Accreditation Follow-Up Visit Takes Place on Monday, April 23

Two members of the site-visit team will return to campus to validate work in the past year to address accreditation recommendations.

Cypress College’s accreditation follow-up visit will take place on Monday, April 23, a date that was revised from April 19. Dr. Lori Gaskin and Dr. Katherine McLain will be visiting campus from 8 a.m.-noon.

They plan to meet with Academic Senate Officers, the Planning and Budget Committee, President’s Advisory Cabinet, President’s Staff, and the Director of Institutional Research and Planning.

While these specific meetings have been scheduled, the pair may ask questions of anyone on campus.

In preparation for their visit, Santanu Bandyopadhyay has prepared an Accreditation FAQ as a reference for questions the team may ask during their visit.

This FAQ is in no way a substitution for the three manuals that were developed during last Fall to address the District recommendations. The manuals provide an understanding of the planning, decision making and budget allocation processes at the District, the timelines and ways to get involved. The FAQ provides a very brief overview of the contents of these manuals.

Additional documents — including the ACCJC Action letter dated June 30, 2011, listing three District recommendations and two Cypress College recommendations — are available in the Accreditation Section of the campus website.
‘GAypril’ Display in L/LRC as Part of Diversity Committee Event

As part of the Diversity Committee’s Multicultural Calendar of Events and activities, the gay-supportive student group (Support Club) is preparing a display in the L/LRC for Gay, Lesbian, Bisexual, and Transgender Awareness Month in April (also known as GAypril). The display case will contain pictures and brief biographies of lesbian, gay, bisexual and transgender celebrities, including such celebrities as Ellen DeGeneres, Neil Patrick Harris, and George Takei. This display will be available for the month of April.

The students will also be recognizing the Day of Silence with an informational table on April 17. Please stop by the table to learn more. Also, you can learn about the official Day of Silence at http://dayofsilence.org/.

National Geographic Emerging Explorer Goodman Presenting on April 17

Dr. Beverly Goodman, a National Geographic Emerging Explorer, will present “Ancient Tsunamis and Tiger Sharks: Underwater Geoarchaeological Research at Caesarea” to the campus community on Tuesday, April 17.

Dr. Goodman’s presentation will take place Tuesday, from 2:30-4 p.m., in HUM-131, and is offered by the Department of Anthropology and the Social Sciences Division. A brief question-and-answer will follow her talk.

Craig Goralski, a faculty member in Anthropology, helped arrange the visit.

In this talk, Dr. Goodman will discuss some of her research at the underwater prehistoric site of Caesarea, Israel, and will share how geoarchaeology can be used to learn about prehistoric cultures and how people in the past engineered their environment in response to coastal environmental changes.

Dr. Beverly Goodman is a National Geographic Emerging Explorer and Assistant Professor at the University of Haifa’s Leon Charney School of Marine Sciences.

She is a marine geoarchaeologist who specializes in reconstructing ancient coastlines and identifying natural disasters in the past using archaeology, sedimentology, micropaleontology, and geochemistry.

Students Host EmpowerED Awareness Event to Explain Budget Woes

The Associated Students hosted Empower Your Education, two days of raising awareness about the budget issues affecting community colleges. The event took place Wednesday and Thursday, from 11:30 a.m.-1:30 p.m.

A number of booths and tables were available. They included voter registration, the A.S.’s ongoing legislative letter-writing campaign, a budget awareness center, and an area for a new campaign where students share the impact of recent budget reductions.

Since 2009, California Community Colleges have lost more than $896 million in funding. As a result, course offerings and availability of student services have been reduced, leaving 140,000 students unable to enroll in courses this year.

At the same time, student fees have increased 125%, reaching $46 per unit beginning this summer.

This week’s events also provide the opportunity for students to talk with members of the Associated Students in advance of a small group participating in the Community College League of California’s Capitol Days later this month.

Chancellor: Virtual Hiring Freeze to Begin in NOCCCD as of May 31

In response to the state economic situation and ongoing budget concerns, a hiring freeze in the district is set to begin, Dr. Doffoney said in a March 29, 2012, memo to all employees.

