

**FACULTY SENATE MINUTES
OCTOBER 20, 2020**

Nicole DeRose	President	2020-2021	P
Robin Witt	Vice President	2020-2021	P
Mark Gutierrez	Secretary/Treasurer	2020-2021	P
Angela Burk – Herrick	Curriculum Chair	2019-2021	P
Tracy Kocher	Business & Applied Technology	2020-2022	P
Karin Nelson	Business & Applied Technology	2020-2021	P
Daniel Bentum	Chino/Fontana	2020-2022	P
Manar Hijaz	Chino/Fontana	2019-2021	A
Lisa Doget	Health Sciences	2020-2022	P
Jayne Clark	Health Sciences	2019-2021	P
Christina Holdiness	Instructional Support	2020-2022	P
Mary Jane Ross	Instructional Support	2019-2021	P
Jeff Harlow	Kinesiology, Nutrition & Athletics	2020-2022	P
Vacant	Kinesiology, Nutrition & Athletics	2019-2021	
Elizabeth Encarnacion	Language Arts	2020-2022	P
Steve Shelton	Language Arts	2019-2021	P
Mark Gutierrez	Mathematics & Science	2020-2022	P
Nicole DeRose	Mathematics & Science	2019-2021	P
Dan Kern	Social & Behavioral Sciences	2020-2022	A
Angela Sadowski	Social & Behavioral Sciences	2019-2021	A
Jackie Boboye	Student Services	2020-2022	P
Jean Oh	Student Services	2019-2021	A
Vacant	Visual & Performing Arts	2020-2022	
Patrick Aranda	Visual & Performing Arts	2019-2021	P
Tamari Jenkins	Senator-At-Large	2020-2023	A
Robin Witt	Senator-At-Large	2019-2022	P
Garrett Kenehan	Senator-At-Large	2018-2021	P
Luke Gunderson	Adjunct Senator-At-Large	2020-2022	P
Gail Keith-Gibson	Adjunct Senator-At-Large	2019-2021	P

Alternates

David Karp	Business & Applied Technology	2020-2021	P
Robert “Ian“ Jones	Chino/Fontana	2019-2021	A
Shelley Eckvahl	Health Sciences	2019-2021	A
Shelley Marcus	Instructional Support	2019-2021	P
Vacant	Kinesiology, Nutrition, & Athletics	2019-2021	
Leona Fisher	Language Arts	2020-2022	A
Diana Cosand	Mathematics & Science	2019-2021	P
Sergio Gomez	Social & Behavioral Sciences	2020-2022	A
Donna Colondres	Student Services	2019-2021	A
Stan Hunter	Visual & Performing Arts	2019-2021	A
Stephen Villasenor	Adjunct Alternate Senator	2020-2021	A

Guests:

Jonathan Ausubel, President, CCFA

Lissa Napoli, Administrative Assistant, Faculty Senate

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:38 P.M.)****2.1 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)**

- Jonathan Ausubel, President, CCFA, highlighted the new MOU that was sent out via email on Thursday, October 15, 2020.

4. APPROVAL OF AGENDA**4.1 October 20, 2020**

- **Motion for Approval** - Senator Boboye moved to approve the Agenda. Senator Keith-Gibson seconded the motion. The motion was approved. 10.20.20, 18/0.

5. APPROVAL OF MINUTES**5.1 October 13, 2020**

- **Motion for Approval** - Senator Ross moved to approve the 10.13.20 Minutes. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 10.20.20, 16/0/2.

6. CONSENT AGENDA**6.1 Faculty representatives that have been requested to serve:****6.1.1 Evaluation Training Workgroup, Christina Holdiness, STEM Success Center**

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the Consent Agenda. Senator Gunderson seconded the motion. The motion was approved. 10.20.20, 17/0.

7. GUEST(S)/PRESENTATION(S) - None.**8. UNFINISHED BUSINESS**

- **8.1 Action Item:** Finals Week Best Practices Workgroup - After the discussion during last week's Senate meeting, the workgroup took the concerns and revised these best practices to include a more student-centered approach.

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to endorse the Finals Week Best Practices. Senator Shelton seconded the motion. The motion was approved. 10.20.20, 19/0.

