



ACADEMIC SENATE
APPROVED MINUTES
May 14, 2009

DIVISION SENATORS: BUSINESS DIVISION, 2007-2011 – Jesse Saldana;
COUNSELING DIVISION, 2007-2011 – Deborah Michelle;
FINE ARTS DIVISION, 2007-2009 – Ian Holmes;
HEALTH SCIENCE DIVISION, 2007-2011 – Rosalie Majid, Co-Senator;
2009-2011 – Sally McNay, Co-Senator;
LANGUAGE ARTS DIVISION, 2007-2009 – Barbara Kashi;
2009-2011 – Cherie Dickey;
PHYSICAL EDUCATION DIVISION, Spring, 2007-2011 – Nancy Welliver;
Fall, 2007-2011 – Bill Pinkham;
SCIENCE/ENGINEERING/MATH DIVISION,
2007-2009 – Victoria Castle-Donovetsky;
2009-2011 – Alex Mintzer;
SOCIAL SCIENCE DIVISION, 2007-2011 – Regina Rhymes;
VOCATIONAL TECHNICAL DIVISION, 2007-2009 – Dan Snook;
SENATORS-AT-LARGE: 2008-2010: Nancy Deutsch, Michael Frey, Pat Ganer, Ed Giardina, Steve Gold,
Kathy Llanos, Beth Piburn, Alan Ransom, Molly Schulps;
ADJUNCT SENATOR: Irene Barnett-Foster
LIAISONS: ASSOCIATED STUDENTS: José Gonzalez;
CAMPUS DIVERSITY:
CAMPUS TECHNOLOGY COMMITTEE: Rosalie Majid;
CURRICULUM COMMITTEE: Cherie Dickey;
FOUNDATION: Beth Piburn;
PROGRAM REVIEW COMMITTEE: Kathy Alvarez;
STAFF DEVELOPMENT: Nancy Deutsch;
UNITED FACULTY: Alan Ransom

ACADEMIC SENATE PRESIDENT: Rob Johnson
ACADEMIC SENATE PAST-PRESIDENT 2008-2009: Cherie Dickey
ACADEMIC SENATE PRESIDENT-ELECT: 2009-2010: Pat Ganer
Senators and Officers Absent: Ed Giardina, Ian Holmes, Nancy Welliver
Alternates in Attendance:
Liaisons in Attendance: Nancy Deutsch, Cherie Dickey, José Gonzalez, Rosalie Majid, Beth Piburn,
Alan Ransom
Guests: None

The meeting was called to order by President Rob Johnson at 3:05 p.m.

I. Approval of Minutes

The April 23, 2009 Minutes were approved as revised. M/S/P (Piburn/Llanos).

II. Public Commentary

Beth Piburn posed this question: Do instructors have to distribute a paper copy of the syllabus to all students? Nursing instructors post their syllabi on MyGateway and Blackboard. What are the legal requirements of posting the syllabi electronically without providing paper copies?

Cherie Dickey announced that she needs faculty volunteers to serve on the Accreditation Self-Study standard subcommittees. Pat Ganer asked Senators to talk to faculty in their divisions who would contribute professionally to the work of the standard committees and subcommittees and encourage those faculty to volunteer.

Rob Johnson thanked the members of the Senate Executive Committee for their support and participation this past year.

III. President's Report – Rob Johnson

A. Board of Trustees Resolution – April 28, 2009

The Board unanimously adopted Resolution No. 08/09-09 declaring the week of May 3 - 9, 2009, as Teacher Appreciation Week to honor the contributions made by faculty members to their students, their colleges, and their learning centers.

B. Senator Emeritus Award

Pat Ganer presented a Resolution of Appreciation which read in part

Whereas Steve Gold has served two terms as President of the Academic Senate. . .

Therefore, Be it Resolved that the Cypress College Academic Senate extends its deepest appreciation to Steve Gold for his service to the Academic Senate and to Cypress College 10 + 1 times.

The Senate voted to suspend the rules that call for a second reading at a subsequent Senate meeting. M/S/U (Piburn/Majid). The Senate approved the Resolution of Appreciation for Steve Gold. M/S/U (Llanos/Piburn). The Senate voted to confer the title of Senator Emeritus on Steve Gold. M/S/U (Piburn/Cherie).

C. Call for Applications for Staff Development Coordinator

June 2009 is the end of Nancy Deutsch's three-year term as Staff Development Coordinator. Rob Johnson will be sending out a call for applications.

D. Faculty Marshals at Graduation

The recipients of the Outstanding Teacher and Outstanding Adjunct Awards will not be attending graduation. Beth Piburn and Irene Barnett-Foster volunteered to be the faculty marshals.

