

ACADEMIC SENATE

APPROVED MINUTES

May 10, 2012

DIVISION SENATORS: BUSINESS DIVISION, Jesse Saldana;
CAREER TECHNICAL EDUCATION DIVISION, Carlos Urquidi;
COUNSELING DIVISION, Deborah Michelle;
FINE ARTS DIVISION, Molly Schulps;
HEALTH SCIENCE DIVISION, Lynn Mitts;
LANGUAGE ARTS DIVISION & LIBRARY, Michael Brydges;
PHYSICAL EDUCATION DIVISION, Nancy Welliver;
SCIENCE/ENGINEERING/MATH DIVISION, Fumio Ogoshi;
SOCIAL SCIENCE DIVISION, Bryan Seiling;

2010-2012

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

ADJUNCT SENATOR: Kari Ann Pike

LIAISONS: ASSOCIATED STUDENTS: Jasmine Lee;
BASIC SKILLS: Cherie Dickey;
CAMPUS DIVERSITY:
CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;
CURRICULUM COMMITTEE: Mark Majarian;
FOUNDATION: Beth Piburn;
PROGRAM REVIEW COMMITTEE: Jolena Grande;
STAFF DEVELOPMENT: Rebecca Gomez;
STUDENT LEARNING OUTCOMES ASSESSMENT: Nancy Deutsch
UNITED FACULTY: Vacant

ACADEMIC SENATE PRESIDENT: Pat Ganer

ACADEMIC SENATE PRESIDENT-ELECT: Gary Zager

Senators and Officers Absent: John Alexander, and Molly Schulps

Alternates in Attendance: Rob Johnson for Molly Schulps

Liaisons in Attendance: Cherie Dickey, Jolena Grande, Rosalie Majid, Mark Majarian, and Beth Piburn.

Guests: Michael Kasler – President ; Jeanne Miller – Distance Education Coordinator, Jessica Puma – Distance Education Instructional Designer; Therese Mosqueda-Ponce – Faculty, Counseling; Will Heusser – Faculty, Social Science Division; David Nusbaum – Faculty, SEM;, Cypress College; Eldon Young – Dean, Language Arts and Library

The meeting was called to order by President Pat Ganer at 3:03 PM.

I. Approval of Minutes

The minutes from April 26, 2012, were approved (Johnson/Zager, M/S/P, 3 abstentions).

II. Public Commentary

Dr. Kasler addressed the Senate and thanked the Senators for allowing him to serve as president.

Michael Brydges congratulated Vicki Castle for being awarded the Orange County Teacher of the Year.

III. Special Reports

A. Associated Students – *Jasmine Lee*

- No report.

B. United Faculty – Vacant

Dale Craig addressed the Senate on two items.

- (1) SLO contract language ratification vote. Faculty should have received ballots by now, and Dale wanted to make sure that there were no further questions regarding the contract language being proposed. He encouraged faculty to vote in favor of the proposed language to ensure SLOs remain within the purview of the faculty, and are not imposed on us by an outside entity.. Based on the accreditation rubric from ACCJC, the proposed contract language defines the assessment and development of the SLO process, which will assess the completion of SLOs, but not the outcome of the SLOs assessment. Details still need to be negotiated with Jeff Horsley. Dale wants to ensure that the SLO parameters for faculty evaluation are clearly defined and that faculty are protected; the process and assessment should remain with the department. He has spoken with each Board of Trustees member and they were explicit in their position that they do not want to evaluate faculty on the results of SLO assessment results. SLOs are recognized as within the 10+1 area of responsibility designated as being under the purview of Academic Senate.
- Item (2): Resolution regarding the high school collaboration. Dale provided a resolution written by and passed by the UF Board regarding the Middle College collaboration. The position it takes essentially is the same as one of the guidelines within the pending agreement regarding high school collaboration that the Senate is working on. It has also been passed by the Fullerton College Senate. The resolution essentially makes middle college subject to contract language and provides a baseline of protections for district faculty. It was suggested that we refer to the relationship as “high school collaboration” rather than “middle college.” Dale confirmed that use of “middle college” is not in the resolution language. It was also suggested that the adjunct faculty union also be consulted so that Fullerton, Cypress, UF, and SCE support of the resolution to the Board of Trustees (BOT) is common among all groups. The resolution will be brought back for endorsement later, but at this point, there was a sense of the Senate of support.

C. Staff Development – *Rebecca Gomez*

- No report.