Here is what Dr. Doffoney wrote:

As of May 31, 2012, the North Orange Community College District will institute a virtual hiring freeze on all new positions. This move was not undertaken lightly, but after much discussion with senior staff, the campus presidents and provosts, as well as the Board of Trustees, we feel that this is a necessary and prudent step which will help us prepare for the anticipated deficit. I call this a “virtual” hiring freeze because we recognize that emergencies do happen. In the event that a position becomes available that is critical to the continuing operations of the District, Vice Chancellor of Human Resources Jeff Horsley has the ability to sanction a replacement hire.

Please note that the hiring freeze does not apply to positions that are currently advertised or are otherwise already in the hiring process.

The impetus behind this action is twofold: 1) we believe the savings incurred from a hiring freeze will give us additional time to prepare for the outcome of the November tax ballot initiative, and 2) we are doing all we can to protect existing contract employees.

If you have any questions about the hiring freeze, please contact your campus leadership or the District Human Resources department.

Cypress College Alumna Danielle Nava

Appointed to FEHC by Governor Jerry Brown

Danielle Nava, Cypress College’s 2009 Alumna of the Year, a Foundation Board Member, and Board President of the YWCA of Central Orange County, was recently appointed to the Fair Employment and Housing Commission by Governor Jerry Brown.

As the YMCA Board President, Nava is currently involved in programs that eliminate racism and empower women. She is celebrating the YMCA’s 90 years of service to women. Her work as a FEHC member will be promoting and enforcing the civil rights of the people living in California so that they can be free from all forms of violence, pursuant to the Fair Employment and Housing Act.
**CCVO Club’s ‘Socks for Soles’ Fundraiser Aims to Help Homeless Vets**

Inspired by meeting California’s oldest female veteran, students in the Cypress College Veterans Organization have decided to take up her cause of caring for homeless veterans. Calling the effort “Socks for Soles,” the CCVO is collecting both monetary donations and new socks through the end of the semester. **CCVO President Derek Hendershot discussed the project** in an interview with Public Information Office intern Derrick Coleman.

Donations can be made at the Information Booth, located on the first floor of the Student Center, or in the Veterans Resource Center, on the second floor of the Cypress College Complex.

For more information, call (714) 484-7150.

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**CONTINUED: Cypress College Students Range in Age from 14 to 85**

Most of the students, 47%, transfer with a degree while 17% transfer without a degree. Those who earn an Associate Degree without transfer are 11% of the student body.

Students enroll with a variety of goals, but about eight percent enroll without a clear goal. Less than 2% of students attend Cypress College to complete their GED, discover goals, develop educationally, improve basic skills, or move from non-credit to credit coursework.

Over 700 students have previously attended a California State University and about 245 students have also attended University of California campuses. Two-thirds of students enrolled at Cypress College attend part-time.

Over 70% of Cypress College students are from traditionally under-represented ethnic groups. The Hispanic population of students continues to grow, while a lower percentage of white students attend courses. The percentages of African Americans, Asians, and Hispanics continue to be higher than the percentages of Orange County residents (2009 U.S. Census Population Estimates).

Cypress College students are studying over 380 different majors. The top majors this spring are: General Studies, Registered Nursing, Business Administration, Liberal Arts/Studies and Psychology.

More than half of the students come from surrounding cities within Cypress College service area, including: Anaheim, Buena Park, Cypress, Garden Grove and Stanton. Those students who come from outside the service area are in such cities as: Long Beach, Fullerton, La Mirada, Cerritos, and Whittier.

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**CONTINUED: Language Arts Booksale Set for April 23-26 in Humanities**

Kathryn Sonne, English Professor and Honors Program Director, said that donations of students’ “unwanted, but marketable” books would be greatly appreciated.

Gently used books can be dropped off in donation boxes located in Humanities, Learning Resource Center, Fine Arts, Business, Science, Engineering and Math, and the Student Center.

If assistance is needed in getting the books to the donation boxes, contact Sonne at (714) 484-7452. There will be many Honors students willing to help cart donated books from the car or office. Sonne said, “Thanks for your help in this worthy project.”

