

## THIS WEEK

### Ongoing

- » "Primal Matter," exhibit by Lisa Folino, Edouard Dermerier Photography & Library Galleries (through Feb. 19).
- » "Goulash," exhibit by Aviva Gray, Floating Wall Gallery (through Feb. 19).
- » "Illustrious," Art Gallery, (through Feb. 24).

### 18 • Friday

- » Presidents' Day Holiday (campus closed).

### 21 • Monday

- » Presidents' Day Holiday (campus closed).

### 22 • Tuesday

- » NOCCCD Board Meeting, Anaheim campus. 5:30 p.m.

### 23 • Wednesday

- » Black History Month: Storytelling Festival, campus theater, 11 a.m.–1 p.m..

### 24 • Thursday

- » Academic Senate, Wilson Conference Room, 3-5 p.m.
- » Black History Month: Mixer and panel discussion: "African American Youth in Crisis," Culinary Arts Dining Room, 6-8 p.m.

### 25 • Friday

- » Black History Month: "A Battle of the Choirs," Wilshire Theater (Fullerton), 7-10 p.m.

### 26 • Saturday

- » Americana Awards, Disneyland Hotel, 5:30 p.m.

## THEY SAID IT

**"The Soul that is within me no man can degrade."**

– Frederick Douglas

@Cypress is published each week. If you would like to have items included, please contact Marc Posner in the Public Information Office at ext. 47006 or [mposner@CypressCollege.edu](mailto:mposner@CypressCollege.edu).

**Margie Lewis, President**  
(714) 484-7308  
[mlewis@CypressCollege.edu](mailto:mlewis@CypressCollege.edu)

# @Cypress

February 11, 2005 Newsletter from President Margie Lewis

Core Values:

Excellence

Integrity

Collegiality

Inclusiveness

## 2005-2006 Process for One-Time Funding Requests

### ► It's time to submit requests for items by budget unit with each area's submissions due by March 4.

While early news from Sacramento indicates 2005-2006 may be a difficult budget year for education, the college will continue with its planning process for one-time funding requests. This process will allow for the campus-wide prioritization of requests to occur during spring 2005 in preparation for possible funding in the fall of 2005 when we know more about what funds can be identified to match with requests.

This spring the college will be working with a new Strategic Plan

for 2004-2008. Copies of the plan include the Vision, Mission, Core Values, the five Directions, and goals and objectives that have been developed for each of the five Directions. The Strategic Plan can also be viewed by visiting the college Web site at <http://www.cypresscollege.edu> and clicking on the Campus News link and then on the word "docs" below the Cypress College logo.

The overriding criteria in this process will continue to be how closely the request ties to the Strategic Plan. Up to five requests may be submitted by each Budget Unit.

In recognition of the Program Review Process that has been under development the last two years for IQA, Student Support Services and

**continued on next page**

## Upcoming Black History Month Cultural Events at Cypress College

The following three events have been scheduled for Cypress College's celebration of Black History Month:

Wednesday, February 23. Storytelling Festival, Campus Theater, 11 a.m. to 1 p.m. The Campus Diversity Committee along with the Language Arts Division, Black Student Union and Title V, are sponsoring a storytelling festival. The event features three storytellers uniting three cultures: Ellaraino, African Storyteller; Jude Narita, Asian-

American storyteller; and Margaret Medina, Mexican-American storyteller. These storytellers bring over 50 years of combined experience. These dynamic women will provide tremendous insight into the representative cultures and demonstrate the harmony that can be achieved.

Thursday, February 24. Mixer and panel discussion: "African American Youth in Crisis," Culinary Arts Dining Room, 6-8 p.m.

**continued on next page**

### *I Didn't Know That!*

Informational brochures, put together by Reference Librarian Judy Koike, are available in the Library as a resource for faculty, staff and students.

The monthly brochures include a listing of books and DVD's related to various multicultural programs. All items are available for checkout.

For more information, call ext. 47125 or send an email to [librarian@CypressCollege.edu](mailto:librarian@CypressCollege.edu).

