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**Cerritos College**  
Faculty Senate

March 7, 2017  
11:05 A.M.  
Cheryl A. Epple Board Room

MINUTES

Regular Meeting ♦ March 7, 2017

	LAST NME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2018
E	Casas	Ralph	Health Occupations	2018
X	Clifford	Stephen	Liberal Arts	2017
E	Falcon	Dennis	Humanities/Social Science	2017
E	Fernandez	Christina	Fine Arts	2017
X	Garriott	Don	DSPS	2017
X	Greenberg	Bruce	Business Education	2017
X	Griffin	April	Liberal Arts ( <b>Secretary</b> )	2018
X	Hoppe-Nagao	Angela	Liberal Arts	2017
E	Juntilla	Tim	Liberal Arts	2018
E	Krayer	Adelle	Health Occupations	2018
X	Lacy	Tor	SEM	2018
X	Lefebvre	Lyndsey	Part-Time Faculty Rep	2017
X	Lewellen	Michelle	Humanities/Social Science ( <b>President</b> )	2018
X	Lundeen	Brittany	Counseling	2017
E	Mc Cance	Ian	SEM	2017
X	May	Russ	HPE/A	2017
X	Miranda	Veronica	Part-Time Faculty Rep	2017
X	Moore	Deb	Library	2017
X	Moriarty	Cindy	Business Education	2018
X	Mulleary	Joe	Technology	2017
X	Mullins	Terrance	Humanities/Social Science	2017
X	Negrete	Bernie	SEM	2017
X	O'Neil	Scott	SEM ( <b>Vice President</b> )	2017
E	Obasohan	Victor	Humanities/Social Sciences	2018
E	Richardson	Chris	HPE/Athletics	2018
X	Soto	Armando	Counseling	2018
X	Trager	Julie	Fine Arts	2018
X	Ukita	Traci	Counseling	2017
X	Vega	Frank	Technology	2018
E	Voorhies	Ann	Health Occupations	2017
X	Worrel	Dara	SEM	2017

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	LAST NME	FIRST NAME	DIVISION	TERM
			CCFF <i>Liaison (Non-Voting)</i>	
X	Malfavon	Allen	Student Liaison <i>(Non-Voting)</i>	

GUESTS: Debbie Jensen, Gary Pritchard, Dr. Kristi Blackburn, David Betancourt, Shawna Baskette, Craig Breit, Joseph Van De Mortel

1. CALL TO ORDER (11:05 A.M.)
  - Pledge of Allegiance
  
2. ANNOUNCEMENTS/INFORMATION ITEMS
  - A. Part-Time Senate Representation
    - B. Sending out the first week of April/Last week in March
  - B. Vice President Academic Affairs Hiring Process – Deb Moore
  
3. APPROVAL OF MINUTES
  - A. Minutes for 2/28/17
    - a. Minutes will be at a later date
  
4. APPOINTMENTS AND NOMINATIONS
  - A. Basic Skills – Susan McDonald (HO)
    - a. Moved forward
  
5. STANDING COMMITTEE REPORTS
  - A. Enrollment Management – Michelle Lewellen
    - a. Didn't meet
  - B. Coordinating – Michelle Lewellen/April Griffin
    - a. Motion made by the senate was moved forward to coordinating committee
      - i. The argument was made that we aren't ready to do this right now
        1. We need to see a full budget
        2. We need to have a consistent admin for a semester
      - ii. The argument was made that it was important move to make because of the deficit
      - iii. Classified also seemed hesitant to move forward on this
      - iv. Stalled in coordinating
  - C. Student Equity – Michelle Lewellen
  - D. Planning & Budget – Michelle Lewellen
    - a. Enrollment management plan should come to senate for approval
      - i. It will go to coordinating next
      - ii. If the plan is asking faculty to do most of the work, then it should come to faculty senate to be approved by faculty.
  - E. Board Meeting – Michelle Lewellen
    - a. 16-week calendar tentatively approved
      - i. There are a few questions that still need to be answered
      - ii. Questions that were answered
        1. Guided pathways on a 16-week calendar
        2. Professional development
  - F. Educational Master Plan – Michelle Lewellen/April Griffin

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- a. 11 goals narrowed down to 5
  - i. Being sent to smaller groups to help flesh out the details of the goals and what can be done to implement goals
  - ii. This should be finished by March 17, 2017 by those groups
  - iii. The educational masterplan will come back to senate shortly after that
  - iv. Goes to the BOT on May 14, 2017

### 6. SENATE DISCUSSION/ACTION ITEMS

#### A. Senate representation for DSPS and Adult Education – Michelle Lewellen

- a. Adult Ed requested to be part of the hiring prioritization committee, but they cannot be on a single committee if they do not have representation on the Senate
- b. DSPS and Adult Ed will combine and share senate representation
- c. Student services will be renamed to Adult Ed/DSPS
  - i. DSPS and counseling are considered separate divisions.
  - ii. CalWorks and EOPS were not included in student services they have been accounted for as counseling.
- d. More research will be done on the organizational structure of student services, Adult Ed and DSPS for shared governance purposes

