

FACULTY SENATE MINUTES

APRIL 13, 2021

Nicole DeRose	President	2020-2021	P
Neil Watkins	Vice President/President Elect	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	P
Lisa Doget	Health Sciences	2020-2022	A
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	A
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	P
Angela Sadowski	Social & Behavioral Sciences	2019-2021	P
Jackie Boboye	Student Services	2020-2022	P
Jean Oh	Student Services	2019-2021	P
Vacant	Visual & Performing Arts	2020-2022	
Patrick Aranda	Visual & Performing Arts	2019-2021	P
Tamari Jenkins	Senator-At-Large	2020-2023	P
Robin Witt	Senator-At-Large	2019-2022	P
Sarah Cotton	Senator-At-Large	2020-2021	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	A
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	P
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	P
Stephen Villasenor	Adjunct Alternate Senator	2020-2021	A
Hope Ell	Classified Senate Liaison	2021	P

Guests:

Jamie Buchanan, Social and Behavioral Sciences/Psychology
John Glass, Social and Behavioral Sciences
Tara Johnson, Fashion Merchandising
Lissa Napoli, Administrative Assistant, Faculty Senate
Bill O'Neil, Business and Applied Technology/Electricity
Bruce Osburn, Business and Applied Technology/Automotive
Jonathan Polidano, Business and Applied Technology

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:35 P.M.)**

2.1 Remote Attendee Identification

3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.) - None.

4. APPROVAL OF AGENDA

- April 13, 2021
- **Motion for Approval** - Senator Boboye moved to approve the 4.13.21 agenda. Senator Clark seconded the motion. The motion was approved. 4.13.21, 23/0.
- A concern was raised about the absence of the DEI resolution from the agenda. Because of time constraints, it'll be on the agenda for a Senate meeting scheduled in the near future.

5. APPROVAL OF MINUTES

- April 6, 2021
- **Motion for Approval** - Senator Keith-Gibson moved to approve the 4.6.21 minutes as amended. Senator Clark seconded the motion. The motion was approved. 4.13.21, 21/0/2.

6. CONSENT AGENDA**6.1 Faculty representatives that have been requested to serve as follows:****6.1.1 Faculty, Aviation Maintenance Technology Selection Committee**

Fabiola Espitia, Counseling
Jack Little, Aeronautics, BAT
Mark Padilla, Physics, M&S
Jonathan Polidano, Automotive Technology, BAT

6.1.2 Faculty, Industrial Electrical Technology/HVACR Selection Committee

Karin Nelson, Accounting, BAT
William O'Neill, Industrial Electrical Technology, BAT
Markazan "Mary" Romero, Industrial Electrical Technology, BAT

6.1.3 Faculty, Automotive Technology Selection Committee

Daniel Bentum, Hotel & Food Service
Bruce Osburn, Automotive Technology, BAT
Jonathan Polidano, Automotive Technology, BAT
Lizzete Garcia, Counseling

6.1.4 Faculty, Cloud Computing Selection Committee

Terri Helfand, Computer Science, CIS
David Nimri, Computer Science, CIS
Selene Pineda, Library
Steve Siedschlag, Networking, CIS

6.1.5 Faculty, Criminal Justice Selection Committee

Michelle Martinez, Counseling
James Sloan, Fire Technology, BAT
Ana Rosales, Administration of Justice, BAT

6.1.6 Faculty, Social Science Psychology Statistics Selection Committee

Sergio Gomez, Sociology, SBS

6.1.7 Faculty, Psychology Selection Committee

Nicole Barbari, Psychology, SBS
Melissa DiLorenzo, Psychology, SBS
Maria Fitzpatrick, Psychology, SBS
Angela Sadowski, Psychology, SBS
Tara Johnson, Fashion Merchandising

- A concern was raised about the Industrial Electrical Technology/HVACR selection committee from item 6.1.2 having only 3 faculty members. Dr. Friday is still seeking an additional faculty member. This addition will be on the April 27th Senate agenda.
- Both the Criminal Justice and Social Science Psychology Statistics selection committees from items 6.1.5 and 6.1.6 reflect additions to the selection committees.
- A concern was raised about the gender representation on the Psychology selection committee from item 6.1.7. President DeRose will reach out to Dean Schwartz and inquire.
- The Geography selection committee will be listed on the April 27th Senate meeting agenda.
- **Motion for Approval** - Senator Shelton moved to approve the 4.13.21 Consent Agenda. Senator Boboye seconded the motion. The motion was approved. 4.13.21, 23/0.

