

**MINUTES**

	LAST NME	FIRST NAME	DIVISION	TERM
E	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	Griffin	April	Liberal Arts ( <b>Secretary</b> )	2018
E	Hoppe-Nagao	Angela	Liberal Arts	2017
E	Juntilla	Tim	Liberal Arts	2018
X	Krayer	Adelle	Health Occupations	2018
E	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
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
E	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	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
E	Ukita	Traci	Counseling	2017
E	Vega	Frank	Technology	2018

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X	Voorhies	Ann	Health Occupations	2017
X	Worrel	Dara	SEM	2017
X	Fierro	Jose	College President ( <i>Non-Voting</i> )	
X	Namala	Solomon	CCFF <i>Liaison</i> ( <i>Non-Voting</i> )	
	Kang	Ryan	Student <i>Liaison</i> ( <i>Non-Voting</i> )	

**GUESTS:** Shawna Baskette, Ana Torres-Bower, Jan Connal, Kimberly Rosenfeld, Dan Clauss, Mike Miles, David Moore, Cynthia Alexander, Kaitlin Scott, Sandy Marks, Bill Sparks

1. CALL TO ORDER (11:05 A.M.)  
Pledge of Allegiance
2. ANNOUNCEMENTS/INFORMATION ITEMS
  - a. Service Learning Presentation- Ana Torres-Bower, Jan Connal, & Kimberly Rosenfeld
  - B. Survey results from Spring 2016
    1. 74 faculty opened the link
    2. 1/3 have had experience with service learning
    3. Most had students practice a skill that students learned in the classroom in the “real world”
    4. Assessment occurs most frequently in one-on-one conferences and student written reflection
    5. Biggest issue was finding time for students to engage in service learning
  - C. Activities through CTX: What does service learning look like in the classroom
    1. October 27
    2. November 3
  - D. Listed in the flex reporter
  - E. In the spring there will be a follow up meeting to discuss the success of service learning projects
  - F. Service Learning: A Learning Community with Ana Torres-Bower, Kimberly Rosenfeld, and Jan Connal
    1. In the fall there are service learning opportunities in several learning communities
    2. In the spring there will be a learning community focused on service learning
  - G. Spring 2017: Kimberly Rosenfeld, Ana Torres-Bower, and Jan Connal will attend and lead a discussion at the Learning Community

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- Consortium at Cal Poly Pomona to encourage the development of learning community curriculum
- H. Offer a service to programs and groups to help build service learning into the curriculum of the group. Want to target groups that already exist: Learning Communities, Scholars Honors, Success Center, etc.
- b. Ryan Kang: Student Liaison
    - B. Thursday September 29, 2016 9:00 AM-4:00 PM. Active Minds is hosting “Send Silence Packing” a suicide awareness event.
    - C. Counselors onsite if students want to talk
    - D. Please encourage students to attend
  - c. Brittany Lundeen: Transfer Conference Friday October 7, 9:00 AM-1:30 PM in the Student Center. Lunch provided. RSVP on the transfer center website using the link to the Transfer Conference.
  - d. Julie Trager: Break the Cycle 9-28-16, Wednesday evening 5-6:30 FA 53
    - B. Focus on Cyberbullying and assisting those who may be abused
    - C. A semester by semester discussion group with different topics
- e. Program Excellence – Athletics – Dan Clauss
    - B. Finished 9<sup>th</sup> in National Learfield Cup standings
    - C. Finished 2<sup>nd</sup> in the NATYCAA Cup State Standings
    - D. Won three state championships (Women’s Tennis, Track and field, and Soccer)
    - E. Won 7 Conference Championships ( Women’s Cross Country, Soccer, Track and Field, Tennis, and Men’s Tennis, Basketball, and Football)
    - F. 107 student athletes transferred on scholarship to a 4 year university
    - G. Cerritos Student Athletes are under performing in math. The hope is to change this using the remote success center and other measures.
    - H. NCAA Division 1 transfer requirements
      - 1. Non-qualifier
        - a. Minimum 3 semesters as a full time student
        - b. Must earn an AA
        - c. Complete 48 transferable units that include:
          - i. 2 English courses
          - ii. 1 math course
          - iii. 1 natural or physical science course
        - d. Minimum 2.5 GPA to play
        - e. No more than 2 unites of PE activity toward GPA calculation and transferable degree credit
        - f. Meet the “40-60-80” progress rule
      - I. Data presented may be misleading because student athletes are all full time and the non-student athlete group includes all students full and part time.
      - J. Student athletes are under pressure to complete in a specific period because of scholarship opportunities that have time limits where a regular student may have less pressure (time wise) to complete

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degrees. Student athletes are wired differently, they may be a challenge in the classroom, and they are high risk students. Once students transfer to a 4 year university they move from high-risk to low-risk.—Russ May

- K. For some students athletics may be the only way to receive education
- L. Can the data be broken down by sport, gender, and full/part time students
  - 1. Yes, the next step is to break down data further
- M. Dr. Fierro: Athletics has had the highest rate of transfer they have had in the past couple of years, Student Athlete GPA is consistently higher than non-student athletes
- N. Dennis Falcon: applauded the athletics department for making the time and effort to support and encourage student athletes to complete, transfer, and succeed
  - 1. Could there be a standardized GPA check form including a specific timeframe
  - 2. Mike Miles: Grade checks should come out the 6<sup>th</sup> week and the 12<sup>th</sup> week. Math will have an additional GPA check the 3<sup>rd</sup> week.
  - 3. Send an all faculty email reminding faculty that GPA checks will be coming so faculty can be prepared with grades for the students

