

FACULTY SENATE MINUTES

October 9, 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
Instructional Support.....	Rose Ann Osmanian
Instructional Support.....	Mary Jane Ross
Language Arts.....	Kimberly George
Language Arts.....	Charmaine Phipps
Mathematics & Sciences.....	Mark Gutierrez
Social & Behavioral Sciences.....	Dan Kern
Social & Behavioral Sciences.....	Angela Sadowski
Student Services.....	Fabiola Espitia
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

Members Absent:

Chino/Fontana.....	William O'Neil
Health Sciences.....	Renee Ketchum
Health Sciences.....	Sue Paplanus
Health Sciences.....	Sandy Clay
Student Services.....	Donna Colondres
Visual and Performing Arts.....	Stan Hunter
Adjunct Senator-at-Large.....	Luke Gunderson
Adjunct Alternate Senator.....	Kenyon Callahan

Alternates Present:

Instructional Support.....	Shelley Marcus
Language Arts.....	Jonathan Ausubel
Mathematics & Science.....	Diana Cosand
Social & Behavioral Sciences.....	Pak Tang

Guests:

Teddy Calderon, Director of Finance, Chaffey College Student Government

Jaime Garcia, Communications Studies, Language Arts (Adjunct)

Angela Burk Herrick, Biology, Math & Science

Lissa Napoli, Administrative Assistant, Faculty Senate | Instruction

I. P.E (12:30 P.M)**II. CALL TO ORDER (12:38 P.M.)**

- a. Roll call

III. PUBLIC COMMENTS - None.**IV. APPROVAL OF AGENDA**

- a. President Burruel motioned to move Sabbatical Reports to the Reports. Senator Sadowski seconded. Motion approved. 10.9.18, 25/0
- **Motion for Approval** - President Burruel moved to approve. Senator Boyd seconded the motion. The motion was approved. 10.9.18, 25/0.

V. APPROVAL OF MINUTES:

- a. October 2, 2018.
- **Motion for Approval** - Corrections to VP Witt's last name under the Vice President report; Public Comments, letter 'e' correction to include "to," replace "approve" with "amend". Senator Duno suggested removing the word get from the President's report for AB 705 taskforce. Senator Kern moved to approve with the amendment, Senator Kenehan seconded the motion. Motion approved. 10.9.18, 26/0.

VI. CONSENT AGENDA

- a. Foundation Account: Approval of funds to purchase a table of 8 for the 2018 Report to the Community Luncheon, scheduled for Thursday, November 1, 2018. This event will take place at the Ontario Airport Hotel. The cost per table is 360.00 and/or \$45.00 per person.
- b. Faculty representatives who can no longer serve:
 - i. Enrollment and Success Management Committee, Jo Alvarez, LA- Communication Studies
 - ii. Dual Enrollment Faculty Advisory, Jo Alvarez, LA - Communication Studies

- c. Faculty representatives who have been requested to serve as follows:
 - i. Health and Safety Committee, Pak Tang, SS - Political Science
 - ii. Health and Safety Committee, Don Schroeder, VPA - Cinema
 - iii. Enrollment and Success Management Committee, Charles Pratella, Counseling
 - iv. Enrollment and Success Management Committee, Angela Burk-Herrick, M&S - Biology
 - v. Resource Allocation Committee, Angela Burk-Herrick, M&S, Biology
 - vi. Dual Enrollment Faculty Advisory, Omar Dphrepaulezz, SS - History
 - vii. Lieutenant, Campus Police Hiring Committee, Misty Burruel, FS-President
- **Motion for Approval** - President Burruel moved to approve Consent Agenda, Senator Karp seconded the motion. Motion approved. 10.9.18, 26/0.

VII. REPORTS

a. President

- i. The Faculty Senate Governing Board Report included in the Faculty Senate packet highlights Distance Education as well as faculty creative works and professional accomplishments, as well as collaborative works.

President Burruel attended the Strengthening Student Success Conference last week along with other faculty. Many of the breakouts focused on intersection of metacognition, equity, and Guided Pathways.

