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<td>Roger</td>
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<tr>
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<td>Juan</td>
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<td>Cindy</td>
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<td>Gary</td>
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<td>Bryan</td>
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<td>Jack</td>
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Guests: David Young, M.L. Bettino, Dave Gunn, David Fabish, Carl Bengston, Chris Lee
The meeting began at 11:09 a.m. The flag salute was led by Senator Ernest.

**Motion:** It was moved by Senator Wilson and seconded by Senator Juntilla to approve the minutes of 4/14/09.

**Action:** Minutes were unanimously approved.

**CCFF Liaison**
President Stolze reported that the CCFF proposed to the District to go into mediation. The District agreed. The first mediation will take place on Friday, May 1st, with the same mediator as last summer. A lot of items will be on the table, so there could be more than one session. President Stolze will have more to report at the next Senate meeting.

**Student Senate Liaison**
Senator Guerra reported that the forensics team took second place overall at a recent tournament, that the ASCC funded an activity for the Triathlon Club, and that the new ASCC President Elect is Oscar Franco, the Vice President Elect is Rosa A. Castaneda, and the Student Trustee is Felipe Grimaldo.

**Committee Members Needed**
President Reece reported that the SLO Committee elected Frank Mixson chairperson of the committee. The committee will include a total of 21 members, though there are still a few slots that have not been filled. Faculty representatives are still needed from HPEA and Student Services.

The Technology-Based Learning Committee (TBLC) still needs representatives from HPEA, Health Occupations, and ASCC.

A question was posed regarding whether or not faculty members are required to participate in college committees. President Reece explained that faculty are required to participate in some form of college service, but that the tradition has been that there is no consequence to not being on a committee. President Stolze reported that the CCFF is negotiating on an assignment articles that includes a wide range of professional duties, and that committee work is one example. He explained that there is nothing in the current article that requires a faculty member to sit on a committee, though faculty do have professional duties such as attending division and department meetings. President Stolze further explained that there is disagreement between the Union and the District as to how many hours faculty must meet for these purposes as well as with respect to allowing items in the article to be grieved. It was also pointed out that lack of
participation in any type of professional duties could arise in the evaluation process.

At least three faculty representatives are needed for the informal Educational Master Plan Committee. President Reece reported that the current Educational Master Plan is approximately ten years old. It was generated by consultants prior to pursuing the General Obligation bond. There will be some work to do on this over the summer. Interested faculty should contact the Senate office. If no Senators are interested, a message will be sent to the general faculty body to solicit participation. Along with President Reece, the Vice President of Academic Affairs and the new Director of Research and Planning, Chris Myers, are on the committee. An observation was made that in Campus Transformation Committee meetings, the architects commented several times that they did not have any direction with respect to the Master Plan because it is driven by the Educational Master Plan, so it is good that a committee has finally been formed to tackle this.

A job announcement has been distributed for a Project HOPE Program Coordinator. As of yesterday, no one has applied. The position is only open to full-time faculty members. The coordinator will receive 80% reassigned time. There is program money available through a grant that was received from The Irvine Foundation, as well as some federal earmark monies. Two faculty will need to serve on the search committee. Michelle Lewellen from Humanities/Social Sciences has already volunteered. The program will be housed under the SEM division. Dean Chambers is supportive and interested in making sure the program is successful.

**ANNOUNCEMENTS/INFORMATION ITEMS**

<table>
<thead>
<tr>
<th>State Academic Senate Update</th>
<th>Senator Soden, who attended the State Academic Senate spring plenary session, will offer an update during the next Senate meeting.</th>
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<tbody>
<tr>
<td>Senator of the Year</td>
<td>Nominations will be received and voting will take place at the next meeting. Presentation of the award(s) will occur on 5/12/09.</td>
</tr>
<tr>
<td>Local Standards and Minimum Qualifications</td>
<td>A document was provided that identifies the disciplines for which pertinent departments decided state minimum qualifications should be used (for hiring purposes), as well as the ten disciplines for which departments decided local standards will be used.</td>
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</tbody>
</table>

A short discussion took place, prompted by a question about whether faculty in the discipline should have been consulted with respect to the decision to use local standards. President Reece confirmed that discipline faculty should be consulted. It became clear that there has not been discussion amongst faculty in all of the departments in regard to this issue, though the Hiring Standards Committee did inform department chairs of their need to discuss this with their faculty. Some of the disciplines have already been approved and forwarded to the Board of Trustees, but it seems that there has been some confusion and/or has not been enough communication in some departments. It was suggested that discussion be tabled, and the document be forwarded to all faculty. It will be modified to identify the departments that have already been through the approval process. President Reece stated that it is fine if a
department needs more time to discuss what they want, and that
disciplines can still be handled individually—they do not have to all be
approved at the same time.

Other

Senator Juntilia announced an open invitation to faculty to attend the
Scholars Honors Program Graduation Reception on Monday, May 11th
from 5:00 – 7:00 p.m. He distributed a list of SHP students who plan to
attend the reception. He also announced that UCLA sent admissions
notices over the weekend, and that UCI awarded more Regents
scholarships to Cerritos College students this year than ever before.
These students had to have completed SHP requirements and earned at
least a 3.5 GPA. Senator Wilson reported that one of his students was
awarded a full scholarship from UCI.

