

MINUTES

Regular Meeting ♦ April 10, 2018

	LAST NME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2018
X	Cabuto	Froylan	Liberal Arts	2019
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 ( <b>Secretary</b> )	2018
	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 ( <b>President</b> )	2018
X	Lovejoy-Robold	Niki	Liberal Arts	2019
X	Lundeen	Brittany	Counseling	2019
	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 ( <b>Vice President</b> )	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
	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

X	Rosenblatt	Stephanie	CCFF Liaison <i>(Non-Voting)</i>	
X	Motesdeoca	Sarah	Student Liaison <i>(Non-Voting)</i>	

GUESTS:

1. CALL TO ORDER (11:05 A.M.)
  - Pledge of Allegiance
  
2. ANNOUNCEMENTS/INFORMATION ITEMS
  - A. Shelter in Place Drill – 4/19 @ 10:19am and 7:19pm
  - B. Part-time Faculty Job Fair – Friday 5/4 9am-1pm
  - C. Part-time Senate Representation Process 4/2/18 – 4/30/18
    - A. Encourage part timers to become more involved
  - D. Counseling campaign: the time frame is during the ASCC cabinet members meeting time so that they don't have to miss classes. We are looking to expand times that your classes can be visited
    - A. Right now
  - E. Transfer celebration: May 11. There is a link online that will connect them to apply to the transfer celebration
    - A. Great speakers
  
3. APPROVAL OF MINUTES
  - A. Minutes for 4/3/18
    - A. Moved for approval from Senator Hoppe-Nagao
    - B. Second from Senator O'Neil
    - C. Abstentions from Senators Lundeen, Worrel, and Beyene
  
4. APPOINTMENTS AND NOMINATIONS
  
5. STANDING COMMITTEE REPORTS
  - A. TBLC – Cynthia Alexander
    - a. A lot of goals to be accomplished this year.
      - i. Accomplished them as far as could be completed with current resources
      - ii. Regular Effective Contact policy is part of the standards for distance education. These need to be approved and then the standards will be ready to present to the senate.
  - B. Enrollment Management – Michelle Lewellen
  - C. Coordinating – Michelle Lewellen
    - a. Sexual harassment and assault policy was discussed in coordinating, but was not passed
      - i. There were some concerns regarding possible punitive action
      - ii. Union is concerned that the procedures are not outlined
      - iii. Was not specific as to who was a mandatory reporter and what level
    - b. SLO committee and Coordinating committee shared governance documents went through
  - D. Student Equity – Michelle Lewellen
  - E. Planning & Budget – Michelle Lewellen
    - a. Reviewed documents

F. Board Meeting – Michelle Lewellen

- a. Need someone to sit at the meeting to read a letter about the sabbaticals

6. SENATE DISCUSSION/ACTION ITEMS

A. Senate Leadership Nominations

- i. Senator Hoppe-Nagao nominated Senator Griffin for President
- ii. Senator Obasohan nominated Senator Falcon for President
- iii. Senator Moore nominated Senator Maz for VP
- iv. Elections will be on April 24, 2018

*EMP Goal C – Promoting Leadership and Staff Development*

B. FHP Shared Governance Document – Angela Hoppe-Nagao

A. College Committee on Faculty Prioritization

- i. Senate approved a version of this committee in late Fall 2016 or early spring 2017
- ii. Major changes are that there is equal representation for faculty and deans on the committee
- iii. Moved for approval from Senator Ukita
- iv. Second from Senator Soto
- v. Asking for senators to vote for their area rep in the division meeting this week. The goal is to meet once this spring
- vi. It is not expected that there would be many meetings as a lot of the work can be done through examination of the data.
- vii. Questions
  1. Deans were told to rank in their program review. This is confusing because we thought the new process was approved.
- viii. Would Senators Hoppe-Nagao and Moore be their area's representative?
  1. Up to the divisions, but they anticipate attending the first few meetings just to assist in leading the discussion.

*EMP Goal D – Improving Internal and External Communication*

*EMP Goal F – Enhancing Organizational Effectiveness*

C. Online Initiative – Michelle Lewellen

A. Main Goals

- i. Increase the number of students taking online classes by 5%
  1. Develop an oral communication and science lab as templates for other courses. Develop an oral communication and science lab completely online
- ii. Provide a productive preparation environment for quality, online teaching and learning
  1. Best practices for online learning
  2. Offer faculty training
  3. Increase online training certificate offerings
  4. Online education speakers
  5. Student training: exploring online training quiz, explore online training orientation, explore and expand Canvas training to include information that is specific to Cerritos College
    - a. What does online readiness mean?
      - i. Some of it is the practical information like how you create a PDF, how do you upload the PDF, skills attached to turning assignments in online
  6. Online Mentoring program

- iii. Develop policies and procedures that increase the effectiveness of the Online Learning environment
  - 1. Update DE document
  - 2. Develop recommended review process for Online Guided pathways
  - 3. Explore ARC video library and funding
  - 4. Online initiative coordinator
- B. Motion to appoint Senator Lewellen as OEI Coordinator and Dr. Cynthia Lavariere as OEI Developer positions (each position is 20% reassigned time for two years)
  - i. Second from Senator Beyene
  - ii. Would like to have a job description in place before we vote on the positions
  - iii. Currently math has online courses but the exams an orientation are in person
  - iv. Motion not approved. Will bring back the motion with a job description
  - v. Motion to approve the OEI initiative from senator Soto
  - vi. Second from senator Lundeen
    - 1. Approved
    - 2. Abstentions: Senator Negrete
  - vii. Point of information called by Senator Falcon
    - 1. How many votes were to approve the positions?
      - a. There was confusion because many people did not raise their hand to show they approved
      - b. Recount
      - c. Motion approved 14-12
      - d. Ayes: Senators O'Neil, Cabuto, Lacy, Beyene, Worrel, Richardson, Vega, Mullreany, Falcon, Garriott, Kraye, Voorhies, Greenburg, Maz
      - e. Nays: Senators Hoppe-Nagao, Lovejoy-Robold, Lundeen, Obasohan, Mullins, Moriarty, Negrete, Moore, Soto, Juntilla, Salgado, Miller
      - f. Three abstentions: Senators Ukita, Casas, Griffin

*EMP Goal A – Strengthening the Culture of Completion*

- D. Senator of the Year Nominations – Michelle Lewellen
  - A. Senator Negrete nominated Senators Hoppe-Nagao and Moore for their work on FHP
    - i. Second from Senator
  - B. Senator Falcon nominated Senator Mullins for his advocacy and professionalism in the senate.
    - i. Second from Senator Obasohan
  - C. Senator O'Neil nominated Senator Griffin for her work on creating coordinator job descriptions
    - i. Second from Senator Hoppe-Nagao
  - D. Vote in 2 weeks

*EMP Goal C – Promoting Leadership and Staff Development*

- E. 10+1 – Scott O'Neil
  - A. It is important for senators to be active and to participate in a meaningful way. It is also important for a variety of individuals to participate on the senate

- B. 10+1 is a list that is included in AB 1725 as to what faculty should be involved in across campus
- C. Senate's purview is 10+1
- D. Board Policy 2510 outlines what is in mutual agreement and what is relied primarily upon between the BOT and the Faculty Senate

*EMP Goal C – Promoting Leadership and Staff Development*

*EMP Goal D – Improving Internal and External Communication*

*EMP Goal F – Enhancing Organizational Effectiveness*

## 7. Point of information

- A. Did we ever hear about having a faculty on the IT taskforce that is reviewing the software for accommodation?
  - A. Presented to EC, there is something to present to senate at the next meeting. They are in favor of having a faculty on the taskforce
- B. In the case of the IT standards for accessibility would this be a senate and union issue? Because it does fall under 10+1 and it also infringes on academic freedom, this would be a union and senate issue
- C. There is an IT prioritization committee that looks at the software and lists them in the queue. Is there faculty representation on this committee?
- D. The current process has bottlenecks and delays so there needs to be discussion on how to speed up the approval. The process needs to be examined so that we can release the bottleneck.
  - A. This may become a recommendation and the Deans and Chairs can then make decisions as to whether the risk of using the software is worth it. Must also make the faculty aware that there may be a risk involved in using software that was not approved.

## 8. REPORTS

- A. College President (Dr. Fierro)
  - A. Thank you Mark Fronke for spearheading the SLO Extravaganza
  - B. There are still some issues on the website (i.e. broken links) please keep reporting these and they will be fixed. It will probably be six months before all the links are fixed.
    - 1. There are issues with the website: Can't find employee email, when you click on ABC index it scrolls so fast it is dizzying.
    - 2. Waiting for response on those issues
    - 3. The employee email form hides our email and minimizes the amount of junk email we receive.
      - a. Can employees find the emails of employees? Via the intranet? And then have the form for the outer website
- C. EMP
  - 1. Most committees are linking their actions to the EMP goals
    - a. Thanks to the Faculty Senate for setting that trend
  - 2. One of the reasons to do this is that it is part of the accreditation cycle to connect goals to the EMP
- D. FHP
  - 1. Thanks to the team for doing the work to create a new process
  - 2. Please have patience during the first run through. It is a good and fair process.
- E. No news on state budget

1. CEOS are asking for two years of hold harmless instead of one
  2. Don't tie COLA to hold harmless
  3. CEOs asked for a 7-year implementation instead of a one-year implementation
    - a. Would COLA be passed down to the faculty and staff? Or just into the general fund?
- F. Online College looks like it will get passed
1. We can capture that enrollment because individual colleges can do this faster than the state.
  2. The state won't be able to do this for 3-5 years because of the lack of infrastructure
  3. There will be some modifications, but it is likely to pass
- G. The fiscal year is ending soon, are we going to end in a deficit?
1. Yes, but it is less than we expected. If the budget changes there may be the ability to move FTES from one summer session to the next which would get us to a break even or allow us to end with a small surplus.
  2. If we can still do the summer switch then we can move them to the next fiscal year and then we would end in
- B. Student Senate Liaison (Sarah Montesdeoca)
- A. Tomorrow the ASCC treasurer will present the March expenses/income
  - B. Research initiative to provide funding for more students to be admitted to the Arduino program
  - C. Basic ASCC budget recommended breakdown
    1. 540000 is for administrative support
    2. 340000 is for support service and academic programs
    3. 200000 for athletics
    4. 130000 for special operations
    5. Approval will be April 18 or 25
  - D. Some of the upcoming events
    1. PreMed on campus conference April 28 form 9-3
      - a. For students and parents
      - b. Register for Eventbrite
    2. Senior Preview Day and STEM open house
      - a. April 27
    3. The Dean's salary is half paid through the ASCC?
      - a. Dr. Fierro said no, you pay for half the salary for the administrative assistant to the Dean
- C. CCFF Liaison (Stephanie Rosenblatt)
- A. 70million dollars floating in the reserves that are unrestricted funds
    1. The money has moved around but is not spent
    2. We had a surplus last year and we will probably have a surplus this year with the savings on the SERP
  - B. Part timers are not well compensated
  - C. Large class sizes are larger on campus and we aren't given the same compensation as other colleges
  - D. Respect
    1. The role of the faculty union should be respected
  - E. Advocacy

1. What I have heard about the funding formula and the online college is that legislators don't like it
2. We need to call our legislators to discuss our concerns with this legislation
3. These aren't done deals, make sure you are an advocate

D. Secretary (April Griffin)

- A. No report

E. Senate Vice President (Scott O'Neil)

- A. No report

F. Senate President (Michelle Lewellen)

- A. Chancellor is refusing to meet with the state academic senate president
- B. SD Mesa passed a resolution against the chancellor
- C. Santa Rosa might pass one against the chancellor and the governor
- D. The resolutions are out and will be sent to senators, please let us know if there is something you would like us to vote on
- E.

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