

**ACADEMIC SENATE  
UNAPPROVED MINUTES for February 13, 2014  
Cypress College Complex Room 419**

<b>DIVISION SENATORS</b>		<b>PRESENT</b>
Jesse Saldana	BUSINESS/COMPUTER INFORMATION SYSTEM	<b>X</b>
Kathleen Reiland	CAREER TECHNICAL EDUCATION DIVISION	<b>X</b>
Renee Ssensalo	COUNSELING/STUDENT DEVELOPMENT DIV.	<b>X</b>
Jim Hormel	FINE ARTS DIVISION	<b>X</b>
Joe Franks	HEALTH SCIENCE DIVISION	<b>X</b>
Sarah Jones	LANGUAGE ARTS/LIBRARY DIVISION	<b>X</b>
Nancy Welliver	PHYSICAL EDUCATION DIVISION	<b>X</b>
Laurie Morvan	SCIENCE/ENGINEERING/MATH DIVISION	<b>Absent</b>
Bryan Seiling	SOCIAL SCIENCE DIVISION	<b>X</b>
<b>2012-2014 AT LARGE SENATORS</b>		
	Ron Armale	<b>X</b>
	Nancy Deutsch	<b>X</b>
	Cherie Dickey	<b>X</b>
	Christie Diep	<b>X</b>
	Will Heusser	<b>X</b>
	Kathy Llanos	<b>X</b>
	Therese Mosqueda-Ponce	<b>X</b>
	Billy Pashaie	<b>X</b>
<b>ADJUNCT SENATOR</b>	Wayne Kistner	<b>X</b>
<b>LIAISONS</b>		
Frida Lugo	ASSOCIATED STUDENTS	<b>X</b>
Cherie Dickey	BASIC SKILLS COMMITTEE	<b>X</b>
	CAMPUS DIVERSITY COMMITTEE	
	CAMPUS TECHNOLOGY COMMITTEE	
Mark Majarian	CURRICULUM COMMITTEE	<b>X</b>
Rosalie Majid	CYPRESS COLLEGE FOUNDATION	<b>X</b>
Sarah Jones	STUDENT LEARNING OUTCOMES	<b>X</b>
Kathleen Reiland	PROGRAM REVIEW COMMITTEE	<b>X</b>
Rebecca Gomez	STAFF DEVELOPMENT	<b>X</b>
Randa Wahbe	UNITED FACULTY	<b>X</b>
<b>ACADEMIC SENATE OFFICERS</b>		
Gary Zager	President	<b>X</b>
Jolena Grande	President-Elect	<b>X</b>
Rosalie Majid	Secretary	<b>X</b>
Ron Armale	Treasurer	<b>X</b>
<b>GUESTS:</b> Jocelyn Zaragoza, Tina Johannsen, Robert Simpson, Robert Mercer, Sam Russo, Pat Ganer, Susan Klein, Lawrence Keel, Catherine Whitsett, Kathy Wada, Sam Simmons, Dale Craig, Greg Granderson, Art Goldman		
<b>ALTERNATES IN ATTENDANCE:</b> Nicole Ledesma for Laurie Morvan		

- I. **Call to Order:** After establishing a quorum, President Gary Zager called the meeting to order at 3:02 pm. Nicole Ledesma was recognized as alternate for Laurie Morvan, SEM Division Senator.

- II. **Adoption of the Agenda:** On motions duly made, seconded and carried New Business Agenda Item “C” Approval of Accreditation Midterm Report was moved after Public Commentary. (Dickey/Saldana)
- III. **Approval of Minutes:** On motions duly made, seconded, and carried, the minutes of the December 13, 2013 meeting were approved as presented. (Dickey/Armale)
- IV. **Public Commentary:**

President of the Academic Senate read the following statement prepared by Senator Pashaie in response to formal Senate action taken December 13, 2014.

