## OFFICIAL MINUTES

### Cerritos College
### Faculty Senate

Regular Meeting • February 2, 2010

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**Guests:** Linda Lacy, Bill Farmer, Bryan Reece, M.L. Bettino, Michele Kingston,
MINUTES

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting began at 11:11 a.m. The flag salute was led by Ms. Tolson.

MINUTES

Motion: It was moved by Senator Wilson and seconded by Senator Mellas to approve the minutes of 1/26/10.

Action: Minutes were approved with three abstentions.

REPORTS

President

Ms. Moore reported that there have been two times so far this academic year in which the Curriculum Committee did not meet its quorum. She encouraged the senators to remind their division colleagues who sit on committees to at least send a substitute when they are not able to make a meeting. Ms. Moore noted that the iFALCON taskforce was also missing representatives at its last meeting.

Ms. Moore reported that due to scheduling conflicts, Jeanne Johnson has had to resign from the Faculty Senate. Ms. Johnson had asked President Moore to pass on to the senators that she enjoyed her time in the Senate. Ms. Moore asked the senators from Technology to mention the need for another senator at their next division meeting.

Secretary

As a follow up to the financial aid information she shared at the last Senate meeting, Ms. Ukita mentioned that the Financial Aid office has staff members who are available to go to faculty members’ classes and give presentations on financial aid resources. There is a request link online that is accessible via the Financial Aid website (www.cerritos.edu/financial-aid).

Ms. Ukita additionally reported that faculty may see on their rosters next to some of their students’ names the word “hold,” which is an indicator that they have some sort of hold on their records. There are a handful of reasons why a student may have a hold, but the most likely reason is that the student is on academic and/or progress probation. The hold will prohibit the students from being able to enroll in classes in the upcoming terms without first meeting with a counselor. They can meet with a counselor on an individual basis through an appointment, if they can do so early enough in the semester; or they can meet with a counselor via a group advising
session known as a Success Workshop. Letters informing them about the situation will be sent out to the affected students.

Student Senate Liaison

Mr. Silva reported that the Student Senate voted in favor of increasing the fee for parking permits: $20 for summer permits, $35 for fall/spring permits. Mr. Silva also reported that the Student Senate will be voting to approve the Educational Master Plan. He further announced that Hoe Down Days applications are due on February 8th.

College President

Dr. Lacy reported that she was able to make it to part of the orientation meeting that took place last Friday. She expressed appreciation to those who attended.

APPOINTMENTS AND NOMINATIONS

President Moore reported that the managers group (ACCME) would like to have manager awards, and so is forming an informal committee. They indicated their interest in having a faculty member on the committee. Ni Bueno (HPEA) volunteered to participate. President Moore noted that it really is not a formal position, but she asked the body for approval. There was no objection.

ANNOUNCEMENTS/INFORMATION ITEMS

Academic Excellence Awards Nominations

The deadline to submit nominations is February 11th. The ceremony will take place on Tuesday, March 16th at 7:00 p.m. in the Burnight Center. Mary Balmages, Chair of the Academic Affairs Committee, which coordinates efforts related to the ceremony, distributed nomination forms. In response to a question about which programs are allowed to nominate students, she also explained that any program that is listed in the catalog as a certificate or associate’s degree can nominate students.

SENATE DISCUSSION

Robert’s Rules of Order

President Moore acknowledged and apologized for the disorderly end to the last Senate meeting. She emphasized her interest in trying to end meetings in a timely manner and to not vote on motions after 12:20 p.m. She noted that the Senate has not been very formal about following all components of Robert’s Rules of Order. She explained that there is a process identified in Robert’s Rules for closing discussion. To close discussion a member must first be recognized by the chair (Senate President), and then may make a motion to close discussion. The body then votes on the motion to close discussion, which must pass by two-thirds. If the motion to end discussion passes, then discussion on the main motion (pending question) ends and a vote is taken. If the motion to end discussion does not pass, then discussion on the main motion (pending question) may continue. In response to a few comments and questions, Ms. Moore clarified that there is no discussion over a motion to end discussion; that most motions may be passed by majority vote, but motions to close debate must be passed by two-thirds; and that formal motions to close discussion are not always
necessary, as sometimes there is no discussion or discussion
naturally ends. She also noted that her intention is not to make
proceedings too formal, but to inform the body that there is a formal
way to proceed with ending discussion should someone wish to
take that initiative.

President Moore directed the senators’ attention to the Student
Success Committee proposal from the Student Success Taskforce.
Concern was expressed about discussing the issue again, as a
vote was taken at the previous Senate meeting. Some comments
were made as to the appropriateness of applying the rules after the
fact. It was also noted that a vote may be reconsidered after it is
taken, though the motion to reconsider the vote should be made by
someone who voted in the affirmative.

