

10/9/2018
 11:05 A.M.
 Cheryl A. Epple Board Room

MINUTES

| | LAST NAME | FIRST NAME | DIVISION | TERM |
|---|----------------|------------|-------------------------------------|-------------|
| X | Beyene | Aemiro | SEM | 2020 |
| X | Boutin-Vitela | Lisa | Fine Arts (Secretary) | 2019 |
| X | Cabuto | Froylan | Liberal Arts | 2019 |
| X | Casas | Ralph | Health Occupations | 2018 |
| X | Falcon | Dennis | Humanities/Social Science | 2019 |
| | Garriott | Don | DSPS | 2019 |
| X | Greenberg | Bruce | Business Education | 2019 |
| X | Griffin | April | Liberal Arts (President) | 2020 |
| X | Hammond | Robert | Part-Time Representative | 2019 |
| X | Hoppe-Nagao | Angela | Liberal Arts | 2019 |
| X | Hugen | Mark | SEM | 2019 |
| | Jensen | Debbie | HPE/A | 2019 |
| X | Juntilla | Tim | Liberal Arts | 2020 |
| X | Krayer | Adelle | Health Occupations | 2018 |
| | Lou | Rena | SEM | |
| X | Loera | Diane | Health Occupations | 2019 |
| X | Lovejoy-Robold | Niki | Liberal Arts | 2019 |
| X | LoVetere | Crystal | SEM | 2020 |
| X | Lundeen | Brittany | Counseling | 2019 |
| X | Maz | Andrew | Fine Arts (Vice President) | 2020 |
| X | Moore | Deb | Library | 2019 |
| X | Moriarty | Cindy | Business Education | 2020 |
| X | Mulleary | Joe | Technology | 2019 |
| X | Mullins | Terrance | Humanities/Social Sciences | 2019 |
| X | Obasohan | Victor | Humanities/Social Sciences | 2020 |
| | Richardson | Chris | HPE/Athletics | 2018 |
| | Salgado | Martin | Part-Time | 2019 |
| X | Soto | Armando | Counseling | 2018 |
| X | Stieber | Michelle | SEM | 2019 |
| X | Ukita | Traci | Counseling | 2019 |
| X | Vega | Frank | Technology | 2018 |
| X | Worrel | Dara | SEM | 2019 |
| | Rosenblatt | Stephanie | CCFF Liaison (<i>Non-Voting</i>) | |

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|---|---------|---------|---------------------------------------|--|
| X | Johnson | Heather | Student Liaison (<i>Non-Voting</i>) | |
|---|---------|---------|---------------------------------------|--|

Cerritos College
Faculty Senate

October 9, 2018
11:05 A.M.

Cheryl A. Epple Board Room

AGENDA

1. **CALL TO ORDER (11:05 A.M.)**
Pledge of Allegiance
2. **ANNOUNCEMENTS/INFORMATION ITEMS**
 - A. **Study Abroad in Florence—Lisa Boutin-Vitela and Stephen Clifford.**
 - a. Summer Session 2019 Florence Study Abroad (May 28—July 5, 2019) presentation.
 - b. Faculty were invited to think about future study abroad opportunities and interdisciplinary collaborations between faculty.
 - c. Future study abroad opportunities that offer course credit should be developed in coordination with Vice President Miranda.
 - d. Faculty can contact Dr. Clifford or Sen. Boutin-Vitela with questions about creating a study abroad program.
3. **APPROVAL OF MINUTES**
 - A. **Minutes for 10/2/18**
 - a. Motion for approval from Senator Hoppe-Nagao; seconded by Senator Juntilla.
 - b. Vote: Approved.
 - c. Abstentions: Senators Loera and Moriarty.
4. **APPOINTMENTS AND NOMINATIONS**
 - A. **Web Standards—2nd Thursday 10am**
 - B. **Student Life—First Thursday of the month, 1pm**
 - C. **Outstanding Classified—(substitute for fall semester only) One Thursday a month 10:00am-11:00am**
 - a. The committees above still need faculty representation.
5. **STANDING COMMITTEE REPORTS**
 - A. **Enrollment Management**
 - B. **Coordinating**
 - a. Administrative Procedures discussed: AP 5530 and AP 4024
 - b. Approved changes to Student Equity Committee to include Valyncia C. Raphael and Amber Dofner.
 - c. Approved Vice President hiring procedures that would include background checks by a third-party company.
 - C. **Planning and Budget—Cancelled**

D. Board Meeting

- a. Faculty members attended to speak about healthcare and negotiations.
- b. Some board members and Dr. Fierro will travel to China to explore educational partnerships.
- c. Resolution passed to support UndocuWeek.
- d. Resolution passed to support Measure BB for ABC Unified School District.