*"The Cypress College Academic Senate hereby expresses its heartfelt apology to Student Trustee, Claudia Peña, to the Associated Students, and to the students at large for any consequences they may have suffered in exercising their right to speak out about equality with Fullerton College students. We, as the voice of the Cypress College faculty, sincerely applaud these students for their heroic stance and perseverance, and we accept responsibility for ensuring that student voices are always encouraged, heard, and thoughtfully considered."*

Cypress College President, Robert Simpson welcomed everyone to the beginning of the spring semester and reported positive implications of the recalculation of the 2012-13 budgets, e.g. an increase of 100 FTES allocation and money set aside for deficits might now be available. Conversations will of course be held on how to proceed with expenditures.

V. **Faculty Issues New Business: Approval of Accreditation Midterm Report**

On motions duly made, seconded and carried, the Cypress College Midterm ACCJC Accreditation Report was approved for forwarding to the President's Advisory Committee. (Dickey/Seiling) President Zager applauded the Committee and everyone's combined efforts to prepare the very thorough and comprehensive report of the state of the College.

VI. **Special Reports**

A. **Associated Students:** Frida Lugo

Associated Student Representative reported the welcome back day dubbed Charger Pride held last week had been very successful despite the rain. Discovery Fest, formerly Club Rush, is scheduled for February 19 and 20. The Blood Drive flyer was circulated and showed dates for the drive as February 26 and 27. Associated Students have entered the Caesar Chavez Challenge. The Challenge raises awareness of Mr. Chavez and his cause and encourages Latinos to donate blood. The prize is \$100 for the Activities Coordinator. Ms. Lugo shared that she and other students meet twice weekly reviewing Associated Student bylaws and Constitution with the goal of improving the effectiveness of governance processes. Faculty preferred softball as the game of choice in the “Faculty vs. Student Game” sponsored by Associated Students later in the spring.

**B. United Faculty: Randa Wahbe**

United Faculty President, Dale Craig, reported the vote overwhelmingly approved the negotiation settlement of 2.5% on salary schedule, 1% off the salary schedule retroactive to July 1, 2013, and a commitment from the Board for a salary comparability study. The Board is expected to ratify the agreement at its next meeting which means faculty can expect the increase on March paychecks. President Craig lauded the Negotiating Team for the successful outcome and noted the negotiations were successful because of the very visible support of the Faculty at the Board meetings. President Zager commended United Faculty for a job well done.

Mr. Craig reported proposed revisions to the UF Bylaws provide for a restructuring of representation to integrate into the Divisions in the Colleges. Divisions would elect their own representatives. UF Liaison Randa Wahbe encouraged everyone to attend the next UF meeting which is in Cypress College Complex, Room 414 at 2:30 pm on Wednesday, February 26, 2014 at which time the UF Board will vote on proposed changes to the UF Bylaws.

Mr. Craig reported UF will not appoint a representative to the Hiring Committee for the Vice-Chancellor Educational Services and Technology if one of the Senates elects to not put forth a representative. SCE has appointed a representative. Fullerton College did likewise because they were under the misguided assumption that the Cypress College Academic Senate had also put forth a representative.

**C. Staff Development: Rebecca Gomez**

Conference funding requests are due February 14 with the next submission period in April. The Staff Development Coordinator encouraged faculty to contact her if they were planning an activity over the summer for which they wanted reimbursement. District funds will again support two teachers to attend the Great Teachers Conference in Santa Barbara in the summer.

**D. Curriculum Committee: Mark Majarian**

The Curriculum Committee Chair summarized the past semester's activities which included the approval and forwarding of 322 revised courses and 60 program certificates including eight Associate Degrees for Transfer to the District Coordinating Curriculum Committee. The Curriculum Committee Chair specially thanked Terry Carpenter and Donna Landis for all their hard work making the Committee's work flow smoothly. Senator Llanos wanted to make certain the **CURRICULUM COMMITTEE WAS RECOGNIZED AND THANKED FOR THEIR HARD WORK FOR THE ENORMOUS TASK THEY PERFORM FOR THE FACULTY.**

**E. Academic Senate Treasurer's Report: Ron Armale. No report**

**F. Cypress College Foundation: Rosalie Majid**

The current focus of Foundation is Americana, their signature fund-raiser on February 22. Many different events are scheduled honoring the two former Cypress College basketball players, Swen Nater and Mark Eaton. Staff tickets are \$200 per plate. The Foundation is accepting donations for the Silent and Live Auctions and selling opportunity tickets for the Yamaha All-Terrain Vehicle. Proceeds support Cypress College student scholarships.