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**CONTINUED: Deadline for Faculty Graduation Regalia is Today**

A Faculty Robe Information Sheet is available with the costs for regalia rentals. Regalia for Bachelor and Master degrees is $16 and Doctorates are $26. Reservations and/or questions should be directed to Becky Rojas in the Student Activities Center at (714) 484-7199 or rojas@cypresscollege.edu.
Accreditation FAQ

A: Three teams worked on the three manuals. The team memberships were as follows:

**Integrated Planning Workgroup:** Ken Meehan (FC), Sean Chamberlain (FC), Lisa Clark (CC), Rick Rams (CC), Terry Giugni (FC), Vaniethia Hubbard (SCE), Santanu Bandyopadhyay (CC)

**Decision-making Manual Workgroup:** Dan Tesar (FC), Steve Donley (CC), Sean Chamberlain (FC), Bob Simpson (CC), Cherie Dickey (CC), Fred Rocha (SCE), Mark Greenhalgh (FC), Fred Williams (AC)*

**Budget Allocation Handbook:** Terry Taylor (SCE), Steve Donley (CC), Toni DuBois (FC), Sean Chambeerlain (FC), Cherie Dickey (CC), Jeff Horsley (AC)*, Karen Cant (CC), Terry Giugni (FC), Martha Guiterrez (SCE), Claudette Dain (AC)*

AC indicates Anaheim Campus, commonly referred to as District Office.

Q: How did the workgroups in charge of developing three manuals mentioned above collect feedback from campus?
A: The workgroups developed the drafts: two drafts were shared district-wide seeking feedback during Fall 2011. At Cypress College, Dr. Kasler distributed the drafts to all members of the campus community and directed them to provide feedback to the members in the respective committees. The committee members collected feedback and incorporated them in the future drafts.

Q: Were there venues at campus where development of the resources was discussed?
A: The campus representatives informed the campuses regarding the process via regular de–briefs in shared governance committees such as Planning & Budget and President’s Advisory Cabinet. Also, the drafts of these documents were circulated multiple times asking for feedback. The Accreditation Liaison Officer addressed the campus community via a series of meetings at division level as well as a variety of other forums and informed the process of development of these documents.

Q: How frequently are these documents to be reviewed?
A: Integrated Planning and Decision Making manuals will be reviewed and updated every year by the District Director of Public and Governmental Affairs. Additionally, these two manuals will be assessed by District Consultation Council every three years. The assessment will include seeking feedback from constituencies from all campuses. Budget Allocation model will be evaluated annually by the Council on Budget and Facilities.
Q: How does the Integrated Planning Process link campus level planning with district level planning?
A: District strategic directions establish district–wide goals. The campuses in–turn develop site–specific goals that collectively contribute to the achievement of District Strategic Directions. At Cypress College, the Strategic Plan 2011–14 directions are same as the district strategic directions, thereby bringing in synergy among the campus and district plans. The annual progress report details progress on District Strategic Directions and District Objectives, as well as campus goals and objectives.

Q: How frequently is the district mission statement reviewed?
A: The district mission statement was reviewed in November 2011 and will be reviewed every three years henceforth. The review is initiated by the Board; the Chancellor charges the District Consultation Council (DCC) to conduct the review. DCC seeks feedback from its constituencies from the campuses and recommend to the Chancellor, who in turn presents the revisions (if any), to the Board.

Q: How is the District Mission linked to the Strategic Directions?
A: The mission of the District drives the Comprehensive Master Plan (CMP). The CMP is the long term plan for the District. The long–term plan is broken into short term implementation periods via the Strategic Directions narrated in the Strategic Plan. Thus, the strategic directions contribute to accomplishment of district mission.

Q: How does the District review its Administrative Services?
A: The district administrative services conduct a self–review based on quantitative and qualitative data and prepares a report on the progress made in achieving the previous year’s plan. The administrative services also develop a plan to sustain or improve the services provided and contribute to achievement of District Strategic Directions. Administrative services are: Chancellor’s Office Services, Finance & Facilities, Human Resources, Information Services, Public & Governmental Affairs.

Q: What is the mechanism for assessment of implementation of the plans?
A: Annual Progress Report is prepared annually to inform the internal community about movement toward achievement of the District Strategic Directions.