E. Planning & Budget Committee – May 7, 2009

- Karen Cant informed the Committee that the entire state is waiting for the Governor's May revise. Two versions will be presented based on whether or not the propositions dealing with school funding are approved by the voters.
- Kim Bartlett brought forward a revision of the Student Equity Plan; however, the wrong version was presented and Rob Johnson has not received the correct version yet.
- An emergency request for the Physical Education Division was approved, in the event the baseball team wins their games and moves up in the playoffs.
- The Planning & Budget Committee voted to allocate one-time funds to increase the funding from 50% to 100% for the administrative assistant for CurricUNET.

F. President's Advisory Cabinet (PAC) – May 7, 2009

- Karen Cant identified almost \$700,000 that Cypress College could cut from the 2009-2010 budget. If the college has \$1 million in cuts, then the college will have to find \$300,000 more to cut.
- The prioritization of One-time Funding Requests from the Planning & Budget Committee was approved.
- The Reassigned Time Task Force was reactivated.
- The revision of the Institutional Effectiveness Report based on recommendations from the Academic Senate and President's Staff was approved.
- The names of members of the Accreditation Self-Study Committee as submitted thus far were approved.
- Karen Cant informed PAC that the contract with Harmony Foods would be terminated by mutual agreement at the end of the spring semester. The contract with Sodexo would commence at the beginning of summer school.

G. District Planning Council (DPC) – May 11, 2009

- The District Budget Subcommittee has concluded its work. However, if the District has to cut \$20 million, it will adversely affect personnel.
- Proposals from the consultants to write the District Educational Master Plan have been submitted. Now the consultants will be interviewed and one consultant selected for the project.
- There was considerable discussion on how class size under AP4020 should be decided. At the District Curriculum Coordinating Committee (DCCC), it was mentioned that the process of determining class size was a function of DCCC under AP 4020. This prompted the question: What role does DCCC have in determining class size? AP4020 states how DCCC handles situations when there is no agreement.

In response to these issues, discussion among Senators ensued. One Senator stated that ultimately, there needs to be a discussion between Chancellor Doffoney and the three Senate Presidents. It is absolutely imperative that the

Senates hold the line that the United Faculty has already negotiated class size to be a part of the campus curriculum process under the purview of the Senates, not a work load issue to be negotiated between the District and the United Faculty.

Some Senators felt that the DCCC can only ask questions of faculty about revised courses. The question was asked, "Should DCCC have the ability to reject revised curriculum?" One Senator stated that the faculty should be careful not to give Cypress College, Fullerton College or the School of Continuing Education the authority to reject each other's curriculum. If those who sit on DCCC have questions about a course's legality, then they should question the legality in the meeting. It is important to depend on our colleagues' professionalism at other campuses. DCCC should try to resolve issues, not deny curriculum. It was again reiterated that Dr. Doffoney and the three Senate Presidents need to discuss these issues.

IV. Faculty Issues – Old Business

A. Institutional Effectiveness Plan – Nancy Deutsch

Before the President's Cabinet meeting on May 7, the President's Staff presented to the Senate Executive Committee revisions to recommendations 1 and 3 on page 24 of the Institutional Effectiveness Plan which had been previously approved by the Senate on April 23. The Senate Executive Committee met and subsequently made further revisions to the President's Staff revisions. The President's Staff approved the Senate Executive Committee's revisions with changes to recommendations 1 and 3 to read as follows:

1. Form a SLO review committee, as a subcommittee of the Academic Senate, . . .
3. Provide institutional support (including, but not restricted to, reassigned time or other appropriate compensation for the SLO Coordinator, the SLO Facilitator(s), and other designated faculty trainers; clerical support; and supply and equipment needs) to sustain the on-going work of SLO assessment, so it is not hindered because of a lack of resources.

The Senate voted to approve these changes to recommendations 1 and 3 on p. 24 of the Institutional Effectiveness Plan. M/S/1AB (Piburn/Rhymes). The President's Advisory Cabinet must also approve these revisions on May 21 for the entire plan to be adopted.

B. Program Review Name and Process Change – Kathy Alvarez

Kathy Alvarez, the Chair of the Program Review Committee, presented changes to the instructional program review form, which were prompted by the recommendations made in the Institutional Effectiveness Plan. These changes will integrate into one document the department's planning processes, the assessment of department goals and objectives, the assessment of course and program student learning outcomes, curriculum and basic skills review, and the

identification of needed resources including the generation and justification of budget requests based on assessment.

One Senator advocated for the inclusion of student and faculty surveys, a practice that was terminated a few years ago. Other Senators pointed out typographical and syntactical changes which were incorporated into the document.