**G. Basic Skills Committee: Cherie Dickey**

Senator Dickey reported the Committee will meet next Friday.

**H. Student Learning Outcomes Assessment: Sarah Jones**

The Committee is making plans and taking actions to improve weakness in assessment of student learning outcomes identified in accreditation reports.

**I. Program Review and Department Planning: Kathleen Reiland**

Individual program reviews were completed in the fall semester. Final reports are being sent to the departments. The Committee will report global issues arising from its collective review to the Academic Senate later this spring.

**J. District Council on Budget and Facilities: Jolena Grande**

The Council met on Monday with Vice-Chancellor of Financial Services Fred Williams reporting a 1.86% cost of living adjustment and the channeling of significant monies toward student success and support services. The Governor's proposed budget includes 3% growth monies. Mr. Williams was interested in determining whether the Colleges would pursue growth monies. Growth would be based on specific criteria yet to be finalized but based on demographics. Some northern California schools are trending negative growth which could result in the availability of additional growth funds.

**VII. President's Report**

President Zager reported that he had again not had a chance to meet formally with the **President of Cypress College** since the semester started three weeks ago.

A budget update was presented at the **January 27, 2014 District Coordinating Council** meeting. In addition, discussions centered on the District-wide Institutional Effectiveness Reports and Board and Administrative Policy updates which involved primarily language changes. There was a first reading on Strategic Plan Fund Proposals from Fullerton and Cypress College and the District Education Center.

The new Vice-Chancellor of Human Resources was introduced at the **January 28, 2014 Board of Trustees** meeting. The Non-Resident Fee Scale

was approved. The bond issue was discussed as well as faculty perspectives discussed at the opening day Joint Academic Senate-United Faculty meeting. Trustee Leonard Lathinen supported faculty concerns. Chancellor Doffoney has scheduled a dinner in March with Presidents from the three Academic Senates to discuss the bond issue and “collaboration” between the District and faculty.

At the **Board of Trustees meeting on February 11, 2014**, it was announced that Deborah Ludford received a State award for “Excellence in Leadership.” Information about the upcoming “Coffee with the Chancellor” will soon be sent. Hosted by the School of Continuing Education, Strategic Conversation #15 scheduled for March 25, 2014 from 3:30 to 7:30 pm includes dinner as well as an opportunity to shape the course of change within the District. The venue is the Cypress College Theater Lobby. Documents related to the conversation can be found under District Forms/Information in MyGateway.

**Institutional Effectiveness Council met on February 3, 2014** and worked on content and timeline for the District-wide Satisfaction Survey; reviewed format and content for the Progress Report on the District-wide Strategic Plan; and initiated the assessment of the District Institutional Effectiveness Report

**At the Planning and Budget Committee on February 6, 2014**, the Vice-President of Financial Services expressed optimism with regard to not only this year’s financial status, but also the coming academic year. It was felt that the apparent loss of 100 FTES at Cypress College might be attributed to a formula error. To ensure continuity, Chairs of Strategic Plan Directions will become members of Planning and Budget in the 2014-2015 Academic year. Funds to update the Baseball Field signage reflecting the State Championship were approved. Two events on March 4<sup>th</sup> and March 10<sup>th</sup> are scheduled to help students understand the Affordable Care Act. The conversion from District hosting to Blackboard hosting the Cypress College Blackboard course management system will be summer 2014.

