

SENATE COMMITTEE ON PROFESSIONAL RELATIONS

Agenda

11 a.m., Tuesday, October 15, 2024

Zoom

1. Welcoming: Confidential Employees Representative Wendy Thomas

2. Approving: Minutes from September 17 Meeting Professional Relations Committee Meeting

3. Reviewing: Timeline for Our Work Toward Our Goal

a. During the September 17 meeting, the committee decided that we would have one primary goal for the 2024-2025 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.”

b. We aligned that goal with Lever D (“Institutional Health”), Strategy D.2 (“Invest in our employees to facilitate excellence at all levels of service to our students”) in our Students First Framework.

c. As of this month, here are the remaining steps our traditional timeline toward accomplishing our goal:

i. **October:** Nominations for Outstanding Faculty Awards open in middle of month; committee members help promote – for example, by displaying posters in public spaces in their respective areas of campus

ii. **November:** Nominations for Outstanding Faculty Awards close at end of month; committee members continue to help promote – for example, by sharing information at their respective division meetings; committee finalizes timeline for review of nominations

iii. **December:** Committee members begin their review of nominations

iv. **January:** Committee members discuss nominations and rank finalists for awards

v. **February:** Committee members cast final votes for award winners, including one Most Outstanding Faculty, up to ten full-time Outstanding Faculty, and up to ten part-time Outstanding Faculty; chair presents information on award winners to president of the Faculty Senate

vi. **March:** Committee members work on logistics associated with awards ceremony

vii. **April:** Outstanding Faculty Awards are presented to winners at ceremony

4. Reviewing: Draft of Standard Statement for Faculty to Promote Nominations for Awards

a. During our September meeting, the committee revisited the idea of providing faculty with a suggested “standard statement” for encouraging students to submit nominations for the Outstanding Faculty Awards, with the goal of minimizing the perception the faculty were attempting to solicit nominations for themselves.

b. After receiving feedback from our members, Chair Chad Greene has prepared this draft of the “standard statement” for the committee to review: “The Professional Relations Committee at Cerritos College organizes the annual Outstanding Faculty

Awards. That committee is inviting members of our college community – and, especially, students – to submit nominations for this year’s Outstanding Faculty Awards until November 30. For the purposes of these awards, *faculty* means employees of Cerritos College who serve as full-time or part-time professors, counselors, librarians, or faculty in student services (Student Activities, Student Accessibility Services, and Career Center). The committee is accepting nominations for the 2024-2025 Outstanding Faculty Awards through the form on its website, which is www.cerritos.edu/professional-relations.”

c. After reviewing this draft, does the committee have any additional feedback on this “standard statement”?

5. Strategizing: How to Promote the Nominations for Outstanding Faculty Awards

a. Thanks to committee member Sarah Pirtle, who has designed a poster to promote the nominations for this year’s Outstanding Faculty Awards and printed copies for us to display in public spaces in our respective areas of campus. Last week, Pirtle placed one large 11x17 and three 8.5x11 prints in each of your mailboxes. Please let Pirtle know if you are working remotely or will not be able to collect your posters, so you can work out something else.

b. Pirtle has also reached out to Aya Aoki in Public Affairs, to ask for the information in about the award nominations to be shared in the Daily Falcon through the end of November.

c. Does the committee have additional suggestions for getting the word out to the college community?

6. Considering: Proposal to Honor Our Late Colleague John Haas at the Awards Ceremony

a. At the end of September, we learned that our colleague Dr. John Haas in the History Department had died. Haas had taught at Cerritos College since 1998, and he was one of our Outstanding Faculty Award winners for 2000-2001 as well as our Most Outstanding Faculty Award winner for 2006-2007.

b. Our fellow committee member Sarah Pirtle has asked that we consider honoring Haas in some way at our Outstanding Faculty Awards ceremony this spring.

c. What are the committee’s thoughts on this?

7. Soliciting: Items from the Floor

Our Next Meeting: 11 a.m. on Tuesday, November 19, 2024