E. Curriculum—Carrie Edwards

- a. Department chairs worked in the skills lab with eLumen.
- b. Prof. Edwards discussed how data in eLumen is being cleaned up to prepare to accreditation.
- c. Faculty should contact Prof. Carrie Edwards and Phally Lay with any questions about eLumen. They will work with faculty at CTX.

6. SENATE DISCUSSION/ACTION ITEMS

A. AP 4024 The Credit Hour Calculation—April Griffin

- A. President Griffin presented about this new policy to establish protocol for credit unit.
- B. President Griffin has been in discussion with Chaffey College about its policy.
 - i. Motion for approval with Senator Hoppe-Nagao's proposed amendment by Senator Juntilla; seconded by Senator Soto.
 - ii. Voted: Approved.
 - iii. Abstentions: Senators Falcon and Cabuto.

Goal D – Improving Internal and External Communication

Goal A—Strengthening the culture of completion

Goal F—Enhancing Organizational Effectiveness

B. AP 5530—Grade Grievances—April Griffin/Elizabeth Miller

- A. The new procedure provides a deadline for a student to sign the grade grievance form to proceed with their case after submitting the initial grade grievance form.
- B. The new procedure also extends the deadline for division deans to review cases from 10 to 15 days.
- C. Senator Hoppe-Nagao requested that language is included to indicate that summer session (Monday through Thursday) is included as part of the calendar of normal college business.
- D. Revisions will be brought back to the Faculty Senate.

Goal D – Improving Internal and External Communication

Goal F—Enhancing Organizational Effectiveness

C. Student Conduct Coordinator—April Griffin/Elizabeth Miller

- A. President Griffin is working to clarify the job description and reassigned time for the Student Conduct Coordinator position.
- B. Coordinator would work with Dean Miller to create trainings and develop outreach programs.
- C. Coordinator and Dean Miller will partner with Faculty Senate to ensure coordinator is achieving goals.

D. Senator Worrel suggested removing language about the coordinator being the first point of contact for grievances.

E. Senator Falcon explained that the position time requirements need to be consistent with the faculty contract.

F. Revisions will be made about first point of contact and time requirements. Description will be brought back to Faculty Senate at the next meeting on Oct. 23, 2018.

Goal F – Enhancing Organizational Effectiveness

Goal D – Improving Internal and External Communication

Goal C – Promoting Leadership and staff development

D. Professional Conduct Document—Tim Juntilla

A. Language revised to remove mention of CCFF from preamble.

CCFF eboard decided that they do not want to be included at this time. One of the reasons is that they have not negotiated a just cause article, so there is nothing in the contract that would apply to this type of situation or provide limits on a response. CCFF would prefer to negotiate appropriate language before they will be included in this sort of policy.

B. Faculty Senate will continue to be included in the preamble language.

C. Motion for approval: Senator Hoppe-Nagao; seconded by Senator Mullins

D. Vote: approved

E. No abstentions

Goal F – Enhancing Organizational Effectiveness

Goal D – Improving Internal and External Communication

Goal C – Promoting Leadership and staff development

7. REPORTS

A. Student Senate Liaison (Heather Johnson)

a. Senate Committees have been established.

b. Zombie Fest is coming up.

B. CCFF Liaison (Stephanie Rosenblatt)

a. Stephanie Rosenblatt was away due to a meeting. CCFF was represented by Ralph Casas.

b. He reiterated that CCFF would like to negotiate a just cause article before being included in faculty professional conduct document.

C. Secretary (Lisa Boutin-Vitela)

a. Last Florence study abroad information sessions: Tues., Oct. 16 at 11 am (FA 134) and Wed., Oct. 17 at 3 pm (LA 103).

b. LACMA Curator Jennifer King will be presenting about an upcoming photography exhibition: Tues., Oct. 23 at 1 pm (FA 134).

D. Senate Vice President (Andrew Maz)

a. Burnight Studio Theatre: Oedipus the King: Oct. 12-14

b. Burnight Center Theatre, Jazz Pianist Tamir Hendelman: Oct. 18 at 7 pm.

c. There have been delays in purchasing software. Vice President Lopez and Universal Access Task Force will be contacted again about speeding up this process.

E. Senate President (April Griffin)

- a. The Itinerary for Falcon Day on Nov. 2 was distributed. Forms can be submitted to Human Resources.
- b. Campus climate survey will open soon. Faculty will receive information via email.
- c. Faculty were encouraged to work on eLumen with Phally Lay and Carrie Edwards.

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