**At the President’s Advisory Committee (PAC) on February 6, 2014**, there was overwhelming support for Assemblywoman Sharon Quirk-Silva’s selection for the Commencement Speaker for 2014 Graduation ceremonies. The Hiring Committee for the Dean of the Library Learning Resource Committee has begun. PAC is developing an eCigarette Policy that would prohibit use of eCigarettes in any College building and require usage in the current designated areas for use of tobacco products. Evacuation route signage will be posted in hallways as a result of the two recent evacuations. PAC reviewed the first draft of the Skateboard / Skate / Bike Rules of Conduct.

**Graduation Planning Committee met on February 11, 2014** and was pleased with the Academic Senate’s commencement speaker. President Zager is concerned that fewer faculty rented graduation regalia.

**Committee Appointments:** President Zager appointed the named faculty as representatives to the noted hiring committees:

- Bill Pinkham and Lynn Mitts for the Manager of Maintenance and Operations.
- Librarians Monica Doman, Joyce Peacock and Peggy Austin for the Dean of the Library, Learning Resource Center.

Senator Deutsch read a letter from Jessica Puma, Distance Education Coordinator, requesting appointment to the LLRC Dean's hiring committee since coordination of the Distance Education Program would be the responsibility of this new Dean. While there appeared to be support for the Distance Education Coordinator's request and a desire for diversity in representation on the Hiring Committee, on motions duly made, seconded and carried the Senate ultimately supported the President's appointment of the three librarians. (Seiling/Diep)

## VIII. Faculty Issues – Unfinished Business

### A. Academic Senate Constitution Amendments

Tina Johannsen has assumed the role of Chair of the Constitution Subcommittee. Ms. Johannsen explained the Senate Constitution Committee envisions realignment of Senate structure and processes that involves change, engages more full time and adjunct faculty, and creates opportunity for learning the intricacies of the internal workings of the College. Senator Seiling outlined the process for structured debate of recommendations and reviewed the timeline that identified issues to be debated over the next three Senate meetings; projected a Senate vote at the end of March; provided for Constitutional Coffee Talks with faculty in March and April; and targeted a Faculty vote mid to late April. Division Senators are to review with their constituents and return to the Senate with feedback throughout the entire review process. Senator Seiling wanted to assure transparency throughout the reform process and cautioned everyone to minimize a "personal take" on the debate and encouraged each Senator to assume the role of "Generic Faculty X."

On motions duly made, seconded and carried, debate over each issue will be limited to fifteen minutes. (Bryan/Diep)

Three issues discussed included the legal changes, teaching requirements, and adjunct faculty representation.

#### 1. Update of Legal Changes: Since the Academic Senate is governed by Brown Act,

- Add the following to Article 7, Section 8 (page 9): "The Academic Senate operates in accordance with the provisions of California Government Code Section 54950-54963. All votes taken during Senate meetings shall be taken by voice, roll call, or a signed ballot. All ballots shall be held for one year and be available for public inspection at any reasonable business hour. The Senate

shall not take any action by secret ballot, whether preliminary or final.

- Revise Article 6 Section 3 (page 6): For any elected Executive Committee officer for whom there is more than one candidate, the election shall be by voice, roll call, or a signed ballot. (See Article 7, Section 8).

## 2. Debate of Teaching Requirement:

- Add the following to Article 5, Section 2, “Division Senators shall consist of non-management academic faculty who are employed on contract and who are teaching a minimum of three units or their equivalent in student contact hours per semester.”

**Rationale:** In support of the Academic Senate’s 10+1 responsibilities, Senators who set academic policy should have recent classroom experience.

Senator Armale argued for a one unit minimum because he was reassigned to manage the STEM Grant and taught a one unit class. Not many Colleges have teaching requirements for Senate membership. Senators argued the Contract does not define faculty in this manner. Senator Llanos felt that it was elections which drew new membership while Ms. Johannsen felt the minimum teaching requirement would create opportunities for more people to participate in faculty governance. Some were concerned that in trying to get rid of dead wood one might actually knock out good wood.

