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12/1/2008

Guests: Carolyn Chambers, Marilyn Brock, Jason Macias, Michael Barrita, Gary Cain
The meeting began at 11:07 a.m. The flag salute was led by Senator Wilson (SEM).

Secretary Ukita reminded the body that because there is a holiday on the 11th, and the following week is the third Tuesday of the month, the next Senate meeting will not be until the 25th.

President Stolze reported that the CCFF had its first bargaining session with the District on Halloween, and they unfortunately got bogged down with ground rules. The union proposed to have discussions recorded electronically, but the District did not seem interested because that might make discussions less candid. Aside from that, they basically agreed to everything else. Their next session is on Monday. They want to get past the ground rules and move on to more substantive matters. The District will present an article on assignment. The CCFF is fine-tuning an article on standards for instructional space and working conditions. President Stolze acknowledged Senator Ernest (Liberal Arts) for his work. They also want to start negotiating an retirement incentive package. There are roughly 31 faculty interested, and it is hoped this could save the District some money in such difficult times.

Senator Salgado reported that the new marquee that will be placed in front of the Student Center has been ordered and should be delivered next week. With respect to the proposed water feature, they will be breaking ground to see if a natural water draining system can be incorporated. Ms. Salgado inquired as to whether or not such a system could be a problem. She was referred to the Director of Facilities, Robert Riffle. Ms. Salgado also announced that the food drive began last week. Non-perishable food items may be dropped off at the Student Center.

Motion: It was moved by Senator Hallinger (SEM) and seconded by Senator Wilson to approve the minutes of 10/28/08.

Discussion: Secretary Ukita presented a correction to the minutes.

Action: Minutes were approved as corrected.

President Reece requested this discussion item to be moved up, as Professor Cain had another commitment, and provided a brief summary of discussion that led to inviting Professor Cain to the meeting.

Professor Cain, who recently began serving as the college’s judicial affairs officer, furnished copies of the academic honesty/dishonesty policy that appears in the college catalog. He specifically highlighted information about the actions available to faculty who suspect a student has been
cheating. He noted that Judicial Affairs could get involved earlier in the process by way of issuing an oral reprimand, but that they generally get involved at the end for further administrative action (such as suspension or expulsion). Professor Cain emphasized the importance of faculty including something in their syllabi addressing academic dishonesty, even if just a reference to pages in the catalog. He presented the possibility of generating a basic statement that could be used campus-wide that would encourage student awareness of the academic honesty policy. He also suggested the possibility of providing some additional orientation to students about the seriousness of academic dishonesty, which might be incorporated into activities the institution already provides, or something that faculty could emphasize during the first class meeting. Additionally, Professor Cain explained that part of his job is to make sure students are aware of their rights as well, and that a student has the right to grieve something a faculty member does with respect to his/her grade. If a student were to grieve and there was no due process, or the hearing committee finds there was no emphasis on academic dishonesty and the student does not know anything about the policy, then the student might have a justifiable case. It is important that information reflecting the policy already in place is disseminated to the students.

Professor Cain reported that his office receives about ten calls a year with regard to academic dishonesty. There may be only three or four hearings a year, which result in the students being suspended from the college.

Clarification was requested as to the need for addressing academic honesty in one’s syllabus. Professor Cain explained that based on his discussions with others with more experience in this area, including attorneys, if it is not in the syllabus, it is grievable.

Several senators voiced their support of tying academic honesty or academic integrity into the Habits of Mind campaign. It was also suggested that academic integrity could be addressed at the institutional level, possibly as a student learning outcome for the institution. Other suggestions included posting a statement in each classroom; having the “I” in the “IFalcon” slogan stand for “integrity;” stapling the policy to each syllabus; having a standard statement referring to the catalog included in syllabi; recognizing that different cultures might have different concepts of integrity; creating a separate webpage with the policy information to which students can be referred. It was also pointed out that what faculty members choose to include in their syllabi is a matter of academic integrity. While faculty cannot be told what they must put on their syllabi, recommendations can be made.

**APPOINTMENTS AND NOMINATIONS**

**Committee Members Needed**

**Motion:** It was moved by Secretary Ukita and seconded by Senator Soden (Business Education) to approve Senator Moriarty (Business Education) for the Equal Employment Opportunity Advisory Committee.

**Action:** Motion was unanimously approved.

**Motion:** It was moved by Vice President Moore and seconded by Senator Obasohan (Humanities/Social Sciences) to approve Monica Lopez for the College Committee on Student Life.
Appointments to be Ratified

President Reece explained that four faculty members will sit on the presidential search committee: Two from the CCFF, and two from the Senate. The CCFF has already decided that its president, Ted Stolze, and treasurer, Hal Malkin will be its representatives.

President Reece reminded the body that in a previous Senate meeting, there was discussion about selecting an interim president. It was suggested at that time that of the two faculty from the Senate, one would be from Senate leadership, and one from the body of the Senate or the general faculty if there were no senators interested. President Reece suggested that Secretary Ukita serve as the representative from leadership. He then mentioned several senators and other faculty members who expressed a willingness to serve. He also shared his best guess as to a general timeline of activities.

Motion: It was moved by Senator Obasohan (Humanities/Social Sciences) and seconded by Senator Hallinger to nominate Senator Breit (Fine Arts/Communications) to sit on the search committee.

Discussion: There was brief discussion about including representation from different areas.

Action: Motion was unanimously approved.

Motion: It was moved by Vice President Moore and seconded by Senator Obasohan to nominate Secretary Ukita to sit on the search committee.

