

**ACADEMIC SENATE**  
**Approved Minutes for March 13, 2014**  
**Place: CCC – 419 3:00 pm to 5:20 pm**

<b>DIVISION SENATORS</b>		<b>PRESENT</b>
Jesse Saldana	BUSINESS/COMPUTER INFORMATION SYSTEM	<b>Absent</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>X</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> Tina Johannsen, Darlene Fishman, Craig Goralski, Robert Mercer, Pat Ganer, Susan Klein, Linda Borla, Kathy Wada; Barbara Marshall, Carlos Carmona, Jamal Bostick, Gerard Avelino, Jacob Alarco (videographer)		
<b>ALTERNATES IN ATTENDANCE:</b> Randa Wahbe for Will Heusser		

- I. Call to Order:** After establishing a quorum, President Gary Zager called the meeting to order at 3:05 pm. Randa Wahbe was recognized as alternate for Will Heusser, At Large Senator. A videographer from the *Cypress College Chronicle* was present.

On motions duly made, seconded and carried, the Senate approved that recognized alternates would cast all votes from the onset of the meeting and the elected Senator would participate in the discussion for as long as they were in attendance. (Kistner/Seiling)

- II. **Adoption of the Agenda:** On motions duly made, seconded, and carried the Agenda was modified to reflect movement of the items VIII E. First Reading SEM Division Resolution for Summer Course Length and VIII F. First Reading SEM Division Resolution for an Improved 16 Week Calendar to be considered after the President's Report and deletion of item VII A. Senate restructuring equal apportionment and item VII B.5 Motion to authorize Constitutional Committee to hold and attend engagements with faculty for discussion of Constitutional changes. (Seiling/Morvan)
- III. **Approval of Minutes:** On motions duly made, seconded, and carried, the minutes of the February 27, 2014 meeting were approved as amended (Llanos/Seiling) (Abstention-Grande)

#### IV. **Public Commentary**

**Language Arts instructor, Susan Klein** spoke in opposition to the proposed amendment to the Constitution that requires faculty teach at least 3 units to be eligible to serve as a Senator. Currently, three instructors at Cypress College have 100% reassigned time. There has been no evidence provided that this change will either increase participation or that the current status discourages participation on the Senate. There is no provision for this at our sister College. The change appears to be directed at the faculty currently serving on the Senate. There has been a suggestion that faculty on 100% reassigned time have lost touch with the classroom and what it takes to be a teacher. However, these two faculty directly affect instruction in the classroom through their roles in which they bring the latest in pedagogy to other instructors which has a clear impact on student instruction and success. Ms. Klein felt it inappropriate to target specifically the two affected faculty members serving on the Senate.

**Language Arts instructor, Dr. Pat Ganer** voiced four concerns over the Senate's response to the proposed amendments to the Academic Senate Constitution.

1. Process in considering amendment: The Constitution Subcommittee formed in September and presented its recommendation to the Senate in October. While its efforts are very much appreciated, the Subcommittee was technically in violation of Roberts (page 501) since it failed to hold any hearings to allow other Senators to present their views to the Subcommittee. When the Subcommittee brought forth its recommendations, it simply offered its conclusion and not its rationale (Roberts, page 505). Normally once the recommendation is offered, a Subcommittee member would present a motion to adopt the recommendation (Roberts, page 506). While this has not happened yet, and assuming that it will, once the motion is presented, it is open to debate and amendments. (Roberts page 509). Dr. Ganer felt it is the right and responsibility of the Senate to consider each suggested amendment individually. It is the responsibility of the Senate to individually accept, strike, reword, or add additional items to the Subcommittee's recommendations. All these would be done pursuant to parliamentary procedure.

2. Timeline for consideration: While there is no issue with the Subcommittee setting a timeline, Dr. Ganer felt that it's the right and responsibility of the Senate to set and re-establish its timeline if it feels that it has not done its due diligence.
3. Process for submission to the faculty: Some Subcommittee members have indicated their recommendations will be sent forth as one document while others have stated amendments will be submitted as independent items for individual consideration. Dr. Ganer felt it is the right and responsibility of the Senate to establish how the items are considered.
4. Additional Amendments: Nothing precludes recommendations going forward that did not get the majority of the Senators voting. Any six members of the Senate can offer their own amendments for consideration by the faculty.

Senator Seiling raised several points of order with regard to Dr. Ganer's Public Commentary as he argued its content related to items that were already on the Agenda and needed to be rebutted and better discussed with the Agenda Item. The Chair ruled a Senate guest has the right to submit Public Commentary and Public Commentary could be referenced during later debate.

**Social Science Division Senator Bryan Seiling** reported the Constitution Subcommittee presented to the Senate a process that was open and unfolding over time. The timeline suggested seemed to be supported by the Senate.

**Social Science Division Senator Bryan Seiling** clarified the assertion made at the last meeting that the Social Science Division could not find Senate representatives. Senator Seiling had been elected unanimously by his Division to continue working on the Constitution reforms. He pointed out the new adjunct Senator and the current Academic Senate President are both members of the Social Sciences Division.