On motions duly made, seconded and carried, the debate was extended for five minutes (Ayes-9, No-8) (Seiling/Diep)

Senator Hormel related he could feel undercurrents in the discussion and thought three teaching units was not an unreasonable expectation for a Senator. Concern was expressed about what appeared to be an underlying assumption that reassigned faculty loses touch with what happens in the classroom and are no longer qualified to make decisions regarding classroom policies. Senator Grande was concerned CTE faculty obligations might preclude their meeting the three unit minimum and inquired if *one class* might suffice. Senator Diep agreed the Subcommittee will entertain modifications to reflect a one unit requirement.

## 3. Debate of increased Adjunct Faculty representation:

- Article 5, Section 2 d (page 4) provides for an increase from one to *three* Senators and creates the “Adjunct Faculty Division.” Because of the large number of adjunct faculty who provide a very critical service to the College, there was across the board support for more than one Adjunct Faculty Senator.

Art Goldman noted adjunct faculty do not normally see themselves as part of the “Adjunct Division” but rather part of the Division in which they teach. Senator Diep requested Senator Kistner assist in crafting language for parity in adjunct faculty representation by Division. Senator Kistner agreed to join the Subcommittee.

**IX. Faculty Issues – New Business**

**A. Tenure Review Process for Career Counselor**

The Senate agreed this topic was not appropriate for discussion as it involved confidential personnel issues.

**B. Vice Chancellor of Educational Service/Technology Hiring Committee**

Senator Dickey’s (seconded by Senator Seiling) motion to rescind the Vice Chancellor Educational Services and Technology Resolution adopted by the Academic Senate on October 24, 2013 to not support the new Vice-Chancellor Educational Services position failed. (Dickey/Seiling)

The Academic Senate could put forth a representative to participate in this position’s Hiring Committee without rescinding its October resolution. A needs assessment similar to those required for faculty and classified positions has yet to be provided to the Academic Senate for the Vice Chancellor Educational Services and Technology position. Thus, there is no basis for reversal of the original resolution. The Chancellor has made it very clear that he needs neither the Academic Senates nor faculty support and will proceed regardless with the hiring of a manager to oversee academic issues. The Chancellor extended the opportunity to the faculty to add representatives to the Hiring Committee till February 18, 2014.

Even though the Senate does not approve the position, it was ultimately determined the best interests of faculty is to participate in the hiring process. Senator Deutsch asked that Senate Presidents make very clear statements to the Chancellor and the Board that faculty will participate in the Hiring Process but stressed that in the future, faculty must be involved at the outset and the appearance of “summer magic” engendered bad feelings. Senator Diep suggested the Senate President read the resolution again at Board of Trustees. In keeping with the “concept of shared governance” especially with regard to academic issues, Senator Saldana recommended President Zager forward the Senate’s Resolution to the District Consultation Committee focusing on the need for shared governance and transparent processes that insure faculty participation in the needs analysis, development of job descriptions, and prioritization of new management positions.

Senator Hormel called the question. The motion to call the question passed.

On motions duly made, seconded and carried, the Senate approved the President appoint a faculty representative to the Vice Chancellor Educational

Services and Technology Hiring Committee. (Llanos/Dickey) (Ayes-10, Nays-5, Abstain - 2)

President Zager appointed himself to serve on this Hiring Committee.

**C. Adjunct Senate Seat Election Procedures:**

President-elect Grande reported there had been a tie for second place in the fall 2013 Adjunct Senator elections between Obed Silva and Wayne Kistner. Since Mr. Silva's schedule precluded his attending the Senate meetings, Mr. Kistner will fill the Elayne Roberts' vacant Senate seat.

**X. Announcements**

Review changes to ACCJC Standards at <http://www.accjc.org/>. Faculty were cautioned that they may comment as an individual but not on behalf of the College. Division Senators are to share and discuss proposed standards with their faculty; gather feedback and bring back to the Academic Senate for submission of a single response by the Academic Senate President.

**XI.** Adjournment: On motions duly, made and seconded, the meeting adjourned at 5:30 pm.

Respectfully Submitted,

Rosalie Majid  
Academic Senate Secretary