

SENATE COMMITTEE ON PROFESSIONAL RELATIONS

Minutes

11 a.m., Tuesday, April 23, 2024

Zoom

Call to Order: 11:05 a.m.

Quorum Met: Yes

Facilitator: Chad Greene

Members Present:

Sherryl Carter, ACCME – Adult Education
Michelle Fagundes, Liberal Arts
Berenice Gallardo, Counseling
Kari Hemmerling, Kinesiology
Dahlene Holliness, Student Accessibility Services
Phuong Nguyen, Science, Engineering, and Mathematics
Paula Pereira, Library
Rossi Petrova, Technology
Sarah Pirtle, CSEA – Media Services
Veronica Sanchez, Humanities and Social Sciences
Pamela Sepulveda, ACCME – Falcon’s Nest

Members Absent:

Robert Campolo, Fine Arts and Communications
Lydia Cosio, Health Occupations
Peter Moloney, Business Education
Fatima Oregon, ASCC

1. Approving: Minutes from February 27 Professional Relations Committee Meeting

- a. Because the committee did not meet quorum for the March 19 meeting, the minutes from the February 27 meeting were brought back for approval at the April 23 meeting. Michelle Fagundes made a motion to approve the minutes from the committee’s meeting on February 27, which was seconded by Rossi Petrova. The minutes were approved.
- b. Michelle Fagundes also made a motion to approve the minutes from the committee’s meeting on March 19, which was also seconded by Rossi Petrova. Those minutes were also approved, with Sarah Pirtle abstaining.

2. Sharing: Details About the Outstanding Faculty Awards Ceremony

- a. With the assistance of Monica Acuña in Staff Development, we booked the Conference Center for our Outstanding Faculty Awards ceremony, which were scheduled to be held from 11 a.m. to 12:15 p.m. on Thursday, April 25. Acuña also booked Culinary Arts to provide food and drinks for the event and arranged for the linens for the tables. (The menu was set to be “BBQ Buffet #2,” and a vegetarian option would be available.) The president of the college, Jose Fierro, was invited to officially welcome everyone at

the start of the ceremony. Acuña suggested that Professional Relations Committee members could help “break down” after the ceremony – collect items left on the tables, help put tables back on carts, etc.

b. Acuña ordered the plaques and medals for our twenty Outstanding Faculty Award winners.

c. Margo Winners in Public Affairs was finalizing the program for the ceremony, which would include photos and bios of the award winners as well as blurbs from their respective deans. Greene helped edit the contents of the program for length, when necessary.

d. David Rincon in Media Services was creating the video to honor our Most Outstanding Faculty Award winner, Ken Matsuura.

e. After consulting the “scripts” from the last two Outstanding Faculty Awards ceremonies held in person, Greene put together a script for this year’s ceremony. Taking into consideration feedback that he received during the week of April 15, he wrote a revised draft of this script.

4. Encouraging: All Committee Members to Complete the Shared Governance Self-Evaluation Survey by May 17

a. Greene reminded the committee members that the college was asking all of us who serve on shared governance committees – such as our Professional Relations Committee – to complete an annual self-evaluation survey by Friday, May 17.

b. One of the questions on the survey was whether we accomplished our set goal(s) for this year. Greene reminded the members that, at our committee meeting in October, we voted to set one primary goal for the 2023-2024 academic year: “To recognize and reward faculty excellence at Cerritos College through the presentation of the Outstanding Faculty Awards at a ceremony at the end of spring semester.” Thanks to all our respective contributions to our committee’s work this year, we were on track to do just that at our Outstanding Faculty Awards ceremony on Thursday, April 25.

c. Greene shared that the survey would also ask us to map our committee’s goal to at least one goal in the college’s Educational Master Plan (EMP). Greene didn’t think that there was a perfect fit in the old EMP for our work, but his suggestion was that we might best “map” to the specific aspect of “Goal C: Promoting Leadership and Staff Development” that was labelled as “C8: Identify strategies to improve coordination across academic departments, work more collaboratively, and increase employee satisfaction and retention.” Greene argued that the presentation of the Outstanding Faculty Awards is a way to increase employee satisfaction – and, hopefully, retention.

d. Greene provided the committee members with the link to the survey and reminded them it was also in an email he sent to them on April 19.

5. Soliciting: Items from the Floor

a. Pamela Sepulveda suggested instituting a post-event survey for the committee members to fill out after the Outstanding Faculty Awards ceremony, with basic questions asking what worked well as well as what could have been better. She also suggested adding a field for additional comments.

Meeting Adjourned: 11:36 a.m.