9. NEW BUSINESS

9.1 Discussion Item: The Chaffey College Website and the lack of functionality for students, staff, and faculty.

- Faculty members and students have expressed frustration with the new website when searching for particular departments, reports, scheduling appointments, and navigation links. President DeRose proposed joining forces with Classified Senate and CCSG to provide feedback on the functionality of the website. This will offer the opportunity to embrace participatory governance and allow Senate to begin from a neutral position. Guided Pathways is working on a survey for students that will include questions about the functionality of the new website.

9.2 Discussion Item: Classified Senate & CCSG liaison

- President DeRose will reach out to both Classified Senate and CCSG to discuss the possibility of having liaisons to help strengthen Senate's relationship with these two entities.

10. REPORTS

10.1 President

The FON workgroup will work on a faculty prioritization list. Associate Superintendent of Instruction Laura Hope is seeking more faculty representatives on this workgroup. Senate acknowledges the need for a review of equitable hiring practices. ASCCC has archived information on equitable hiring practices.

10.2 Vice President

Vice President Witt offered congratulations to Senator Kenehan on his recent appointment as Dean of Mathematics and Sciences. Vice President Witt will hold an election for a new Senator-at-Large to fill Kenehan's seat. She will also send out the Faculty Senate Newsletter in late October or early November.

10.3 Secretary/Treasurer - No report

10.4 Curriculum - No report

10.5 Committees

10.5.1 ASCCC Black Caucus

- Senator Boboye shared the most recent work in which she has been involved. Senator Boboye expressed the need for more faculty representation in the Black Caucus.

- Justice for Breonna Taylor

"We stand in alliance with Black people throughout the California Community College system and across our nation, who are deeply affected by these everlasting assaults on our community. It's time to make a change in policing, in education, and in our country. Let's reform these systems and demand justice now".

- Black Caucus of the Academic Senate for the California Community Colleges

10.5.2 Evaluations Forms Committee: Jackie Boboye & Christina Holdiness

- The committee reviewed the evaluation forms for counselors, instructional specialists, and librarians. Both the questions and student evaluations were reviewed and minor revisions were made.

10.5.3 Constitution Workgroup

- Vice President Witt shared the most recent changes to the survey after considering the recommendations from Senate.

11. ANNOUNCEMENTS

11.1 Happy Halloween!!!! *Gremlins and Goblins and Witches on brooms, you're invited to a meeting under the moon. The Goblins are haunting, the Monsters will mash, it's time to get together for a meeting Bash!* The next Faculty Senate meeting is scheduled for Tuesday, October 27. Wear your favorite (sweet, scary, fun, creative, hilarious, but appropriate) costume, use a Zoom Halloween background, and don't forget to eat your favorite Halloween treats!! This meeting is sure to cause a graveyard smash!!!

11.2 Other

11.2.1 Faculty Senate Needs Your Help! - Please consider making a monthly contribution to our accounts by clicking on this link: <https://chaffey.kindful.com/>

- **Faculty Senate Membership Dues** which supports activities such as Faculty Lecturer of the Year, New Hire & Tenure Receptions, Service Recognition Awards, Congratulatory and Sympathy cards, and the Meritorious Service Awards.
- **Faculty Senate Scholarship** Account which provides funds for the Faculty Senate Student Scholarships

Contributions are tax deductible!!

11.2.2 Call for Representation: Are you interested in committee work? Faculty Senate is seeking representatives to serve on campus committees. We are calling upon you to volunteer or identify a faculty member who would be willing to participate on committees. Most committees meet monthly, however, others may meet weekly, or bi-weekly for an hour to an hour and a half.

Please be on the lookout for emails from the Faculty Senate regarding participation on committees.

11.2.3 Senator Encarnacion shared that October is LGBTQIA Awareness Month. In addition, Wednesday, October 21, 2020 is National Pronoun Day. Senator Encarnacion said that this is a great opportunity to update your Zoom and Canvas names. If you should need any further information please contact her.

12. FLOOR ITEMS - None

13. ADJOURNMENT (1:47 P.M.)

The next Faculty Senate meeting is scheduled for Tuesday, October 27, 2020.

