## OFFICIAL MINUTES

**Cerritos College**

**Faculty Senate**

**Regular Meeting • March 23, 2010**

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### OTHER REPRESENTATIVES

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<td>Silva</td>
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Guests: Bill Farmer, David El Fattal, M. L. Bettino, Jan Connal, Linda Rose, Bernie Negrete, Bill Sparks, Wendell Hanks, Stephanie Murguia, David Young
CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting began at 11:09 a.m. The flag salute was led by President Moore.

MINUTES

Motion: It was moved by Vice President Hoppe-Nagao and seconded by Senator Juntilla to approve the minutes of 3/9/10.

Action: Minutes were unanimously approved save one abstention.

REPORTS

President

Ms. Moore reported:

- She attended the Academic Excellence Awards ceremony last Tuesday. It was a wonderful event; Dr. Stephen Clifford did a great job in offering the keynote address. President Moore thanked the Academic Affairs Committee and its helpers for their hard work in coordinating the event.
- Vice President Farmer recently sent out an email about the upcoming visit by two members of the accreditation team. Ms. Moore reported that they will come to campus on April 5th to consider two of the recommendations. They have asked to meet with leaders of different constituent groups.
- There was good discussion about support services for students at the meeting last Friday. A variety of faculty and staff attended, including several senators.

Vice President

Ms. Hoppe-Nagao reported that she also attended the Academic Excellence Awards last week. It was well-organized, entertaining, and inspiring. She thanked the committee for their efforts.

Secretary

Ms. Ukita announced that there will be a presentation on Thursday, March 25th by a former Cerritos student who recently transferred to UC Berkeley and now works for one of its recruitment offices. She will provide information about the basics of UC Berkeley admissions, and will also bring with her 3-4 other former Cerritos students who have transferred to different universities. They will share information and answer questions about their transfer experiences.

Student Senate Liaison

Mr. Silva reported:

- Hoe Down Days went well. They raised over $600 for various clubs and organizations. He participated in the chili cook-off himself, but did not win! Felipe Grimaldo won the
Mr. Cerritos title.

- He and another student senator have been working on a survey for obtaining input on campus safety and security. They have already surveyed about five hundred students. They have also talked to the Chief of Campus Police, and would like to try to get the officers to patrol on campus in their cars, as they have done in the past. They will work on a more formal survey to be widely distributed, and will gather information about how the campus community feels about patrols on campus and the inclusion of side arms. If they determine there is enough support, they will get a petition going, and then bring it to the Board of Trustees. Mr. Silva’s report on this matter prompted several comments and questions by the senators. There was a question as to whether or not the police are conducting foot patrols, but one senator reported that she has frequently seen them on patrol, and that they have always responded when needed. Mr. Silva was asked if he could inquire about the large police presence outside of the Physical Sciences building a few weeks ago. A concern was expressed about the potential for problems due to the reduction in hours for Student Services offices. A suggestion to discuss the use of strategically placed surveillance cameras was made.

- Members of the ASCC’s Health and Safety Committee will work with Campus Police to set up a night walk of the campus in the next couple of weeks.

- Mr. Silva is also working on a survey asking students how they feel about the reduced hours of the various Student Services offices and departments.

College President

Dr. Lacy reported:

- Her recent trip to Washington D.C. went well. They were able to meet with members of Congress from our district. They are very supportive of earmarks that could equate to about a million dollars in support for students.

- The Board of Trustees supported two resolutions at its last meeting. One was in support of the march to Sacramento that the CCFF has been publicizing and supporting. The other was to support keeping local control of fees if they are to be increased.

- There will be a form in the In Sight publication for community members to use to make contributions to the Foundation for specific earmarks.

- The meeting with local K-12 superintendents went well and was well-attended. All of the superintendents and some of their board members were present. Dr. Lacy is working on establishing strong relationships with the local schools.

Dr. Lacy also introduced the new Vice President of Business Services.
ANNOUNCEMENTS/INFORMATION ITEMS

Election of Officers
Nominations will be taken on 3/23/10 and 4/6/10. Elections are scheduled for 4/13/10.

SLO Improvement Plan
Improvement plans are due 4/16/20. Chair of the SLO Committee, Dr. Frank Mixson, recently sent out a template.

Outstanding Faculty Awards
The awards ceremony will take place on Thursday, April 22nd at 11:00 a.m. in the Student Center. Light refreshments will be provided.

Other Announcements
Senator Juntilla announced:
- Of the 182 Cerritos College students who applied to UC Irvine, 60 have already been accepted. The UC campuses have until April 30th to make decisions, so others may still be offered admission. Of the Scholars’ Honors Program (SHP) students who fall under the new honors agreement, 15 were accepted and offered Regents scholarships; another 7 were accepted under the old honors agreement. Seventeen students who were offered admission based on meeting UCI’s Transfer Admissions Guarantee (TAG) requirements. Mr. Juntilla indicated that beginning next semester, SHP students will have to fill out at least one TAG or he will not certify them. Twenty-one students who did neither SHP nor TAG were also offered admission. Those students had at least a 3.5 GPA in common.
- There will be a TAG workshop on Thursday, April 22nd from 11:00 – 12:00 in SS 138. The TAG requirements typically call for a certain number of units to be completed by a particular time (usually 60 transferable units by the spring semester prior to transfer), a particular minimum GPA (usually 3.0), and that agreements be filed within a certain frame of time (usually September or October). Mr. Juntilla emphasized the value and importance of TAGs. A question was asked as to whether or not a student who has already earned enough units to transfer, but was not accepted this year could still do a TAG. The senators from Counseling indicated that it was possible, and suggested that students should be encouraged to meet with the Transfer Center directors: Brittany Lundeen and Marvelina Barcelo.

