## Official Minutes

### Regular Meeting • October 27, 2009

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Guests: Linda Lacy, Bill Farmer, Ellen Horvath, David Young, Gary Cain, Oscar Franco, Nina Motruk, Rosa Castaneda, ASCC (6 student representatives),
MINUTES

CALL TO ORDER AND
PLEDGE OF
ALLEGIANCE

The meeting began at 11:09 a.m. The flag salute was led by Senator Ernest.

MINUTES

Motion: It was moved by Vice President Hoppe-Nagao and seconded by Senator Juntilla to approve the minutes of 10/13/09.

Action: Motion was unanimously approved.

REPORTS

President

President Moore reported on her attendance at Homecoming. Additionally, she reported that Student Health Services Director, Nancy Montgomery, forwarded a list of referrals. She also provided a booklet with information about the flu. The documents will be available to view in the Senate office.

Vice President

Vice President Hoppe-Nagao reported that students in the speech department are conducting informative speeches in line with the iFALCON campaign, which is giving faculty unique teaching opportunities. They hope to be able post some of the speeches online. Vice President Hoppe-Nagao encouraged faculty to think of ways to incorporate iFALCON into their classes and assignments.

Secretary

Secretary Ukita reported that she recently attended a conference at Cal State Long Beach. Because CSULB is doing much downsizing with respect to student enrollment right now, they expect to have a bit more room to accommodate new students come fall 2011. Secretary Ukita further reported that CSULB is openly discouraging students who do not have a 2.5 transferable GPA from applying.

CCFF Liaison

President Stolze was unable to attend the meeting. President Moore reminded the body that President Stolze recently sent out the tentative agreement.

Student Senate Liaison

Mr. Silva made the following announcements:

- There will be a Halloween costume contest on Thursday at 11:00 a.m. in Falcon Square.
- Applications for the leadership conference will be available in Student Activities on Monday, November 2nd at 8:30 a.m. The conference will take place in San Diego on January 5-7, 2010. Students will need to provide a $50 cash deposit.
- Awards applications are out. Students actively involved should be encouraged to apply.
- The food drive is currently taking place. Students can earn one Show Pride point per 10 canned goods. Up to two points total may be earned.
OFFICIAL MINUTES

- The Dental Hygiene students won for the best overall Homecoming float; the Student Veterans candidate was crowned Homecoming Queen.

College President

President Lacy reported that she also attended Homecoming, which she described as being a great day and a great event. She made reference to being a Falcon now, which is great because Cerritos won 58 to 17 (against Riverside, where she has previously been president). President Lacy further reported that the Accreditation Committee, as approved by the Coordinating Committee, is going to meet soon, because work needs to be done on the progress report, which is due in March. She noted that one of the emphases she wants to see is the Strategic Plan. An extension of the old plan was approved by the Board last year, but it is important that it be updated and corrected, and needs to be in good shape by January. It will be a joint task between the Accreditation Committee and the Planning & Budget Committee.

President Lacy distributed copies of her goals for the academic year, which she was required to submit to the Board a couple of weeks ago. She invited faculty to forward comments and feedback anytime, and stated that in the future would like some input from the Senate. President Lacy placed particular emphasis on her goal of facilitating a governance structure that is open and transparent.

APPOINTMENTS AND NOMINATIONS

President Moore reported that three faculty members will need to serve on the selection committee for the Vice President of Business Services. She recommended three faculty who have volunteered to serve: Solomon Namala, Bernie Negrete, and Traci Ukita.

Motion: It was moved by Senator Juntilla and seconded by Senator Wilson to approved Solomon Namala, Bernie Negrete, and Traci Ukita to serve on the committee.

Action: Motion was unanimously approved.

ANNOUNCEMENTS/INFORMATION ITEMS

Dr. Bryan Reece will be presenting the draft of the Student Success Plan on Thursday, October 29th at 11:00 a.m. in the Teleconference Center. There will be cookies!

Student Majors

President Moore explained that the Academic Excellence Awards are coming up, and it is easier to identify students if they have a declared major. If students have decided on a major, they should be encouraged to officially declare it. There was some question as to whether or not students could change their majors without having to come to campus. President Moore indicated she would follow up.

Other Announcements

Senator Mellas reported that according to the minutes of a committee that recently reported to the Coordinating Committee, and whose work is strictly related to academics, all but one of the faculty members on the committee attended their last meeting. Senator Mellas asserted that faculty are not attending committee meetings and will lose their role in
shared governance and academic issues. He warned that faculty must maintain control of academic issues or will suffer the consequences.

Chair of the Senate Committee on Professional Relations, Nina Motruk, announced that the nomination period for Outstanding Faculty Awards will begin on Monday, November 2nd, and will close on Wednesday, December 2nd. Anyone is welcome to nominate candidates. The nomination form will be available online. Ballot boxes will be placed in the usual areas (e.g., division offices, Admissions & Records, Student Activities, etc.).

Professor Motruk additionally reported that the committee still needs a faculty representative from the Liberal Arts and the Humanities/Social Sciences divisions.

