

MINUTES

	LAST NAME	FIRST NAME	DIVISION	TERM
X	Babiar	Ryan	SEM	2021
X	Beyene	Aemiro	SEM	2020
X	Boutin-Vitela	Lisa	Fine Arts (<i>Secretary</i>)	2020
X	Casas	Ralph	Health Occupations	2020
	Falcon	Dennis	Humanities/Social Science	2019
X	Forsythe	Christopher	Part-Time Representative	2020
X	Garriott	Don	DSPS	2019
	Gonzalez	Anthony	Part-Time Representative	2020
X	Greenberg	Bruce	Business Education	2019
X	Griffin	April	Liberal Arts (<i>President</i>)	2020
X	Hoppe-Nagao	Angela	Liberal Arts	2020
	Hoyle	Sheela	Counseling	2020
	Jensen	Debbie	HPE/A	2019
X	Juntilla	Tim	Liberal Arts	2020
	Kelly	Edward	Liberal Arts	2020
	Krayer	Adelle	Health Occupations	2020
X	Loera	Diane	Health Occupations	2019
	Lopez	Monica	Library	2021
X	Lovejoy-Robold	Niki	Liberal Arts	2021
	Lundeen	Brittany	Counseling	2019
	Maz	Andrew	Fine Arts (<i>Vice President; CTE Liaison</i>)	2020
	McCance	Ian	SEM	2021
X	Moriarty	Cindy	Business Education	2020
X	Mulleary	Joe	Technology	2019
X	Mullins	Terrance	Humanities/Social Sciences	2020
X	Nikdel	Mojdeh	SEM	2020
X	Obasohan	Victor	Humanities/Social Sciences	2020
	Richardson	Chris	HPE/Athletics	2019
X	Ukita	Traci	Counseling	2019
X	Vega	Frank	Technology	2020
X	Worrel	Dara	SEM	2019
X	Rosenblatt	Stephanie	CCFF Liaison (<i>Non-Voting</i>)	
X	Robles	Martha	Non-Credit Liaison (<i>Non-Voting</i>)	
			Student Liaison (<i>Non-Voting</i>)	

AGENDA

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

- a. Pledge of allegiance

2. APPROVAL OF MINUTES

- a. Review, correct, and accept minutes from 9/10/19
 - i. Motion for approval of 9/10/19 minutes from Senator Juntilla; seconded by Senator Hoppe-Nagao.
 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 – 2nd and 4th Thursdays 2-4pm (2 vacancies)
 - ii. Coordinating Committee – Every other Monday 1-3pm
 - iii. SLO Committee – 2nd and 4th Mondays 3pm
 - iv. Outstanding Classified/Confidential Employee – 3rd Thursday 10:30-11am
- b. Senator Moriarty announced that the Business Administration department will be holding a business week October 7-10. The week will include visits from executives and representatives from many businesses, including Amazon, Apple, Black & Decker, and TrueCar. All events will take place in LC 155. Pamphlets with more information are available.
- c. Martha Robles is leading a Book Club about the the book *The Distance Between Us*. There are copies in the library. Copies also will be available at the first meeting from 11:30 am – 12:30 pm on Thursday, September 26, 2019 in AD 117. Future meetings to discuss the text will take place on October 17, November 21, and December 12 at the same time and place.
- d. President Griffin welcomed Chris Forsythe as one of the two new part-time senators.

4. INFORMATION ITEMS

- a. Academic Excellence Committee – Teri Cheatham and Christine Gregory
 - i. The committee held their first meeting last week and reviewed the Academic Excellence Awards and the timeline of all activities. They are exploring ways to improve the awards. Invitations will be sent out to the administration and board members. The keynote speaker will be discussed at the next meeting. They have created videos and PowerPoints that show past awardees to be

- broadcast on division TV screens. The awards ceremony will be April 2, 2020 in the Burnight Center.
- ii. Senator Worrel voiced concern about the 3.5 GPA limit, especially if a student had a difficult start in college. Her department was unable to give the award to the department's chosen student in the past. Senator Juntilla suggested a lower minimum overall GPA, but the area GPA should be at least 3.5 GPA. Senator Casas suggested lowering the number of units that students need to complete to be considered for the award because students in certificate programs are completing fewer units.
- b. Chancellor Oakley Visits Cerritos College – October 23, 2019
 - i. There will be a meet and greet with faculty from 3:30 to 4:30 pm in the Conference Center. There will also be a community/campus town hall from 5 to 6 pm in FA 133/134. This visit is part of the tour of California community colleges. He is also attending various area meetings. Senators discussed how faculty members need to coordinate questions for Chancellor Oakley about the additional support for campus needs, especially related to AB 705, the funding formula, and Vision for Success. CCFF Liaison Rosenblatt recommended that senators review the Vision for Success to get a sense of Chancellor Oakley's goals.
 - c. Campus Safety Update – Door inventory and manual lock installation
 - i. The campus is getting flip locks. Installation is starting in the SS building.
 - ii. The administration is talking with a safety consultant.
 - iii. Building marshals' backpacks have not been checked since 2009, so some items in the backpacks need to be replaced. The overall building marshal system also needs to be updated. The campus administration needs to consider what happens when the building marshal is not on campus (evenings, weekends?). Often, the department chair is the building marshal.
 - iv. The theme of Falcon Day on November 1, 2019 will be safety.

5. DISCUSSION/ACTION ITEMS

- a. Committee Appointments –Motion for approval of all committee appointments from Senator Juntilla, second from Senator Mullins.
Vote: Approved. Abstentions: None
 - i. Dean of Academic Affairs/Strategic Initiative (4 faculty) – April Griffin, Carrie Edwards, Stephanie Rosenblatt, Traci Ukita.
 - ii. Director of IERP (1 faculty) – Niki Lovejoy-Robold
 - iii. DEEOAC – Tim Juntilla
 - iv. 508 Compliance Taskforce – Linda Hua and Monica Lopez
 - v. Planning and Budget – Michael Perini
- b. Job Descriptions
 - i. SLO coordinator
 - 1. The job description is mostly the same as in the past. There is a change to specify that the SLO coordinator will collaborate with Guided Pathways coordinator. Flexibility of reassigned time (40-

- 50%) is based on the fact that some faculty may not want to teach overload.
- 2. Senators recommended that Physical Abilities section of the job description be revised.
- ii. Guided Pathways Co-Coordinator
 - 1. New job description written by President Griffin and Senator Ukita. Reassigned time will be recommended at 50-60%.
 - 2. Senators recommended that Physical Abilities section of the job description be revised.
 - 3. Senators discussed the possibility of including units of reassigned time instead of or in addition to percentage.

6. REPORTS

- a. Student Liaison—
 - i. Not present/no report.
- b. CCFF President—Stephanie Rosenblatt
 - i. Diana Loera has volunteered for the safety committee. She will work with Jay Elarcosa and Judy Holmes.
- c. Senate Vice President—Andrew Maz
 - i. Not present/no report.
- d. Senate Secretary—Lisa Boutin-Vitela
 - i. No report.
- e. Senate President – April Griffin
 - i. Share information about Chancellor Oakley’s visit with faculty.
 - ii. Please bring any concerns about AB 705 to the senate.
 - iii. The senate will continue to review the SLO and Guided pathways job descriptions next week. President Griffin will invite a representative from human resources.

7. 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