

ACADEMIC SENATE
Unapproved Minutes for February 26, 2015
Place: CCC – 414 3:00 pm to 5:00 pm

ACADEMIC SENATE OFFICERS		PRESENT
President	Jolena Grande	X
Past-President	Gary Zager	ABSENT
Secretary	Bryan Seiling	X
Treasurer	Laurie Morvan	X
Curriculum Chair	Mark Majarian	X
ACADEMIC SENATORS		
Business/CIS	Jesse Saldana	X
Career Tech. Education 1	Kathleen Reiland	X
Career Tech. Education 2	Michael Klyde	X
Counseling 1	Renee SSensalo	X
Counseling 2	Renay Laguana-Ferinac	X
Fine Arts 1	Jim Hormel	X
Fine Arts 2	Paul Paiement	X
Health Science 1	Joe Franks	X
Health Science 2	Jane Walker	X
Health Science 3	Rebecca Gomez	X
Language Arts 1	Sarah Jones	X
Language Arts 2	Keith Vescial	X
Language Arts 3	Pat Ganer	X
Library/Learning Resource Center	VACANT	VACANT
Physical Education	Nancy Welliver	X
Science, Engineering, Math 1	Laurie Morvan	X
Science, Engineering, Math 2	Joel Gober	X
Science, Engineering, Math 3	Ron Armale	X
Social Science 1	Bryan Seiling	X
Social Science 2	Craig Goralski	X
Adjunct Senator 1	Tonya Cobb	ABSENT
Adjunct Senator 2	J. Y. Ho	X
Adjunct Senator 3	Mark Popeney	X
LIAISONS		
Associated Students	Tanya Washington	X
Campus Diversity	VACANT	VACANT
Campus Technology	Doug Sallade	ABSENT
CC Foundation	Lynn Mitts	X
Program Planning and Review	Kathleen Reiland	X
Staff Development	Peggy Austin	X
United Faculty	Randa Wahbe	X
Basic Skills	Cindy Shrout	ABSENT
Student Learning Outcomes	Sarah Jones	X
GUESTS: Nancy Deutchsh, Christie Diep, Ashley Griffiths, Mike Kavanaugh, Tina Johannsen, Daniel Lind, Kathy Llanos, Kathy Wada, and Dr. Robert Simpson		

- I. After establishing a quorum, President Jolena Grande called the meeting to order at 3:04 p.m. with no alternates in attendance.
- II. **Adoption of the Agenda:** After debate and on motions duly made and seconded, the Agenda was reordered to have the discussion of items J, A, B and I moved to the beginning of Unfinished Business (Klyde/Seiling). The vote was unanimous with no abstentions.

The Senate moved to limit the time on debate for each item to the time stated on the Agenda (Seiling/Goralski). The vote was unanimous with no abstentions. On motions duly made and seconded, the Agenda was approved by unanimous vote.

- III. **Approval of Minutes:** The Minutes for the February 12, 2015 Senate meeting were approved with changes for spelling and clarification (Majarian/Goralski). The vote was unanimous with no abstentions.
- IV. **Public Commentary:** Cypress College President Dr. Robert Simpson spoke in response to a recent editorial in Divergence magazine. He encouraged all to read the editorial but expressed some major concerns. The editorial addresses the Journalism Department and their Classroom Related Program Activity (CRPA) funds. These funds derive from vending machine revenue and are allocated to both PE and Fine Arts. Dr. Simpson stated that the editorial was published before anyone spoke with Vice President Karen Kant for clarification. In addition, the editorial reported that college administration refused to give out any information on the funds. Dr. Simpson stated that this is not factual. Division deans and appropriate faculty have access to this information. Dr. Simpson emphasized that no one has ever been told “We won’t give it to you.”

Tina Johannsen spoke on the issue of reassigned time. The issue has been brought up in various campus committees with the administrative goal to reduce reassigned time across the district. She cautioned against voting to increase reassigned time in one area without looking at the whole. Faculty have increasing administrative duties outside of their teaching assignments and a comprehensive examination of compensation for those duties is essential. A full transcript of her letter read in Public Commentary can be found in Appendix A.