**Health Science Instructor Tina Johannsen** and member of the Constitution Subcommittee felt that proposed Constitution changes have been fully vetted by Senators over the past six months and was frustrated by what she perceived as obstructionism to reforms whose primary objective is to increase faculty participation so that faculty can take ownership of faculty issues.

## V. Special Reports

### A. Associated Students: Frida Lugo

Kindercaminata is on March 28. The Associated Student representative reported a concern about the qualifications of the person teaching a management class. President Zager will meet with the Associated Student representative and the Dean. A slide series from "March in March 2014" showed pictures of Cypress College Associated Student representatives with legislators and other key personnel in Sacramento.

### B. United Faculty: Randa Wahbe

Dr. Wahbe reported that United Faculty will be holding elections for all offices which include the Executive Board officers (President, Vice-President, Secretary,

Treasurer, and Site Representatives) as well as all Representative Council Members. Union members were encouraged to become involved and examine the job descriptions for each position and seriously consider running for the many positions so that one's voice can be heard. Anyone wishing to run for office must electronically file a "Declaration of Candidacy and Candidate Statement" by 3/28/14. Voting will be in person the week of April 21-25. Linda Borla has agreed to serve as the Grievance Representative for Cypress College and the School of Continuing Education.

Should the Senate approve the SEM resolution regarding the 16 week calendar, Dr. Wahbe indicated that United Faculty will assume that this action would be representative of the entire Cypress College campus even though many divisions would be affected by this change. With regard to "black hole classrooms", United Faculty is always concerned for the health and safety of faculty who are placed in substandard working conditions.

**C. Staff Development:** Rebecca Gomez

The Staff Development Coordinator reported 28 nominations for classified employee of the year which is awarded at the April 11 Classified Staff Appreciation Luncheon. There is one remaining conference funding period in April. Ms. Gomez informed the Senate she would not be extending her term as Staff Development Coordinator when it expires in June. The President acknowledged the fabulous job Ms. Gomez has performed. Dr. Joy DeGruy will be speaking on March 28 at Fullerton College about "Culturally Specific Models of Service Delivery and Academic Practice."

**D. Curriculum Committee:** Mark Majarian

Mr. Majarian will attend the Regional Curriculum Meeting for southern California in San Diego for the expressed purpose of gathering information on many important topics affecting curriculum management. All PowerPoint presentations will be available online within two weeks of the formal sessions.

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

**F. Cypress College Foundation:** No report

**G. Basic Skills Committee:** No report

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

The Committee continues to address the recommendations from ACCJC and provide meaningful summary SLO reports for use in Program Review.

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

The Program Review Committee reviewed 15 programs in the fall of 2013 using the format adopted in 2012-2013 where the reports were presented both in

writing and in person. This face-to-face format seemed particularly conducive to sharing ideas about best practices and program improvement. Presenters provided engaged and thoughtful insights about their programs. Suggestions from the committee for improvements appeared well received by the program representatives, and, in turn, the committee received recommendations for how to improve the program review process. The findings, commendations, and recommendations were summarized in the “Program Review Committee Report for the 2013-2014.” The Committee’s recommendations centered primarily on three areas:

1. discussing ideas for improving student success rates
2. identifying issues within programs that have global implications to the college and
3. documenting program/student learning outcomes assessment with support data.

To avoid manual counting of SLO data, the Program Review and the SLO Coordinators worked with the TracDat developer to create a “Program SLO Assessment Report” and a “Course SLO Assessment Report” which will be provided to faculty in the next cycle along with the pre-populated forms from Institutional Research. Revisions to Questions #6 and #7 on the form will be submitted for Senate approval at the next meeting.

In the next academic year, all of the career technical programs will be up for the two-year cycle review. A shorter check-box type form approved in spring 2013 will make the CTE review process more efficient. Institutional Research will provide the pre-populated forms to the designated programs in early summer. The timeline for the program review cycle and the Program Review Rotation Schedule was available for review. Senator Reiland was commended for the critical work and the impressive summative report of this year’s **Program Review and Department Planning** activities.

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

In terms of budget update, everyone is waiting for the Governor’s May Revise. Discussions include consideration of changing the FTES based funding to an outcomes based model. There is also a possibility that 3% growth monies might be available for those schools meeting and/or exceeding FTES targets. The deficit discussed in previous years did not seem to materialize as severely as expected. There is a \$3.65 million one-time increase to the District’s budget.

**VI. President’s Report:** Gary Zager

President Zager met with the **President of Cypress College on March 4, 2014**. The College President is not opposed to the addition of a faculty member to the group who determines the distribution of Strategic Plan Fund monies.

**Planning and Budget Committee (PBC) met on March 6, 2014**. The ranking of the classified positions was forwarded to the President’s Advisory Cabinet. There are openings if faculty would like to participate March 25<sup>th</sup> Colloquium.

**The President's Advisory Committee (PAC) met on March 6, 2014.** It was reported there might be more on-going funds for the Community Colleges. The District had purchased a program that will put our catalogs on-line for all three schools. The Basic Skills plus Student Success Ad Hoc Committee has been working on innovative ways to increase student success. One suggestion is to have high school graduates come in an intensive summer orientation. Everyone praised the comprehensiveness Cypress College Mid-Term Accreditation Report.