7. GUEST(S)/PRESENTATION(S) - None.

8. REPORTS

8.1 President

8.1.1 Sabbatical Process Update - Please see pages 4 - 7 in the agenda.

- The Senate agreed to the addition of the contractual references and checklist to the sabbatical process.
- A concern was raised about the difficulty of the bond acquisition process. President DeRose shared how this process has recently been streamlined and made more efficient.
- A recommendation was made about having a group of faculty that are available for additional help to those that are seeking a sabbatical. The Senate may have a list of faculty available as a resource in the Senate Canvas shell.
- A request was made to add a recommendation in the sabbatical process to keep track of one's own progress during the sabbatical process. This will help when it is time to fill out the sabbatical report at the end of the process.
- Any senator having additional recommendations to the sabbatical process is encouraged to email President DeRose.
- The Senate agreed to wait on including the sabbatical process flow chart. This will give the Senate time to work with CCFA regarding the step 4 of the sabbatical process and the implications of the CIO approval.

8.1.2 Cultural Graduation Update

- President Shannon offered clarity regarding his campus-wide email referring to the cultural commencement celebrations. Celebrations will be held virtually on May 16 for Latinx students, May 8 for Black students, and TBD for LGBTQIA+ students.

8.2 Vice President/President Elect - No report.

8.3 Secretary/Treasurer - No report.

8.4 Curriculum - No report.

9. NEW BUSINESS

9.1 Vice President and Secretary/Treasurer Elections 2021-2022

- Senator Boboye nominated Senator Shelton for Vice-President. Senator Shelton respectfully declined.
- Senator Cotton was self-nominated for Vice-President. Curriculum Chair Burk-Herrick seconded the nomination.
- Senator Gunderson nominated Senator Ross for Vice-President. Senator Marcus seconded the nomination.
- After a Senate vote, Senator Cotton was named Vice-President 2021-2022.
- Senator Sadowski nominated Senator Gutierrez for Secretary/Treasurer. Senator Boboye seconded the nomination.
- Senator Gunderson nominated Senator Ross for Secretary Treasurer. Senator Keith-Gibson seconded the nomination.

- Senator Kern nominated Senator Witt for Secretary/Treasurer. Senator Witt respectfully declined.
- Senator Holdiness was self-nominated for Secretary/Treasurer. Senator Boboye seconded the nomination.
- Senator Gutierrez respectfully declined the nomination for Secretary/Treasurer.
- After a Senate vote, Senator Ross was named Secretary/Treasurer 2021-2022.

10. UNFINISHED BUSINESS

10.1 Scholarship Selection

- A discussion was held about how many scholarships to award.
- Several senators agreed to make a one-time donation to the Senate Scholarship Account.
- **Motion for Approval** - Senator Sadowski moved to approve the five students with the most votes among the Senate for scholarships in the amount of \$1,000.00 and to supplement the senate scholarship account with donations from senators. Senator Boboye seconded the motion. The motion was approved. 4.6.21, 23/0/1.

Due to time constraints, the meeting ended and all other business items may be moved to the next meeting scheduled for Tuesday, April 27.

10.2 Scholarship Review - Work group to review criteria and rubric development.

11. ANNOUNCEMENTS

- 11.1.** [2021 Curriculum Institute - Virtual Event](#), Wednesday, July 7 through Friday, July 9. Early Registration Deadline: Friday, June 9 by 5:00 PM. \$200.00. If you register after 5:00 PM on June 9 the cost is \$250.00. *Click on the link for more information.*

12. FLOOR ITEMS

13. ADJOURNMENT (1:52 P.M.)

The next Faculty Senate meeting is scheduled for Tuesday, April 27, 2021.

Lissa A. Napoli, Recording Secretary

Mark Gutierrez, Secretary - Treasure

President's Report for April 13, 2021

Seeking Faculty Senate feedback/ok re: Proposed changes/additions regarding sabbatical processes

1. Addition of CBA references to page 4 in the Sabbatical Leaves Procedures and Documents Handbook
 - a. 14.2.1 (sick leave during sabbatical)
 - b. 14.14.1 (reduced workload during sabbatical)
 - c. 18.5.6 e (Educational services coordinator during sabbatical)
2. A sabbatical checklist (see included sample)
3. Sabbatical Proposal Process Flowchart – 2 options (included)
 - a. Asking Faculty Senate to choose one to include in the Sabbatical Leaves Procedures and Documents Handbook

SABBATICAL PROCESS CHECKLIST

Your name: _____

Sabbatical Checklist (for your use only to keep track of events, timelines, due dates, etc.)