In response to a question about tracking students who transfer to universities and how well they do after transfer, Dr. Lacy noted that data may be obtained from the Data Mart resource on the Chancellor’s Office website, and that transfer students tend to do better than students native to the university.

SENATE DISCUSSION
Nomination of Officers  Senator Chester nominated Ms. Moore, Ms. Hoppe-Nagao, and Ms. Ukita to serve as officers in their current roles. Ms. Ukita announced that her term as a senator will expire at the end of next (academic) year, and that she is unsure if she will return, but that she is willing to serve as secretary for at least one more year. Senator Fernandez seconded the nomination. There were no other nominations.

College Mission Statement Review  President Moore provided copies of the draft of the revised mission statement, which a subcommittee of the Planning and Budget Committee generated. She reported that Dr. Lacy would like to be able to forward the statement to the Board at their meeting on April 7th. It has been sent to the different constituent groups for feedback.

In response to a question about whether or not it would go out to the entire campus, Ms. Moore remarked that she sent it to all faculty members, but was not sure if CSEA leadership sent it to their full membership. A suggestion was made to send it again, and not as part of a larger email.

Discussion took place for approximately 15 minutes. Dr. Lacy explained that they are working on an executive summary of the college’s educational master plan, and she does not want to print everything if the mission statement is going to be revised. When the educational master plan is published, there should be a better defined mission statement. The current statement does not address much of what the college does. The mission statement should probably be reviewed every year, though it might not need to be revised every year.

There were also suggestions for editing the statement including: deleting the word “education” at the beginning of the second line, and replacing the word “affordable” with “low-cost.” Additionally, it was observed that there was no reference in the statement to lifelong learning or benefit to the community; also that there is not any oomph behind it.

Some background information was provided on the ACCJC standards for mission statements, as well as the use of the phrase “career technical education,” which is what is now being used to describe what have traditionally been referred to as vocational programs.

It was determined that Senator Ernest would collect comments and work with Dr. Lacy to wordsmith the statement. Dr. Lacy made clear that the statement will not go to the Board until there is consensus—even if that means delaying the production of some publications.

Part-time Selection  Noting the lack of time and the fact that some people were
Procedures
specifically invited to the meeting to discuss the next agenda item, President Moore suggested to no objection that the part-time selection procedures be addressed at the next meeting.

Facilities Discussion and Video
Prior to playing the video, President Moore reported that Dean of Humanities/Social Sciences, Dr. Bryan Reece, has been working on a project to inventory all of the classroom spaces on campus. She also noted that the library restrooms are much improved. Professors Wendell Hanks and Bill Sparks then presented the video of footage that was shot over a couple of days last November of various places around campus. The video draws attention to the lack of cleanliness of facilities at the college.

Professor Hanks asserted that students make decisions about campus choice because of facilities, and that there is a correlation between facilities and retention of students. He also recalled a time when there were 35 custodians on campus; now there are a lot fewer, and they spend much of their time doing set-ups.

President Lacy provided a brief update of recent and upcoming facilities-related efforts. She reported that Vice President El Fattal has seen the video—it was one of the first things she showed him when he was hired. The Board has hired a group to go through all of the restrooms on campus (about 135) and conduct an inventory of what needs to be done. They will take the work out to bid. The work will focus on the partitions, bringing the tile to the top, urinals, securing toilet paper holders, etc. The work will require Board approval to move forward with it. Some of the worst areas (e.g., bathrooms in the LRC) have been taken care of already with existing funds. The gym will be closed for a year beginning this summer to be refurbished. (PE classes will take place at Excelsior High School.) The locker rooms and restrooms will be redone. Dr. Lacy acknowledged that the work is slower than she would like. It can be frustrating, but certain processes have to be followed when using public funds. Some bond money can be used for some repairs, which will not negatively impact operational budgets. Hygiene and safety have to be priorities. It will take time, but the College will move forward on these efforts.

In response to an inquiry about the report that was shared by Robert Riffle last year, Dr. Lacy explained that it is for ongoing maintenance, and would take money from the operational budget to meet criteria for the different levels. She also encouraged everyone to check out the new auto building when it opens; the restrooms are a model of what the other restrooms should look like.

Vice President El Fattal reported that he met with Dr. Lacy even before he officially came on board. He also shared that he made a public announcement at his first Board meeting: that he would do a walk-through of all the buildings and restrooms on campus in one
week, which he did. He noted that he is very aware of the concern, he shares the concern, and he believes improving facilities to be important. He stated his commitment to making things happen in this arena, though noted it will take time.

In response to a question about the renovation of classrooms and office spaces, Dr. Lacy explained that Mr. El Fattal has been given the project list generated by the effort Dr. Reece has spearheaded of inventorying classroom spaces. She surmised that the projects will probably be worked on from worst to best. The approach will be more triage-like, and will not to displace CSEA staff.

A request was made to put cleaning the windows of the LA building on the list. Mr. El Fattal noted that cleaning windows should be standard procedure. A suggestion was made to publish a maintenance plan or an improvement plan online, since many in the campus community are often not aware of what the plans are or what is being done. Dr. Lacy agreed that would be a good idea, and that the entire community needs to be able to see the progress.

**ADJOURNMENT**

Meeting adjourned at 12:25 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, APRIL 6, 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

Angela Hoppe-Nagao  
Vice President  
Ext. 2851

Miriam Tolson  
Program Assistant II  
Ext. 2217

Traci Ukita  
Secretary  
Ext. 2592

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