Q: What are the key components of the Decision Making Manual?
A: The Decision Making Resource Manual defines the structure and function of decision–making groups. It also defines the role of constituencies such as Board of Trustees, Faculty, Staff, Students, Administrators, Chancellor, and President/Provost.

Q: What are the different decision–making groups convened by the District for decision–making purposes?
A: Three types of groups are convened by the District: Governance Groups, Organizational Groups, and Ad Hoc Groups.
The Governance Groups derive their authority from law and regulation. Examples of Governance Groups are District Consultation Council, its four sub-committees: Council on Budget and Facilities, District Curriculum Coordinating Committee, Institutional Effectiveness Coordinating Council, Technology Coordinating Council.

The Organizational Groups derive authority from the Board of Trustees or the Chancellor through the assignment of responsibilities on job descriptions and appointment to positions within NOOCCCD. Examples of Organizational Groups are Chancellor’s Staff, Banner Steering Committee, Budget Officers, District Agenda Committee, District Equal Employment Opportunity Advisory Committee, District Facilities Committee, District Grants and Resource Development Committee, District Services Committee, District Staff Development Committee, District Technology Roundtable, Learning Management System Steering Team.

Ad Hoc Groups are charged by the Chancellor or one of the Coordinating Councils to perform specific functions that benefit the entire district. These groups are not mandated by law or regulation.

Q: How are changes made in the budget planning process?
A: The Committee on Budget and Facilities, one of the governance groups appointed by the District Consultation Council evaluates the budget allocation model annually. Any changes are incorporated in the next years’ model.

Q: Who communicates the budget allocation model to the campuses?
A: The District Director of Fiscal Affairs schedules annual campus-wide meetings at each site to communicate the NOOCCCD Budget Allocation Model.

These are a summary of the key points in the manuals. Please take your time to understand the decision making, planning, and budget allocation processes at the campus by referring to these manuals available at: http://cypresscollege.edu/about/InstitutionalResearch/pdocuments.aspx.
13th Annual Parent Night
Wednesday, April 25, 2012

Resource Fair • 5:30-6:30 p.m.

Department Table Reservation Form

Please join us on Parent Night and showcase your program/department to prospective, local-area high school seniors. We are anticipating 200-400 high school seniors and parents.

Your support of this event is key to our outreach success!

Date of Event: Wednesday, April 25, 2012
Time: 5:30 – 6:30 p.m. (Set up @ 5:00 p.m.)
Location: Gateway Quad (Covered walkway near T/A Gallery if rain)

___Yes! I will host a resource table at Parent Night. Please reserve for me the following:

(Please print)

Department/Program: ______________________________________________________
Contact Person: __________________________________________ Ext: ______________
# of Tables: _____ # of Chairs: _______ Electrical (if available): ____ Yes ____ No
Special Display? ___________________________________________________________

Please return by April 16:

Marion Shocklee
CC-Student Support Services Division
CCCPLX-2nd Floor
mshocklee@cypresscollege.edu
Fax: (714) 484-7301
CYPRESS COLLEGE

Graduation 2012
May 29, 2012

Faculty Robe Information Sheet

Academic Cap and Gown

The cost for the rental is:
Bachelor and Master $16.00
Doctorate $26.00

Please PRINT all information

Name:_________________________( Male/Female):______

Degree

Bachelor ___ Master___ Doctor___

Dress or Suit Size____ Weight___ Height___Ft.__In.

Hood Information

Major:________________________

From:__________________________
     School Name       City      State

If you have your own regalia and plan to participate please let me know.

Order must be received by Student Activities Office by April 13, 2012
Attention: Becky Rojas: 714-484-7199
Spring 2013 Study Abroad Program
Rome, Italy

Requirements for Participation in Study Abroad Programs:
At the time of application, student must have:

1. Completed at least 12 units of college courses.
2. Completed English 100 or equivalent with a grade of “C” or better.
3. A grade point average (GPA) of at least 2.5.
4. Must be at least 18 years of age.