A. The Proposal

1. Attend a sabbatical orientation session (recommended)
 - a. Contact the Academic Senate office/Lissa Napoli for orientation dates

Question for Senate – two sessions, one in spring and the other in fall?

2. Contact your FLM and department to:
 - a. Inform of your plan to apply for a sabbatical. Include leave dates and duration.
 - b. Work with your FLM to evaluate potential impact on the Educational Program **prior to** writing/submitting your sabbatical proposal
3. Review prior proposals (optional)
 - a. Prior proposals can be found:

Questions/feedback from Senate: Suggest the development on the Faculty Senate Canvas shell to house several prior reports (proposals are included in the report)

Plan to ask authors for permission prior to posting.

4. Follow the sabbatical proposal and review process flow diagram for application submission due dates and review process and timeline
5. Meet with CCFA and Academic Senate to discuss next steps, including:
 - a. Bond acquisition
 - b. Revising the sabbatical request/objectives/activities (if applicable)

B. During the Sabbatical

1. Have your sabbatical plans or objectives changed (due to unforeseen circumstances, new opportunities, etc.)?
 - a. No – keep going!!!
 - b. Yes – contact Faculty Senate to submit a sabbatical proposal modification for Faculty Senate review and approval. Wait for Faculty Senate to contact you with questions or the ok to integrate the changes.

C. The Report

1. Upon return, write the report. Submit to Academic Senate office no later than Friday of the 4th week of instruction
2. Presentation to the Governing Board (usually in November)

Next pages:

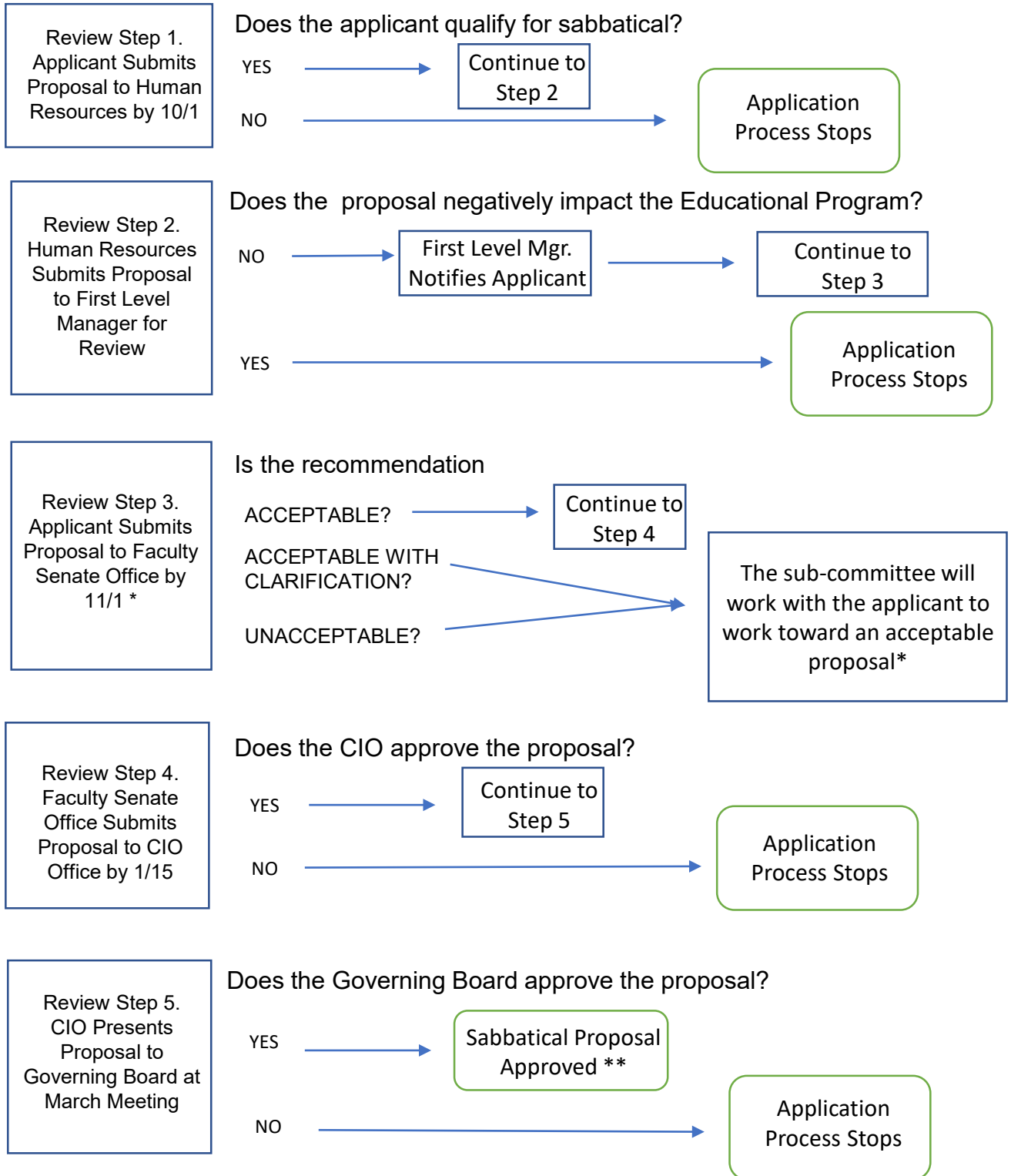
Sabbatical Proposal Flowchart Option 1 – a strict interpretation of the contract

