

SENATE COMMITTEE ON PROFESSIONAL RELATIONS

Minutes

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

Zoom

Call to Order: 11:03 a.m.

Quorum Met: Yes

Facilitator: Chad Greene

Members Present:

Sherryl Carter, Continuing Education (ACCME)
Berenice Gallardo, Counseling
Dahlene Holliness, Student Accessibility Services
Peter Moloney, Business Education
Phuong Nguyen, Science, Engineering, and Math
Paula Pereira, Library
Rossi Petrova, Technology
Wendy Thomas, President's Office (Confidential)

Members Absent:

Rob Campolo, Fine Arts and Communications
Anne Contreras, Health Occupations
Kari Hemmerling, Kinesiology
Michelle Kim, Liberal Arts
Sarah Pirtle, Media Services (CSEA)
Veronica Sanchez, Humanities and Social Sciences
Pamela Sepulveda, Falcon's Nest (ACCME)

1. Welcoming: Confidential Employees Representative Wendy Thomas

a. The Professional Relations Committee welcomed its newest member, Wendy Thomas, who is our first representative of the confidential employees at Cerritos College.

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

a. Berenice Gallardo made a motion to approve the minutes from the committee's meeting on September 17, which was seconded by Sherryl Carter. The minutes were approved.

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. During our October 17 meeting, we reviewed the remaining steps in 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 its 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 prepared this draft of the “standard statement” for the committee to review during its October meeting: “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, the consensus of the committee was to approve this “standard statement.” Greene promised to incorporate it into the email he would be sending to the college community to announce the opening of the nomination period for the 2024-2025 Outstanding Faculty Awards.

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

- a. Greene expressed gratitude for the efforts of committee member Sarah Pirtle, who 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. At the end of the week October 7, Pirtle placed one large 11x17 and three 8.5x11 prints in the committee members' mailboxes in the Administration Building. Greene asked any committee members who were working remotely to please let Pirtle know if they would not be able to collect their posters, so they could work out an alternative.
- b. Pirtle had 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. After Greene asked for additional suggestions for getting the word out to the college community, committee members made the following suggestions: asking the Learning and Career Pathways (LCPs) faculty representatives to share the information with their respective students, asking Elizabeth Miller for help distributing the info on the Associated Students of Cerritos College (ASCC) social media accounts as well as the Falcon Wall on the Cerritos College app, asking for Catherine Lu's assistance in sharing it on the college's social media accounts, and asking Shawna Baskette and Dave Gunn to post an announcement on our instance of Canvas. Greene promised to reach out to all of those potential collaborators, to ask for their assistance in spreading the word.

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 asked that the Professional Relations Committee consider honoring Haas in some way at our Outstanding Faculty Awards ceremony this spring.
- c. In a thoughtful conversation, multiple members of the committee expressed their sadness at the loss of our respected colleague, Dr. Haas. Ultimately, the committee did not yet make a decision about a tribute — in part, because the ceremony isn't until April, and we only had just over half of the committee members present. But the flow of the discussion was leading toward a more-inclusive recognition of all faculty — and former faculty — who had passed away within a set period of time. (Say, within a given academic year.) Specific suggestions along those lines were providing a list in the program of faculty who have passed away, observing a moment of silence, and/or lighting a candle during the ceremony.

7. Soliciting: Items from the Floor

- a. There were no significant items from the floor.

Meeting Adjourned: 11:40 a.m.