### Nominations for Faculty Awards

Nominations are now being accepted for the following awards: Outstanding Full-Time Faculty Award, Outstanding Adjunct Faculty Award and Faculty Development Award. Nominees are asked to submit: a letter of support from his or her Division Dean, a letter of support from a colleague within his or her discipline, a resume or curriculum vitae, and a statement of educational philosophy. Nomination forms must be turned in to Fola Odebunmi, Social Science Division, by February 15, noon.

## CHARGERS

At the January 25 board meeting, **Donna Landis'** promotion to Administrative Assistant III and the temporary reassignments of **Marilyn Glatly** as Interim Dean of the Fine Arts Division were approved. The board also accepted the retirement of **Diana Polsky**, Theater Arts Instructor, effective June 1.



The softball team is the state's third ranked team in the JuCal Transfer/CCCSIA Super-15 pre-season poll. Cypress opens the season Saturday, February 12, with a doubleheader at home. The Chargers face College of the Canyons at 11 a.m., and take on Merced College at 3 p.m.



Cypress assistant men's basketball coach **Andre Smith** has been selected as the new head coach of the Los Angeles Stars of the American Basketball Association. Smith was in his first year with the Chargers.



In the latest California poll the women's basketball team dropped to No. 6 in the state, after falling to visiting Riverside (ranked fourth) who rallied in the second half to top the Lady Chargers, 99-94. Cypress is 21-4 overall, and 9-2 in conference play.

## CONTINUED: One-Time Funding Requests to be Considered

Campus Support Services, a new form has been developed that allows for a connection between that review process, the Strategic Plan, and budget allocations. As in the previous years the Planning and Budget Committee will honor the recommended prioritization of the Direction Committees whenever possible, but the prioritization may be changed by the Planning and Budget Committee if it determines there is reason to do so.

In addition to prioritizing budget requests this spring, the Direction Committees will continue to work on development of the Strategic Plan adding objectives and timelines that are identified. Any modifications made will not be implemented until the 2006-2007 allocation process.

For questions or additional information, please contact Nancy Byrnes or Karen Cant.

[related information in Extras](#)

## CONTINUED: Black History Month Events are Upcoming

This event will focus on the challenges African American youth face today in the family, education, and workplace. Tulivo Jadi, co-founder of the African American Cultural Center in Los Angeles, will provide approaches to achieving unity within the African American youth community.

After a brief presentation, a panel of students, faculty and community members will engage in a panel discussion to offer some solutions to this growing problem. Light refreshments will be served. This event is co-sponsored by the Black Student Union and the Diversity Committee.

Friday, February 25. "A Battle of the Choirs," Wilshire Theater, Fullerton 7-10 p.m. Don't miss this fabulous opportunity to experience the best gospel music in the Los Angeles Metropolitan area. Ten churches will be competing to win \$500. This gospel explosion will unite choirs, churches, and communities from the area.

Tickets are \$10 in advance and \$15 at the door. All proceeds for this event will go to the Scholarship/Hardship fund sponsored by the Black Student Union through the Cypress College Foundation. If you would like to purchase a ticket or make a donation, send an email to [KBeatty@CypressCollege.edu](mailto:KBeatty@CypressCollege.edu) that includes your name, location and the number of tickets you would like to purchase or the donation that you would like to make.

Please make checks payable to Cypress College and write BSU gospel concert in the memo. Send all payments to Kim Beatty in the Language Arts Division. To make a contribution directly to the BSU Scholarship fund, please make your check payable to Cypress College Foundation, and write BSU Scholarship in the memo.

## Blueprint

A report  
on Cypress  
College's  
Construction  
Projects

Three projects continue in high gear: The Library/Learning Resource Center, the Student Activities Center, and the remodel of the Library/Administration Building.

If you look into the rotunda of the LLRC, the new spiral staircase will be visible at the right. Additional metal studs have also been installed in the last week and additional cement poured on the second floor of the building.