D. Curriculum Committee – *Mark Majarian*

- Mark passed around the seat count document that is still being reviewed. Next year, the finalized draft will come to the Senate, and then it will be presented to DCCC to become policy instead of just a guideline. Fullerton and Cypress will need to agree and come to a consensus. Dale Craig mentioned that the District is

interested in negotiating class sizes as part of the contract. If the campuses have a defined curriculum process that establishes class size, and if the Senates have a clearly defined process that is written down that determines class size, it will be easier to negotiate with the district, to fight back against having the issue placed in another committee's hands.

- Mark mentioned that Fullerton College has been working on the AAT and AST degrees under the Transfer Model Curriculum. Stacey Howard is still working on the handbook to assist faculty in preparing Associate in Science Transfer and Associate in Arts Transfer degrees. Not all discipline areas have TMCs created within the state yet. He also addressed the TMC and how CSUs will be giving preference in spring 2013 to students with AAT and AST degrees. There are no clear guidelines for transfer students yet. For those disciplines that have established TMCs, students with AAT and AST would be admitted. Therese Mosqueda-Ponce mentioned that transfer to CSUF for spring 2013 is more impacted than fall 2013, with a preference for students with the AAT in sociology and communication. Mark also reported on the repeatability issue. He provided a handout that limited courses with repeatability to three categories: intercollegiate athletics, intercollegiate academic or vocational competition, and courses for which repetition is necessary to meet major requirements for CSUs and UCs for completion of bachelor degrees; as well as courses legally mandated and required for licensure standards. Fine arts and PE classes will not be repeatable, but they can be written as "level" courses (beginning, intermediate, and advanced), but these classes may be difficult to fill to capacity. He commented that the inability to take performance classes multiple times might affect students' abilities to compete in audition/performance or build a portfolio.

E. Campus Technology Committee – *Rosalie Majid*

- No report.

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

- No report.

G. Foundation Report – *Beth Piburn*

- No report.

H. Basic Skills Committee – *Cherie Dickey*

- No report.

I. Student Learning Outcomes Assessment – *Nancy Deutsch*

- The SLO Committee requests that the Senate approve the granting of access to view and input data by the divisional SLOs representatives to their divisions' courses only to help others in their division with SLOs. One reason is to allow access to divisional representatives working with a faculty member who has forgotten or lost their password, or working with adjunct faculty, who have no access to TracDat. It was moved (Deutsch/Gallo) to grant divisional SLO representatives access to information on all the courses in their divisions and the ability to input in TracDat. M/S/P, 3 nays.
- There was a motion to rescind the above motion that failed because it lacked a two-thirds vote (Seiling/Brydges).

- There was some concern about departmental control being removed. It was suggested that maybe it be granted at the department level rather than a blanket division approval.
- The SLO Committee will ask for department approval before allowing the division representative to access the course.

IV. President's Report – *Pat Ganer*

President Ganer emailed the following report to Senators:

A. Board of Trustees – May 8, 2012

- Public commentary began with a presentation by Denny Konshak of AdFac and four Cypress students regarding the termination of the adjunct instructor that was raised at the last Senate meeting. The Board, of course, is legally prohibited from discussing it in a public forum.
- Jackie Philbrick from Chris Norby's office discussed pending legislation. During her presentation, Mike Kasler indicated that Assemblyman Norby accepted the "invitation" Pat offered at the last Board meeting to visit Cypress. He will be coming on May 25.

B. District Consultation Council – No meeting was held since the last Senate meeting.

C. Chancellor and Senate Presidents Meeting – No meeting was held since the last Senate meeting.

D. Planning and Budget Committee – May 3, 2012

- Karen Cant provided a budget update, but is still waiting for the Governor's May revise.
- A special request from PE for funding for playoffs for the athletic teams was received and approved.
- The committee prioritized the rankings of the 23 requests for one-time funding for next year. At this point, we still do not know how much money will be available to fund the requests.
- Both the Library Use Guidelines and Program Review process were presented to PBC as informational items; they will be discussed at the Senate meeting.
- PBC then adjourned and a joint meeting with PBC and PAC commenced. The subject was a budget workshop provided by Fred Williams and Claudette Dain from the District regarding the budget allocation approach used in the District

E. President's Advisory Cabinet – May 3, 2012

- PAC began with the joint session with PBC referred to above.
- PAC received information regarding budget updates, the PBC prioritization and the PE special request.
- Bob Simpson reported on enrollment status; Cypress had met its targeted enrollment while Fullerton fell somewhat short of its.
- Both the Library Use Guidelines and Program Review process were presented to PAC as informational items; they will be discussed at the Senate meeting.
- Cypress will be resubmitting its requests for five-year construction funding for the remodeling of both SEM and FA. However, given the state fiscal status, it is highly unlikely that either will be approved.

