

## FACULTY SENATE MINUTES

September 18, 2018

**Members Present:**

President.....	Misty Burruel
Vice President.....	Robin Witt
Secretary/Treasurer.....	Nicole DeRose
Curriculum Chair.....	Marie Boyd
Business & Applied Technology.....	Dionne Henderson
Business & Applied Technology.....	David Karp
Business & Applied Technology.....	
Chino/Fontana.....	Daniel Bentum
Chino/Fontana.....	William Araiza
Health Sciences.....	Sue Paplanus
Instructional Support.....	Rose Ann Osmanian
Language Arts.....	Kimberly George
Language Arts.....	Charmaine Phipps
Mathematics & Sciences.....	Mark Gutierrez
Social & Behavioral Sciences.....	Dan Kern
Social & Behavioral Sciences.....	Angela Sadowski
Student Services.....	
Student Services.....	Jackie Boboye
Visual and Performing Arts.....	Pat Aranda
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:**

Health Sciences.....	Renee Ketchum
Health Sciences.....	Sandy Clay
Instructional Support.....	Mary Jane Ross
Social & Behavioral Sciences.....	Pak Tang
Student Services.....	Donna Colondres
Visual and Performing Arts.....	Kelly Ford Kaminsky
Visual and Performing Arts.....	Stan Hunter
Adjunct Alternate Senator.....	Kenyon Callahan

**Alternates Present:**

Chino/Fontana.....	William O'Neil
--------------------	----------------

Instructional Support.....Shelley Marcus  
Language Arts..... Jonathan Ausubel  
Mathematics & Science.....Diana Cosand

**Guests:**

Angela Burk-Herrick  
Lissa Napoli

- I. P.E (12:30 P.M)**
- II. CALL TO ORDER (12:38 P.M.)**
  - a. Rollcall
- III. PUBLIC COMMENTS- None.**
- IV. APPROVAL OF MINUTES:**
  - a. September 11, 2018
    - **Motion for Approval** - Senator Sadowski moved to approve, Senator Karp seconded the motion. The minutes were approved 9.18.18, 24/0.
- V. CONSENT AGENDA**
  - a. Foundation Account: Approval of funds for the addition of the 2018-19 Faculty Lecturer of the Year to the perpetual sign.
  - b. Foundation Account: Approval of funds for the addition of the new Faculty Senate President to the perpetual sign.
  - c. Foundation Account: Approval of funds for miscellaneous supplies for the new employee Welcome Reception.
  - d. Foundation District: Approval of funds not to exceed \$250 to open a purchase order with Office Depot for office supplies for the 2018-19 academic year.
  - e. Faculty representatives who can no longer serve:
    - i. Enrollment and Success Management Committee, Garrett Kenehan, Math Success Center
  - f. Faculty representatives have been requested to serve as follows:
    - i. Program Assistant, Financial Aid Hiring Committee, Karin Nelson, BAT
    - ii. Outcomes and Assessment (Program and Services Review), Bev Cox, HS, Dental

- **Motion for Approval** - Senator Karp moved to approve, Senator Gunderson seconded the motion. The consent agenda was approved 9.18.18, 25/0.

## VI. REPORTS

### a. President

#### i. Faculty Senate (travel and conference):

1. Professional Development Opportunities (pg. 9 of the packet) - The Faculty Senate packet has a list of upcoming professional development opportunities that may be of interest to senators. Senators are encouraged to contact President Burruel if interested in attending.

ii. 2018-2019 Committees - The Faculty Senate packet includes a copy of college committees (pgs. 10-13 of the packet). Together, President Burruel and Lissa Napoli will inquire with the chairperson(s) of each committee to confirm their current standing, whether or not the chairperson(s) have changed, to whom the committee reports to, meeting days/times, purpose and scope. Faculty Senate needs to confirm the number of faculty who are actively serving on each committee to ensure there is faculty representation. Equally important is to determine active vs. vacant positions and whether or not a policy should be established regarding attendance. President Burruel wants to ensure that faculty are able to serve as committee representatives and if unable to serve regularly, than perhaps Faculty Senate needs to consider how faculty may replace vacant positions or absentees.

