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**CERRITOS COLLEGE
CHAIRS COUNCIL**

TO: Members of the Chairs Council
FROM: Miriam Tolson, Program Assistant
DATE: April 14, 2017
SUBJECT: **Chairs Council Minutes 02-23-17**

Chairs Council
02-23-17

	LAST NAME	FIRST NAME	DEPARTMENT
	Bellas	Monica	Anthropology
	Barrett	Bonnie	Art & Design
	Bathke	Julie	Physical Therapist Assistant
	Brooks	Kelli	Nursing
X	Brown	Reed	Theatre Film
	Bueno	Ni	Health Education
X	Cameron	Richard	Mass Communications
X	Casas	Ralph	Pharmacy Technology
	Clifford	Stephen	English
	Clauss	Dan	Athletics
	Codd	Geri	Education
	Conley	Angela	Mathematics
	Covill	Matt	Biology
	Duff	Kimberley	Psychology
	Edwards	Carrie	Health Education
	Fronke	Mark	Accounting
	Gersitz	Lorraine	Library
X	Gomez	Ruben	Administration of Justice
X	Gradin	Susan	Child Development
X	Greenberg	Bruce	Law (Paralegal)
	Gurrola	Maria	Medical Assisting
	Helberg	Bonnie	Reading
X	Holzgang	Amy	Sociology
X	Hu	Jianli	Business Administration

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X	Jarrett	George	History
	Krayer	Adelle	Dental Hygiene
X	Lacy	Tor	Earth Sciences
X	Lewellen	Michelle	Faculty Senate President
	Livingston	Bob	Business Administration
	Lopez	Jesusita	Culinary Arts
	Macias	Sergio	Physical Education
	Makarem	Nasiba	Pharmacy
X	McDonald	Susan	Speech-Language Pathology Asst.
	Mclarty-Schroeder	Janet	Physics/Astronomy
	Maz	Andrew	Music
X	Micic	Mickey	Engineering Design Technology
	Moriarty	Cindy	Business Administration/Real Estate
	Morgan	Vykki	EDT
X	Motruk	Nina	Cosmetology
	Namala	Solomon	Economics
X	Nguyen	Phuong	CIS
X	Obasohan	Victor	Political Science
	Pierini	Michael	Culinary Arts
	Potter	Inge	Foreign Language
	Price	Terry	Plastics & Composites
X	Ronquillo	Jaclyn	Psychology
X	Rosenfeld	Kimberly	Speech
	Sanderson	Janet	Dance
	Sharp	Mageya	BCOT
	Soden	Barbara	BCOT
	Soto	Armando	Counseling
X	Stammerjohn	Carl	Woodworking
	Sugihara-Cheetham	Joann	ESL
	Taylor	Kevin	Automotive
X	Torres-Bower	Ana	Philosophy/Women and Gender Studies
X	Ukita	Traci	Instructional Chair-Counseling
X	Vega	Frank	Automotive
	Voorhies	Ann	Nursing
X	Waldman	Linda	Chemistry
	Wedell	Donna	Dental Assisting
X	Wilson	Jack	CIS
X	Worrel	Dara	Mathematics

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GUESTS:

1. **Approval of Minutes 10-27-16** –The minutes were tabled for the next meeting since the meeting lost quorum.
2. **Program Review Plus Feedback – Carl Stammerjohn:** Carl reported that the feedback is better than last year. The Chairs discussed some of the issues they have been experiencing with the formatting and navigation and Carl offered tips for ease of navigation. There was a reminder of the deadline.
3. **Elumen – Rich Cameron** – Rich reported regarding the delays with Elumen on the Curriculum side. There was discussion about the processes and converting courses to the format used in the database. These have been very time consuming. A lot of courses just finished last week. A soft roll out was made in December, but the program (certificates and degrees) portion is taking some time, too. The module, however, should be active this summer and in full use for next school year. Two April training dates for department chairs and others will be scheduled.
4. **Launchboard Training – Matt Vincent** – Matt Vincent Part-Time Faculty member is also working in the Institutional Effectiveness Research & Planning department as a Research Analyst assisting with the CTE Data Unlocked Grant. Matt offered to host a training session for faculty needing assistance with Launchboard. Matt's email address is mvincent@cerritos.edu. He is also available on Monday and Wednesday's from 8:00 a.m. – 4:30 p.m., Tuesday, and Thursday is from 7:00 a.m. – 11:00 a.m. for anyone needing assistance.
5. **Faculty Hiring – Michelle Lewellen** –Michelle updated the Chairs on the status of the Hiring Priorities Resolution passing approval. She stated that the Faculty Senate invited the Deans to be present during the discussion due to the importance of receiving feedback. There was some discussion regarding past issues and concerns with the Faculty Hiring structure and the faculty and administration ratios of the hiring committees. The Faculty Senate will be discussing the procedures more thoroughly and recommending updates as needed.
6. **Part-Time Faculty Hiring – CCFF** – Amy Holzgang updated the Chairs regarding concerns related to the new contract, Article 13 and the re-hire rights noting that valid observations have been received from this process. Amy also discussed necessary contract revisions due to the tone of the language in the contract. There was also discussion regarding the re-hire list in Human Resources, hire date conflicts, priority lists, contract offers, and break in service, evaluations, and many items of concern to be revisited. Amy will distribute an email copy of the contract to the Chairs.
7. **Open Discussion** – The next meeting is scheduled for Thursday, March 30, 2017.