

FACULTY SENATE MINUTES

August 28, 2018

Members Present:

President.....	Misty Burruel
Vice President/President-Elect.....	Robin Witt
Secretary/Treasurer.....	Nicole DeRose
Curriculum Chair.....	Marie Boyd
Business & Applied Technology.....	Dionne Henderson
Business & Applied Technology.....	David Karp
Chino/Fontana.....	Daniel Bentum
Chino/Fontana.....	William Araiza
Health Sciences.....	Renee Ketchum
Health Sciences.....	Sue Paplanus
Instructional Support.....	Rose Ann Osmanian
Instructional Support.....	Mary Jane Ross
Language Arts.....	Charmaine Phipps
Language Arts.....	Kimberly George
Mathematics & Sciences.....	Mark Gutierrez
Social & Behavioral Sciences.....	
Social & Behavioral Sciences.....	Angela Sadowski
Student Services.....	
Student Services.....	Jackie Boboye
Visual and Performing Arts.....	Pat Aranda
Visual and Performing Arts.....	Kelly Ford Kaminsky
Senator-at-Large.....	Doug Duno
Senator-at-Large.....	Garrett Kenehan
Senator-at-Large.....	Robin Witt
Adjunct Senator-at-Large.....	Gail Keith-Gibson
Adjunct Senator-at-Large.....	Luke Gunderson

Members Absent:

Alternates Present:

Business & Applied Technology.....	
Chino/Fontana.....	William O'Neil
Health Sciences.....	Sandy Clay
Instructional Support.....	Shelley Marcus
Language Arts.....	Jonathan Ausubel

Mathematics & Science.....	Diana Cosand
Social & Behavioral Sciences.....	Pak Tang
Student Services.....	Donna Colondres
Visual & Performing Arts.....	Stan Hunter
Adjunct Alternate Senator.....	Kenyon Callahan

Guests:

Angela Burk-Herrick
Tara Johnson
Shireen Awad
Melissa Moreno

I P.E (12:30 P.M)

II CALL TO ORDER (12:38 P.M.)

III PUBLIC COMMENTS

- Senator Boyd officially welcomed the new Senate President, Misty Burruel.

IV APPROVAL OF MINUTES:

- May 8, 2018 AND CONSENT AGENDA 8.28.18, were approved 24/0.
- **Motion for Approval** - Senator Boyd; Second – Senator Gunderson.

V CONSENT AGENDA

- Foundation Account: Approval of funds not to exceed \$350 for cards and faculty incentives.
- Foundation Account: Approval of funds not to exceed \$125 to open a purchase order with Sparkletts water for the 2018-19 academic year.
- Faculty representatives have been requested to serve as follows:
 - Administrative Assistant II, Chino, HFIC
Mark Forde, HFIC
 - Educational Program Assistant, VPA
Ardon Alger, VPA
 - Program Assistant – Assessment Center
Brent McLaren, Counseling & Matriculation – Fontana and Chino Campus
 - Instructional Assistant IV, Language Success Center
Greg Creel, Instructional Support, Guided Pathways, KNA
 - Program Assistant, Financial Aid – Fontana Campus
Celeste Mor, Counseling
 - Program Assistant, Financial Aid – Rancho Campus

- Celeste Mor, Counseling
 - Instructional Assistant IA-III, Mathematics and Science / Chemistry
Maryline Chemama, M&S
 - Administrative Assistant II, Classified Senate/Administrative Affairs
Misty Burruel, VPA
 - Campus Store, Administrator
Misty Burruel, VPA
 - Accompanist/ Music Program Technician Selection Committee
David Rentz, VPA
Patrick Aranda, VPA
 - Supervisor, Operations Selection Committee
Tamari Jenkins, LA
 - Facilities Maintenance Assistant Selection Committee
Carmen Navarro, LA
 - Educational Services Generalist Selection Committee
Erik Jacobson, VPA
 - Faculty Advising Advisory Committee
Myra Andrade, SS
- Faculty representatives who can no longer serve:
 - Moved to Business & Applied Technology-Unable to Serve as SBS
Senator- Faculty Senate
Baron Brown
 - Resigned-Unable to Serve- Faculty Senate
Maria Cuevas, SS
 - Resigned-Unable to Serve- President's Equity Council
Myra Andrade, SS

VI REPORTS

- **President**
 - **Elections:**
 - Vice President – Senator Robin Witt was nominated by Secretary DeRose. Senator Osmanian seconded the motion. By acclamation, Senator Witt will serve as the new Vice President. 8.28.18, were approved 25/0.
 - Business & Applied Technology, Alternate Senator - Senators will run an election
 - Social & Behavioral Sciences, Senator - Senators will run an election
 - Student Services - Senators will run an election
 - **Faculty Senator Orientation** - President Burruel discussed the Faculty Senator orientation packet, which included the Faculty Senate Members, list of committees, access to the Faculty Senate Website, the role of Faculty Senate as outlined in the 10+2, joint Faculty Senate/CCFA responsibilities, and AP 2510 (Shared Governance). For further questions, Senators are encouraged to contact President Burruel.
 - **New Faculty** - The following faculty will be participating in the New Faculty Orientation (NFO):

