

MINUTES

	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
E	Fernandez	Christina	Fine Arts	2017
X	Griffin	April	Liberal Arts (Secretary)	2018
X	Henderson	Scottie	SEM	2018
X	Hoppe-Nagao	Angela	Liberal Arts	2017
X	Juntilla	Tim	Liberal Arts	2018
X	Krayer	Adelle	Health Occupations	2018
X	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
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 (Vice President)	2017
X	Obasohan	Victor	Humanities/Social Sciences	2018
X	Page	Elizabeth	Student Services	2017
X	Richardson	Chris	HPE/Athletics	2018
X	Soden	Barbara	Business Education	2017
X	Soto	Armando	Counseling	2018
X	Trager	Julie	Fine Arts	2018
X	Ukita	Traci	Counseling	2017

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X	Vega	Frank	Technology	2018
X	Voorhies	Ann	Health Occupations	2017
X	Worrel	Dara	SEM	2017
X	Namala	Solomon	CCFF <i>Liaison (Non-Voting)</i>	
X	Patron	Karen	Student Liaison <i>(Non-Voting)</i>	

GUESTS: Dr. Stephen Johnson, Rick Miranda, Dr. Renee De Long, Dr. Valyncia Raphael, Patrick O'Donnell, Javier Banuelos

1. CALL TO ORDER (11:05 A.M.)
Pledge of Allegiance
2. ANNOUNCEMENTS/INFORMATION ITEMS
 - a. New IT Manager Javier Banuelos – Patrick O'Donnell
 - b. Class Size Reduction – Michelle Lewellen
 - B. Sent an email out to the chairs regarding class reduction from 60 students to 48
 - c. University Mega Fair: Will include private, CSU, and UC representatives. From 10 AM- 1PM –Brittany Lundeen
 - d. Gilman Scholarship
3. APPROVAL OF MINUTES
 - a. Review, correct and approve minutes of 8/30/16
 - B. Senator Ukita moves to approve, senator Soto Second
 - C. Minutes approved
 - D. Senators Page and Lundeen abstained
4. APPOINTMENTS AND NOMINATIONS/ACTION ITEMS
 - A. TBLC and Professional Relations Chairs
 - a. Please encourage faculty to chair
 - b. President Lewellen did contact Rick Miranda about release time
 - B. Enrollment Management Ad-Hoc Committee
 - a. Recommended in coordinating that one of the Co-Chairs of Chairs Council, a senate representative, and Planning and Budget representative
 - b. Enrollment management plan is being written by a task force. It is in draft form and will be shared with all appropriate bodies following the process of shared governance. Rick Miranda ensures this information will be shared with appropriate bodies. It is anticipated that the enrollment management plan will be enacted next year, However, in the meantime stop gap measures need to be enacted and a task force needs to be established.

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- i. Enrollment management committee should review the new taskforce short term plan
 - ii. Possibly a student service rep
 - iii. Change the committee from three representatives to four
 - C. Planning and Budget Committee – 1 Faculty Member
 - a. Still needed
 - D. Assistant Director of A and R: Senator Griffin appointed to hiring committee

STANDING COMMITTEE REPORTS

- a. Planning & Budget – Michelle Lewellen
 - B. Talk about integrated planning
 - C. Ensuring things are going through the shared governance appropriately
 - D. Things moving upwards (departments, to divisions, to areas, to college)
 - E. Hiring Process Updates: Meeting next Tuesday 10 AM to discuss hiring procedures specifically transparency and faculty involvement.

5. SENATE DISCUSSION/ACTION ITEMS

- a. College Annual Plan – Rick Miranda
 - B. A copy of the annual plan will be sent electronically for senate comments
 - 1. Based off strategic goals and what happens in the Spring
 - 2. In process with a company to develop an educational masterplan
 - 3. Goal 1: Increase semester to semester retention of minority male students by 2% in 2016-2017
 - 4. IEPI year 2 goal: Increase students moving through basic skills courses by 2%
 - 5. Annual plan will be shared with the Board of Trustees of September 21.
 - 6. Notes and comments on annual plan will be shared with the College as well
- b. OER Initiative – Michelle Lewellen
 - B. Survey coming through division meeting to determine faculty involvement in OER
 - C. President Lewellen working with Senators Miranda and Lefebvre to distribute survey to part time faculty
- c. Student emails/cerritos.edu – Dr. Stephen Johnson
 - B. Students will be assigned a new password and then they can set up their email
 - C. Moving from a 6 digit to 8 digit birthday format on Tuesday September 13 at 2 AM
 - D. Students have received an email and text alert regarding the password change. There will also be a notification on log in pages for everything except MyCerritos that the password has been changed.
 - E. Students have access to Google Docs and larger mailbox size.

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- F. At this point the email will be a secondary email. Students will have to opt in to have the Cerritos address as the preferred email. In the future the Cerritos email will no longer be an opt in, it will become the email used for the college to communicate
 - G. Students will have access to new email September 20
 - H. Faculty alternative email options are also being explored
 - I. Dave Gunn has access to reset passwords
 - J. Change the wording of the student email to better reflect the password change process
- d. SSSP Update – Dr. Renee DeLong
 - B. One-year hiatus on SSSP program plan for Basic Skills, Student Equity, and SSSP. This year the three plans will be combined into one.
 - C. Academic affairs and student services will coordinate
 - D. Counselor by Major program
 - 1. Division offices will have a list of counselors who specialize in your area
 - 2. Lead counselor for each area will reach out to divisions soon and attend a division meeting
 - a. Could go to department as well
 - b. If faculty would like to present to counselors contact Dr. De Long. 1st and 3rd Wednesday all counselors are on campus
 - 3. Help to achieve individual certificate and degree goals within the division
- e. Student Equity Update – Rick Miranda/Dr. Stephen Johnson
 - B. Categories for funding: Tutoring, personnel, professional development/training/recruitment, etc.
 - C. Outside of basic skills senate has to sign off on Student Equity and SSSP
- f. Judicial hearings training – Dr. Valyncia Raphael
 - B. AP5520
 - 1. Trainings for cases that include sexual violence, violence, and stalking and judicial affairs is about 4 hours long
 - 2. This is different than responsible employee training
 - 3. Mostly interpersonal violence cases
 - 4. This includes weighing of evidence, types of evidence, etc.
 - 5. Dr. Johnson said that HR and student services should be involved any time student conduct is in question
 - 6. Students have to have the same training as the faculty on these panels
 - 7. Drs. Raphael and Johnson are working together on student conduct issues
 - 8. Dr. Raphael and Sally Havice are working together to have faculty training and possibly offer CTX credit for these trainings

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9. Contact President Lewellen if you would like to participate in these trainings

6. REPORTS

- a. Student Senate Liaison
 - B. Club info day September 7, 10 AM- 1PM and September 8, 5-8 PM
 - C. ASCC Senate elections September 14 and 15
- b. CCFF Liaison (Solomon Namala)
 - B. Town hall meetings Wednesday 4-6 in SS 307 and Thursday 2-4 PM in SS 139
 - C. Online voting for the contract next week There will be a one week window to vote
 - D. Attend the Board of Trustees meeting September 21 to show support for the contract
- c. Secretary (Dr. April Griffin)
 - B. No Report
- d. Senate Vice President (Scott O'Neil)
 - B. No report
- e. President (Michelle Lewellen)
 - B. No report

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