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Cerritos College
Faculty Senate

August 22, 2017
11:05 A.M.
Cheryl A. Epple Board Room

MINUTES

Regular Meeting ♦ August 22, 2017

	LAST NME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2018
X	Casas	Ralph	Health Occupations	2018
X	Falcon	Dennis	Humanities/Social Science	2019
X	Garriott	Don	DSPS	2017
X	Greenberg	Bruce	Business Education	2019
X	Griffin	April	Liberal Arts (Secretary)	2018
X	Hitch	Ryan	Part-Time Representative	2018
X	Hoppe-Nagao	Angela	Liberal Arts	2019
X	Juntilla	Tim	Liberal Arts	2018
X	Krayer	Adelle	Health Occupations	2018
X	Lacy	Tor	SEM	2018
X	Lewellen	Michelle	Humanities/Social Science (President)	2018
X	Lovejoy-Robold	Niki	Liberal Arts	2019
X	Lundeen	Brittany	Counseling	2019
X	May	Russ	HPE/A	2019
X	Maz	Andrew	Fine Arts	2018
X	Miller	Kirk	Fine Arts	2019
X	Moore	Deb	Library	2017
X	Moriarty	Cindy	Business Education	2018
X	Mulleary	Joe	Technology	2019
X	Mullins	Terrance	Humanities/Social Science	2019
X	Negrete	Bernie	SEM	2019
X	O'Neil	Scott	SEM (Vice President)	2019
X	Obasohan	Victor	Humanities/Social Sciences	2018
X	Richardson	Chris	HPE/Athletics	2018
X	Salgado	Martin	Part-Time	2018
X	Soto	Armando	Counseling	2018
X	Stieber	Michelle	SEM	2019
X	Ukita	Traci	Counseling	2019
X	Vega	Frank	Technology	2018
X	Voorhies	Ann	Health Occupations	2019
X	Worrel	Dara	SEM	2019

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X	Rosenblatt	Stephanie	CCFF Liaison <i>(Non-Voting)</i>	
X	Ramirez	David	Student Liaison <i>(Non-Voting)</i>	

GUESTS: Barbara Soden for Cindy Moriarty, Mark Fronke, Solomon Namala, Lyndsey Lefebvre, Veronica Miranda, Kimberly Rosenfeld

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

Pledge of Allegiance

2. ANNOUNCEMENTS/INFORMATION ITEMS

A. Announcements from President Fierro

- B. Some of the parking issues have been alleviated by moving some of the construction vehicles to the back of campus parking lots.
- C. Wednesday will be the grand opening of our La Mirada Adult offsite campus. There are classes being offered on the campus this year.
- D. The center is charging us \$1 for use of the facilities
- E. If it is successful we can offer more classes

B. New Faculty Senators

- B. Ryan Hitch
- C. Martin Salgado
- D. Niki Lovejoy-Robold
- E. Andrew Maz
- F. Michelle Stieber
- G. Kirk Miller
- H. David Ramirez (ASCC VP) until someone is nominated

C. Equity in Faculty Hiring at Community Colleges

- 1. USC Center for Urban Education
- 2. September 28-29 in LA
 - a. Dennis Falcon
 - b. Anyone else interested? Please let people know about this. We have 4 open slots.

D. Senator Lundeen: This is transfer season. There are lots of workshop opportunities and assistance available for students during this time. Please share this information with students and faculty.

3. APPROVAL OF MINUTES

A. Minutes for 5/9/17

- B. Moved for approval by Senator O'Neil. Second by Senator Hoppe Nagao
- C. Motion passes
- D. Abstentions: Senators: Ukita, Stieber, Maz, Lovejoy-Robold, Salgado, and Hitch

4. APPOINTMENTS AND NOMINATIONS

A. 2 Reps for Student Life – Thursday Sept 7 1-2pm BK111/112

B. Martin Salgado

B. 2 Reps for Planning & Budget – 1st/3rd Thursday's 2-4

B. Martin Salgado

C. Ask around to fill the second position

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- C. 1 Senate Rep for SLO Committee – 2nd/4th Monday's – 3:30-5
- D. 1 Rep for Outstanding Classified Awards – 3rd Thursday's 10-11
- E. 1 Rep Enrollment Management – 4th Wednesday's 3-4:30

5. STANDING COMMITTEE REPORTS

- A. Enrollment Management – Michelle Lewellen
- B. Coordinating – Michelle Lewellen/April Griffin
- C. Student Equity – Michelle Lewellen
- D. Planning & Budget – Michelle Lewellen
 - a. The budget is going into deficit. The district has gone to cost saving measures.
 - i. One cost saving measure is that all future managers will not get the \$18,000 cash in lieu of insurance they will receive the same as faculty (\$4000)
 - ii. There is a budget forum next Tuesday, but please attend senate to make quorum.
 - iii. Felipe Lopez is coming to the senate meeting September 5, 2017 to discuss the budget.
- E. Board Meeting – Michelle Lewellen
 - a. Shawna Baskette and Shannon Kaveney were honored as the Managers of the year
- F. SLO's – Mark Fronke
 - a. Presentation of the SLO report
 - i. Timeline should change because SLOs are required to be on the syllabus so it doesn't make sense to change SLOs mid semester as the SLOs may not line up.
 - ii. Assessment of SLOs should occur every time a student receives a grade.
 - 1. One example is the accounting department has an SLO for each chapter. There is a quiz for each chapter and so each time a student receives a grade for something they are assessed. SLOs are assessed as often as possible to determine where there are issues with the SLO.
 - 2. Videos have been created to assist faculty with this process
 - 3. ELumen is not intuitive and it can sometimes feel like a struggle. This the only tool that is available for the process now so we have to work with it.
 - a. Elumen was populated by the Chancellor's Office database and not our own data. So there are some discrepancies and Elumen needs to be cleaned up a bit because there are some inactivated classes listed in Elumen. Some courses are listed multiple times due to formatting issues.
 - 4. Passport is articulation/matriculation with out of state schools based on SLOs
 - 5. One of the questions came up is who has access to the SLO data? Does Academic Affairs? Department Chairs? Executive committee?
 - a. The department chair can run report on the classes and can see the data and know who the individual instructors are.
 - iii. Goals for this academic year