- Alexandra Ortega, DPS/Counselor
 - Angelica Millan, Health Sciences/Associate Degree Nursing
 - Athalie Sapp, Rancho Success Center/Instructional Specialist
 - Brian Khairullah, BAT/Industrial Electrical Technology
 - Cabrina Alviar, VPA/Digital Media, Graphic Design
 - Daniel Carson, Math & Science/Physics
 - Hannah Lucas, SBS/Psychology
 - Jasmeet Singh, Math & Science/Chemistry
 - Jennifer Renteria, HS/Associate Degree Nursing
 - Jonathan Polidano, BAT/Automotive Technology
 - Jordan Hung, HS/Vocational Nursing, Chino
 - Manar Hijaz, Chino Success Center/Instructional Specialist
 - Sharon Alton, Language Arts/English
 - Stacy Scibelli, Hospitality, Fashion, Interior/Fashion Design, Chino
 - Tanya Cusick, HS/Dental Assisting
 - Tara Johnson, BAT/Business
- **Reminders:**
 - The grand opening for the Center for Culture and Social Justice was today, Tuesday, August 28 11am-1pm
 - Sabbatical Workshop will be held on August 29, 2018 in SSA 227 at 12:30pm
 - New Hire Welcome Reception is September 12, 2018.
 - Sabbatical Reports are due September 14, 2018. President Burruel clarified that for those returning from sabbatical this semester, their Sabbatical Reports are due 9.14.18, rather than 9.7.18. Since school started one week later than usual, the fourth week of school landed on the 14th. Those returning from sabbatical were notified with the correct due date. Once Senate receives the sabbatical reports, readers will need to be assigned.
 - **Summer Activity Report:**
 - The 16 Week-Calendar Committee met during the spring and planned to continue discussions about the compressed calendar in the fall, which would include focus groups with students, faculty and staff. However, further discussion continued during the summer with a subgroup of the 16-Week Calendar Committee who proposed one calendar for consideration. President Burruel met with Meridith Randall and Dr. Shannon and requested that a decision on the calendar wait until Faculty Senate reconvenes in the fall for further discussion. Dr. Shannon agreed and stated that the faculty will drive the process. At this time a 16 week calendar will not be adopted, but rather further explored by the 16-Week Calendar Committee in consultation and collaboration between Faculty Senate and CCFA. The tentative timeline is fall 2021. President Burruel pointed out that the findings and recommendations of this group should be publicized on the website, FAQs should be developed to address questions from a variety of stakeholders, examples of the proposed compressed calendars should be available collegewide, and for comparison purposes include examples of other colleges who have compressed calendars.

Concerns raised in the spring from the faculty were not addressed during the summer meeting. Two calendar options will be revisited in the fall as the process continues.

- The Governing Board approved a Dual Enrollment, College and Career Access Pathways (CCAP), agreement this summer. The CCAP agreement is “for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.” The Dual Enrollment Faculty Advisory group’s last meeting was in April 2018. The CCAP agreement was presented in June to the Governing Board. The Director of Adult Education and High School Partnerships worked with counseling to map the Guidance courses included in the agreement. However, there are concerns about the lack of involvement of discipline faculty in developing the program maps identified within the CCAP agreement. Hiring Processes, scheduling, access to support and equity for dual enrollment were other areas of concern that need to be addressed moving forward.
- The Curriculum Institute: ReImagining the Student Experience - Attendees included: Emily Avila, Shireen Awad, Marie Boyd, Angela Burk-Herrick, Joseph Cascio, Meridith Randall, Steve Shelton, Sean Stratton, Vanessa Thomas, Ted Younglove. The institute covered the implementation of AB 705, quantitative reasoning, Guided Pathways, UC Transfer Pathways, curriculum streamlining, and the Chancellor’s Office Curriculum Inventory (COCI). The ASCCC Curriculum Institute informed training and presentations that were facilitated during the this summer’s Curriculum Committee Retreat facilitated by members of the Curriculum Committee, which include: Marie Boyd, Shireen Awad, Angela Burk-Herrick, and Sean Stratton.

Vice President

FSC calendar was distributed to the Faculty. Next week there is an upcoming workshop. Consider attending! The FSC now has FSC Champions that will help facilitate communication about needs of faculty, workshop modifications, etc.

- **Curriculum:** 8.28.18, were approved 25/0

Curriculum Approvals:

Senator Karp moved to approved, Senator Henderson seconded the motion. Motion approved.