Sabbatical Proposal Flowchart Option 2 – follows the process used in Fall 2020 when FLM did not recommend sabbatical

Sabbatical Proposal and Review Process

Applicant's Responsibilities Include:

Attend Sabbatical Orientation (recommended), Write a Proposal, Submit Proposal to Human Resources, Work with Faculty Senate*



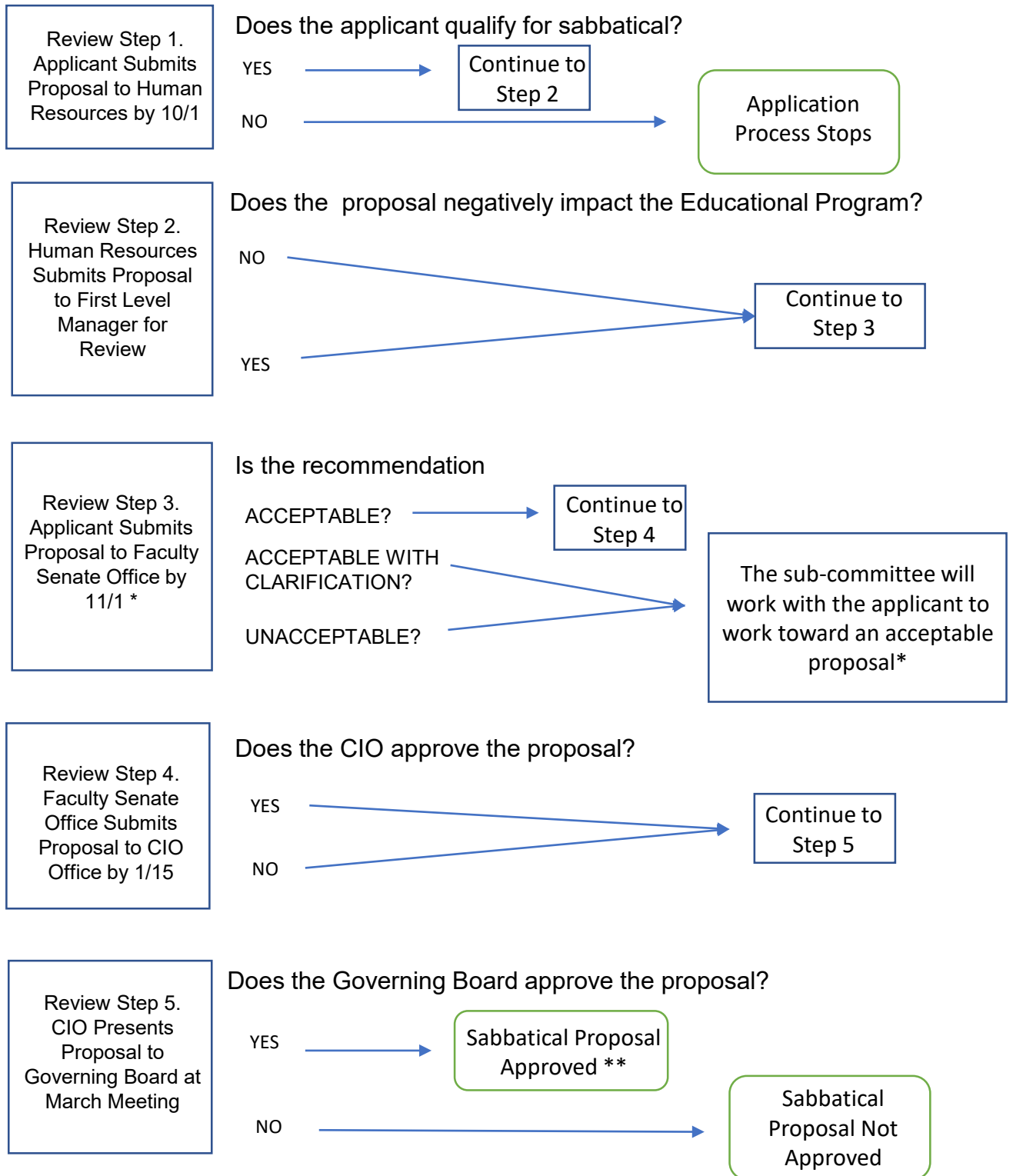
*The Faculty Senate sub-committee reviews the proposal to make a recommendation to Faculty Senate. If the sub-committee does not recommend approval, **the process stops**.

