

**ACADEMIC SENATE**  
**Approved Minutes for October 26, 2017**  
**Place: CCC – 414 3:00 pm to 5:00 pm**

<b>ACADEMIC SENATE OFFICERS</b>		<b>PRESENT</b>
President	Bryan Seiling	<b>X</b>
President-Elect	Craig Goralski	<b>X</b>
Secretary	Joel Gober	<b>X</b>
Treasurer	Michael Klyde	<b>Absent</b>
Curriculum Chair	Mark Majarian	<b>X</b>
<b>ACADEMIC SENATORS</b>		
Business/CIS	Bret Clarke	<b>X</b>
Career Tech. Education 1	Carlos Urquidi	<b>X</b>
Career Tech. Education 2	Michael Klyde	<b>Absent</b>
Counseling 1	Mymy Lam	<b>X</b>
Counseling 2	Yolanda Duenas	<b>X</b>
Fine Arts 1	Katalin Angelov	<b>X</b>
Fine Arts 2	Paul Paiement	<b>X</b>
Health Science 1	Damon de la Cruz	<b>Absent</b>
Health Science 2	Dave McCament	<b>X</b>
Health Science 3	Lynn Mitts	<b>X</b>
Language Arts 1	Susan Klein (Ruth Gutierrez for SK)	<b>X</b>
Language Arts 2	Keith Vescial	<b>Absent</b>
Language Arts 3	Kathy Wada	<b>X</b>
Library/Learning Resource Center	Billy Pashaie	<b>Absent</b>
Physical Education	Bill Pinkham	<b>X</b>
Science, Engineering, Math 1	Adam Eckenrode	<b>X</b>
Science, Engineering, Math 2	Joel Gober	<b>X</b>
Science, Engineering, Math 3	Garet Hill	<b>X</b>
Social Science 1	Gary Zager	<b>X</b>
Social Science 2	Jason Thibodeau	<b>X</b>
Adjunct Senator 1	Tonya Cobb	<b>X</b>
Adjunct Senator 2	Jaclyn Magginetti	<b>X</b>
Adjunct Senator 3	Nicole Neitzke	<b>Absent</b>
<b>LIAISONS</b>		
Accreditation Self Study	Liana Koeppel	<b>X</b>
AdFac	Tonya Cobb	<b>X</b>
Associated Students	Kami Olimberio	<b>X</b>
Campus Diversity	Maha Afra	<b>Absent</b>
Campus Technology	Pete Molnar	<b>Absent</b>
CC Foundation	Damon de la Cruz	<b>X</b>
CTE	Carlos Urquidi	<b>X</b>
Distance Education	Kathleen McAlister	<b>X</b>
Program Planning and Review	Jolena Grande	<b>X</b>
Professional Development	Ruth Gutierrez/(Michael Brydges)	<b>X</b>
Student Success Committee	Keith Vescial	<b>X</b>
Student Learning Outcomes	Christie Diep	<b>X</b>
United Faculty	Tina Johannsen	<b>X</b>
<b>GUESTS:</b> Ashley Griffith, Student Equity Special Project Director; Kathleen Reiland, CTE Interim Dean; Rebecca Gonzalez, Puente Ambassador; Jeremy Peters, CTE/HRE		

- I. After establishing a quorum, Academic Senate President Seiling called the meeting to order at 3:00 pm with no alternates in attendance.
- II. **Adoption of the Agenda:** A motion was duly made to adopt the agenda as published with four revisions to accommodate guests and to expedite time sensitive issues. Item IX Faculty Issues – New Business A, Lab Parity Issue to be moved to 3:10, C Adoption of Canvas to 3:30, Item VIII Faculty Issues - Old Business A, presentation of the Integrated Plan to 4:00, and E, Accreditation Faculty Reassign Time to 3:45. The motion carried and the agenda was adopted without objections or abstentions.
- III. **Approval of Minutes:** Motion to approve the September 28th minutes was approved without objection and with two abstentions (Wada and Johannsen).
- IV. **Public Commentary:** None
- V. **Faculty Announcements and Invitations:**  
Kathy Wada noted and was proud to report that language in support of ESL was incorporated into California law, namely AB-705.  
Tina Johannsen reports UF will have the next thing on the 24th at the Starting Gate.  
Keith Vescial stated that the benefits workshop went well, and that happy hour is coming up.  
Craig Goralski attended the ASCCC with Jolena Grande and commented upon the importance of faculty taking ownership of Guided Pathways to insure that it is relevant to our specific campus.
- VI. **Special Reports**
- A. Associated Students:** Associated Students representative to the Academic Senate, Kami Olimberio stated they attended the CCCSA leadership conference and learned that Cypress College is recognized for having a uniquely successful food bank program. The success is attributed in part to outstanding faculty support for the program at Cypress College compared to other colleges. Associated Students thanked faculty for their support. United Faculty was recognized for making a contribution to the food bank program. Juliet Morris Elementary School (K-6th) donated over a thousand cans of food to the food bank program. The senate was reminded that anybody can make a monetary donation to the program through the Cypress College Foundation. The Cedars-Sinai Medical Center blood drive was a success with 311 student volunteering to donate with about 269 actually donating!
- B. United Faculty:** An email from Dale Craig regarding negotiations will be sent out.
- C. Adjunct Faculty United (ADFAC):** ADFAC is discussing ways to contribute to the food bank as well. Two paid positions are still open and recruitment is ongoing. The positions are Committee on Political Education (COPE) Chair, and

