

OFFICIAL

**Cerritos College**  
Faculty Senate

May 2, 2017  
11:05 A.M.  
Cheryl A. Epple Board Room

MINUTES

Regular Meeting ♦ May 2, 2017

	LAST NME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2018
X	Casas	Ralph	Health Occupations	2018
X	Clifford	Stephen	Liberal Arts	2017
X	Falcon	Dennis	Humanities/Social Science	2017
X	Fernandez	Christina	Fine Arts	2017
X	Garriott	Don	DSPS	2017
E	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
X	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
E	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
X	Obasohan	Victor	Humanities/Social Sciences	2018
X	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
X	Voorhies	Ann	Health Occupations	2017
X	Worrel	Dara	SEM	2017

**OFFICIAL**

			CCFF Liaison <i>(Non-Voting)</i>	
X	Malfavon	Allen	Student Liaison <i>(Non-Voting)</i>	

GUESTS: Barbara Soden (For Cindy Moriarty), Niki Love Joy (For Tim Juntilla) Henrietta Hurtado, Ana Torres-Bower, Jan Connal, Dr. Adriana Flores-Church, Dr. Kristi Blackburn, Dr. Lucinda Aborn, Dr. Stephen Johnson, Felipe Lopez, Ali Delawalla, Dr. Renee De Long, Sally Havice

1. CALL TO ORDER (11:05 A.M.)
2. Pledge of Allegiance
3. ANNOUNCEMENTS/INFORMATION ITEMS
  - A. Classified Employee Awards – Thursday, 5/25, 11:00 a.m. Student Center
  - B. Dual Enrollment Updates – Michelle Lewellen/Carla Yorke
    - B. Articulation agreements with local schools for English and Math courses
      1. The concern was if enrollment increases over time that the courses meet on Cerritos campus instead of at the HS
      2. Faculty from the college can teach at the HS or cohorts of HS students can come to Cerritos
  - C. Proposed Title IX Deputies – Dr. Adriana Flores-Church
    - B. Right now, there is just one person taking care of Title IX investigations
    - C. Faculty deputies would be volunteer, maybe a stipend involved, but they would receive appropriate training
    - D. This could speed up the investigation process
    - E. This is just an idea right now, we will have a more concrete presentation in the fall
4. Library will be open until Midnight May 8-18
5. Service Learning
  - A. Service learning program
    - B. 7 service learning connectedness components
    - C. Goals are to connect with the community and to establish sustainable partnerships
    - D. Students will have a stamp on their transcripts indicating they participated in service learning
    - E. Connect to awards and scholarships available to those participating in service learning.
    - F. Professional development includes connecting with the community and attending service learning conferences
6. Friday is the last day to RSVP for the Transfer celebration
7. APPROVAL OF MINUTES
  - A. Minutes for 4/25/17
  - B. Motioned from Senator O Neil
  - C. Second from Senator Soto
  - D. Abstentions: Senators Ukita, Voorhies, Trager, Lovejoy (for Juntilla), Mullins, May, Krayner, Richardson, Vega, and Lacy.
8. APPOINTMENTS AND NOMINATIONS
9. STANDING COMMITTEE REPORTS
  - A. Enrollment Management – Michelle Lewellen

## OFFICIAL

- a. Cancellation discussion occurred
  - i. There was not a policy established, but there was a discussion regarding the number required before cancellation
- B. Coordinating – Michelle Lewellen/April Griffin
  - a. No meeting
- C. Student Equity – Michelle Lewellen
- D. Planning & Budget – Michelle Lewellen
- E. Board Meeting – Michelle Lewellen
  - a. tomorrow
- F. Educational Master Plan – Michelle Lewellen/April Griffin
  - a. Coming back next week

## 10. SENATE DISCUSSION/ACTION ITEMS

- A. Senate Plenary – Michelle Lewellen/Scott O'Neil/April Griffin
  - a. Multiple measures assessment
    - i. Still developing
    - ii. Need to validate the results
    - iii. Starting over with ESL and Reading
    - iv. There is work on it, but it is moving slowly
  - b. Diversity in hiring
    - i. We are following a lot of the best practices
    - ii. ASCCC indicates that faculty must be the driving force in faculty hiring
      - 1. Faculty need to be involved in the entire process of hiring faculty. ASCCC encourages work with Board, HR, and President to come to a mutually agreed upon process.
- B. Six-year course offerings – Michelle Lewellen
  - a. This had not been formally discussed with faculty
  - b. This is to make sure that courses that are being put on ED plans are being offered and that the appropriate number of sections will be offered
  - c. IERP will provide data, faculty will develop the planned offerings
  - d. This will come to the chairs, faculty will be involved
- C. Faculty Hiring Procedures – Angela Hoppe-Nagao
  - a. Agreement this should be a college committee
  - b. At the deans meeting it was proposed that the current model be kept and that 4 faculty be invited to the deans meeting to the discussion. This was rejected by the faculty senate members
  - c. Will work through summer to get this going in the fall
  - d. Discussion on what data will be included (soft and hard)
  - e. Frustration that the faculty had made movement on the committee, but that the deans have not made movement on the process. There is some concern that the feeling from the deans is that if this process is dragged on long enough this would be forgotten.
    - i. Worst case scenario is that faculty will not hire next year and the college will have to eat the FON
  - f. The task force is tasked with giving models to Dr. Fierro directly
  - g. This needs to be fixed so that we can be ACCJC standards when it comes to hiring
    - i. In 2008, we were tagged as not having clear written processes for hiring