Please attend one of the Information Meetings listed below:

Thursday—May 3, 2012
7:00-8:30 p.m.
Fullerton College—Room #229
 or
Tuesday—May 8, 2012
7:00-8:30 p.m.
Cypress College—CCC Complex, Room #419

More information will be available soon on the Study Abroad Website:
http://studyabroad.fullcoll.edu

Classes Offered in: English & Psychology

For more information, please contact the Office of Study Abroad:
Jackie Evans — jevans@fullcoll.edu or (714) 732-5680

APPLICATION DEADLINE: NOVEMBER 2, 2012
TO: ALL STAFF  
From: Ned Doffoney, Chancellor  
Date: April 9, 2012

At both of the recent Cypress College and Fullerton College “Coffee with the Trustees and Chancellor” events, I’ve fielded questions from employees about how decisions are made within the District as well as how they can give input into the various processes. During this time of great change and uncertainty, I want to remind everyone of how the shared governance system works at NOCCCD and how employees can communicate their ideas and concerns to the administration.

The collegial culture in the North Orange County Community College District rests on a partnership in which Board members, faculty, staff, administration, and students participate in making decisions. Constituents participate in making decisions appropriate in scope to their roles within the District. A complete description of this process can be found in the new 2012 NOCCCD Decision-Making Manual but it’s important to remember that employees are represented, en masse, by the groups codified in Board Policy 2510 Participation in Local Decision-Making. In brief:

- Faculty are represented by the Academic/Faculty Senates at each campus, as well as the United Faculty and Adjunct Faculty Union
- Classified staff members are represented by Classified School Employees Association Chapter 167 (CSEA) and the Classified Senate at Fullerton College
- Confidential employees are represented by the Confidential Employees Group
- Managers are represented by the District Management Association
- Students are represented by the Associated Students and Student Trustees

Employees and students are represented by these various constituent groups on key decision-making committees in the District. Group representatives understand that they are responsible to their particular constituency in two ways: to share input from the constituent group to the committee and to share information and dialogue from the committee with their constituent group.

There are two primary venues through which constituency input is regularly solicited: the Board of Trustee meetings and the District Consultation Council (formerly District Planning Council). The Board of Trustee meetings are scheduled for the second and fourth Tuesday of each month, and members of the public may address the Board at the start of each meeting. The District Consultation Council makes recommendations to the Chancellor on policy issues, instruction and student services, budget, the integration of planning and resource allocation, and other matters. The District Consultation Council meets once a month and the meetings are open to everyone. The agendas and detailed minutes for both the Board of Trustee and District Consultation Council meetings are available on My Gateway.

In addition, NOCCCD has developed numerous opportunities during the year for facilitating communication between the administration and employees and students. Every fall and spring semester, each campus holds a “Coffee with the Trustees and Chancellor” event during which attendees may address the Chancellor or
Trustees about whatever topic they choose. In the past, these have indeed been lively discussions, bringing various concerns to our attention. We organize an annual “Strategic Conversation” centered on a current issue of note, which is developed by a committee consisting of representatives from each campus. These are brainstorming sessions where innovative thinking is encouraged. As the need arises, we also have public forums for the collection of information. In the last year, we’ve held forums on the Comprehensive Master Plan, the Board of Trustee Redistricting Scenarios, and are planning two Board of Trustee “Budget Workshop/Study Sessions” about fiscal matters.

Obviously these are just some of the official venues NOCCCD has provided for the flow of communication. I have always had, and will continue to have, an open door policy for discussion, questions, or concerns. I urge you to take advantage of the many ways to become engaged in the ever-developing dialogue about how to improve our District. To that end, following is a handy reference guide of how to find important District information, including who your current representatives are.

Let’s talk soon.
Information Index

Board Policy 2510 Participation in Local Decision-Making:

2012 NOCCCD Decision-Making Manual:

Board of Trustee Meeting Agenda, Minutes and Archives:
http://www.nocccd.edu/Trustees/MtgMinutesArchive2011.htm

Board of Trustee Meeting Dias Membership:
http://www.nocccd.edu/Trustees/documents/2012BoardRoomArrangement.pdf

District Consultation Council:

District Consultation Council Agenda and Minutes:
http://mygateway.nocccd.edu/cp/home/loginf

