

**ACADEMIC SENATE
APPROVED MINUTES
October 24, 2013
Cypress College Complex Room 419**

DIVISION SENATORS		PRESENT
Jesse Saldana	BUSINESS/COMPUTER INFORMATION SYS.	X
Kathleen Reiland	CAREER TECHNICAL EDUCATION DIVISION	X
Renee Ssensalo	COUNSELING/STUDENT DEVELOPMENT DIV.	X
Jim Hormel	FINE ARTS DIVISION	X
Jane Walker	HEALTH SCIENCE DIVISION	X
Sarah Jones	LANGUAGE ARTS/LIBRARY DIVISION	X
Bill Pinkham	PHYSICAL EDUCATION DIVISION	X
Laurie Morvan	SCIENCE/ENGINEERING/MATH DIVISION	X
Bryan Seiling	SOCIAL SCIENCE DIVISION	X
2012-2014 AT LARGE SENATORS		
	Ron Armale	X
	Nancy Deutsch	X
	Cherie Dickey	Absent
	Christie Diep	X
	Will Heusser	X
	Kathy Llanos	Absent
	Therese Mosqueda-Ponce	X
	Billy Pashaie	X
ADJUNCT SENATOR	Elayne Roberts	X
LIAISONS		
Frida Lugo	ASSOCIATED STUDENTS	X
Cherie Dickey	BASIC SKILLS COMMITTEE	X
Michael Brydges	CAMPUS DIVERSITY	
Michael Johnson	CAMPUS TECHNOLOGY COMMITTEE	
Mark Majarian	CURRICULUM COMMITTEE	X
Rosalie Majid	CYPRESS COLLEGE FOUNDATION	X
Sarah Jones	STUDENT LEARNING OUTCOMES	X
Kathleen Reiland	PROGRAM REVIEW COMMITTEE	X
Rebecca Gomez	STAFF DEVELOPMENT	
Randa Wahbe	UNITED FACULTY	X
ACADEMIC SENATE OFFICERS		
Gary Zager	President	X
Jolena Grande	President-Elect	Absent
Rosalie Majid	Secretary	X
Ron Armale	Treasurer	X
GUESTS: Richard Fee, Regina Ford, Paul De Dios, Joe Franks		
ALTERNATES IN ATTENDANCE: Pat Ganer for Kathy Llanos, Rob Johnson for Cherie Dickey, Dr. Randa Wahbe for Will Heusser @ 4:40 pm.		

- I. **Call to Order:** After establishing a quorum, President Gary Zager called the meeting to order at 3:02 pm. President Zager recognized the following alternates: Pat Ganer for Kathy Llanos, Rob Johnson for Cherie Dickey, Randa Wahbe for Will Heusser at 4:40 pm.
- II. **Adoption of the Agenda:** On motions duly made, seconded and carried, the Agenda was adopted as presented (Armale/Diep)
- III. Approval of Minutes from 10/10/13:

On motions duly, made and seconded (Armale/Diep), the minutes were approved with the following corrections: Attendance sheet should reflect Library/Language Arts Division; page 5, last paragraph, *Dean Eldon Young* attended the Student Success Summit, not Dr. Bandyopadhyay and add “Dr.” to Randa Wahbe, replace paragraph 2, page 7 with *“Senator Jones, Language Arts Division, reported that very few faculty members responded to her inquires about support for the new Dean of the LLRC. Of those who responded, the majority agreed with the position. In addition, faculty responses included an Open Computer Lab for faculty use, as well as the importance of additional faculty and staff.”*
- IV. Public Commentary -- None
- V. Special Reports
 - A. **Associated Students:** Frida Lugo

Associated Student elections are next week. Red Ribbon Week was successful in that many students pledged to be alcohol and drug free for at least five days. Representatives from Associated Students will be attending General Assembly on 11/1 and 11/2 and are interested in several resolutions under consideration. Pumpkin Bash is on October 31.
 - B. **United Faculty:** Randa Wahbe

Ms. Wahbe reported negotiations are in process. UF proposals include eliminating bond requirement for sabbaticals, resolving differences in Blackboard between Cypress and Fullerton, creating intersessions in the 16 week calendar, adding Flex 125, and increasing fringe benefit dollars. The District proposals include examining time lines in the grievance article and changing “collaboration” to “consult” in Article IV Scheduling. UF is exploring negotiating overload pay for multiple sections for full time faculty (Adfac Contract Article 10.3.5). Senator Heusser reported the District rejected United Faculty’s salary proposal of 3.56% on schedule. The Board of Trustees rejected this offer proposing 2% on schedule and 1.56% (COLA) off schedule. Negotiations are ongoing. Interested parties can monitor United Faculty activities on <http://www.ufnocccd.org/>
 - C. **Staff Development** -- No report

- D. **Curriculum Committee** – No report
- E. **Campus Technology Committee** – No report
- F. **Academic Senate Treasurer’s Report** – No report
- G. **Cypress College Foundation** : Rosalie Majid

Senators were encouraged to save the date for the 39th Annual Americana Awards at the Disneyland Hotel on Saturday, February 22, 2014 and promote participation in the Foundation’s major fund raising event.