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1. Develop a plan and narrative for the transition to the Canvas course management system and all implications for the SLO process (Deadline: October 31, 2017)
2. Develop a succession plan for the SLO coordinator and data steward functions in order to identify and train faculty interested in serving in those positions (December 31, 2017)
3. Work with all departments undergoing instructional program review to provide assistance in developing goals and action plans based on SLO assessment data (May 31, 2018)
- iv. SLOs are not approved by curriculum, but there is a work flow process where Elumen requires curriculum to “approve” SLOs.
- v. The suit with ACCJC was settled. Does the SLO committee know how this settlement may impact the SLO process.
- vi. The SLO committee is here to assist faculty in the SLO process using Elumen
- vii. Full timers have to assess SLOs per the contract. There is no indication as to how, how often, or when to assess them. This is a departmental decision. Part timers are not required to assess SLOs.
- viii. SLOs are used for things: information competency for accreditation, SLO mapping for institutional SLOs
- ix. It is helpful to have your SLO data in Elumen and in your personal records in case something doesn’t upload properly or an external server does not appropriately save the information.
- x. Is there are requirement for how long faculty are required to keep student data/grades? Ed code indicates a one-year time for grade appeals.
- xi.

6. SENATE DISCUSSION/ACTION ITEMS

A. FHP – Angela Hoppe-Nagao

- a. Update
 - i. This process has been in revision for years. Most recently Department Chairs would rank within their divisions and Deans would then rank among themselves to create the list presented to Planning and Budget
 - ii. Came up with a new proposal to move from a senate committee to a college committee. 4 deans, 4 faculty, and the President
- b. Dean Proposal
 - i. Told unofficially that the counter proposal would be: 12 Deans/Directors would serve on the committee and there would be an equal number of faculty. No talk of if there would be a VP or administrator on there. It may also be that there would be one more dean than faculty.
 1. There was nothing in writing. This was an informal discussion.
 2. Does the senate feel this is appropriate?
 - a. The representation of the faculty positions are chosen through the senate process
 - b. The 12 Deans would be consistent and not changed
 - i. There was no explanation for how these managers were chosen.
 - ii. Senate responses

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1. There were some colleges that had very large committees, but the majority had smaller committees. Faculty senate committees were faculty majority. College committees sometimes had equal numbers.
 2. The additional manager would be the tie breaker. This is not in the best interest of the faculty.
 3. There needs to be some sort of compromise, but this may not be the compromise. The counter would be that all faculty would be on the committee.
 4. The idea is that the data should be so solid that 4 faculty and 4 deans should be able to make the decision for the college. This should be data driven and no one should be lobbying for their interest group
- c. Data
- i. Not enough time today to discuss all data points.
 - ii. Single sheet is scoring rubric
 - iii. Multi page document is the data populated by the IERP
 - iv. The sheets have not been discussed in the task force yet. There will be more clarification on this to come.
- d. In the college committee process it is anticipated that the senate will be a body that recommends the list move forward.

Rest of the agenda tabled until next week

- B. New Faculty Orientation Program – Michelle Lewellen (for David Betancourt)
- C. Reassigned Time Positions Procedures for Appointment – Michelle Lewellen
- D. Online Evaluations – Michelle Lewellen
- E. Senate Goals – Michelle Lewellen

7. REPORTS

- A. Student Senate Liaison (ASCC VP David Ramirez)
 - a. Explore your major fair: September 19, 2017 10:30-12:30pm
 - i. Represent your department/division
 - ii. Contact Shannon Estrada x2362
- B. CCFF Liaison
 - a. New hire placement on the salary schedule
 - i. An employment offer was rescinded because the faculty was attempting to advocate for themselves for a change in initial placement.
 1. This should not be decided by academic affairs. This should be determined by HR. If you hear about this happening to new hires send them to the union, have them accept the initial employment and then have the union work for them.
 - ii. If you are teaching courses that are shorter than the traditional semester (9 week, 15 weeks, 12 week) you are being paid by WSH rather than DSH.
- C. Secretary (April Griffin)
 - a. No report
- D. Senate Vice President (Scott O'Neil)
 - a. Alan (former student rep) has changed his major to math.
- E. President (Michelle Lewellen)

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- a. Brief introduction of what will be discussed at the next senate meeting.
- b. Working with administration to determine a way to choose people for positions who receive release time
- c. NFOP schedule
 - i. Encourage online training.

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