New Courses:

CISPROG-600	iOS App Development with SWIFT
-------------	--------------------------------

Course Modifications:

PSYCH-41	Biological Psychology
PSYCH-80	Research Methods in Psychology

Course Deactivation: Final Reading

GERO-406	Gerontology Career Practicum
-----------------	------------------------------

**PACKAGE: Dental
New Courses:**

DENTAL-405	Basic Dental Sciences
DENTAL-415	Dental Chairside Skills I
DENTAL-425	Dental Materials
DENTAL-435	Infection Control in Dentistry
DENTAL-445	Oral Radiology
DENTAL-455	Dental Office Procedures
DENTAL-460	Clinical Experience I
DENTAL-465	Clinical Experience II
DENTAL-475	Dental Specialty Skills
DENTAL-480	Dental Chairside Skills II
DENTAL-490	Advanced Clinical Procedures
DENTAL-600	Dental Basic Skills I
DENTAL-605	Dental Assisting Advanced Skills

Course Deactivations:

DENTAL-400	Dental Assisting Core Sciences
DENTAL-410	Dental Assisting Preclinical Sciences
DENTAL-420	Radiography for Dental Assistants
DENTAL-430	Clinical Practice

- **Coordinators**
 - The new coordinator selection process may need to be revisited. Coordinator responsibilities, particularly during summer, are not clear.
- **Committees**
 - Guided Pathways: A team will be attending Guided Pathways Institute 4 in San Francisco next week. Angela Burk-Herrick discussed program mapping and the need to focus on how many steps does it take a student from initial contact until the students are scheduled into classes? The main focus this semester is to generate program maps for publication in the catalog. The template is still being determined. Individual appointments with discipline faculty and departments will be scheduled for this semester to work on program maps.
 - Outcomes and Assessment-Curriculum Chair Boyd and SLO Co-Facilitator Burk Herrick: Last year the big push was to get the course SLOs into taskstream.

This year the goal is to train how to enter assessment plans and how to maintain those processes. Taskstream is open and available to enter assessment plans and results. Course sites are accessible at all times. Training will be available throughout the year.

VII OLD BUSINESS

-

VIII NEW BUSINESS

- **Administrative Procedure - Credit Hour**

- Senator Boyd explained we are required to have a board policy explaining how we compute our credit hours. We do need to have a AP that shows how we are following this procedure. We have to train the Curriculum Committee every year, and the Curriculum Committee now has the ability to approve our own courses. Certification regarding training completion must be forwarded to the Chancellor's office. Our AP/BP must be sent along with the certification this year. Senator Boyd thanked Sharon Awad for the work she has done in the Curriculum Office that has streamlined Curriculum Committee work. Program, Course, and Approval Handbook (PCAH) was provided to Faculty Senate for review. The deadline to submit this certification along with the AP is October 15, 2018.

- **Institutional Planning**

- Turning Point triggered some of the angst in summer scheduling. President Burrueel has proposed that the Academic Issues Group be expanded to help address issues with planning and to build coherence around programs that serve various student populations. The role of the expanded AIG could include coordinators to identify and elaborate on issues as soon as they arise and problem solve earlier rather than later. Planning efforts around Turning Point are a symptom of gaps in planning efforts, which extend well into other academic areas, such as: 16-week Calendar, Dual Enrollment and CCAP Agreements, Distance Education, Instructional Support (Success Centers, Supplemental Instruction, Library), and Guided Pathways/AB-705. President Burrueel will discuss this further with Meredith Randall.

- **Communication**

- President Burrueel would like to discuss Robert's Rules of Order and the Brown Act at the next Faculty Senate meeting in order to better conduct Senate meetings. President Burrueel would like to hold a Faculty Senate retreat in order to develop plans for Senate together, as well as develop guidelines for committee updates and the role of faculty serving as chairs or tri-chairs of committees. An area of interest proposed by Alternate Senator, Jon Ausubel, is a CCFA and Faculty Senate joint newsletter.

- **Program and Services Review**

- Angela Burk-Herrick announced that the 2018-2019 academic year will be a pause in traditional PSR for a year of modified program planning related to Guided Pathways. The college has decided to pause from the traditional PSR cycle

as the college engages in kick starting Guided Pathways (GP) implementation and transformation across the college. Requests for resources may still be submitted.

- **Faculty Prioritization** – tabled until next meeting.
- **Faculty Senate Retreat** – tabled until next meeting.

IX ANNOUNCEMENTS

- Ryan Simpa, Catalogue and Schedule Coordinator
- Lissa Napoli, Faculty Senate AAI
- Center for Culture and Social Justice, Grand Opening: Tuesday, August 28
11am-1pm
- CCFA meeting will occur on October 17, 2018 from 12:30 to 1:30 pm. Location information will be included with the announcement.

X FLOOR ITEMS

-

XI ADJOURNMENT (1:50 P.M.)

Respectfully submitted by,

Lissa A. Napoli, Recording Secretary

Nicole DeRose, Secretary - Treasurer