- H. **Basic Skills Committee**: No report.
- I. **Student Learning Outcomes Assessment**: No report.
- J. **Program Review and Department Planning**: Kathleen Reiland

The Committee will begin reviewing three to four department reports per meeting on 11/4/13.

- K. **District Council on Budget and Facilities**: No report.

VI. **President’s Report:**

President Zager met with the President of the College on October 22 at which time they discussed the issue of assigned hours versus campus hours within a 40 hour week for librarians and Common Core Standards and how faculty can work with local high schools to improve the high school graduate’s readiness for college level course work.

District Coordinating Council had not met since the last meeting.

At the October 22, 2013 **Board of Trustees** meeting, President Zager reported the Cypress College Academic Senate was not able to come to a vote from either end on the position of Vice-Chancellor Educational Services and Technology. Several Senators felt the appropriate response from the Academic Senate President would have been to very specifically state the Cypress College Academic Senate opposition to the Vice-Chancellor Educational Services and Technology position until the formal resolution was introduced. Presidents of the Academic Senate are to present the sense of the Senate and not their personal views when these conflict. AdFac’s (the adjunct faculty union) contract proposal includes a 1.67% (COLA) increase on schedule and the addition of a step on the salary schedule.

The District Institutional Effectiveness Report was discussed at the October 21, 2013 meeting of the **Institutional Effectiveness Council**.

Planning and Budget Committee met on October 17, 2013. Dr. Bandyopadhyay reported the focus of the High School Principal’s Breakfast was on Common Core and what high schools expect from the College and how the high school teachers and college faculty can work together to meet students’ expectations and meet College expectations for incoming students. The

Committee discussed how the college can better communicate with local high schools. The Committee approved the immediate posting to hire a replacement for the Financial Aid Technician who is retiring in December instead of vetting through the Classified Needs Process next March. Purchasing of a new theater sound system and three new campus copies was authorized.

President's Advisory Committee met on October 17, 2013. The Spring 2014 Schedule will be eight sections less than last spring. Summer 2014 will be about 500 FTES compared to last summer's session of 618 FTES.

Special Program Revitalization and Discontinuance Committee chose to not discontinue the Court Reporting Program but rather to revitalize the program since similar programs at Cerritos College and Long Beach City College have closed. The Court Reporting Program will transition to training more students in law related careers, especially in administrative support for courts and law offices. A broader range of certificates and degrees will be offered for completion. Higher speed Court Reporting classes will be taught through School of Continuing Education. The viability of the program would be ensured as more students will complete the program and find jobs in legal careers.

Committee Appointments: President Zager appointed Nancy Deutsch to the Comprehensive Evaluation Committee for Karen Cant.

VII. Faculty Issues – Unfinished Business

A. **Second Reading: Vice-Chancellor Educational Services/Technology Resolution.** Senator Heusser presented for second reading the following resolution regarding the Vice-Chancellor Educational Services and Technology Position

1. *Whereas, The North Orange County Community College District Direction 4.2 mentions transparency and collaboration in the decision making process; and*
2. *Whereas, Students have suffered from cuts in hundreds of classes over the past several years as a result of budget cuts, and*
3. *Whereas, The retiree health benefits reserves have been declared to be underfunded by the district; and*
4. *Whereas, Faculty pay scale compensation has not increased for five years; and*
5. *Whereas, Cypress College has passed Accreditation cycles without an additional permanent position of a Vice Chancellor of Educational services and Technology; and*
6. *Whereas, no cost benefit analysis has been done for the position, like the ones required for new faculty positions,*
7. *Therefore, be it resolved that the Cypress College Academic Senate is against the NOCCC District adding a new permanent position of Vice-Chancellor of Educational Services and Technology.*

On motions duly made, seconded and carried (Heusser/Seiling), the resolution was amended for Line 6 to read “Whereas, no cost benefit analysis has been **provided to the Academic Senates**, like the ones required for new faculty positions.”

On motions duly made, seconded and carried (Reiland/Seiling), the resolution was amended for Line 7 to read “Therefore, be it resolved that the Cypress College Academic Senate **cannot support** the NOCCC District adding a new permanent position of Vice-Chancellor of Educational Services and Technology.”

On motions duly made, seconded and carried (Morvan/Seiling), the resolution was amended as follows: re-sequence Line 6 to Line 2.

On motions duly made, seconded and carried (Deutsch/Seiling), the resolution was amended as follows: re-sequence Line 5 to Line 3.

On motions duly made, seconded and carried (Deutsch/Reiland), the resolution was amended to reflect the following corrections: Line 3: “district” to “*District*” and Line 5 “services” to “*Services*.”