**Once approved, the applicant must acquire a bond.

Sabbatical Proposal and Review Process

Applicant's Responsibilities Include:

Attend Sabbatical Orientation (recommended), Write a Proposal, Submit Proposal to Human Resources, Work with Faculty Senate*



*The Faculty Senate sub-committee reviews the proposal to make a recommendation to Faculty Senate. Faculty Senate will vote to recommend or not recommend the sabbatical.

**Once approved, the applicant must acquire a bond.

Senators		Present	Approval of Agenda 4.13.21	Approval of 4.6.21 Minutes	Approval of Consent Agenda 4.13.21	VP - Mary Jane Ross	VP - Sarah Cotton	Sec / Treas - Christina Holdiness
Representation	Name							
<i>Alternate Senators Italicized</i>								
President	Nicole DeRose	Y						
Vice President/President Elect	Neil Watkins	Y	Y	Y	Y		Y	Y
Secretary/Treasurer	Mark Gutierrez	Y	Y	Y	Y		Y	
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y		Y	A
Business & Applied Technology	Tracy Kocher	Y	Y	Y	Y	Y		A
Business & Applied Technology	Karin Nelson	Y	Y	Y	Y		Y	
<i>*Business & Applied Technology Alternate</i>	<i>David Karp</i>							
Chino/Fontana	Daniel Bentum	Y					Y	
Chino/Fontana	Manar Hijaz	Y	Y	Y	Y		Y	
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>							
Health Sciences	Jayne Clark	Y	Y	Y	Y		Y	A
Health Sciences	Lisa Doget							
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>							
Instructional Support	Christina Holdiness	Y	Y	Y	Y	Y		Y
Instructional Support	Mary Jane Ross	Y	Y	A	Y	Y		
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y						
Kinesiology, Nutrition, & Athletics	Jeff Harlow							
Kinesiology, Nutrition, & Athletics	Vacant							
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Vacant</i>							
Language Arts	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y		Y	Y
Language Arts	Steve Shelton	Y	Y	Y	Y		Y	Y
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	Y						
Mathematics & Science	Mark Gutierrez							
Mathematics & Science	Nicole DeRose							
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>	Y	Y	Y	Y		Y	
Social & Behavioral Sciences	Dan Kern	Y	Y	Y	Y	Y		
Social & Behavioral Sciences	Angela Sadowski	Y	Y	Y	Y	Y		
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>							
Student Services	Jackie Boboye	Y	Y	Y	Y	Y		
Student Services	Jean Oh	Y	Y	A	Y	Y		Y
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>							
Visual and Performing Arts	Vacant							
Visual and Performing Arts	Patrick Aranda	Y	Y	Y	Y	Y		
<i>*Visual and Performing Arts Alternate</i>	<i>Stan Hunter</i>	Y	Y	Y	Y		Y	
Senator-At-Large	Sarah Cotton	Y	Y	Y	Y		A	Y
Senator-At-Large	Tamari Jenkins	Y	Y	Y	Y		Y	A
Senator-At-Large	Robin Witt	Y	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>							
Classified Senate Liaison	Hope Ell							
RED indicates reported absence	PURPLE indicates reported tardy							
Total Yes Votes		27	23	21	23	10	13	7
Total No Votes			0	0	0	0	0	0
Total Abstentions			0	2	0	0	1	4

- = Not available during meeting to vote

35 members total - up to 26 voting at any given time. The President is a non-voting member. Curriculum Chair now votes per 8.25.20 meeting

President ONLY votes to break a tie.

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

18 members are needed for QUORUM

Present at this meeting = members, visitors

4.13.21 Faculty Senate Meeting