#### B. Pedal Program – Debbie Jensen

- a. Fit students do better in school
- b. Physical activity boosts the flow of blood to the part of the brain that is responsible for memory and learning, promoting the production of the new brain cells—John Ratey, M. D.
- c. Cerritos College PEDAL program
  - i. Fitness Based PE
    1. Target heart rate workouts
    2. Aerobic workouts
    3. Lesson plans embedded with fitness assessments, self-evaluations, and appropriate goals
    4. Target heart rate workouts provide 6-7 hours of improved brain performance, concentration, attention, focus, and learning

#### C. FHP Update (Faculty Hiring Prioritization)

- a. A smaller task force has been requested by Dr. Fierro
- b. We are working to secure the appropriate members
- c. Task force timeline should be this week but working with schedules has been difficult.
- d. It sounds like Dr. Fierro is neutral about the committee
  - i. Really wants to move toward a more data driven process
- e. 2 reps (maybe 3) from faculty, administration, and Deans

#### D. TBLC (Technology Based Learning Committee)

- a. This committee needs to meet to talk about new technology resources that could be available to the college
- b. The committee has not been meeting because there was not a chair for the committee
- c. Co-chairs were solicited outside of the committee as no committee members wanted to chair

#### 1. Changes to Shared Governance Document

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- i. In the event that there is no chairperson elected the faculty senate may appoint a chairperson or chairpersons
      - ii. Motion to from Senator O'Neil to accept the language into the shared governance document.
      - iii. We would not appoint someone who did not want to be appointed
      - iv. Motion passes and co-chairs are appointed
2. Appointment of Co-Chairs – Debbie Jensen/Cynthia Alexander
- E. Fiscal Management – Felipe Lopez
  - a. Where does the interest income from the transfers go?
    - i. Each fund generates interest income. On a quarterly basis, the interest is posted
  - b. Is there a cap on reserves?
    - i. No. No law or policy
  - c. Felipe will be invited to 3/28/17 senate meeting
- F. Committee on Professional Development Shared Governance Document – Michelle Lewellen
  - a. Dr. Betancourt shared that the California Community College Coalition on Staff Development is recognizing the Cerritos College Center for Teaching Excellence with the 2017 Outstanding Program Award for Excellence
  - b. Dr. Betancourt spoke about his disappointment with the process, but would like to move forward with the Shared Governance Document.
    - i. The Shared Governance Document includes but may not be limited to:
      1. The committee structure
      2. The committee purpose
      3. Meeting dates
      4. Membership
  - c. Senators congratulated Dr. Betancourt on the award and affirmed that he would be part of the process.
  - d. The senate executive committee will meet with Dr. Betancourt regarding concerns with the process and to include Dr. Betancourt

## 7. REPORTS

- A. Student Senate Liaison (Allen Malfavon)
  - a. Working on legislation to extend library hours during finals week
  - b. Provided funding to a Northern California Campus trip (student conference)
  - c. Evidence was heard regarding the ASCC VP based on a writ of mandamus
- B. CCFF Liaison
  - a. No extension on the MOU regarding the success center
  - b.
- C. Secretary (April Griffin)
  - a. San FACC applications close April 7, 2017
  - b. Application can be found on the Daily Falcon
  - c. Contact [agriffin@cerritos.edu](mailto:agriffin@cerritos.edu) if you have questions
- D. Senate Vice President (Scott O'Neil)
  - a. No report
- E. President (Michelle Lewellen)
  - a. Outstanding Faculty announcement is delayed

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

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**We are now accepting applications for the 2017-2018 year.**

*The SanFACC Mentor program seeks to build both individual and regional leadership capacity among current full-time/permanent employees. Mentees with a clear interest in entering or advancing in community college management will be paired with mentors from neighboring colleges already serving in an administrative role. This experience provides a safe environment to develop a knowledge base that supports effective leadership and management. Participants are enriched by experiencing the best practices and lessons learned from colleagues across the region.*

This program is open to all full-time/permanent employees within a community college who are seriously considering moving into or advancing into an administrative position in a community college. Applications are due Friday, April 7, 2017. Contact April Griffin ([agriffin@cerritos.edu](mailto:agriffin@cerritos.edu)).

Application: <https://form.jotform.com/60346102872147>

Supervisor Acknowledgement Form: <https://form.jotform.com/60596173430152>

Recommendation Form: <https://form.jotform.com/60596610474156>

The program is sponsored by the San Gabriel/ Foothill Association of Community Colleges:

