

OFFICIAL

Cerritos College
Faculty Senate

February 14, 2017
11:05 A.M.
Cheryl A. Epple Board Room

Regular Meeting ♦ February 14, 2017

	LAST NME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2018
X	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 (Secretary)	2018
X	Hoppe-Nagao	Angela	Liberal Arts	2017
X	Juntilla	Tim	Liberal Arts	2018
X	Krayer	Adelle	Health Occupations	2018
X	Lacy	Tor	SEM	2018
E	Lefebvre	Lyndsey	Part-Time Faculty Rep	2017
X	Lewellen	Michelle	Humanities/Social Science (President)	2018
X	Lundeen	Brittany	Counseling	2017
X	Mc Cance	Ian	SEM	2017
E	May	Russ	HPE/A	2017
E	Miranda	Veronica	Part-Time Faculty Rep	2017
X	Moore	Deb	Library	2017
X	Moriarty	Cindy	Business Education	2018
E	Mulleary	Joe	Technology	2017
X	Mullins	Terrance	Humanities/Social Science	2017
X	Negrete	Bernie	SEM	2017
X	O'Neil	Scott	SEM (Vice President)	2017
X	Obasohan	Victor	Humanities/Social Sciences	2018
X	Richardson	Chris	HPE/Athletics	2018
E	Soto	Armando	Counseling	2018
E	Trager	Julie	Fine Arts	2018
X	Ukita	Traci	Counseling	2017
E	Vega	Frank	Technology	2018
X	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: Kirk Miller (For Julie Trager), Dr. Kristi Blackburn, Ana Torres-Bower, Dr. Renee De Long

1. CALL TO ORDER (11:05 A.M.)
Pledge of Allegiance
2. ANNOUNCEMENTS/INFORMATION ITEMS
 - A. Women's History Month – Ana Torres-Bower
 - B. Writing contest with the theme: seeking economic justice; employment opportunities, labor fairness, and gender equality
 - C. There will be many guest speakers, panels and events
 - D. If you do not want the women's history materials please send them back to Ana instead of throwing them away so they can be distributed to others
 - B. Graduation Information – AJ (Amna Jara)
 - B. Faculty regalia must be ordered by March 28. If you don't have the form please contact the bookstore
 - C. Commencement is May 19
 - D. Please email Elizabeth Miller names of students that you want to nominate by Thursday 2.16.17
3. APPROVAL OF MINUTES
 - A. Minutes for 2/7/17
4. APPOINTMENTS AND NOMINATIONS
 - A. SLO Senate Representative – 1 Faculty
 - B. President's Award for Outstanding Scholarly Essay – 1 Faculty/Division
 - a. Speak with divisions and departments to find a rep. Want this to move forward by fall semester. Please get reps in ASAP
 - C. Full-time Faculty Hiring Committees
 - a. All committees are appointed through senate
5. STANDING COMMITTEE REPORTS
 - A. Enrollment Management – Michelle Lewellen
 - a. Health/PE division created their own enrollment management plan. This is an easier way to get at the divisions specific problems.
 - B. Coordinating Committee – Michelle Lewellen
 - C. Student Equity – Michelle Lewellen
 - a. Presentations by those that were awarded funding (Veterans, Puente, embedded tutors, and DSPS have presented)
 - D. Planning & Budget – Michelle Lewellen
 - E. Board Meeting – Michelle Lewellen
 - F. Educational Master Plan – Michelle Lewellen/April Griffin
 - a. Senator Worrel
 - i. Outreach.