Senator Karp referred to the Art Committee that previously reported to Faculty Senate, then to the President's Office, and now the committee reports to a Dean. Senator Karp raised the questions, what is the process used to manage the reporting body? How are decisions made and what are the processes for the number of chairs and changes to the reporting bodies? Senator Ausubel suggested that there may be too many committees that report to the President's Office, and that rather than many committees reporting directly to the President's Office, the committees could report to Vice Presidents. Senator Boyd suggested that it might be helpful to separate the Title V mandated committees, as well as to include if the committees maintain minutes or have by-laws. Senator Kenehan suggested to include advisory committees. Senator Ausubel stated that CCFA also has a handful of committee appointments that fulfill professional service. Senator Duno suggested the committee revision process include a hiatus to allow time to sort and collect pertinent information. President Burruel asked senators, what does the Faculty Senate want to know as a body? Senator Karp made a motion to develop a Faculty Senate task force that will sort out the issues associated with committee composition, identify current practices, develop questions to explore, establish focal points and issues from a faculty member's point of view. Senators Kern, Boboye, and Boyd volunteered to serve on the Task Force. Senator Sadowski seconded the motion. The motion passed 9.18.18, 25/0. Senator Boyd requested that the Faculty Senate receive Brown Act training to clarify which committees fall under Brown Act

regulations.

**b. Vice President:** FSC workshop Supporting and Engaging Transgender Students on Wednesday September 19 at the FSC at 12:30 pm.

**c. Secretary-Treasurer:** No report.

**d. Curriculum:** No report.

**e. Coordinators:** No report.

**f. Committees**

i. Guided Pathways: Angela Burk Herrick asked the Senate to review the California Guided Pathways Institute #4 Equity Packet for Chaffey College (pgs. 14-20 of the packet) to become aware of issues that Guided Pathways is attempting to resolve.

ii. Outcomes and Assessment (OAC): Angela Burk Herrick provided an overview of the merger of PSR and OAC. The current proposal includes three areas including a strategic planning division, an SLO/AUO and PSR training division, and a PSR reviewer division. Faculty were invited to consider volunteering to serve on any of the divisions.

iii. Faculty Senate Retreat (sub-committee)

1. Senators Boboye, Osmanian, Duno, and President Burruel. No new information at this time.

iv. Guidelines for Standing Committee Tri-chairs (sub-committee)

1. Tentative volunteers include Senators Karp, Kenehan, Osmanian, and Gunderson. No new information at this time.

v. Faculty Prioritization (sub-committee)

1. Senator Sadowski and Angela Burk-Herrick. The first meeting occurred, a proposal was drafted and the group is waiting for data.

## VII. OLD BUSINESS

a. Elections: Update

i. Business & Applied Technology, Alternate Senator: More information to follow. Will report election results at the next Faculty Senate meeting.

ii. Social & Behavioral Sciences, Senator: Dan Kern

iii. Student Services: Fabiola Espitia has volunteered to serve.

b. Academic Issues Group: President Burruel and Senators De Rose and Witt are in the process of scheduling a meeting with Dr. Randall to establish our next steps with the Academic Issues Group (AIG). Senator De Rose has proposed that Faculty Senate build in a reporting mechanism that will allow Senators to make their academic and professional concerns known. These areas of focus will inform AIG's concerns for the academic year in addition to concerns raised at previous senate meetings (8.28.18 Faculty Senate meeting).

## VIII. NEW BUSINESS

- a. Sabbatical Reports
  - i. Faculty Senate needs to appoint three senators (total of 9) to serve as a member of the Sabbatical Leave Sub-Committee.
  - ii. Sabbatical Report Readers:
    - 1. Stephen Calebotta (sabbatical returnee)- Senators Boyd, Kern, and Marcus (readers)
    - 2. Sandra Collins (sabbatical returnee) - Senators Cosand, DeRose, and Witt (readers)
    - 3. Doug Duno (sabbatical returnee) - Senators Aranda, Ausubel, and Sadowski (readers)
- b. Sabbatical Rubrics (Rubrics sub-committee: Senators, Boyd, Ross, and George) (tabled for next meeting)

**IX. ANNOUNCEMENTS**

- a. Planetarium Series (pg. 28 of the packet)
- b. Senator George provided a brief report on behalf of the Communications Committee regarding wayfinding and signage, but will report further at the next meeting.

**X. FLOOR ITEMS**

**XI. ADJOURNMENT (1:58 P.M.)**

---

**Lissa A. Napoli, Recording Secretary**

---

**Nicole DeRose, Secretary - Treasurer**