## OFFICIAL

- ii. In 2014, we did receive accommodation for making strides, but these were not institutionalized processes and we reverted back to the Deans. The faculty will write in the next accreditation visit that we do not have processes
  - h. Admissions and records advisor
    - i. Is a counseling position, did this need to go through prioritization? It has just appeared on the resource allocation document for approval
    - ii. Counseling is not trying to bypass the process
    - iii. Source of funding shouldn't matter.
      - 1. If we agree everyone is on tenure track they need to be under prioritization process
- D. Class Cancellation Policy – Felipe Lopez
- a. We are close to having a number
  - b. There is not a magical number that is a fit all solution
  - c. Currently going through the vetting process that makes sense for most the institution
  - d. As we get near developing this number we need to also develop a process
  - e. Confident that we can review through EC and coordinating by the end of the semester
  - f. What will this do for summer?
    - i. Status quo process for the summer
    - ii. The goal is to implement for Fall semester
  - g. Policy may have to be revisited. We need to assess the process and ensure that it is working for us.
  - h. Concerns
    - i. The 60% rule is unfair for our students. The large size classes (60+) are being cut with fewer than 30 students.
    - ii. The 60% rule is unfair for faculty. Faculty are prepping for classes that they don't know if they will be teaching in the fall. This is their livelihood as well.
    - iii. We have been asking for this for a year
    - iv. Does this policy have a date as to when we decide if the class will stand
    - v. What types of models are there?
      - 1. This is more what campuses have published policies on their websites that might work
      - 2. Many are outdated
      - 3. Districts are revising or creating policies as we see enrollment change across the state
      - 4. Looking for what exceptions are published
    - vi. Multiple senators expressed frustration that if this policy comes out at the end of the semester and will be implemented in the fall. Faculty will not be part of this process
    - vii. What happened to the work the union did on the class cancellation policy?
      - 1. Original work was rejected by Dr. Fierro
      - 2. Was this reviewed by Felipe?
    - viii. Was this talked about in enrollment management?
      - 1. This is part of the enrollment management plan

## OFFICIAL

- ix. What were the numbers at Compton
    - 1. Felipe does not recall
  - i. Dr. Blackburn indicated on the enrollment management plan that this took very long because of competing priorities and this was not foot dragging.
  - j. The faculty frustration is that this is a top priority for faculty and it has taken this long.
- E. Budget and Reserves – Felipe Lopez
- a. Not willing to go down to 5%
    - i. There was a tie in coordinating
  - b. Recommendation is to ask for 7% in reserves instead of 10%
  - c. Currently our policy is 5% and we have over 20% in reserves right now
  - d. Where does the interest go?
    - i. Wherever the cash is, that is where the money goes. If the cash is in the general fund, then the interest goes into the general fund.
  - e. Since our reserves are historically high, why is this a need to create a new policy?
  - f. Requested that we wait until the fall to reexamine this policy, Dr. Fierro ask that the policy be taken back to senate
  - g. This was driven off of best practice reports in 2014. This is not a requirement or mandate from the state.
  - h. Dr. Blackburn: it is good to see that we have this discussion as we have to report these numbers. S it is good to see that multiple groups are discussing this.
  - i. Have the trigger points been discussed?
    - i. The 10% allows us to react much quicker
    - ii. Can't we have those discussions once we hit 10% without moving to a 10% policy?
- F. 16-Week Calendar Format – Michelle Lewellen
- a. Winter sessions were part of the original movement for moving to a 16 week calendar
    - i. District can decide at any time if winter or summer will be cut
    - ii. Dr. Fierro has indicated that only GE courses will be offered during the winter session
      - 1. This has to be negotiated with the union
    - iii. There is some concern that some classes will not be able to accommodate the shorter sessions
    - iv. Students who are enrolled in winter are more likely to come back for spring
    - v. Innovative programs can be done during these times
  - b. Keep in mind these do not offer a week-long Thanksgiving break
  - c. If we don't have a winter session, can we move the break back to a couple of weeks long?
    - i. That would be an administration decision
  - d. Individuals would volunteer for the intersession
  - e. Just moving one summer session to a winter session doesn't lose any classes and this allows students to catch up in the middle of the semester.
  - f. The 2017-2018 is just a visual, this is not being implemented this year
  - g. Students would like to see a winter session to catch up

## OFFICIAL

- i. Students are losing out on summer internship opportunities because they have to use the summer to catch up
  - h. Faculty will determine what classes will be taught in the intersessions, not the administration
  - i. Variation on how long classes are. This is all based on ED code.
  - j. These are not calendars for next year, these are simply visuals for what the schedule might look like
  - k.
- G. Senate Goals – Michelle Lewellen
  - a. Highlighted areas are things we are working on
  - b. The ones without highlights are ones we haven't gotten to yet
  - c. Please send goals to Michelle

## 11. REPORTS

- A. Student Senate Liaison (Allen Malfavon)
  - a. Discussing the budget again
  - b. Some things we are approving as a block
  - c. If you want to discuss this have someone come to the meeting tomorrow
- B. CCFF Liaison
  - a. Union added 100 new members
  - b. Elections are open until Thursday
- C. Secretary (April Griffin)
  - a. No report
- D. Senate Vice President (Scott O'Neil)
- E. President (Michelle Lewellen)
  - a. Kudos to Terrance for taking over the union mid-year. He has done a wonderful job.

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