- Santanu Bandyopadhyay presented information about the Institutional Learning Outcomes model that was discussed at the last Senate meeting and that will be readdressed at the upcoming meeting.

F. General

1. Appointments

- SLO Interim Coordinator – this item will be held until later in the meeting.
- District Technology Council – President Ganer reported that she sent a call for interested faculty. She received three responses. One was definitely interested and the other two requested additional information. President Ganer offered Doug Sallade from CTE as the Senate representative to the District Technology Council. It was moved to appoint Doug Sallade to Technology Coordinating Council, (Zager/Urquidi) M/S/P.
- Campus Technology Committee – Michael Johnson and Monica Doman serve as Senate reps to this committee, and both of their terms are ending. Both individuals are interested in continuing on these committees. Michael Johnson serves on the District Technology Committee, and there was discussion that having the same people serve on both the campus and district committees provides continuity. The point was also made that it is important to make sure that anyone interested in participating on committees be given the opportunity to apply. There was a sense of the Senate to send a call for all interested faculty, especially since the committee will not be meeting over summer. President-elect Zager will send out a call to all interested faculty.
- Foundation Representative – Beth Piburn will be retiring and going off the Foundation Board as the Senate representative. The Senate will need to appoint a representative to the Foundation Board from the Senate. The appointment need not be a member of the Senate. The Foundation Board meets at 7:30-9 AM on the last Thursday of every other month, and during the summer. President-elect Zager will send out a call for volunteers.

2. Faculty Awards Funding

- The Foundation pays \$1,000 for the full-time faculty award, and in the past there were times that the adjunct and charger were also funded (\$500 or \$1000 for Charger, and \$500 for adjunct). The funds for the Charger and adjunct faculty awards have been depleted. The Foundation will continue to fund the \$1000 for the outstanding full-time faculty member. A way has been found to fund the other two for this year, but there is no guarantee that it can be done in the future. President Ganer will approach the Associated Students for their input and consideration. The Senate needs to decide what it wishes to do in regards to providing monetary compensation in the future. The awards will continue to be given though monetary awards may not be included.

3. President Ganer got an email last night from Bob Simpson concerning a problem that arose. He asked if there is a policy dealing with the impact on student work if they have left before the instructor arrives. The Fullerton Senate had adopted a guideline a few years ago. President Ganer mentioned that this is an item that the Senate may want to establish a policy for. It was the sense of the Senate that there ought to be a waiting time but after that time, there should be no penalty in

terms of class work or tests. President Ganer will mention to Dr. Simpson that the Senate is in support of the concept.

V. Faculty Issues – Old Business

A. Distance Education Plan Revision – *Jeanne Miller*

- Jeanne Miller presented the revisions to the DE plan that was accepted three years ago. The previous DE Plan has accomplished all but two goals. Jeanne believed that the success is due in part to the stability of the course management system, and Blackboard in particular. There are some new federal guidelines that have come out in regard to distance education, but will not be enforceable until 2014. Many of the guidelines are in response to financial aid fraud. Specific guidelines define last date of attendance for DE courses, which is an academically related activity. Jeanne distributed handouts regarding the proposed revisions. Distance education courses are defined by three types of activities: interaction with content, instructor-initiated interaction with student, and student-to-student interaction. The omission of one of the types of contact may render the course designated as a correspondence course.
- Jeanne provided Senators with highlights of changes in distance education requirements. She mentioned that more changes may be needed in the fall and the guidelines developed further. The revisions to the Distance Ed Plan include these considerations as they are currently, but are so new that additional guidelines may be needed. She also mentioned that she received a couple of editorial changes from Deborah Michelle that were addressed and included in the revisions to the DE Plan.
- Motion to approve the document as presented including the amendments distributed to Senators and incorporated into the DE Plan, (Gallo/Brydges), M/S/P. It will now move on to Planning and Budget Committee and then to President's Advisory Council for approval.

B. Institutional Learning Outcomes – *Nancy Deutsch*

- Nancy provided Senators with a revised copy of the ILOs and asked for questions regarding the proposed revisions. (Castle/Armale) There was a motion to change the revised terminology "awareness of" back to "understanding". M/S/P.
- Motion to adopt this document with the latest revisions as written. (Brydges/Gallo), M/S/P.