President Reece announced that there will be no general faculty meeting
this month. He also noted that the Outstanding Faculty Awards event
went well, and thanked those who were involved in coordinating it.

UPDATE ON AGENDA
FOR STUDENT
SUCCESS

President Reece reported that the Student Success survey was sent out
to the campus community last week. Over 160 people have already
responded. He will send out another reminder to prompt people to
complete the survey by the May 1st deadline.

SENATE DISCUSSION
Distance Education

Senator Negrete reported that he and Senator Hoppe-Nagao reviewed
the Chancellor’s Office definitions and guidelines with respect to distance
education to see if any changes should be made to the Standards for
Distance Education document that the TBLC developed and the Senate
approved a couple years ago. Senators Negrete and Hoppe-Nagao
reported that nothing in the Chancellor’s office document would require
any substantive change in the TBLC standards document; however, they
recommended one minor modification in the form of updating a reference
that is identified in the document.

Motion: It was moved by Senator Hallinger and seconded by Senator
Johnson to approve the change to the TBLC Standards for Distance
Education document.

Action: Motion was unanimously approved.

One Syllabus, One Tree

Senator Hoppe-Nagao introduced the Senate to the “One Syllabus, One
Tree” campaign being proposed by the TBLC. She presented data to
support the campaign, which encourages faculty to post their syllabi
online via TalonNet rather than distributing hard copies in class. They
have estimated that 34 trees must be sacrificed in order to print close to
76 thousand copies of syllabi each semester. Senator Hoppe-Nagao
outlined various benefits for faculty, students and the college, including a
cost savings in paper of approximately five thousand dollars a year.

Instructional Media Production Specialist, David Gunn, walked the
senators through how to post a syllabus online. Faculty can contact the
Innovation Center at extension 2797 for help. He stated that posting a
syllabus on TalonNet is fast and easy to do, and a few of the faculty who
were present who have already posted their syllabi concurred.
There was very brief discussion. Chair of the TBLC, Senator Negrete, stated that the campaign is fully supported by the committee. He also recognized Senator Hoppe-Nagao and Mr. Gunn for their hard work. A few observations were made regarding cost savings being elusive as they are transferred to students, and the need for more constant technical support to ensure that smart classrooms are operative. Also, Senator Obasohan nominated Senator Hoppe-Nagao for Senator of the Year.

**Motion:** It was moved by Senator Negrete and seconded by Senator Ernest to endorse the “One Syllabus, One Tree” campaign.

**Action:** Motion was unanimously approved.

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**Humanities/Social Sciences Dean Position Update**

Senator Fernandez summarized a situation that developed regarding the dean position for the Humanities/Social Sciences division (Dean De France will retire in June). The division faculty unanimously selected three faculty members to sit on the committee. The division was presented with a timeline from Human Resources. The timeline, however, was identified before the committee even met, and was not compatible with the availability of the faculty members selected to be on the committee. Also, the job announcement, which did not receive input from committee members, was posted with an error. It has since been pulled. The division faculty have expressed concern about the process. They are firm in their belief and desire that the process not continue until the faculty approved to sit on the committee are available to serve. Dean Bettino made it clear that Vice President Brock understands their concern, and that she is willing to delay the process until the faculty selected to sit on the committee are available to do so. She already has either talked with or left messages for the three faculty.

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**Budget Update**

President Reece reported that there are a couple of unknowns with respect to the budget that may hit over the summer. If the propositions do not pass, there may be a more severe shortfall. The Legislative Analyst’s Office is predicting a larger shortfall than originally thought. There may be a need to hold discussions during the summer, so the Faculty Senate office might make use of the senators’ summer contact information this year. Senate and CCFF leadership, as well as faculty members of the Planning and Budget Committee, have already started discussing a wide range of scenarios in anticipation of a possible short time frame in which budget decisions may need to be made.

A question was asked pertaining to whether the college is currently dipping into its reserves. President Reece explained that the reserves have been used for cash flow purposes because state apportionment funds have been delayed. The Board has already given permission to borrow money if necessary (and possible). Vice President Albanese is still trying to maintain a five percent reserve, because it will be needed for cash flow. He has indicated that even in the worst case scenario in which the college would be about nine
million dollars short—though, this scenario does not take into consideration the outcome of the propositions—the college could possibly make it through next year, because there is about five million in reserve and about four million that was not spent this year. If the propositions do not pass, the impact will not be felt immediately, but would be felt the following year. In response to a couple other questions, President Reece reported that he is not sure if Vice President Albanese will be here next year, and that suggestions for saving money are welcomed.

Update on Campus Cleanliness and Maintenance

President Reece reported that he sent an email to Vice President Albanese asking for a plan and timeline as requested by the body.

ADJOURNMENT

The Senate adjourned at 12:29 p.m.

Minutes respectfully submitted by Faculty Senate Secretary, Traci Ukita.

**UNOFFICIAL MINUTES

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, MAY 5, 2009
11:05 A.M.
BOARD ROOM

Faculty Senate Office Hours: 7:00 a.m. – 4:30 p.m. Monday through Thursday and 7:00 a.m. to 3:30 p.m. Friday.

Dr. Bryan Reece
President
Ext. 2219

Debra Moore
Vice President
Ext. 2418

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.