Vice President Hoppe-Nagao provided a brief summary of discussion that took place a recent Curriculum Committee meeting. The discussion centered on courses that are in the catalog, but are not being taught. The committee discussed the idea of classes that have not been taught in a long time being moved to an inactive list. It was suggested that the identification of and possible inactivation of such classes be tied to the program review process. Every six years, when departments go through program review, they would be asked to review their course offerings. If certain classes have not been taught three to five years, the departments could consider moving them to an inactive list. (Once they are inactive, they would be removed from the catalog; however, they could be reactivated later.) Then, six years later, when departments go through program review again, they would review those courses again. If they are still inactive, then departments would discuss if there is still a need for the classes, and, if not, they might consider deleting them.

Vice President Hoppe-Nagao fielded some questions. In doing so, she clarified that after classes are moved to inactive status, departments would have the opportunity to make them active again if they wish, and it would be a simple process. Also, departments would not have to spend their energies on some of the updating efforts on the classes that are inactive.

Words of caution and other points of consideration were offered:

- Once a course is on the inactive list, it may be hard to justify reactivating it. To address this concern, Vice President Farmer asserted that would not happen. The faculty are the experts in curriculum, and it would be a faculty decision if a class should be reactivated, though they may also have to decide what other class would not be taught. He also emphasized that it is important to clearly communicate to students which classes in the catalog are being offered.
- Getting something through curriculum is not an effortless process. There should be clear procedures.
- Will this affect articulation agreements?
- Putting a course in hibernation mode should not automatically put it on a track for deletion. Vice President Hoppe-Nagao assured the body that this was emphasized at the Curriculum Committee meeting—that just because a course has not been offered, it
would not automatically be deleted.

- If a course is taken out of the catalog, it could not be taught for a year, so a class could not be reactivated and taught right away.
- The Curriculum Committee is still considering moving to a PDF catalog that could potentially be updated mid-year, so it might be possible to get classes back in the catalog in less than a year.

Vice President Hoppe-Nagao indicated she would obtain more information to bring back at the next meeting.

EEOAC Draft Selection Procedures

An updated copy of comments compiled by President Moore pertaining to the draft of full-time faculty selection procedures was distributed. President Moore noted that the comments seemed to be clumped together primarily around the issues of committee membership, who will chair the committee, the issue of ranking candidates and how many to send forward, who sits in on the second level interviews, and the powers at the second level.

President Moore expressed her hope that a draft could be generated for the next Senate meeting, but that she would also like to identify main concerns as part of the discussion for the day. An ad hoc committee was suggested.

Motion: It was moved by Senator Obasohan and seconded by Senator Johnson to approve an ad hoc committee of Senator Juntilla and the Senate Executive Board to work on generating a draft.

Action: Motion was unanimously approved.

In the discussion that followed, it was clarified that the dean/area manager as well as a second manager, has always been on the initial committee. There was consensus around keeping the status quo. There was also consensus around changing language in section 7.1. It was decided that the Senate should “approve” rather than “appoint” the faculty who will serve on the selection committee. The departments would recommend the faculty, and forward them for approval by the Senate, which has historically been the case. Senate presidents have traditionally “appointed” the faculty with their signatures.

For the duration of the meeting (about 30 minutes), there was much discussion about the role that students might play in the hiring process. The draft forwarded by the EEOAC includes the addition of a non-voting student on the selection committee, which is a departure from past practice. There were many comments in support of student participation on faculty hiring committees, and many comments in opposition to the idea. Similar comments were offered multiple times. The main themes of comments in support were: Participation will give students the opportunity to voice their opinions about the process; students participate on management selection committees, so why not faculty selection committees; and students can provide a different perspective. The main themes of comments in opposition to the idea were: It can be hard to coordinate meetings with more people; there are privacy issues; and it may be better to have departments try it and offer feedback before making it mandatory. An experience in which student participation on a hiring committee was positive was shared, as was an experience in which
student participation on a hiring committee was not positive.

Concern was also expressed about the including language that specifies that the ASCC would appoint the student member. It was suggested that selection of a student member should parallel that of faculty members on the committee—that they should be familiar with the discipline into which the faculty member will be hired, and that the departments would recommend the students, and then the ASCC would “approve” rather than “appoint” the students.

At one point fairly early in the discussion, a suggestion was made to move the reference of a student member into the section of the procedures that covers non-voting members, which would mean inclusion of a student would be optional. Toward the end of the meeting, a suggestion was made to take a straw poll to get a sense of how the senators’ opinions were shaping up with respect to the issue. In response to President Moore asking who would be for or against moving the reference to a student member to the section on non-voting members, which would also make student participation optional, 16 senators indicated that they were for the idea and 6 indicated they were against it. One senator abstained.

**ADJOURNMENT**

Meeting adjourned at 12:24 p.m.

Minutes respectfully submitted by Faculty Senate Secretary, Traci Ukita.

For further details of the meeting, audio recordings are available in the Faculty Senate office located in the Office of Academic Affairs.

**NEXT SENATE MEETING**

**TUESDAY, NOVEMBER 3, 2009**

**11:05 A.M.**

**BOARD ROOM**

Faculty Senate Office Hours: 8:00 a.m. – 5:30 p.m. Monday through Thursday and 8:00 a.m. to 4:30 p.m. Friday.

Debra Moore
President
Ext. 2219

Angela Hoppe-Nagao
Vice President
Ext. 285

Miriam Tolson
Program Assistant II
Ext. 2217

Traci Ukita
Secretary
Ext. 2592

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