C. Program Review Process Revision – *Jolena Grande*

- Jolena mentioned to the Senators that the revised program review form has been emailed to all Senators for their review. She reviewed the process that the committee went through earlier in the semester in terms of making changes to the form, including draft distribution to division representatives and deans. The revised form has several areas that will be prepopulated by Institutional Research to reduce the workload for faculty in completing the program review and department planning process, in response to concerns presented last fall when the Program Review Committee was asked to consider lengthening the review cycle. There was a comment regarding the quantitative (statistical) nature of the information being included, and that there was a need for more qualitative information to be included in the review.
- Many Senators reported that they did not have an opportunity to discuss the revisions within their divisions because the drafts were not distributed and

discussed, as previously thought by the Program Review Committee. There was some discussion that a motion to table may be appropriate for this matter in the event Senators do not feel comfortable voting on the document.

- President Ganer suggested to the Senators that, if the Senate is not ready for a vote today, there could possibly be a memorandum of understanding and if the Program Review Committee does not approve of the revisions, the forms could be returned to the Senate. The Program Review Committee will be emailed the revisions for consideration.
- There was a motion to adopt this document as we have it. After much discussion, a series of amendments to the document were passed (Deutsch/Gallo), M/S/P, and no abstentions .. The revised document will be reviewed by the Program Review Committee, and provided there are no further changes, will then be made available on the campus J drive.

D. Priority Registration – *David Nusbaum*

- David provided an update on the approval of the new proposal by the Senates at Cypress and Fullerton. New state guidelines have been proposed , and David Nusbaum has tried to incorporate the changes into our approved document. Deborah Michelle provided input regarding striking the reference to the electronic education plan. Fullerton has not provided the name of their representative to the District Task Group. Once they do, a preliminary meeting will be held this spring.

E. Interim SLO Coordinator – Pat Ganer

- There has not been an overwhelming faculty interest in serving as the SLO Coordinator. Nancy Deutsch is willing to stay on for one more semester as the interim coordinator. (Zager/Gallo) motion for Senate to appoint Nancy Deutsch as interim coordinator through March 15, the deadline for SLO reporting to ACCJC. The SLO Committee will be working on the 7-page reporting document throughout the fall semester. M/S/P, one nay, one abstention. Another call will go out to faculty in the fall for anyone interested in serving as SLO Coordinator.

F. High School Collaboration Guidelines – *Nancy Deutsch*

- Nancy Deutsch sent a document to all senators with the revisions suggested to date. Nancy distributed the new document to Senators for their review. Cherie Dickey asked whether, due to the late hour, this item could be postponed until the fall semester. President Ganer mentioned that there are no deadlines for the Senate although there is an interest by the various parties in resolving the matters as soon as possible. David Nusbaum reported to the Senate that the Buena Park High School students have not been informed and only some of the faculty know about prior Senate decisions that opposed providing credit to those high school students in the program.
- Gary Zager suggested that the Senate hold a special meeting to discuss this issue on May 24th.

G. Other

- (Johnson/Llanos) motion to call an extra meeting of the Academic Senate on May 24, which will carry this item and the remaining items on today's agenda, with the exception of the resolution for Mike Kasler and the Library User Guidelines. M/S/P, 2 nays.

- (Johnson/Castle) Motion to table all the other agenda items except library user and Mike Kasler, M/S/P, one nay

VI. Faculty Issues – New Business

A. Seating of At-Large Senators, 2012-2014 – *Pat Ganer*

- Tabled until May 24th

B. Election of New Officers, 2012-2013 – *Pat Ganer*

- Tabled until May 24th

C. Library Community User Guidelines – *Eldon Young*

- Eldon mentioned that there were two documents previously distributed to Senators via email, and he seeks Senate support for implementation of the community users guidelines. Eldon explained that there have been some community users frequenting the library to view videos online that are disruptive to other library users. The proposal would limit the use of computers for community users. Academic Computing will be able to institute a login system over summer for students to access the internet in the library.
- (Llanos/Welliver) motion to approve the Cypress College Library User Guidelines as presented by Eldon Young. M/S/P.
- (Llanos/Brydges) Motion to publish the Cypress College Library Community Users Document on the website, M/S/P

D. Resolution for Mike Kasler – *Pat Ganer*

- President Ganer presented the resolution of appreciation for Mike Kasler's retirement. (Brydges/Mitts) motion to adopt the resolution with corrections for spelling, M/S/P.

E. Other

- None.

VII. Announcements

- None.

VIII. Motion to adjourn the meeting at 6:32 PM.

Respectfully submitted,
Jolena Grande, Secretary