District Consultation Council Membership

Academic/Faculty Senates:
- Fullerton College Faculty Senate: http://facultysenate.fullcoll.edu/
  Representative: Marcus Wilson
- Cypress College:
  Representative: Pat Ganer
- SCE Academic Senate: http://sce.cc.ca.us/staff/academic/faqs.htm
  Representative: Candace Lynch Thompson

United Faculty Union:
http://sites.google.com/site/ufonline2/
Representative: Dale Craig

Adjunct Faculty Union:
http://www.adfacunited.org/
Representative: Sam Russo

Classified School Employees Association Chapter 167:
http://www.csea167.org
Representative: Rod Lusch

Fullerton College Classified Senate:
http://classifiedsenate.fullcoll.edu/
Representative: Catherine Parks

Confidential Employees Group:
Representative: Beth Stokes, ext. 84824

District Management Association:
http://mygateway.nocccd.edu/cp/home/loginf
Representative: Fred Rocha

Fullerton College Associated Students:
http://studentwww.fullcoll.edu/as/
Representative: Maria Duque

Cypress College Associated Students:
http://www.cypresscollege.edu/studentLife/associatedStudents
Representative: Gabriel Rubio
District-wide faculty, staff, and students are invited to attend the

Board Budget Workshop and Study Session

April 24, 2012
5 p.m. – Anaheim Campus Board Room

Workshop and Study Session will include:
- Presentation of recommendations by the Council on Budget and Facilities
- Presentations by various constituent groups, Academic Senates, and Associated Students
- Open mic for comments from the audience
- Board Discussion

Questions? Please contact the District Public Affairs Office at publicaffairs@noccdd.edu or (714) 808-4831
What is the University Transfer Achievement Program (UTAP)?
UTAP is a learning community designed to assist students to create a support system that will enable them to succeed in the college environment. UTAP provides a foundation through its year-long learning community by enrolling students in classes that explore the interdisciplinary connections through integrated assignments and projects. Within the program, students participate in co-curricular activities and field trips that emphasize and enrich these interdisciplinary connections. UTAP also teaches students how to maximize their use of campus services, such as tutoring, financial aid, and counseling, to ensure their academic success. UTAP encourages students to engage in the full scope of the Cypress College experience in preparation for their transfer to four-year colleges and universities.

Eligibility requirements:
• Qualifying assessment scores for English 60
• Commitment to the full scope of the learning community experience
• Desire to transfer to a four-year college or university

Benefits of joining UTAP:
• GUARANTEED CLASSES that meet general education and transfer requirements
• Improved writing skills
• Interdisciplinary curriculum
• Enhanced study skills and study habits
• Introduction to financial aid and scholarship information
• Introduction to campus services (tutoring, library research skills, etc.)
• Individualized academic and career counseling
• Preparation for transfer
• Dedicated faculty who promote student success
• Increased personal growth
• Supportive community of friends
• Field trips and social activities

For more information about the Fall 2012 program, please attend one of our upcoming information sessions:

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Thurs., March 22</td>
<td>3:30-4:30</td>
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<tr>
<td>Thurs., April 12</td>
<td>3:30-4:30</td>
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<tr>
<td>Tues., April 17</td>
<td>3:30-4:30</td>
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<tr>
<td>Wed., May 23</td>
<td>3:30-4:30</td>
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Seats are limited, so attend an information session now!

For more information, please contact:
Mary Forman, Cypress College UTAP Coordinator
9200 Valley View Street, Cypress, CA 90630
Telephone: (714) 484-7156
E-mail: mforman@cypresscollege.edu
Office: Humanities Bldg., room H-248
In this talk, Dr. Goodman will discuss some of her research at the underwater prehistoric site of Caesarea, Israel, and will share how geoarchaeology can be used to learn about prehistoric cultures and how people in the past engineered their environment in response to coastal environmental changes.

Dr. Beverly Goodman is a National Geographic Emerging Explorer and Assistant Professor at the University of Haifa’s Leon Charney School of Marine Sciences.

She is a marine geoarchaeologist who specializes in reconstructing ancient coastlines and identifying natural disasters in the past using archaeology, sedimentology, micropaleontology, and geochemistry.

A short Q&A session will follow the talk.