CERRITOS COLLEGE
COORDINATING COMMITTEE MINUTES
April 28, 2008

PRESENT:  Dr. Noelia Vela
          Jo Ann Higdon
          Dr. Stephen Johnson
          Dr. Bryan Reece
          Francine DeFrance
          Dean Mellas
          Dr. Ted Stolze
          Philip Hu
          Lynn Laughon
          Schellary Thomas
          Richard Crother
          Julie Mun

ABSENT:   Bill Farmer
          Steve Richardson
          Mark Wallace

GUEST(s): Adriana Flores-Church

I. MEETING CALLED TO ORDER
Dr. Vela called the meeting to order at 1:05PM.

II. INTRODUCTION OF NEW EMPLOYEE – None

III. APPROVAL OF MINUTES – April 21, 2008
Dr. Johnson made a motion to approve the April 21st minutes; Ms. DeFrance seconded the motion. Mr. Mellas indicated that on April 21 he noted that throughout the documents distributed by Ms. Quaas-Berryman from the College Committee on Developmental Education, Developmental Education is referred to as “DE.” He indicated that this acronym is already used by the Distance Education department and suggested that Developmental Education use a different abbreviation such as “Dev. Ed.” in order to avoid any confusion. The minutes were approved as corrected.

IV. SET BOARD AGENDA – May 7, 2008
Dr. Vela briefly reviewed the May 7 Board Agenda and invited the committee members to raise any questions and/or comments. Dr. Stolze requested further information regarding a new medical contract with the Veteran’s Affairs Long Beach Healthcare System. Dr. Vela replied that this contract will provide clinical/practicum experiences for students enrolled in the speech language pathology assistant program beginning May 1, 2008 through May 1, 2010 at no cost to the district. Mr. Mellas requested further information regarding an item to consider the denial of a request for an unpaid leave of absence for Armando Gonzales, Gardener/Groundskeeper. Dr. Vela replied that considerations for approval as well as denials of an unpaid leave of absence must be presented to the Board. In this case Mr. Gonzales has exhausted all available leave and has requested an unpaid leave of absence. Mr. Gonzales has been informed of the Education Code provisions and is also aware of the administration’s recommendation to the Board. This process allows Mr. Gonzales to protect his right to be reemployed in a vacant position in the same job classification within the next 39 months.

Dr. Vela also noted that during the May 7 Board meeting Dr. Kimberley Duff and Georgia Well will be presenting their sabbatical leave reports to the Board under institutional
presentations. There will also be a presentation of the initial proposal for renegotiation of items for the 2008-2009 fiscal year submitted by CSEA. The committee had no further questions.

V. ITEMS FROM INSTITUTIONAL COMMITTEES – None

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES – None

VII. STATUS OF SHARED GOVERNANCE
Board Policy and Administrative Procedure Service Update #14
Dr. Johnson led the committee in the review of revisions made to two administrative procedures during the recent CCLC’s Board Policy and Administrative Procedure Service Update #14.

The committee initially reviewed AP 4225 – Course Repetition on April 14, which was revised to include changes in Title 5 references and also to add a statement regarding repetition of cooperative work experience education courses. The committee also suggested additional language to clarify “substandard grades” and the number of allowed course repetitions. There was some discussion regarding the maximum number of allowed course repetitions and military withdrawals and the committee requested that this procedure be brought back for further discussion after gathering additional information. Dr. Johnson stated that additional revisions to this procedure include the addition of “FW” to the list of substandard grades, the addition of a paragraph that discusses military withdrawals and also a cross reference to AP 5013 titled Students in the Military. The committee had no additional revisions.

The committee also reviewed AP 5610 – Voter Registration which was revised to reflect conditions cited in SB 854 which permits students to submit completed voter registration forms to the Secretary of State as well as return the forms in person or mail them to the county election official, requires every community college that operates an automated class registration system on or before January 1, 2008 to permit students to coordinate with the Secretary of State during the class registration process to receive voter registration information, and requires community colleges to designate a contact person to coordinate the distribution of voter registration cards with the Secretary of State. The committee had no additional revisions.

VIII. PRESIDENT’S REPORT
Dr. Vela invited and encouraged the committee to attend as many end of the year events as possible to celebrate the accomplishments of our students. She noted that student achievement also reflects the success of our faculty and staff and that our attendance is very meaningful for the students. Some of these events include the Scholars Honors Program Banquet on Tuesday April 29, the Phi Theta Kappa Graduation and a showing of Urinetown “The Musical” on Thursday May 1, the ASCC Spring Awards Banquet on Friday May 2, the Project HOPE Banquet and Media Awards Night on Wednesday May 7, the Teacher TRAC Recognition Ceremony and PUENTE Celebration on Thursday May 8, the EOPS Graduation on Friday May 9, and Commencement on Saturday May 10.
IX. REPORTS FROM COORDINATING COMMITTEE MEMBERS
Ms. Higdon reported that she received some news regarding the growing statewide property tax shortfall. It was previously shared that the estimated shortfall was approximately $84 million. However, the most recent estimate is now over $100 million. She hopes to receive an updated figure in writing within the next week so that the College Committee on Planning and Budget can begin discussing plans and procedures. Updated and new information will be shared as it is received.

Ms. DeFrance shared that Dr. Kimberley Duff was awarded the Wayne Weiten Teaching Excellence Award from the American Psychological Association. This is the highest teaching honor awarded by the APA for two-year college faculty and there is only one recipient each year. The award will be presented to Dr. Duff during the APA conference in Boston this summer.

X. ADJOURNMENT
Meeting adjourned at 1:30PM.