Negotiating Committee Member. There is also a technology Coordinating Council position available. If interested please contact ADFAC at (714) 524-5759 or union @adfacunited.org. Job descriptions can be found at www.adfacunited.org. The negotiations team will have a mediation session with the District on October 31st, which is required step of the **impasse process**. Special thanks were given to president Schilling, trustee Ed Lopez and former UF president Johannsen for attending the "Back to School" party along with the executive board and about 60 part-timers. The next meeting is Friday November 17th at 12:30 at the ADFAC office located at 305 N Harbor Blvd., Suite 313, Fullerton.

**D. Professional Development (PD):** Senator Gutierrez reported 11 proposals for spring 2018 Flex activities were approved from the following departments/divisions, Communication Studies, MAD and Music Departments, Health Science Nursing Psychiatric Technology Health Information Technology, Fine Arts, 2 from Kinesiology, ESL, CTE Division, 2 from MATH, and one from History Department. Professional Development workshops are planned for AB540 (DACA), Study Aboard, and Curriculum. Eleven conference funding requests were fully or partially funded and the request takes at least 2 weeks to be approved.

**The next funding request deadline in February 2018.** Two special events are being supported by Professional Development, 1) Cultivating the Courage for Racial Justice by Chris Crass at 4:00pm today, and 2) Liberty Leadership: From Institutional Oppression to Justice by Jordana Peacock on Friday October 27th, 9:00-12: HUM-136. Many more updates will be sent by email. Please stay tuned for the published Curriculum Committee Agenda as to when they will take up the issue of classroom seat count.

**E. Curriculum Committee:** Business is moving on schedule. The District Curriculum Coordinating Committee is asking if the 2007 seat count document needs revision or expansion. President Schilling would like the Cypress College Curriculum Committee to review and discuss the document with regard to seat count designations, but chairman Majarian said the committee is too busy approving curriculum to look into the matter at this time. The committee will take up the matter in spring.

**F. Academic Senate Treasurer's Report:** No report.

**G. Cypress College Foundation:** President Seiling clarified the details of senator de la Cruz's appointment to be the Foundation Liaison. Cliff Lester is the official liaison but is on sabbatical, so Cruz is the acting substitute until Lester returns.

**H. Student Success Committee:** No report.

**I. Student Learning Outcomes Assessment:** SLO liaison Diep recognized Kathleen Reiland for her outstanding work and contributions to the college. The senate spontaneously erupted into a round of unanimous applause!

**J. Program Review:** Nine of the twelve long forms for comprehensive review were received by the committee. Thanks to the programs in compliance including Anthropology, Biology, English Reading, ESL, Ethnic Studies, History, Music, Philosophy (why?), and Physical Science. The committee is waiting on the long forms from Library, Foreign Language, and English. The presentations will be given on the 13th of November at 3:15 pm.

**K. Accreditation Self Study:** Liana Koepfel commented that omissions of SLOs in course syllabi is not as bad as first thought because one of the offending courses included the SLOs but did not title them properly because it was titled Standards, and the other offending courses had an overarching syllabus which did have SLOs.

**L. District Council on Budget and Facilities (CBF):** No report

**M. Diversity Committee:** No report.

**N. CTE:** No report.

**O. Distance Education (DE):** Coordinator Kathleen McAlister offered to make live presentations of Canvas to any interested parties.

## VII. President's Report and Committee Appointments

The Senate made the following appointments by unanimous consent:

- 1) Alan Ransom for the Comprehensive Evaluation Committee for Chin Pham
- 2) Dan Snook for the Director of Campus Safety Hiring Committee

Guided Pathways: It is a work in progress.

ASCCC Awards: The senate nominated Susan Johnson for the state Hayward award and Maha Afra for the state Diversity award by unanimous consent.

Congratulations once again to Susan Johnson and Maha Afra.