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1. Different ways to reach out to K-12 and universities
 2. Must be a point person so things don't fall through
 - ii. Communication
 1. Daily falcon type thing for committees
 - a. When committees meet and what agendas are
 - b. Positions on campus should have a handbook for when people change positions
 - b. Senator Lundeen
 - i. External communication to get people to campus
 1. Students need a great experience here so that they tell others
 - ii. **internal communication should include what we are doing in committees and on campus so we can inform constituents.**
 - c. Senators O'Neil and Griffin
 - i. Leadership pathway
 1. New hires (all new hires) need training on how the college works
 2. Students need a handbook as well
 3. There should be a plan for internal promotions so that positions don't remain unfilled
 4. Leadership training
 5. Professional development for all groups
 - d. President Lewellen
 - i. Professional development
 1. Training for managers
 2. Need for training across the board
 - e. Senator Ukita
 - i. Need manual or processes written down so that we all know what is happening
 - ii. The 60% class cancellation policy was written in 2005 and many deans have changed over
 - iii. There is no **written documentation of a specific deadline requirement for cancelling classes** (Friday before the semester starts, before census, before first day)
 - iv. **Additional comments on class cancellation policy from senators**
 1. The practice before the memo was it was at the Dean's discretion
 2. This means that faculty are having to ask Dean's not to cancel classes.
 3. There is no procedure how or when classes are prioritized for cancellation
6. SENATE DISCUSSION/ACTION ITEMS
- A. Accreditation Mid-Term Report – Rick Miranda
 - a. No changes in substance. All changes are content
 - b. VP O'Neil moves to approve
 - c. Senator Ukita seconds
 - d. Unanimous approval
 - B. OER Awareness Initiative Update – Michelle Lewellen
 - a. There is no coordination of individual groups on what to do with OER
 - b. President Lewellen has an informal plan to avoid duplication between groups
 - C. Committee on Hiring Allocation Priorities – Angela Hoppe-Nagao

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- a. Senator Hoppe Nagao and President Lewellen met with Dr. Fierro last week
- b. This week the goal is to approve the committee structure
- c. The next step is putting together the process
- d. Committee structure
 - i. Following the model used for senate committees
 - ii. Structured to have staggered leadership
 - iii. Department representation will begin by lottery and then alphabetical within division
 - iv. 3 deans on the committee which is consistent with most other senate committees that have 0-4 deans
 - v. Senator Juntilla recommends only the VPAA may serve in the role. No appointee would be allowed.
 - vi. Senator Moore offers that F2 should include the language: 5 departments will serve a one year term, the other 6 will have a 2 year term. After the first year all divisions will then move to a 2 year appointment.
 - vii. Change 3 management representatives appointed by ACCME
 1. To 3 educational administrators appointed by ACCME
 2. 3 deans from the divisions represented in faculty senate appointed by ACCME
 - viii. Change name to reflect faculty hiring specifically
 - ix. Moved to approve by Senator O'Neil seconded by Senator Lacy
 - x. Some concern that Adult Ed is not represented on the committee
 - xi. Reservations of the President
 1. What the role of the deans would be
 2. Will it go through budget and planning?
 - a. No, as based on the common model among colleges
 - b. Not resource allocation, just a ranking. The committee doesn't determine how many will be hired, just the rank order for departments
 3. How will you ensure fair process for all departments?
 4. Should be data driven
 - a. Yes, this is the next step. First get the structure approved.
 - xii. What ensures this ranking is followed?
 1. There is nothing. Ultimately it is the decision of the executive committee of the college
 2. Perhaps add something in that says if the faculty rank list is changed by the President than the President must come back to faculty senate to explain why the order was different.
 3. The senate does have recourse if the President does not communicate with faculty. This will help to ensure transparency, regardless of an administration change.
 4. Change the name to "faculty hiring prioritization committee" FHP committee
 5. Motion carries unanimously

7. REPORTS

- A. Student Senate Liaison (Allen Malfavon)

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a. Presentation about Falcon SAFE

- i. Affirmative consent

B. CCFF Liaison

a. The union has been receiving complaints regarding changes to the SLO process

- i. Tricky piece because this can pit the senate and the union against each other since SLO is a senate committee
- ii. E-Lumen is time consuming and additional to the SLO process. Faculty want to be compensated for the additional work.
- iii. The union has asked Mark Fronke to come to the next public E board meeting to explain the reasoning behind this extra step
- iv. The issue is that it does have to be per student data but it does not have to be centrally located. E Lumen was purchased by the administration and does not centrally store so each faculty has to upload.

C. Secretary (April Griffin)

- a. No meeting next week

D. Senate Vice President (Scott O'Neil)

- a. No report

E. President (Michelle Lewellen)

- a. No report

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