**Motion:** It was moved by Senator Hoppe-Nagao and seconded by
Senator Page to bring the Student Success Committee back for
discussion and reconsider the vote (that was taken 1/26/10).

**Action:** Motion carried. 15 ayes; 7 noes.

Senator Fabish presented possible modifications to the taskforce’s
proposal. He suggested the following changes: That the committee
be a Joint Committee rather than College Committee; that there be
eight rather than six faculty, which would include the CCFF
President or designee; that with the exception of the Senate
President and CCFF President, the faculty members should not be
explicitly identified by title; that there be six managers, and with the
exception of the Vice President of Instruction and the Vice
President of Student Services, that the managers not be explicitly
identified by title; and that the committee should report to both the
Faculty Senate and the Coordinating Committee. Senator Fabish
also shared his rationale behind the suggested changes. His main
points included: The faculty should take the lead on academic
issues such as student success, and the Senate should be given
some priority in areas in which it should be dominant; there may be
a way to mix faculty and administrators that is meaningful to both,
but gives faculty more priority; and not including specific positions
would allow the Senate and ACCME to identify who they believe
will be best suited for the committee.

Senator Fabish’s proposal prompted good debate in which many
senators participated, and which continued for approximately 35
minutes. It was clear that many senators preferred the components
of the original proposal forwarded by the Student Success
Taskforce, and some preferred components of the proposal
presented by Senator Fabish. The issues that generated the most
discussion were the number of faculty that would sit on the
committee, whether or not the CCFF should have a designated
spot on the committee, and whether or not specific positions/titles
should be identified for the faculty and management representatives.

As far as the issue of the number of faculty that should be on the committee, some felt that increasing the number would suggest faculty priority on the matter of student success, and that more faculty involved in the committee might contribute to greater faculty buy-in. Others felt that the number of faculty in and of itself does not give faculty priority. It was also pointed out that there have been problems with getting faculty to attend committee meetings.

With respect to the issue of specifically including a spot for a CCFF representative, it was clear that some senators did not believe the faculty union should have a role in the Student Success Committee. President Lacy also weighed in by pointing out that there is a difference between collective bargaining and governance, and explaining why she believes that the student success issue is a Senate rather than faculty union issue. None of the senators offered comments in strong support of CCFF inclusion, but a suggestion was made to consider a non-voting CCFF representative.

As for the issue of whether or not to include specific positions/titles of the faculty and management members of the committee, some argued that not identifying specific positions would allow for greater flexibility. Specific people would not be locked in, and the Senate could still choose to select the chairs of certain committees to sit on the Student Success Committee. Likewise, ACCME would also not be locked in to sending people in specific positions, but could choose managers it believes would be best suited. Those in favor of including specific positions offered examples of how the people in those specific positions could be value-added. It was also noted that the positions identified in the taskforce’s proposal are not discipline/department specific, and that the people in those positions would represent everyone.

In addition to comments pertaining to the number of faculty, CCFF involvement, and whether or not specific positions should be identified in the composition of the committee, the discussion included: Expressions of concern over creating another committee structure; debate over whether or not language referencing a designee should be included; and the nature of committee meetings being open to anyone who is interested in participating. Also, a question was specifically directed to Dr. Bryan Reece, who was the chair of the Student Success Taskforce, as to his thoughts on the proposed changes that were presented by Senator Fabish. Dr. Reece noted that one of the things he liked is that the committee would report back to the Senate as well as the Coordinating Committee. He also shared his belief that with respect to the membership, either proposal would work. Dr. Reece made
the observation that everyone is agreement on the need for quality representation on the committee. Membership could be either be prescribed up front, or the groups can decide later, but it will probably be similar either way.

As the meeting was nearing its time to adjourn, it appeared that discussion might not be concluded by the end of the meeting. A motion to continue the discussion was made, but not seconded, and it became clear that many of the members wanted to move forward with voting.

Motion: It was moved by Senator Fobi and seconded by Senator Soden to close debate.

Action: Motion carried. 17 ayes, 4 noes.

Motion: It was moved by Senator Fobi and seconded by Senator Soden to accept the composition of the committee that was proposed by the Student Success Taskforce.

Action: Motion carried. 13 ayes, 8 noes.

President Moore explained that the motion would be used to advise the Senate representatives who sit on the Coordinating Committee how to vote.

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, FEBRUARY 9, 2010 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
Miriam Tolson Program Assistant II Ext. 2217

Angela Hoppe-Nagao
Vice President Ext. 2851
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.