**District Coordinating and Institutional Effectiveness Councils** had not met. The **Graduation Planning Committee** met on March 11, 2014. Applications for "Student of the Year" are forthcoming. The color guard for commencement will be the Junior ROTC from Kennedy High School. Plans are to use the same staging company as Fullerton College at 50% of last year's expenditures.

**The Board of Trustees (BOT) met on March 11, 2014.** A presentation on Fullerton College's Student Success Services was well received. All but one of the trustees initially accepted the resubmission of the Fullerton College Mid-Term Accreditation Report. Strategic Conversation #15 is March 25, 2014 from 3:30 to 7:30 pm at Cypress College.

**Committee Appointments:** President Zager appointed Cathy Franklin to the Staff Development Committee for the Spring 2014 semester; Joe Gallo to the District's Institutional Effectiveness Committee; and Gary Zager to the Strategic Plan Workgroup.

## **VII. Faculty Issues – New Business**

A. **SEM Division's Resolution on Summer Course Length:** Senator Armale presented for first reading the following Resolution:

- **Whereas there does not exist an explicitly defined procedure used consistently across NOCCCD with regard to summer session scheduling and length of summer courses, and**
- **Whereas there does not exist a clear guideline that considers specific curriculum requirements and faculty input in determining the length of summer courses, and**
- **Whereas faculty are the experts when considering the pedagogical soundness of the length of summer courses, and**
- **Whereas the integrity of our curriculum could be jeopardized if the length of summer courses is determined without faculty input, and**
- **Whereas student success may be negatively impacted if the length of summer courses is determined without faculty input,**

**Therefore, be it resolved that discipline specific faculty and the Cypress College Academic Senate must be involved in the decision making process when determining the length of summer courses.**

**B. SEM Division's Resolution for an Improved 16 Week Calendar:** Senator Morvan presented the following resolution for first reading.

- **Whereas students currently must take comprehensive final exams two days after the last lecture day of the course, and**
- **Whereas this is an academic burden that is not placed on students in most other community colleges and universities, and**
- **Whereas we can expect better academic results by allowing a weekend in which to study in between the final lecture and the final exam, and**
- **Whereas this resolution does not alter the 16-week time frame for the semester,**

**Therefore, be it resolved that the Cypress College Academic Senate urges United Faculty to negotiate an academic calendar in which the first day of classes is Wednesday and the last day of the classes is Tuesday.**

### **VIII. Faculty Issues – Unfinished Business**

#### **A. Academic Senate Constitution Amendments**

In introductory comments, Senator Seiling sought to assure everyone it was the intent of the Constitution Subcommittee to be transparent in its deliberations and had taken results from heretofore debates to heart as evidenced by the fact there are 28 versions of changes. He emphasized the Subcommittee process has continually sought and encouraged feedback and parsed the reforms in blocks to facilitate organized debate. The Constitution Subcommittee has presented a suite of well-integrated reforms intended to create a spread out, participatory faculty Senate in which people are vested.

On motions duly made, seconded and carried, the rules were suspended that required pro/con arguments to allow for discussion. (Llanos/Seiling)

Senator Diep read a statement that summarized her efforts since she became a Senator to assure a transparent process for Senate activities by working to create the Senate website and handbook and chair the Constitution Subcommittee. The Subcommittee has spent an enormous amount of personal time and its work has been nothing but diligent, conscientious, and professional working to strengthen faculty voices in district and campus governance process. The amendments are an integrated package designed to create a new culture of involvement. Divisional representation offers a better assurance of a more broad based responsibility than was previously the case. It is not the Senate's responsibility to find volunteers, but rather each Division's responsibility to put forth representatives. There will be an expectation of faculty involvement.

Some Senators were uncomfortable with a process that appeared to expect a vote on the entire document en bloc. While there was support for the majority of the proposed amendments, Senators preferred to vote individually on certain amendments that were more controversial, e.g. term limits, teaching

requirement, elimination of at-large representation. When the final document is submitted to the faculty for vote, the Senate can also send forth minority opinions so that faculty understand there were differing opinions.

On motions duly made, seconded and carried, the Constitution Subcommittee's recommendations for amendments to the Constitution were accepted for consideration by the Senate. (Seiling/Pashaie)

On motions duly made, seconded, and carried, the main motion was amended to reflect that the Senate would consider and vote individually on each of the Constitution Sub-Committee amendments to the Academic Senate Constitution. (Hormel/Dickey) (Yays 12, No 5)

The call for the question passed. (Pashaie/Seiling)

Senator Deutsch's motion to postpone to a later date failed. (2/3 vote needed) (Deutsch/Seiling). (Yays 10, No 8)

- IX. Adjournment:** On motions duly, made, seconded, and carried, the meeting adjourned at 5:20 pm. (Jones/Hormel) (Yays 10, No 6)

Respectfully Submitted,

Rosalie Majid  
Academic Senate Secretary