The interim amended resolution now reads:

1. *Whereas, The North Orange County Community College District Direction 4.2 mentions transparency and collaboration in the decision making process; and*
2. *Whereas, no cost benefit analysis has been provided to the Academic Senate, like the ones required for new faculty positions,*
3. *Whereas, Cypress College has passed Accreditation cycles without an additional permanent position of a Vice Chancellor of Educational & Services and Technology; and*
4. *Whereas, Students have suffered from cuts in hundreds of classes over the past several years as a result of budget cuts, and*
5. *Whereas, The retiree health benefits reserves have been declared to be underfunded by the & District; and*
6. *Whereas, Faculty pay scale compensation has not increased for five years; and*
7. *Therefore, be it resolved that the Cypress College Academic Senate is ~~against~~ cannot support the NOCCC District adding a new permanent position of Vice-Chancellor of Educational Services and Technology.*

The motion (Ganer/Armale) to strike lines 4, 5 and 6 in the amended resolution that do not support the Senates objections to process but rather substance from the resolution failed.

The motion (Jones/Hormel) to strike lines 4, 5, and 6 and replace with “Whereas, the District faces numerous compelling fiscal needs that have not been adequately addressed” failed.

On motions duly made, seconded and carried (Seiling/Pashaie), the Resolution was amended to strike Lines 4, 5 and 6 and replace with "*Whereas the District faces numerous compelling fiscal needs that have not been adequately addressed, including students suffering from reductions in hundreds of classes over the past several years as a result of budget cuts, the retiree health benefits being declared underfunded by the District, faculty pay scale compensation not being increased for five years, and numerous other financial concerns.*"

The motion to call the previous question was approved. (Hormel/Seiling)

The following resolution as amended passed second reading.

Whereas, The North Orange County Community College District Direction 4.2 mentions transparency and collaboration in the decision making process; and

Whereas, No cost benefit analysis has been provided to the Academic Senate like the ones required for new faculty positions; and

Whereas, Cypress College has passed Accreditation cycles without an additional permanent position of a Vice Chancellor of Educational Services and Technology; and

Whereas, The District faces numerous compelling fiscal needs that have not been adequately addressed, including students suffering from reductions in hundreds of classes over the past several years as a result of budget cuts, the retiree health benefits being declared underfunded by the District, faculty pay scale compensation not being increased for five years, and numerous other financial concerns;

Therefore, be it resolved that the Cypress College Academic Senate cannot support the NOCCC District adding a new permanent position of Vice-Chancellor of Educational Services and Technology.

President Zager will forward this resolution to the NOCCCD Board of Trustees at its next meeting.

B. Certificate/Graduation Application Deadline

President Zager welcomed Paul De Dios, Dean of Admissions and Records and Regina Ford, Registrar, to address Senate concerns with regard to the deadlines for filing for applications for graduation and certificate completion. The Dean of Admission and Records agreed to move the deadline for certificate applications to the end of the third week of the semester to allow for faculty to advise students of the importance of filing for certificates. The deadline for graduation (associate degree) remains the end

of the second week. Mr. De Dios will provide a follow-up report in the Spring on the effectiveness of the third week deadline for certificate applications.

Senator Will Heusser left the meeting at 4:55 pm. Alternate Dr. Randa Wahbe

Alternate Senator Rob Johnson left the meeting at 5:00 pm. No alternate designated.

C. Five Calendar Day Grade Deadline in 16 Week Calendar

Submission of final grades within five calendar days is problematic for faculty whose final exams include essays that require extensive time to grade thoroughly. Also problematic is the “calendar day” standard as opposed to “business days.”

The Dean of Admission and Records reported the running of pre-requisite reports, packaging of financial aid, and coordinating with Fullerton College affects the development of a Final Grade Submission Policy. The Dean of Admissions and Records will consult with the Banner Steering and Student Team, the Dean of Student Services, Financial Aid Office, and Fullerton College and report back in two weeks. Every effort will be made to lengthen the time period for final grade submission.

VIII. Faculty Issues – New Business

A. Attendance at ASCCC Plenary Session

On motions duly made seconded and carried, the rules were suspended to immediately address the request for funding. (Seiling/Deutsch)

By unanimous consent, the Academic Senate approved funding \$750 for the President and President-elect of the Cypress College Senate (Jolena Grande and Gary Zager) to attend the Plenary Session of the Academic Senate of the California Community Colleges in Southern California. (Deutsch/Seiling)

IX. Adjournment of Meeting. On motions duly made, seconded and carried, the meeting was adjourned at 5:20 pm. (Pashaie/Seiling)

Respectfully Submitted,

Rosalie Majid

Secretary, Academic Senate

Vice-Chancellor Educational Services and Technology Resolution

Whereas, The North Orange County Community College District Direction 4.2 mentions transparency and collaboration in the decision making process; and

Whereas, No cost benefit analysis has been provided to the Academic Senate, like the ones required for new faculty positions; and

Whereas, Cypress College has passed Accreditation cycles without an additional permanent position of a Vice-Chancellor of Educational Services and Technology; and

Whereas, The District faces numerous compelling fiscal needs that have not been adequately addressed, including students suffering from reductions in hundreds of classes over the past several years as a result of budget cuts, the retiree health benefits being declared underfunded by the District, faculty pay scale compensation not being increased for five years, and numerous other financial concerns;

Therefore, be it resolved that the Cypress College Academic Senate cannot support the North Orange County Community College District adding a new permanent position of Vice-Chancellor of Educational Services and Technology.

Approved by the Cypress College Academic Senate

Date: October 24, 2013