V. **Special Reports**

- A. **Associated Students:** Tanya Washington thanked all for their participation in Club Rush and the Veteran’s Wall of Remembrance. She is excited to be attending the Americana Awards and will join nine other students at the FACC Conference. Upcoming events are the “March in March,” the Blood Drive on March 4th and 5th, and KinderCaminata on March 13th.

- Ms. Washington also presented a petition signed by 85 Cypress College students expressing dissatisfaction with the campus Wi-Fi system. Students stated a concern for their safety in classrooms that don't have adequate connectivity, as well as their dissatisfaction with their ability to use their own technological devices as part of their learning experiences in the classrooms. A full transcript of the petition can be found in Appendix B.
- B. United Faculty:** Dr. Randa Wahbe updated the Senate on salary negotiations. The Union is still asking for a 9% increase across all salary schedules. To date, the District counter is still at .85%. A second newsletter this semester has been published and distributed to faculty with further information about NOCCCD's salary comparability statistics. The newsletter is also available online at the UFNOCCCD.org website. The nominations for United Faculty elections are closed, and ballots are being mailed to member home addresses.
 - C. Staff Development:** Peggy Austin invited all to participate in the Strategic Conversation that Cypress College will host on March 24th. Sign-up is available on the Staff Development website. A funding request for one-time funding is out. The committee is looking for clerical support.
 - D. Curriculum Committee:** Curriculum Chair Mark Majarian updated the Senate on the new March 27th pre-launch deadline for classes. There were questions about the GE requirements for the new Baccalaureate program.
 - E. Academic Senate Treasurer's Report:** No Report
 - F. Cypress College Foundation:** The Americana Awards will be held at the Disneyland Hotel on Saturday February 28, 2015. The silent auction will take place at 6:00 and the ceremony will begin at 7:00 pm. Orange County Sheriff Sandra Hutchins will be honored as Woman of the Year. Currently there have been 572 tickets sold, which exceeds the goal of 560. The big raffle prize is a Yamaha ATV. Tickets for the raffle are \$50 and only 200 tickets will be sold. Everyone is encouraged to attend this wonderful, first-class event.
 - G. Basic Skills Committee:** No Report
 - H. Student Learning Outcomes Assessment:** Sarah Jones gave a Prezi presentation tracing the history of SLOs on the campus and updating the Senate on the current status of SLOs. We have some work to do and there will be workshops in the future.

- I. **Program Review and Department Planning:** The committee is writing their Annual Report and remains concerned about SLOs. They are curious as to what a perfect SLO would look like and are concerned about making changes to the SLO processes without fully understanding what is expected. They are also discussing changing the Program Review cycle from 3 years to 4, 5 or 6 years with a new 2 years short-form for all departments and programs.
- J. **District Council on Budget and Facilities:** Last year the district set a goal of 5% growth. We achieved 4.88%. This will result in extra funding for the district that will impact several of the items currently before the Senate. It is also cautioned that this growth may not be sustainable.

VI. President's Report:

Mike Kavanaugh was invited to update the Senate on changes to Mygateway and the campus wireless system. A new version of Mygateway is coming in the next 12 months that will be more web-friendly and compatible with multiple mobile devices. Training materials for the current version are now on Mygateway. The Master Directory has been updated so that when you make changes to personal or faculty information it now automatically makes those changes in Banner. Phase I of updating the campus wireless system is 95% complete. 118 new devices have been added to the campus with a potential for 9500 connections. Every building now has wireless, plus wiring for outside areas such as the Gateway, pond, and athletic fields. There have been discussions about enacting an authentication policy for every member of the campus community to prevent non-campus use of Wi-Fi. A one-time funding request has been made for Phase II, which will add even more connections. There was discussion of the pros and cons of restricting access to social network sites.

President Grande gave an update from the Planning and Budget Committee. The topic of the cost of academic programs was brought up. If a department creates a course that passes through the curriculum process, is the campus duty bound to support it regardless of the financial cost? There was a discussion about the need to encourage innovation while also balancing the cost. The issue will be agendized for the next session to allow for further discussion.