Lissa A. Napoli, Recording Secretary

Mark Gutierrez, Secretary - Treasurer

Report from the Finals Week Best Practices Workgroup

Here is item 13 of the 3rd Covid-19 MOU (in effect now through Spring 2021):

- Unless a specific time is listed in the fall 2020 or spring 2021 schedule of classes, faculty shall provide an availability window of at least 48 hours within the final examination week during which students may take the exam.

Here are the current contractual requirements as it pertains to final exams:

- **14.5.2 Personal Business** (second paragraph): To further minimize disruptions to the educational process, faculty members will be present during the first instructional week of the term and the final exam period of each term. Use of personal business days during this time may be approved by the first-level manager under extenuating circumstances. Proper documentation must accompany these requests.
- **18.12 Final Examination Period:**
During the period of final examinations, the instructor of record shall meet students in accordance with the published final examination schedule unless the college's first-level manager or designee has officially approved a change in the time of the final examination.

Following the last day of the final examination period the instructor of record shall submit student grades no later than four (4) business days following the fall semester, and five (5) business days following the spring and summer semesters. Disciplinary action may result from habitual failures to meet this requirement.

The responsibilities of the instructor of record shall continue until the assignment is completed, the grades and attendance reports (if applicable) are submitted, and the college's checkout procedures (if applicable) are completed.

All contract/regular instructors shall also schedule during the final examination week three (3) office hours, normally to be scheduled on two (2) or more days. Proportionate office hours shall be scheduled for those instructors carrying reduced loads.

Each contract/regular instructor shall post the final examination week office hours for the students and report the hours to the first-level manager.

We are asking Faculty Senate to support the following recommendations:

The following recommendations are not contractual requirements regarding final exams; they are a set of recommendations to keep the process equitable for students and faculty

- Be flexible, supportive, and communicative--many of our students are experiencing significant barriers to internet and technology access.
- The final exam deadline should fall on a day that is consistent with previous deadlines. (For example, if due dates are typically Wednesdays and Saturdays, make it due on one of those days during final examination week.)
- Allow flexibility to students who may have legitimate conflicts, multiple classes/exams, and outside obligations by providing access to the final exam of a minimum of 48 hours during finals week. (Note: avoid having all final exams on Monday and Tuesday of finals week.)
- If a final exam is given, set a time limit that takes into consideration issues related to the online environment.
- Provide clear instructions about the dates the exam will be available, how long the exam will be if timed, how many attempts students will have, etc.
- Synchronous classes, as per the contract and MOU, should have a session during the final exam scheduled time, whether or not that time is used for an exam.
- Consider sharing your final exam schedule with the success center so they can plan accordingly and promote academic integrity.

President Report for October 13, 2020

FON/Faculty Hiring Practices

The FON workgroup met on Thursday October 1. The workgroup agreed to change the name to Faculty Hiring Practices Workgroup. This workgroup will focus on the faculty hiring processes that are currently in place and how to improve those processes. Current members include: Alisha Rosas, Jason Chevalier, Cory Schwartz, Michael McClellan, Misty Burruel, Susan Hardie, Jon Ausubel, Emily Avila, Angela Sadowski, and Nicole DeRose. The current members agreed to expand the membership to include an additional representative from H.R., Janeth Rodriguez, Cindy Walker, Leti Romo (the new director of Student Equity and Engagement), and Ava Nguyen.

The workgroup discussed the Faculty Prioritization process for this year. While the likelihood of hiring faculty for next year is slim due to the budget constraints, the workgroup decided to commit to that work again this year. A faculty prioritization will provide an opportunity to continue with improvements seen in last year's prioritization process, and in the event that faculty positions can be filled, the prioritized list will be available. The workgroup acknowledged that faculty prioritization is a very time consuming process for all involved, yet the group favored transparency in the selection of any future faculty hiring for next academic year.

The workgroup has organized efforts to improve faculty hiring processes into five areas., and prioritized efforts in three of the five areas (see bulleted list).