The Senate voted to waive the second reading rule. M/S/1 Ab (Llanos/Piburn).

The Senate voted to approve the Instructional Program Review name and process changes as revised. M/S/P (Piburn/Saldana).

C. Conferring of Professor Emeritus Status – Rob Johnson

Upon a call for a vote by the Senate President, Senate voted unanimously to confer Professor Emeritus status to Robert Parelli.

D. Graduation Marshals – Rob Johnson

As previously reported, Beth Piburn and Irene Barnett-Foster will serve as faculty marshals.

E. Reassigned Time Task Force – Rob Johnson

As stated in the President's Report, the Reassigned Time Task Force has been reconstituted with four faculty named by the Senate, one United Faculty representative, two classified staff, two deans, and Bob Simpson, the Executive Vice President. It was the sense of the Senate that Rob Johnson should report to the President's Advisory Council that this budget crisis is not the time to re-examine the non-departmental reassigned time, especially since the Senate is concerned that budget constraints might be one of the motivations to reduce non-departmental reassigned time whether it is warranted or not, in contrast to several years ago when the overall campus-wide amount of department coordinator reassigned time was increased.

V. Faculty Issues – New Business

A. Introduction of Division Senators – Rob Johnson

The following faculty members were elected by their divisions to serve as Division Senators: Jesse Saldana, Business; Deborah Michelle, Counseling; Rosalie Majid, Health Science; Cherie Dickey, Language Arts and Library; Bill Pinkham, Physical Education Fall Senator; and Alex Mintzer, Science, Engineering, and Math.

B. Election of New Officers – Rob Johnson

Patricia Ganer was nominated as President-Elect. M/S (Llanos/Dickey). Nominations closed. The Senate voted to elect Dr. Ganer by acclamation. M/S/U (Ransom/Majid).

Nancy Deutsch was nominated as Secretary. M/S (Dickey/Piburn). Nominations closed. The Senate voted to elect Ms. Deutsch as Senate Secretary. M/S/U (Piburn/Ransom).

Beth Piburn was nominated as Treasurer. M/S (Majid/Dickey). Alan Ransom was nominated as Treasurer. M/S (Saldana/Rhymes). Nominations closed. As a result of a secret ballot by the Senate, Beth Piburn was elected Treasurer.

Cherie Dickey was nominated as the Senator to serve on the Senate Executive Committee. M/S (Frey/Llanos). Nominations closed. The Senate elected Cherie Dickey by acclamation. MSU (Piburn/Mintzer).

C. Electronic Textbook Option – Rob Johnson

At DCCC, Dr. Doffoney asked to have the discussion of electronic textbooks put on the agenda. He has asked DCCC to consider eliminating the requirement of students purchasing hard copies of textbooks. However, students would still have access to a hard copy if they wanted it. It was mentioned that the Kendall computer program houses electronic copies of textbooks. Further discussion on this issue will occur next year.

VI. Special Reports

A. Associated Students (AS) — José Gonzalez

- A memorial service for a Cypress College student who was killed serving in the Armed Forces in Iraq will be held on May 18 at 2 p.m. in front of the pond.
- José thanked all the Senators for their support this past year, saying that he learned much about the College from the Senators

B. Treasurer's Report — Beth Piburn

There are sufficient funds to pay for registration for Cherie Dickey to attend the Curriculum Institute in July.

C. Foundation — No report.

D. Basic Skills Committee — Cherie Dickey

The Basic Skills Committee held a meeting on Friday, May 8 to set a preliminary budget for 2009-2010.

E. Curriculum Committee — Cherie Dickey

The Curriculum Committee completed a Frequently Asked Questions (FAQ) sheet to help faculty with curriculum and CurricUNET questions. The training materials were also updated.

F. Campus Technology Committee — No report.

G. Staff Development — Nancy Deutsch

A two-page report on the 2009-2010 Staff Development activities was distributed.

H. Student Learning Outcomes Assessment – Nancy Deutsch

A summary of the Course SLO Assessment Status as of May 5, 2009, was distributed: 61% of course SLOs have been posted; 42% of course assessment techniques have been posted; and 3% of course reports closing the loop have been posted.

I. United Faculty – Alan Ransom

There is concern that deans are asking faculty to come in during the summer intersession and summer school to work on student learning outcome assessment.

VII. Announcements

All Senators are invited to go to El Torito at Katella and Valley View to celebrate Steve Gold's retirement.

VII. Adjournment of Meeting

The Senate voted to adjourn the meeting at 5:35 p.m. M/S/U (Dickey/Gold).

Respectfully Submitted,
Nancy Deutsch,
Academic Senate Secretary