### 3. APPROVAL OF MINUTES

- a. Review, correct and approve minutes of 9/13/16
  - B. Motion to approve, Senator Soden with a second from Senator Soto
  - C. Senator Lundeen asked that the minutes be updated to reflect that there is 27 million in reserves in the minutes
  - D. Abstentions: Bill Sparks for Senator Hoppe-Nagao, Senator Krayner, and Senator Voorhies

### 4. APPOINTMENTS AND NOMINATIONS/ACTION ITEMS

- A. Student Equity – Brittany Lundeen
  - a. Will take over for Armando

### 5. STANDING COMMITTEE REPORTS

- a. Board Meeting – Michelle Lewellen
- b. Coordinating Committee – Michelle Lewellen
  - c. Will Cover in the reports

### 6. SENATE DISCUSSION/ACTION ITEMS

- a. Facilities Plan – David Moore
  - B. Will be in senate next week
- b. Canvas Update – Cynthia Alexander/Shawna Baskette

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- B. Things are moving along well, there are a variety of Canvas workshops: Student orientation and tour, course migration, a self-paced training
  - C. Instructor's toolkit can be found on the DE website. Click on Canvas and then look for Instructor's toolkit
  - D. Additional workshops: tool topics every other Tuesday at 1:30 PM, there are also clinics available (clinics do not include training it is just a step-by-step direction process) migration clinics are predominantly for people who encounter issues during the migration process
  - E. Look for the email newsletters to update for Canvas. These will come out as necessary
  - F. Kudos to Cynthia Alexander for the work put into this project to aid faculty in the process
  - G. The name will remain Canvas
  - H. Cynthia Alexander will be awarded Teacher of the Year by the California Association for Postsecondary Education and Disability.
- c. Tutoring Centers and Hours – Shawna Baskette
- B. Kaitlin Scott is the faculty 100% in the Success Center
    1. Office is LC176b
    2. Hours: Regular semesters 9 am-9 Pm (M-Th), Friday 9:00 to 2:00 PM and Saturday 10:00 AM to 3:00 PM
    3. English walk in tutoring: 96 hours
    4. 13 Disciplines specific tutoring
    5. Team Room
    6. 62 appointment hours
    7. 34 workshops per week
    8. Locations: Success Center (LRC), PST (science), FA (music), The Gym (team room)
    9. AIME program
      - a. Try to call it the AIME the A-me program
      - b. The success center would like it to be called aim as it is the "Aim for success" program
    10. 39 sections of embedded tutoring
      - a. Last semester the pilot of embedded tutoring had 13 embedded tutors.
        - i. There was a 10% increase in student retention in math
      - b. Embedded tutor process is difficult to get student in the classroom for tutoring support with the name requirement.
      - c. Is there flexibility with the embedded tutor model. Solomon would like to discuss alternative models.
      - d. Work on the tutoring hire process to increase speed so tutors may be available from first week instead of the sixth week
- d. Deadlines Link in Schedule of Classes – Gary Pritchard

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- B. Barb recommends a motion, Bill Sparks second
  - 1. Is it a link to a webpage or is it a link to a pdf
    - a. Ask to have it available to a pdf as well as a webpage
    - b. Abstentions Senators Soto and May

### 7. REPORTS

- a. College President (Dr. Jose Fierro)
  - B. Moving into a major gift campaign: gathering feedback
    - 1. Begin the campaign in January based on the feedback from the communities
- b. Student Senate Liaison (Ryan Kang)
  - B. Homecoming elections 28 and 29
  - C. ICC meeting BK111 September 29
  - D. Student Senate: The budget is on the agenda, it is coming soon
- c. CCFF Liaison (Solomon Namala)
  - B. Thanks to all who attended the board meeting last week
  - C. Contract was approved
  - D. Thanks to faculty, and senate in particular (especially Michelle) for passing resolutions in support of faculty
  - E. Budget issues are from before Dr. Fierro's time, but it may be due to the language used in budget presentations. Could the presentations be more realistic instead of gloom and doom
  - F. Retro checks expected in November
- d. Secretary (Dr. April Griffin)
  - B. Encourage advisers to attend student senate to get budget passed
- e. Senate Vice President (Scott O'Neil)
  - B. No report
- f. President (Michelle Lewellen)
  - B. Catastrophic illness
  - C. Disappointed in the budget presentation for senate
  - D. Need to focus on the reframing of the budget message. The way it is being presented it seems like the sky is falling. Worried that faculty and classified are being held responsible for the budget shortfall. Reframe as a let's work together and we can fix this as a unit instead of this is where we aren't succeeding
    - 1. Ali will present to the board October 5. He has assured us he will stay out of the classroom. Presenting ways to address revenue shortfall
    - 2. Dr. Fierro: let's stop the blame, everyone got a raise, the blame is unproductive. There is a manual that has to be followed from the Chancellor's Office. The board approves a one year budget (16-17). The money was saved last year, so the money to cover the deficit is available this year. Projections change, so the 17-18 budget can change.
      - a. If the classroom is cut, we cut our revenue. If we cut enrollment, we cut our available funding

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- b. How can we change projections.
    - c. Let's not engage in catastrophic conversations, we are only approving the budget for 16-17, and look for ways to cut spending and manage the projections.
  - 3. Solomon: In terms of vision of enrollment and FTES we should have a looking forward projection. We can be offering more FTES than we have funding for, use reserves in lean times. Need to have a more consistent message.
    - a. Enrollment management plan addresses this
    - b. Enrollment discussion should include a discussion of the long calendar and how it affects students. Specifically the intersession
- 8. ADJOURNMENT (12:29 P.M.)