1. Recruitment
 - Evaluation of announcements for inclusion
 - Advertising—part-time and full-time—cultivating diverse pools—differentiate roles with HR, deans, and faculty
2. Hiring Practices
 - Anonymous application processes
 - Part-time hiring practices formalized—how do we hire (business connections, ?
 - Protocols for questions on DE, equity, content, and conflict at the first-level and aligned questions to EMP and PRIDE statement
3. Retention
 - Evaluation of orientation processes/NFO/mentoring evaluation (maybe focus on C-1-3)
 - Framing onboarding to be both institutional and departmental
4. Policy
5. Communication

BLACK CAUCUS STATEMENT OF PURPOSE

To support the teaching and learning goals of Black faculty and students by prioritizing an equity lens that considers the Pan-African perspectives of Black people and how it impacts their experiences in education such as the implications of race and ethnicity, intersectionality, socioeconomic status, diverse hiring pools, microaggressions, leadership role disparity, and how new initiatives impact Umoja Programs and Black students as a disproportionately impacted population.

ANTICIPATED ACTIVITIES AND OBJECTIVES:

1. Meet at ASCCC Plenary Sessions.
2. Meet, network, and deliberate as a Black collective faculty voice on issues of common community college concern that caucus members feel are of vital importance.
3. Participate and provide engagement in activities to provide professional development and mentoring opportunities independently and in coordination with ASCCC leadership.
4. Seek solutions to issues and concerns through resolutions, rostrum articles, advocacy, events, and distribution of information.
5. Seek to make recommendations that improve the work and impact of ASCCC on furthering the mission of the Black Caucus.

MEMBERSHIP

Jessica Ayo Alabi, Chair, Orange Coast College

Ty Simpson, Co-chair, San Bernardino College

Denise Pasley, Barstow College

Brandy Thomas, Butte College

Camille Jack, Cuyamaca College

Tina McClurkin, North Orange County Continuing Education

Lance Heard, Mt. San Antonio College

Kimberley Stiemke, North Orange County Continuing Education

Amar Abbott, Taft College

Teresa Aldredge, Cosumnes River College

Robert L. Stewart, LA Southwest College
Jackie Boboye, Chaffey College
Karla Kirk, Fresno City College
Ebony McDuffie, Los Angeles Trade Tech
Ric Epps, Imperial Valley College
Lydia Morales, Ventura College
Alondo Campbell, Santa Ana College
Kristine Wright, LA Southwest College
Tremaine Truitt, Compton College
La'Kisha Simpson, Citrus College
Adrean Jamal Askerneese, Miracosta College
Stephanie Perkins, Monterey Peninsula College
Janue Johnson, San Diego Mesa College
Roberta Krauss
J. Tony Anderson, Hartnell College
Tracey Potts, Modesto College
Nesha Savage , San Diego City College
Selam Gebrekristos, San Diego City College
Hitchcock, Dominique, Norco College
Rachel Hastings, Miracosta College
Maisha N. Jones, Los Angeles Southwest College
Desireé Lee, Antelope Valley College
Diane Brown, Orange Coast College
Lena Heckbert, Miramar College
Constance Walsh, Fullerton College
Tera Reynolds, American River College

Justice for Breonna Taylor

The Black Caucus of the Academic Senate for California Community Colleges is deeply saddened for the family of Breonna Taylor as they carry the burden of being another Black family grieving the death of a loved one without justice. On Wednesday, September 23, 2020 the Kentucky Attorney General, Daniel Cameron, announced that the grand jury declined to indict officers Jonathan Mattingly and Myles Cosgrove, but indicted Detective Brett Hankison on charges of first-degree wanton endangerment. None of the charges were related to the murder of Breonna Taylor, but instead these charges were based solely on firing of random shots. Breonna Taylor was invisible in the indictment, but injustice was written all over it.

This has become an all too familiar story in our country and we are sickened and outraged. The perpetual disregard of Black lives and minds must be stopped. Calling Breonna's death a tragedy is not enough. To once again leave justice hanging in the balance and affirm the cause of broken policing and an unjust criminal justice system that allows unarmed people to be murdered with impunity; this country leaves little trust for young people to hold on to. The hypocrisy of guilt in a civil suit, but receiving no justice in criminal court is appalling. This system has once again shown us that it does not value our Black lives and why the streets must continue to chant, "Black Lives Matter" until this is no longer our reality.

