## OFFICIAL MINUTES

### Cerritos College

**Faculty Senate**

**Regular Meeting • September 22, 2009**

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<tr>
<th>LAST NAME</th>
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<th>DIVISION</th>
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<tr>
<td>X  Breit</td>
<td>Craig</td>
<td>Fine Arts/Communications</td>
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<td>X  Chalmers</td>
<td>Graham</td>
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<td>X  Ernest</td>
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<td>X  Fabish</td>
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<td>X  Fobi</td>
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<td>Health Occupations</td>
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<td>Don</td>
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<td>X  Gersitz</td>
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<td>Debbie</td>
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<td>Michelle</td>
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<td>Armando</td>
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Guests: Linda Lacey, Bill Farmer, Bernie Negrete, Carl Bengston, Rosa Castaneda, Connie Mayfield, Marvelina Barcelo, Brittany Lundeen
MINUTES

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting began at 11:08 a.m. The flag salute was led by Senator Wilson.

MINUTES

It was noted that there were some typos that need to be addressed. Senator Mellas indicated he would follow up with Secretary Ukita to make the corrections. The minutes for 9/8/09 will be brought back for approval.

REPORTS

President

President Moore reported that in attending the many meetings she now must attend, she has noticed that there have been many informational presentations to the Board of Trustees, such as the environmental scan report conducted by the Research and Planning department. President Moore received affirmative responses when she asked the senators if they would like to receive more of that kind of information.

Secretary

Secretary Ukita reported that she attended a conference last Friday at USC. She asked the senators to remember USC as they encourage their students as part of the transfer push effort to submit university applications. She noted that people often dismiss USC for being too expensive, but there is a lot of financial aid available. She also pointed out that USC has become much more competitive with respect to admission over the years. The average GPA of incoming transfer students is typically between a 3.6 and 3.7.

Student Senate Liaison

New Student Senate Liaison, Joseph Silva, introduced himself. He reported that their first meeting was last Wednesday. They will have their second meeting this Wednesday and will select their cabinet at that time.

College President

President Lacy introduced herself to the Senate. She explained that at Riverside Community College she had a strong working relationship with the Academic Senate. In fact, she was on the RCC’s Senate agenda as a standing report. President Lacy expressed her willingness to attend any Senate meetings the senators would like her to attend, and emphasized the importance of open and transparent communication.

President Lacy explained that she did a lot of research on the college as she was preparing for the job. She reported that she has identified some goals she would like to work on, but also noted that she is in the process of meeting with everyone, and indicated that in listening to input the goals may be revised. Some of her goals include:

- Maintaining transparent and open dialog.
- Improving transfer by strengthening relationships with college and universities—President Lacy serves on a statewide transfer committee, and they are working on some ideas to open up pathways.
- Maintaining the comprehensive nature of the college, and not losing some of the strong programs already in place.
• Supporting developmental education.
• Establishing good connections with the high school districts—President Lacy shared that she recently learned that approximately 60% of Cerritos College students come from outside of the district.
• Pursuing grant opportunities and other outside funds—President Lacy reported that the college plans to pursue some STEM grants.
• Maintaining and improving buildings—President Lacy expressed that she shares the concern about the college’s learning environment, and emphasized the importance of making a good impression and having pride in the workplace and the learning environment.

President Lacy made clear her willingness to come to Senate meetings and meet with faculty members across campus.

APPOINTMENTS AND NOMINATIONS
Committee Vacancies
A handout was provided identifying committees that still need faculty representatives. President Moore asked the senators to check the list to see if their divisions need to provide a representative to any of the committees and if so, to find someone.

Senator Mellas summarized a previously expressed willingness to step down from the College Committee on Information Technology Standards in order to increase the diversity of the departments represented by the faculty on the committee. He was able to find two other faculty members willing to participate on the committee.

Motion: It was moved by Senator Hallinger and seconded by Senator O’Neill to approve James Byun and Pilar Mata as representatives on the College Committee on Information Technology Standards.

Action: Motion was unanimously approved.

ANNOUNCEMENTS/INFORMATION ITEMS
Learning Communities
There will be a meeting with two people from The Washington Center (for Improving the Quality of Undergraduate Education), on Thursday, September 24th at 11:00 in LC 62.

StrengthsQuest
The next StrengthsQuest Educator Training will take place on Friday, October 23rd from 9:00 – 5:00. Interested faculty should contact Francies Quaas-Berryman.

Senator Fernandez
President Moore announced that Senator Fernandez received the first annual Hearts in Education Recognition Award by the League of United Latin American Citizens.

SENATE DISCUSSION
Transfer Push
Directors of the Transfer Center, Marvelina Barcelo and Brittany Lundeen, presented information on the “Transfer Push” effort, which began as a Senate initiative last academic year in support of a campus wide effort to encourage students who are close to meeting transfer requirements to apply to the universities. Students often do not realize that they would
usually need to apply to the universities about a year prior to actually transferring. In preparing for the effort last year, it was discovered that the previous year there were approximately 1300 potentially eligible students who had not applied to the universities. Like last year, the Transfer Center will be holding workshops specifically for the students who have been identified as being on track to transfer next fall. Faculty will be asked to encourage students coded as “transfer” on their rosters to attend the workshops, which will help the students determine if they are ready to apply this fall in order to transfer next fall, or if not, what they might still need to do.