Work on the new Student Activities Center and the Central Plant is also somewhat visible. The piazza level near the Production Center provides a glimpse of the gutted building that used to house Maintenance and Operations.

Finally, crews are working to remove cement in preparation for installation of a new elevator in the Library/Administration Building.

## BRIEFLY

Volunteers are needed for the annual KinderCaminata event on Friday, March 18, from 7 a.m. to noon.

All volunteers must attend the orientation session; the dates are as follows: Tuesday, March 8, 11 a.m.-noon; Wednesday, March 9, 11 a.m.-noon. Both sessions will be held at the Fine Arts Staff Conference Room.

Please return the [volunteer sign-up form](#) to Becky Rojas in Students Activities Office by Friday, February 18.

For additional information, please [contact Becky](#) at ext. 47199.



Volunteers are also needed to conduct campus tours of the college for Lynwood High School students. The event will be held on Wednesday, February 23, from 9 to 10:30 a.m. The program will feature a 45-minute walking tour of the campus plus other activities.

To sign up as a tour guide, contact [Jorge Ramirez](#) at ext. 47374.



The campus will be closed Friday, February 18, and Monday, February 21, in observance of Presidents' Day holiday. Next week's edition of @Cypress will appear a day early, on Thursday, February 17.

@Cypres  
Online

## **Budget and Planning Allocation; Procedures and Timelines**

Implementation of the Strategic Plan is the overriding consideration driving the budget allocation decisions. Using the Strategic Plan, identify the direction, goal(s), objective that the request best fulfills.

Use a shared governance process to decide the top five priorities of the Budget Unit.

Requests above \$2,000.00 only will be considered. Packaging of items within one project will be allowed if the items are closely and logically related.

If an estimate from Academic Computing or Maintenance and Operations is needed, allow enough time for the estimate to be done. This cannot be done at the last minute due to the large number of requests, and must be included to be considered.

Two copies of the top five priorities of the 18 Budget Units will be forwarded to Jann Nelson, Business and Auxiliary Services (the submission may be by email: jnelson@cypresscollege.edu). These priorities will then be distributed to the Chairpersons of the five directional committees.

Deadline = March 4, 2004

The Vice President of Educational Support and Planning will convene a meeting of the chairpersons of the five Directional Committees to review and verify the appropriate committee placement of the requests.

The Directional Committees will meet to prioritize the requests from the Budget Units which will be forwarded to the Direction Chair. The priority of the Budget Unit will be considered but the overriding decision of the Directional Committees will be based upon the following criteria:

- how the request satisfies the Strategic Plan.
- how the request satisfies student learning for academic divisions
- how the request supports the strategic plan for non-academic divisions

A representative of the Budget Unit may be called to clarify requests for the Directional Committee if needed. This may refer to an individual request or packaging of requests.

Each Directional Committee will develop one list of recommended priorities to submit to Budget and Planning.

Deadline = April 1, 2004

The Budget and Planning Committee will utilize all available sources of funding to help support the Strategic Plan. Priorities of the Directional Committees will be honored if possible; however the Budget and Planning Committee may alter the recommended priority if in its estimation there is reason to do so. Additionally, restrictions of specific grant funds may drive some decisions on priorities which appear out of order.

A final list of prioritized requests recommended for funding will be completed by Budget and Planning.

Deadline = May 13, 2004

PAC will review requests at the last meeting in May.

## **One-Time Funding Requests for 2005/2006**

Instructions for completing the form:

Fill in the first portion of the form with the relevant information (department and Banner organization number, contact person, etc.). If your department participated in campus quality review recently (e.g., IQA, student services, or campus services), please indicate that as well. Requests from academic departments should be accompanied by a copy of the latest IQA Form 1 (annual format). In a few words, provide a brief description or title of this request. After all Budget Requests have been developed and prioritized by the division or area, indicate how high this request was ranked.

Section 1: Specify the program goal and objective(s) that the budget request would support, and identify their relationship to any college strategic directions and goals set forth in the Strategic Plan 2004-2008.