As faculty members in the California Community College system we have a duty and responsibility to enact change and fight systemic racism. We must engage in uncomfortable yet critical conversations about racism and shine light on century old inequities in the education system. We must dismantle our institutional policies and structures that are seeping with racism, which are not serving our Black and Brown students. We must speak truth and allow our students to speak their truth as well. Give students space to be angry, hurt, enraged and sad while showing them grace by not punishing them for not turning in an assignment or not showing their face on Zoom or not attending your office hours. Sadness and trauma manifest in different ways and our students are grieving and need time to heal. We are grieving and need time to heal.

We stand in alliance with Black people throughout the California Community College system and across our nation, who are deeply affected by these everlasting assaults on our community. It's time to make a change in policing, in education and in our country. Let's reform these systems and demand justice now.

Black Caucus of the Academic Senate for the California Community Colleges

Senators		Present	Approval of Agenda 10.20.20	Approval of 10.13.20 Minutes	Approval of Consent Agenda 10.13.20	Finals Week recommendations	
Representation	Name						
<i>Alternate Senators Italicized</i>							
President	Nicole DeRose	Y					
Vice President	Robin Witt	Y	Y	Y	Y	Y	
Secretary/Treasurer	Mark Gutierrez	Y	Y	A	Y	Y	
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	
Business & Applied Technology	Tracy Kocher	Y	Y	Y	Y	Y	
Business & Applied Technology	Karin Nelson	Y	Y	Y	Y	Y	
<i>*Business & Applied Technology Alternate</i>	<i>David Karp</i>	Y					
Chino/Fontana	Daniel Bentum	Y	Y	Y	Y	Y	
Chino/Fontana	Manar Hijaz						
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>						
Health Sciences	Lisa Doget	Y	Y	Y	Y	Y	
Health Sciences	Jayne Clark	Y	-	-	-	Y	
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>						
Instructional Support	Christina Holdiness	Y	Y	Y	Y	Y	
Instructional Support	Mary Jane Ross	Y	Y	Y	Y	Y	
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y					
Kinesiology, Nutrition, & Athletics	Jeff Harlow	Y	Y	Y	Y	Y	
Kinesiology, Nutrition, & Athletics	Vacant						
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Vacant</i>						
Language Arts	Elizabeth Encarnacion	Y	Y	Y	Y	Y	
Language Arts	Steve Shelton	Y	Y	Y	Y	Y	
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>						
Mathematics & Science	Mark Gutierrez						
Mathematics & Science	Nicole DeRose						
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>	Y	Y	Y	-	Y	
Social & Behavioral Sciences	Dan Kern						
Social & Behavioral Sciences	Angela Sadowski						
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>						
Student Services	Jackie Boboye	Y	Y	Y	Y	Y	
Student Services	Jean Oh						
<i>*Student Services Alternate</i>	<i>Donna Colondres</i>						
Visual and Performing Arts	Vacant						
Visual and Performing Arts	Patrick Aranda	Y	Y	A	Y	Y	
<i>*Visual and Performing Arts Alternate</i>	<i>Stan Hunter</i>						
Senator-At-Large	Tamari Jenkins						
Senator-At-Large	Robin Witt						
Senator-At-Large	Garrett Kenehan	Y	Y	Y	Y	Y	
Adjunct Senator-at-Large	Luke Gunderson	Y	Y	Y	Y	Y	
Adjunct Senator-at-Large	Gail Keith-Gibson	Y	Y	Y	Y	Y	
<i>*Adjunct Alternate Senator</i>	<i>Stephen Villasenor</i>						
RED indicates reported absence							
Total Yes Votes		22	18	16	17	19	0
Total No Votes			0	0	0	0	0
Total Abstentions			0	2	0	0	0

- = Not available during meeting to vote

34 members total - up to 25 voting at any given time. The President is a non-voting member. Curriculum Chair now votes per 8.25.20 n

President ONLY votes to break a tie.

A quorum shall consist of two-thirds of the voting members of the Faculty Senate

17 members are needed for QUORUM

24 Present at this meeting = 22 members, 2 visitors

10.20.20 Faculty Senate Meeting