Approximately 1600 emails were sent out to these potentially eligible students last week informing them of the workshops. Because counseling and Transfer Center resources are significantly more limited this year, there will not be as many workshops as last year. However, students should be encouraged to schedule an individual counseling appointment if they are not able to secure a spot in a workshop.

Professors Lundeen and Barcelo demonstrated how to access the workshop information on the Transfer Center website (www.cerritos.edu/transfer). The center also publishes a Transfer Guide, which is accessible on the site as well.

Professor Lundeen reported that the CSUs stressed the importance of having students apply in October—the sooner, the better. The CSUs are using a computerized auto-admit system, and will stop accepting students once they hit their target numbers, which could be before the traditional November 30th priority deadline.

President Moore stressed that the focus of the Transfer Push message is on the University Admission Sessions the Transfer Center will hold, and that a transfer code next to a student’s name on an instructor’s rosters does not necessarily mean the student is definitely eligible. Professor Lundeen explained that the code means the student is currently taking or has already completed by ENGL 100 and MATH 80, has a 2.0 GPA, and has completed 30-45 units.

In response to a concern expressed about the possibility of not having enough capacity to accommodate the students to whom the message is targeted, Professors Lundeen and Barcelo explained that it may be possible to set up an additional workshop, and that they will find a way to get the students into a meeting with a counselor. In fact, this time of the semester is the best time to schedule a counseling appointment. On a related note, Professor Lundeen reported that the lowest GPA CSU Long Beach ended up accepting from the students they admitted this fall was a 3.03. She also mentioned that CSU Fullerton and Cal Poly Pomona will both likely screen applicants at a 2.5 GPA or higher, and that the UC campuses will likely screen at higher GPAs than they usually do.

A suggestion was made to find a way to incorporate a message on the TalonNet homepage.

Motion: It was moved by Senator Johnson and seconded by Senator Hoppe-Nagao to approve the Transfer Push message that President Moore will send out to the faculty.
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Action: Motion was unanimously approved.

Election of Vice President

President Moore explained that the Senate constitution specifically states that officers be elected by majority vote. With three candidates, it would be possible that no one earns a majority of the votes. President Moore suggested to no objection that in absence of a majority, there be a run-off between the two candidates with the most votes.

While gearing up for the nominator and nominee statements, a motion was presented.

Motion: It was moved by Senator Fobi and seconded by Senator Juntilla that the nominees speak on their own behalf without having the nominators speak.

Action: Motion was defeated: 13 ayes and 14 nays.

The nominators (with the exception of Senator Marks, who was unable to attend) and nominees made their statements: nominators expressed why they felt their nominee was a strong candidate; nominees did the same while also identifying the contributions they believe they would be able to make. Votes were cast by ballot. Senators Fobi and Johnson worked with Ms. Tolson to count the votes. President Moore reported the following results:

- Senator Hoppe-Nagao: 16 votes
- Senator Fabish: 6 votes
- Senator Hallinger: 5 votes

Congratulations were offered to Senator Hoppe-Nagao, who will now serve as Vice President of the Faculty Senate.

Technology Based Learning Committee

Chair of the Senate Committee on Technology Based Learning Committee (TBLC). Bernie Negrete, reported on a discussion that took place in committee. There have apparently been a number of complaints from students who have not been getting responses from their online instructors. The committee asked Professor Negrete to go to the Senate and ask the senators to go back to their divisions and remind their faculty who teach online classes of the importance of responding to their online students in a timely manner. The committee members felt that a 24 hour turnaround time was reasonable. There was no objection to this, and at least one senator explicitly stated his belief that to not respond in a timely manner is rude.

Staff Development Committee

President Moore briefly summarized the previous discussions on this topic. She asked the senators to consider if they would like the faculty representatives who sit on the Coordinating Committee to go back to the committee and ask the members to reconsider the recent action it took to change the make-up of the Staff Development Committee.

Motion: It was moved by Senator Fernandez and seconded by Senator Ernest that the Senate ask its representatives to go back to the Coordinating Committee and ask it to consider changing the configuration of the Staff Development Committee back to the original faculty representation.
Discussion: Another option was presented—to ask the Coordinating Committee to ask the Staff Development Committee to reconsider the number of faculty representatives. While there are clearly some people who are uncomfortable with three, it may not be that 11 (one from each division) are necessary either. There could perhaps be a smaller number of faculty representatives, such as six, that would represent broader groups, such as basic skills, transfer, career/technical, etc. Opposition to this idea was expressed. Further discussion included the possibility of reducing the number required to reach a quorum on the Staff Development Committee. It was made clear that the shared governance document does allow for this. Discussion also included statements read from the minutes of a Coordinating Committee meeting in April, which seem to confuse what Senator Mellas’ position had been with respect to possible changes to the Staff Development Committee. Senator Mellas made clear his opposition to changing the faculty representation without Senate approval.

Action: Motion passed (9 ayes; 8 nays).

ADJOURNMENT

Meeting adjourned at 12:28 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, SEPTEMBER 29, 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

Vacant
Vice President
Ext.

Miriam Tolson
Program Assistant II
Ext. 2217

Traci Ukita
Secretary
Ext. 2592

Visit the Faculty Senate Web Page www.cerritos.edu/faculty-senate for agendas, minutes and other information of interest to faculty, staff and others.