Section 2: Provide a brief summary of the budget request. Use this section to describe the need for one-time funds, how they will be used, and what outcomes are anticipated. Insert additional lines if necessary, but please keep the description brief. The table is an embedded excel chart and will automatically tabulate row and column totals. Double-click the table to add your information. Itemize in detail the purchases necessary to complete the proposed project.

Section 3: The appropriate Route for signatures for your budget request includes:

- Dean/Manager signature
- Director of Academic Computing (for technology related items)
- Director of Physical Plant & Facilities (for installation requirements)

Please allow sufficient time prior to the deadline for Academic Computing and Physical Plant & Facilities to review your request.

**Cypress College**  
**Budget Request and Action Plan for Funding Requests 2005-06**

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Dean/Manager: \_\_\_\_\_ Department: \_\_\_\_\_

Date: \_\_\_\_\_ Division/Area Priority \_\_\_\_\_ of \_\_\_\_\_

Participated in quality assessment (circle 1 if applicable): IQA Student Services Campus Services in \_\_\_\_\_  
 (semester & year)

Description of Request: \_\_\_\_\_

**1. Specify program goal and objective(s) that the budget request would support, and identify their relationship to college strategic directions and goals set forth in the Strategic Plan 2004-2008.**

Goal: [Insert program or department goal statement here](#)

Supports Strategic Direction: \_\_\_\_\_

Supports the following goal(s) identified in the Strategic Plan: \_\_\_\_\_

1. Objective: [insert first objective here](#)

1.1. Person(s) responsible:

1.2. Timeframe:

1.3. Fiscal resources needed (total): \$ \_\_\_\_\_

*Use the above outline format to add additional objectives as necessary.*

**2. Budget Request: Request one-time funds for next fiscal year.**

Please provide a brief summary of the request (150 words or less). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(add lines if necessary)

(The excel worksheet below will automatically calculate entries.)

Item Detail	Unit Cost	Quantity	Installation Cost (if applicable)	Tax & Shipping	Total
					\$ -
					\$ -
					\$ -
					\$ -
<b>TOTAL COST</b>					\$ -

Other possible funding sources or matching funds? If yes, describe: \_\_\_\_\_

\_\_\_\_\_

### 3. Route for signatures:

Dean/Manager: \_\_\_\_\_  
Name and Title Signature

If budget request includes technology, obtain the signature of the  
Director of Academic Computing: \_\_\_\_\_ Cost implication: \$ \_\_\_\_\_  
Signature

Comments: \_\_\_\_\_

If budget request includes installation, obtain the signature of the  
Director of Physical Plant: \_\_\_\_\_ Cost implication: \$ \_\_\_\_\_  
Signature

Comments: \_\_\_\_\_

# KinderCaminata 2005

## Volunteer Sign-up

February 2, 2005

Dear Colleague:

In order to have another successful **KinderCaminata**, it is important for faculty, staff and students to participate. The **KinderCaminata** Committee would welcome your involvement in any of the following activities. Thank you for volunteering your valuable time.

Please keep this section as a reminder.

Activities for Friday March 18, 2005

- |                             |                     |
|-----------------------------|---------------------|
| • Decorations and Set-up    | 7:00 am – 8:30 am   |
| • Bus Greeters              | 8:00 am – 9:30 am   |
| • Career Station Attendants | 8:30 am – 11:30 am  |
| • Water Station             | 8:30 am – 11:30 am  |
| • Lunch Assistants          | 10:30 am – 12:00 pm |

To sign up to volunteer, please complete and return the bottom portion of this for to Becky Rojas, Student Activities Office by February 18, 2005. If you have any questions, Becky may be reached at Ext. 47199.

Hope you can join us!

