated Students will be raising funds for Japan Relief Efforts by selling wristbands (Lance Armstrong type) for \$2 each. Bands will be on sale for the next 2 weeks. All funds will go toward providing relief for Japanese earthquake/tsunami victims. .

C. United Faculty – *Regina Rhymes*

- No report. President Ganer mentioned that the vote to ratify a 16-week contract would be counted and finalized.

D. Staff Development – *Nancy Deutsch*

- No report.

E. Curriculum Committee – *Cherie Dickey*

- No report.

F. Campus Technology Committee – *Rosalie Majid*

- No report

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

- On behalf of Ron Armale, President Ganer reported that Senate funds amount to \$2,300.

H. Foundation Report – *Beth Piburn*

- No report.

- I. Basic Skills Committee – *Cherie Dickey*
 - No report.
 - J. Student Learning Outcomes Assessment – *Nancy Deutsch*
 - No report.
- VII. Announcements
- None.
- VIII. President Ganer adjourned the meeting at 5:30 PM.

Respectfully submitted,
Jolena Grande, Secretary, and Vicki Castle, Interim Secretary