Grade Submission Deadline: District IT says please submit grades by Thursday December 21st because on the December 22nd the network will go down for scheduled maintenance until January 2nd. **The absolute deadline for submitting grades is January 2nd** when the network comes back up. If you cannot submit grades by December 21st, then good luck submitting grades on January 2nd! The January 2nd deadline is dictated by State Financial Aid constraints. **The senate opposes the disruption of District network service from December 22nd until January 2nd and how the decision was made unilaterally by the District.** The

senate is in agreement to make the absolute submission deadline January 2nd to accommodate state financial aid restrictions.

## **VIII. Faculty Issues—Unfinished Business**

### **A. Presentation of the Integrated Plan**

Ashley Griffith, Student Equity Special Project Director asked for comments about the draft copy of the Integrated Plan that she presented to the senate at the last meeting. The senate recognized and thanked director Griffith for her outstanding work and contributions to Cypress College and wished her well at her next assignment. A motion was made for the senate to endorse the plan as presented. The motion passed without objections and with one abstention from senator McCament.

### **B. Further Revision of Senate By Laws**

Not presented. To be taken up at the next senate meeting.

### **C. Resolution in Reaction to Charlottesville**

Not presented

### **D. Guided Pathways.**

Not presented.

### **E. Accreditation Faculty Chair Reassign Time**

President Seiling invited Jolena Grade to speak to the issue of accreditation faculty chair reassign time for ACCJC accreditation follow-up and implementation of plans for improvement and QFEs. 100% reassign time is equal to 40 hours of work a week, and the senate recognized and enthusiastically thanked Liana Koeppel for working as much as 80 to 100 hours a week during the accreditation process. A motion was made to increase the reassign time from 40/60 to 80/100% going forward. The motion was passed without opposition, and with Curriculum Chairman Majarian abstaining.

### **F. ASCCC Awards**

Please see under the presidents report.

## **IX. Faculty Issues—New Business**

### **A. Lab Parity Issue**

President Seiling noted that the lab parity issue was placed on the negotiations list and recognized Jeremy Peters, culinary arts, to speak in favor of the issue, stated that lab instruction effort is equal to or greater than what an instructor does in lecture, including active instruction, individual instruction, group instruction, demonstrations, lectures, collaborative activities, and grading of outside of lab assignments such as journals, reports, and recipes. Senate members were invited to attend any lab.

Dale Craig reported that UF and District HR have been negotiating for about a year regarding the lab parity issue. The district has put all the science and CTE deans the committee and have formulated a 3 stage process to parity. Stage I completed; the district and UF both **agree that there is a discrepancy and that instructors should be paid equally** for lab and lecture hours if the work load is the same. Stage II completed; define the criteria to identify which labs are equivalent to lecture. Stage III unfinished; define the process where the criteria can be used to identify which labs qualify for parity. UF has surveyed other colleges and found many have accomplished parity and UF is emulating their successful process. Senator Pinkham mentioned that physical education and kinesiology labs require the same or more instructor effort than their associated lecture classes.

**B. Fall Grade Submission Deadline** Please see discussion in VII, President's Report.

**C. Adoption of Canvas on Non-Distance Education Courses**

Kathleen Reiland, Christie Deep, and Kathleen McAlister demonstrated on how to log into eLumen and some of its functionality with respect to SLO data input. eLumen will also be embedded in Canvas for easy access. The plan is to give every adjunct and full-time instructor a Canvas shell for grades and SLO assessment in order to streamline the process. Canvas also integrates with Cranium Cafe (student counseling and support service). Cypress College has already purchased Cranium Cafe. A motion was made by senator Thibodeau for academic senate to **endorse** the adoption of Canvas, and to have the DE coordinator send out a faculty survey for assessing faculty support of BlackBoard or Canvas. Senator Zager commented that the senate should not take a position to endorse Canvas until the results of the faculty survey is known. The motion was denied by a vote of 8 in favor to 10 no. A motion was made by senator Zager for the DE coordinator to send out a survey to all adjunct and full-time faculty. The motion was passed without objection and with abstentions from senators Urquidi, Pinkham, and Thibodeau. Then a motion was made by senator Thibodeau to "give coordinator McAlister what she wants" and that is for Academic Senate to **recommend** the move to Canvas. The motion was approved by a vote of 13 yes to 5 opposed with no abstentions. (Secretary's comment: Huh, what happened?)

**D. Graduation 2018**

Senator McCament asked the senate for support and guidance in the design of the B.A. diploma, graduation regalia, and graduation ceremony participation. The senate supports the decision of the Mortuary Science Program to design the style of the B.A. diploma and graduation regalia, and to include the graduates in the regular graduation ceremony as a special seating section with special recognition. The program will report back to the senate at a later date and show the chosen styles.

**Adjournment:** A motion was duly made and carried to adjourn at 5:10 pm.

Respectfully Submitted,

Joel Gober  
Academic Senate Secretary

The Minutes of all Academic Senate meetings can be found at  
<http://www.cypresscollege.edu/facultystaff/senate>.