-----Return this portion-----

### KinderCaminata 2005 Volunteer sign-up sheet

Name \_\_\_\_\_ Dept. \_\_\_\_\_ Ext. \_\_\_\_\_

#### Activities for Friday, March 18, 2005: (Please check your preference)

- |                                 |                     |
|---------------------------------|---------------------|
| _____ Decorations and Set-up    | 7:00 am – 8:30 am   |
| _____ Bus Greeters              | 8:00 am – 9:30 am   |
| _____ Career Station Attendants | 8:30 am – 11:30 am  |
| _____ Water Station Attendants  | 8:30 am – 11:30 am  |
| _____ Lunch Assistants          | 10:30 am – 12:00 pm |

**For your convenience, there will be two separate orientation sessions for volunteers. Please select on of the following:**

- \_\_\_\_\_ Tuesday, March 8, 11:00 am – 12:00 pm
- \_\_\_\_\_ Wednesday, March 9, 11:00 am – 12:00 pm

Both sessions will be held at the Fine Arts Staff Conference Room.

**Please return to Becky Rojas, Student Activities Office by February 18, 2005**



Sponsored by Toyota Motor Sales, USA



Cypress College  
and the  
Cypress College Foundation

*request the pleasure of your company*

*Saturday, February 26, 2005  
Disneyland Hotel Grand Ballroom*



*in honoring  
Bill Wood  
Man of the Year*



*Knott's Berry Farm  
Distinguished Business Partner*



*and all of the outstanding men and women  
previously honored at the  
Americana Awards from 1976 through 2004*



*Join us as we celebrate the  
30th Anniversary of the Americana Awards  
No-Host Cocktails and Silent Auction - 5:30 p.m.  
Dinner 7:00 p.m.  
Entertainment*



*\$200 per person    \$2,000 per table  
\$3,000 Per Americana Founder's Table*



*Black Tie Optional*



*Sponsored by Toyota Motor Sales, U.S.A.*

# EXCLUSIVE OPPORTUNITY DRAWING

**WIN TWO ROUND-TRIP COACH CLASS TICKETS  
ON AMERICAN AIRLINES FROM LOS ANGELES TO  
CABO SAN LUCAS, MEXICO INCLUDING A  
FOUR-NIGHT STAY AT THE  
VILLA DEL PALMAR RESORT & SPA**

**SUGGESTED DONATION: \$100**

THERE ARE ONLY 100 CHANCES AVAILABLE AT \$100 PERTICKET  
*(Only the first 100 tickets returned will qualify for the drawing)*

**TOTAL VALUE = OVER \$3,400!**

*(Blackouts apply on American Airlines and Villa Del Palmar Resort & Spa)*

**PLEASE RETURN THIS RESPONSE CARD BY FEBRUARY 21, 2005**

*(Winner need not be present to win)*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

\_\_\_ I have added \$100 to my Americana Awards Reservation Form

\_\_\_ Check enclosed - or - Bill my \_\_\_ VISA \_\_\_ MASTERCARD (Check one)

Card # \_\_\_\_\_ Expiration: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_ I cannot attend, but please enter my name in the drawing

## Americana on the Net

The Cypress College Foundation is presenting a special website for the 30th Annual Americana Awards, which will be held on Saturday, February 26, 2005 at the Disneyland Hotel.

Visit <http://www.cypresscollege.edu/foundation> for information about Americana and auction updates. Select auction items can also be found on E-bay through a direct link from the above website. You will also find general information about the Cypress College Foundation.

# 2005 Americana Reservation

- Please reserve \_\_\_\_ place/s at \$200 each.
- Please reserve \_\_\_\_ table/s of 10 at \$2,000 each.
- Please reserve \_\_\_\_ table/s as an Americana Founder at \$3,000. (Includes ringside table of ten, full page ad in the Americana commemorative program, and special recognition at the dinner.)
- I wish to place an ad in the Americana commemorative program. I have enclosed an ad form.
- I regret that I/we will be unable to attend; I/we wish to support the event with a contribution.

A check in the amount of \$\_\_\_\_\_ payable to the Cypress College Foundation is enclosed.