Action: Motion was unanimously approved.

ANNOUNCEMENTS/INFORMATION ITEMS

Outstanding Faculty Awards Nomination Period

President Reece announced that the nomination period for Outstanding Faculty Awards is open. It will end December 3rd.

UPDATE ON AGENDA FOR STUDENT SUCCESS

President Reece reported that good comments and suggestions were offered after the general faculty meeting pertaining to the Habits of Mind campaign. The majority expressed interest in going with the 14-week campaign period. President Reece further reported that the SLO taskforce met for the first time on Monday. He noted that there is a lot of good work going on. He also announced that the committee will meet every Monday until it gets more organized from 3:00 – 4:30 p.m. in LC 57, and that he will chair the committee for the time being.

STANDING COMMITTEE REPORTS

Senator Ernest emphasized the need to look at particular areas on campus to maximize green space (e.g., northwest corner and area near the new theatre and Fine Arts building). He noted that there is no consideration for landscape architecture in the Master Plan, and that the CTC is no longer interested in such issues, thus they would need to bring up landscape or beautification issues in the Planning and Facilities Committee. He expressed his disappointment with the CTC in not recognizing the importance of the integration of landscape integration with the rest of the
President Reece pointed out that the feedback from the CTC survey reflected an interest in prioritizing green space over parking locations. He agreed with Senator Ernest that the discussion about green space is important. Senator Ernest suggested that future discussions about this could come under the umbrella of sustainability, which could be related to such things as worker satisfaction and productivity, lighting, water, and ergonomics, and asserted that the conversation of sustainability cannot be disengaged from the habits of mind and the general productivity discussion of student success.

With regard to the issue of parking, Senator Jensen (HPEA) suggested that some of the parking that is currently perpendicular be changed to diagonal, or to keep some of the spaces that are diagonal the same, because in some areas such as along Old Falcon Way and the stadium, there is not enough space to safely walk. She also expressed concerns about the state of the stadium posing a safety hazard, as she has noticed crumbling steps, exposed rebar, and leakage when it rains. It was also noted that the Business Education building also leaks when it rains and some of the ceiling tiles have fallen down.

SENATE DISCUSSION

Green Initiative

The dean and some of the faculty of the SEM division have been working on a green initiative. Senator Hallinger distributed the proposed initiative, which focuses on four areas:

- Reduce, Reuse, and Recycle
  - Paper use
  - Biodegradable food service
  - Recycling bottles and cans
- "Green" Construction and Landscape
  - Retrofitting
  - Solar power
  - Indoor environmental quality
  - Native plants
- Education
  - Integration of environmental education into general education
  - Training for "green" technology jobs
- Leadership
  - Becoming a certified "green" campus
  - Joining the American College and University Presidents Climate Commitment

Senator Hallinger read the initiative to the body for its consideration, which prompted numerous comments of support, suggestions, and questions:

- The CCFF would be in support of such an initiative.
- The Instructional Technology Committee is working on a "one syllabus, one tree" campaign to encourage faculty to post their syllabi on TalonNet.
- The college should take the lead on this and expect the students to. Other colleges have at least basic recycling programs.
- The college could seek LEED certification for new buildings.
- This might be a good time to rethink the requirement of having (full-time) faculty on campus four days a week.
- There are some green industry trends being incorporated on campus. There is an alternative fuels program, and a wind power
While it is a great idea to have syllabi online, not every classroom is "smart."

Administrators need to lead, but sometimes they need direction.

Ten years ago, Wayne Nunnery tried to get support for a recycling program and priced out the feasibility of setting up a recycling plant, which would have cost about $300-$400 thousand at that time. He had thought an independent recycling plant would be the best option because it would generate the most money.

The CCFF recently sent its Executive Director to the green summit for community colleges held at Pasadena City College. The Union will try to bargain over smart classrooms. They will also see what the District proposes regarding assignment as it relates to online instruction.

Consider a shuttle bus to campus from train stations.

The AQMD required that the college had some sort of plan to improve air quality, which motivated the change to a four-day work schedule. Need to come up with a plan on a regular basis with respect to improving air quality.

There are different efforts going on in different areas. Need to find a way to bring them together.

Senator Hallinger acknowledged the many ideas presented, and explained that they are trying to create a unifying group to which ideas can come and through which initiatives may be promoted. Senator Ernest identified Terry Price as an expert in this area.

**Motion:** It was moved by Senator Juntilla (Liberal Arts) and seconded by Senator Namala (Humanities/Social Sciences) to support the proposed green initiative.

**Action:** Motion was unanimously approved.

President Reece asked that those interested in joining a committee contact Senator Hallinger.

**ADJOURNMENT**

Just prior to adjourning, President Reece announced a couple of agenda items for the next meeting—one about orientation, and one about how to validate online students. Senator Marks (Health Occupations) requested an agenda item regarding the guidelines for establishing when grades need to be submitted for short term classes.

The Senate adjourned at 12:23 p.m.

Minutes respectfully submitted by Faculty Senate Secretary, Traci Ukita.

**OFFICIAL MINUTES APPROVED BY FACULTY SENATE 11-25-08**

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 25, 2008

11:05 A.M.
Faculty Senate Office Hours: 8:00 a.m. – 5:30 p.m. Monday through Thursday and 8:00 a.m. to 3:30 p.m. Friday.

Dr. Bryan Reece  
President  
Ext. 2219

Debra Moore  
Vice President  
Ext. 2418

Dodie O’Donnell  
Faculty Senate Clerk  
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.