

# AGENDA

## 1. CALL TO ORDER (11:05 A.M.)

- a. Pledge of allegiance

## 2. APPROVAL OF MINUTES

- a. Review, correct, and accept minutes from 9/3/19
  - i. Motion for approval of 9/3/19 minutes from Senator Ukita; seconded by Senators Juntilla and Krayer.
    1. Vote: approved.
    2. Abstentions: None.

## 3. ANNOUNCEMENTS

- a. Committee Vacancies. Please contact President Griffin if interested in serving on any of these committees.
  - i. Planning and Budget – 2<sup>nd</sup> and 4<sup>th</sup> Thursdays 2-4pm (2 vacancies)
  - ii. Coordinating Committee – Every other Monday 1-3pm
  - iii. 508 Compliance/UA taskforce – Monday 3 pm (first meeting is on September 30, 2019)
  - iv. SLO Committee – 2<sup>nd</sup> and 4<sup>th</sup> Mondays 3pm
  - v. Student Equity – 2<sup>nd</sup> Wednesday 3 pm
  - vi. Outstanding Classified/Confidential Employee – 3<sup>rd</sup> Thursday 10:30-11am
- b. There will be a campus forum about the shelter in place event. It will take place on Thursday, September 12, 2019 at 11 am in the gym. The forum will be led by Dr. Fierro and campus police officers. It is open to all employees and students. Instructors who are teaching during that time can bring their students to the forum.

## 4. INFORMATION ITEMS

- a. CTX and Faculty Professional Development – Chad Greene
  - i. Three summer institutes took place: Accessibility, Culturally Responsive Teaching and Learning, and Collaborative Observational Reflective Experience (C.O.R.E.) Program for Teachers.
  - ii. CTX has organized trainings and orientations for new faculty and adjuncts.
  - iii. CTX is currently retooling the teaching assistant program to begin in the spring.
  - iv. There is a new faculty inquiry group, the Sexual Violence Prevention Curriculum Infusion Project, with co-facilitators Dr. Hillary Mennella and Dr. Valyncia Raphael. Interested faculty should submit their “Faculty Expression of Interest” form by Friday, September 13.

- v. The CTX is partnering with Faculty Association of California Community Colleges (FACCC) on a workshop about faculty diversity. FACCC is providing the workshop free of charge.
- vi. CTX is currently involved in planning the second annual Falcon Day. The theme will be safety.
- vii. There are VetNet, Undocu-ally, and Safe Zone trainings coming up. There is also a new roundtable workshop about writing with integrity with Julie Trager and Lisa Boutin-Vitela. Please check Flex Reporter.

## 5. DISCUSSION/ACTION ITEMS

- a. Shelter in Place experience
  - i. Chief Tom Gallivan provided a summary of the events of Tuesday, September 3, 2019. The police received a call at about 11:53 am of a possible bomb threat in M/CIS. Suspect declared that he was a terrorist and that he had a bomb in his backpack. The police were able to obtain a photo and began looking for him. Using cameras, the police were able to locate him in the drop-off zone. Backpack was also in the drop off zone. Sheriffs sent support. Once the backpack was in the drop off zone, the shelter in place was declared. The suspect was taken into custody.
  - ii. There are redundancies in our system through RAVE alert, email, and other announcements. There are lessons to be learned. Important to note that a shelter in place does not always mean an active shooter. If there were an active shooter on campus, that would be announced and the location would be announced.
  - iii. President Griffin shared some the faculty concerns, which were regarding terminology used and protocols for evacuating different spaces of campus.
  - iv. Faculty members also highlighted concerns about electronic doors and issues of door locks.
  - v. Senator Kelly could only see the lights and could not hear the announcement. Senator Kelly shared some different options to share messages visually via computer screens and through other visual means. He is going to send that information to VP Lopez and campus police.
  - vi. VP Lopez spoke about conducting different trainings at different times of day because the reality is that campus emergencies don't always happen at a convenient time.
  - vii. Senator Mullins recommended manual locks.
  - viii. Senator Falcon recommended that faculty show the "run, hide, fight" video with more regularity.
  - ix. VP Lopez shared that they are working with RAVE to update the text message system.
  - x. Senator Hoppe-Nagao shared that the RAVE alert on September 9, 2019 about the helicopter and stolen car caused students not to come to class. There is concern that students will become desensitized to the RAVE alerts.

- xi. President Griffin shared that that other campuses have tiered plans for how to contact people and recommended that we have a similar system.
  - xii. Some new faculty members did not have keys yet, so the campus should also improve key distribution.
  - xiii. Senator Ukita suggested that it is explicitly stated when it is **not** an active shooter situation in any future shelter in place events.
  - xiv. President Griffin and CCFF Liaison Rosenblatt discussed the need for portable toilets, water, and non-perishable foods available during a lockdown.
  - xv. Senator Lovejoy-Robold suggested communicating with neighboring cities about helping to direct traffic if classes are cancelled or if campus is closed.
  - xvi. President Griffin shared that there have been questions about the La Mirada campus. There was confusion about whether that the La Mirada campus was closed, too. In addition, the La Mirada campus should develop its own emergency and evacuation procedures that are clearly communicated to faculty.
- b. Board of Trustee Resolution 19-0904C
- i. VP Lopez reported that they are seeking proposals from independent, outside organizations to review established safety and security mechanisms and protocols.
  - ii. The campus will also assess areas for improvement and create an overall action plan.
  - iii. President Griffin encouraged senators to share any trainings that might be helpful for the campus.

## 6. REPORTS

- a. Student Liaison—
  - i. Not present/no report.
- b. CCFF President—Stephanie Rosenblatt
  - i. The public E-Board meeting will take place on Tuesday, September 17, 2019 in LC 155. There is an available faculty seat on the safety committee. If you are interested, please contact Stephanie Rosenblatt. Senator Mullins will report on the bylaws during the meeting. They are also going to discuss the election challenge, and the recommendations made by AFT for improvement. On Monday, Stephanie Rosenblatt, Bobbi-Lee Smart, and Kimberly Rosenfeld will be attending a PERB meeting.
- c. Senate Vice President—Andrew Maz
  - i. No report.
- d. Senate Secretary—Lisa Boutin-Vitela
  - i. Florence 2019 summer study abroad was a success. The study abroad for Summer 2020 will be London. Information sessions for the upcoming London program will take place on September 17 at 11 am, October 16 at 3 pm, and November 6 at 3 pm in FA 104.

- ii. The Committee for Art in Public Spaces (CAPS) is continuing to discuss the possible murals for the student center. Thanks to those who filled out the campus survey.
- e. Senate President – April Griffin
  - i. No meeting next week.
  - ii. Please share committee vacancies with division faculty.

## **ADJOURNMENT (12:20 P.M.)**

### **REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Any individual with a disability, who requires reasonable accommodation to participate in a meeting, may request assistance by contacting the:

President's Office – 11110 Alondra Boulevard – Norwalk, California 90650

(562) 860-2451, Extension 2204 – (562) 860-1104 – FAX

Copies of the agenda materials are available in the President's Office