Bill my Visa/Mastercard for \$\_\_\_\_\_

Visa # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Mastercard # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Print name as it appears on credit card \_\_\_\_\_

Signature \_\_\_\_\_

I/We are attending in honor of \_\_\_\_\_

## Cypress College Foundation

9200 Valley View  
Cypress, CA 90630-5897  
(714) 484-7126

(Please complete  
other side)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/zip \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email \_\_\_\_\_

### Guest List

	<u>Name</u>	<u>Email</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
10	_____	_____

Providing an email will allow us to send an electronic copy of the Americana auction catalog when available.

# 2005 Americana Advertising Reservation

Yes, I/we wish to place an ad in the 30th Anniversary Americana Commemorative Program in recognition of a previous honoree, Bill Wood, Knott's Berry Farm, and/or Cypress College.

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please make your tax-deductible check payable to the:

## Cypress College Foundation

and return it with this form

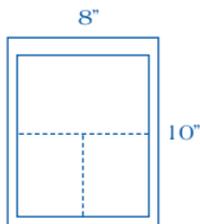
### Enclosed is my check for an ad:

Full page (7"x 9") \$550 \_\_\_\_\_

\*Full page inside back cover \$1000 \_\_\_\_\_

Half page (7"x 4 1/2") \$300 \_\_\_\_\_

Quarter page (3"x 4 1/4") \$175 \_\_\_\_\_



**Deadline: February 13, 2005**

\* Call for space reservation

Cypress College Foundation  
9200 Valley View  
Cypress, CA 90630-5897

For information please call:  
**the Cypress College Foundation**  
at (714) 484-7126

For ad copy, please send black and white camera-ready art or disk in QuarkXpress, Adobe InDesign, Photoshop, PDF or Illustrator. Please include all fonts and graphics used in ad. If need be we can set your copy for you.

# Cypress College 2005 Outstanding Faculty Awards

Please consider nominating a colleague for one of the following awards:

## Outstanding Full-Time Faculty Award

## Outstanding Adjunct Faculty Award

*One full-time and one adjunct faculty member will be honored with these awards. The purpose of these awards is to honor someone who has demonstrated outstanding teaching abilities and made significant contributions above and beyond the norm to his or her students' learning experience. The nominee should be an instructor who*

*Develops a creative and innovative learning environment*

*Shows attention to the individual needs of students*

*Demonstrates expertise in the subject matter*

*Stimulates students' interest in course content*

*Makes learning a stimulating and enjoyable experience*

*Demonstrates the ability to go the "extra mile" to motivate and encourage students to put forth their best effort.*

## Faculty Development Award

*The purpose of this award is to honor a faculty member (full-time or adjunct) who has made significant contributions to the educational community outside the classroom in any of the following ways:*

***Research** - should be related to one's discipline or the larger field of education and should be in the form of papers, publications, etc.*

***Creative Endeavors** - should be related to one's discipline and may take the form of exhibits, performances, writing, etc.*

*Leadership or Service - should be at the campus, state or national level in one's discipline or in the larger field of education.*

\* \* \*

Nominees will be asked to submit

1. A letter of support from his or her Division Dean (or equivalent administrator)
2. A letter of support from a colleague within his or her discipline
3. A resume or curriculum vitae
4. A statement of educational philosophy
5. Optional additional letters of support

The Full-Time Faculty Award includes a cash award of \$1000, and the other two awards include cash awards of \$500 each.

**To nominate someone, fill out the form below, with your signature and the signature of someone seconding the nomination. Return it to Fola Odebunmi, Soc. Sc Division, by noon Thursday, Feb 15, 2005**

-----  
-----

**We nominate \_\_\_\_\_ of**

\_\_\_\_\_

(name)

(department/division)

for the \_\_\_ Outstanding Full-Time Faculty Award

\_\_\_ Outstanding Adjunct Faculty Award

\_\_\_ Faculty Development Award

Nominated by: (Print name) \_\_\_\_\_ (Signature) \_\_\_\_\_

Date \_\_\_\_\_

Seconded by: (Print name) \_\_\_\_\_ (Signature) \_\_\_\_\_

Date \_\_\_\_\_

(This form may be copied as needed.)