The issue of reassigned time came up at PAC. Administration wants to look at reassigned time in a comprehensive way across the campus. Fullerton College receives less reassigned time than Cypress College, though it is a larger campus. The Senate discussed various reasons for this, which may include the greater number of CTE departments at Cypress, the use of professional experts at Fullerton, the existence of a Math Dean at Fullerton, and the availability of classified support. If faculty responsibility for administrative duties goes up, faculty compensation should as well, and the budget should reflect that. We have to put together a sub-committee. The topic will be agendized for the next meeting and all are encouraged to get data and deliverables to inform the discussion.

The Senate approved the following committee appointments:

1. Diversity Committee – Virgil Adams (Social Sciences)
2. Innovation Fund Ad-Hoc Committee – Kathy Wada (Language Arts)
3. Yongmi Han Evaluation Committee – Kathy Wada (Language Arts)

The Senate still needs to make appoints to the following committees:

1. Campus Diversity Committee (2 still needed)
2. District Institutional Effectiveness Coordinating Committee (2 needed)
3. District Technology Coordinating Council

Senators were reminded to nominate people for the Faculty Awards.

President Grande informed the Senate that Dr. Walker, Vice Chancellor of Academic Affairs for the California Community College Chancellor's Office, will be visiting Cypress to interview the Mortuary Science Program about the Pilot Baccalaureate Program. Cypress College's participation in the program won't be official until March 16th. Crafton Hills pulled their program from consideration as a result of receiving warning status from ACCJC. The reason for their warning status is tied to concerns over SLOs and their Distance Education Program. These are concerns Cypress College should be aware of as the next accreditation visit approaches. The UC and CSU systems are still expressing concern for duplication in curriculum.

The Senate was asked to help identify "problem students" by documenting cases where students present disruptive behavior. If there is a disciplinary issue in a classroom, faculty are encouraged to fill out the disciplinary form. There have been recent instances of student misconduct that may have been prevented or mitigated by early reporting of behavior. In these recent cases, it was found that this wasn't the first instance of misconduct but the early ones were not officially reported.

VII. Faculty Issues – Unfinished Business

A. Process of Setting Agenda for Senate Meetings:

Senator Seiling presented some suggestions for setting the agenda. Time limits for Public Commentary, Special Reports, and the President's report will be stated on the Agenda. A new section for Faculty Announcements/Invitations will be placed on the agenda to allow Senators and Liaisons to bring up information and events they'd like to share. It was also asked that people keep the 10 + 1 responsibilities of the Senate in mind when placing items on the agenda.

B. Revision of AP 4020:

The revisions to AP 4020 were presented for a second read and vote. There were minor changes made from the first read to the second, but nothing of a substantial nature. After debate and on motions duly made and seconded, the Senate voted to support the changes being presented to AP 4020. (Seiling/Morvan). The vote was unanimous with no abstentions.

C. Increased Support for SLO Outcomes:

Sarah Jones presented the request to increase reassigned time and add classified support to the SLO Coordinator position for a second read and vote. President Grande shared that Dr. Simpson is confident the funding for this would not impact any other vital campus needs. President Grande explained that funding for increased SLO Coordinator reassigned time and added classified support would come out of one-time funding. This request would come out of the one-time funds before any other requests have been deliberated by PBC. Concerns were expressed about this method of asking for funds and about how this information was shared with faculty. There was further discussion about where the funds would come from in the future, how this may impact the funding needs of other programs, and whether or not we truly understand what's expected in the SLO process to be investing more money in it. After debate and on motions duly made and seconded, the Senate moved to support increasing faculty reassigned time for the Faculty SLO Coordinator to 80% FTE (32 hours per week), the Assistant Faculty SLO Coordinator to 40% FTE (16 hours per week), and adding Classified Support of 16 hours per week (Jones/Seiling). The vote was 19 to 3. Senators voting Yes: Armale, Franks, Ganer, Gober, Goralski, Ho, Hormel, Jones, Laguana-Ferinac, Majarian, Morvan, Paiement, Popeney, Saldana, Seiling, Ssensalo, Vescial, Walker, Welliver. Senators voting No: Gomez, Klyde, and Reiland. There were no abstentions.

D. Institution-Set Standards for Student Success:

President Grande reiterated the need for the Senate to arrive at institution-set standards for student success. This is a requirement for accreditation. After debate and on motions duly made and seconded, the Senate moved to create a sub-committee to discuss these standards and report back to the Senate at the next session (Seiling/Majarian). The committee was chosen to consist of President Grande, Curriculum Chair Majarian, and Senators Jones, Reiland, and Seiling. The vote was unanimous with no abstentions.

VIII. Adjournment – The meeting was adjourned at 5:04 pm.

Respectfully Submitted,

Bryan Seiling
Academic Senate Secretary

Video of the meeting may be viewed at youtube.com. Minutes of all Academic Senate meetings can be found at <http://www.cypresscollege.edu/facultystaff/senate>.

Appendix A: Tina Johannsen's Letter Read in Public Commentary

Esteemed Senators,

I would like to add another perspective to the request presented in Academic Senate for more reassigned time, as I think it is important that all staff be aware of the administration's direction with regard to reassigned time prior to making a decision to increase a single position's reassigned time.

As many of you know, I attend many of the district committee meetings as your representative for United Faculty. And attend others just to expand my knowledge base on how things are done within the district. I also serve on the Curriculum Committee for the last 5+ years as the Health Science representative.

Discussion of reassigned time came up this very last week at Curriculum, Planning and P\Budget (PBC), and President's Advisory Committee (PAC), with the administrative goal of REDUCING reassigned time throughout the district. It was specifically brought up that Cypress College had MORE reassigned time than Fullerton and the question was posed as to why that existed.

Reassigned time is allotted to faculty whom perform duties outside the classroom. Reassigned time is the mechanism to pay department coordinators, for serving on some committees (e.g. Academic Senate President), and primarily for positions where **administrative functions** rather than teaching are performed. These functions are supportive of faculty and programs, but are primarily administrative in nature.

Here is the crux of the matter. Although all of us would agree we would like to support more reassigned time for many of the administrative duties that we perform, Reassigned time is tied to the same pool of compensation that provides salaries and benefits to all. Not all faculty have the time, nor the inclination to serve on those committees that provide reassigned time. As well, in other areas around the campus, we have department coordinators who are struggling under their increased responsibilities, getting none or very little reassigned time. We see faculty committee positions not being filled because our workload has become more administratively challenging, and many feel we cannot take on any more duties.

The issue of reassigned time is of a very sensitive nature and should be vetted through extensive faculty input. Now that we see the district moving to reduce the budget associated with reassigned time it is imperative we all be aware of these facts before making a decision that is supporting faculty, but may inadvertently, be hurting us all in the long run.

It should be also noted, that the subject of reassigned time was brought up in Academic Senate several years ago by Will Heuser (a former Senator), who realized the importance of looking at the subject as a whole, meeting both district and faculty needs.

In closing: The basic tenant of your union is to make sure we are all compensated for the work we perform. Since reassigned time is a form of compensation, as Senators,

representing the entire faculty of Cypress College, it is only fair to address this issue of compensation be vetted in a thorough and comprehensive manner that treats all faculty equally. Thank you for your time and consideration.

Tina Johannsen, Health Science Curriculum, United Faculty Vice President

Appendix B – Petition from Cypress Students Regarding Campus Wi-Fi

We the students of Cypress College have taken great concern for the safety and well-being of the student body. The limitations of wifi access on campus are inadequate and unable to properly serve our needs. The inconsistency of wifi capability across campus in each classroom and in each building creates a disparity of protection, whereby some students are more protected than others. This creates vulnerability based on a student's schedule of classes. Having reliable access to wifi across campus will allow for a greater ability to protect ourselves and to feel a greater sense of ease. Without an improved access to wifi, some students may not receive the updates they need until a tragic outcome has already occurred. In addition, students who are unable to contact family members during a crisis because of inadequate wifi service creates panic and distress which in turn can put more people in danger.

Therefore as tax payers and members of the student body, we respectfully demand that the college rectify this problem immediately.

Secretary's Note: Hard copies of the letter with the signatures are on file with the Academic Senate Secretary.