The Educational Master Plan (EMP) is underway. School meetings should have been set up by deans to address the areas of focus outlined in Chapter 4 of the EMP draft.

A Website Advisory has been established but not yet met. A proposed soft launch will occur in summer 2019 and hard launch fall 2019. President Burruel will report on the progress as soon as the first Website Advisory meeting occurs.

Area D Meeting - In preparation for ASCCC Fall 2018 Plenary, Palomar College will be hosting the Area D meeting at their Rancho Bernardo Center. The Area meeting is an opportunity to bring a group of Senate leaders to network with other leaders in our Area, discuss what's happening at the statewide level, and discuss Resolutions from ASCCC committees.

Resolutions that may have statewide implication can also be brought from local senates to the Area D meeting for discussion and possible inclusion for debate at Plenary. Any resolutions should be sent electronically to sfoster@fullcoll.edu. If you are considering bringing forth a resolution and would like some advice, Sam Foster is willing to help.

Light breakfast and lunch will be provided.

When: Saturday, October 13, 2018 from 9am -3 pm

Address: Palomar College, South Education Center, 11111 Rancho Bernardo Road, San Diego, CA 92127

b. Vice President - No report.

c. Secretary-Treasurer

The 2018 – 2019 Academic Senate annual membership dues for your college are \$7,082.90. This amount is calculated based on the sum of your college’s “Tenured” and “Academic Temporary” full-time equivalent (FTE) numbers, as reported in the Fall 2017 California Community College Report on Staffing and Salaries.

These services include: formal and informal technical assistance, presentations, publications, the *Rostrum* (Senate’s quarterly publication), plenary sessions that educate faculty and allow college leadership to collaborate and govern, and state-level representation to the Board of Governors and Consultation Council.

d. Curriculum

- **Motion for Approval** - Senator Kenehan moved to approve. Senator Duno seconded the motion. The curriculum was approved, 10.9.18. 26/0.

Course Modifications with DE

CISNTWK-20	Introduction to Cybersecurity: Ethical Hacking
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Course Modifications

INDMM-400	Intro to Construction Safety, Trade Math, Rigging, and Tools
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1. NEW BUSINESS:

Course Modifications with DE

ACCTG-70	Cost Accounting
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Course Modifications

IET-403A	Electrical Motors and Controls I
INDMM-401	Basic Communication and Employability Skills, and Core Testing
INDMM-403	Trade Math and Drawings, Material Handling, and Mobile Equipment

PACKAGE: AB-705 English and Math

Course Deactivations

ENGL-475	Fundamentals of College Reading and Writing
ENGL-575	Introduction to College Reading and Writing
MATH-410	Elementary Algebra
MATH-425	Intermediate Algebra
MATH-510	Arithmetic
MATH-520	Pre-Algebra
MATH-605	Preparation for the Study of Pre-Algebra

PACKAGE: Industrial Electrical Technology

New Course

IET-484ABCD	Industrial Electricity Internship
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Course Reactivation

IET-460	Introduction to Photovoltaic Installation
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Course Deactivation

IET-482	Internship in Industrial Electricity
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Program Modifications:

Industrial Electrical Technology	A.S. Degree
Industrial Electrical Technology Level I	Certificate of Achievement
Industrial Electrical Technology Level II	Certificate of Achievement
Industrial Electrical Technology Level III	Certificate of Achievement

e. Coordinators - No report.

f. Committees

i. Academic Issues Group - No report.

1. Senators DeRose, Witt, & President Burrue

ii. Guided Pathways

1. Guided Pathways team has identified a template and are trying to make the template more dynamic in the future, but will use the standard template in the short term. Almost done with Language Arts and KNA. Once a program is ready, reach out to Angela Burk Herrick or President Burrue.

iii. Outcomes and Assessment (OAC)

1. A workgroup will meet on Wednesday, October 10. A schedule will be forthcoming.

iv. Faculty Senate Retreat (sub-committee)

1. Senators Boboye, Osmanian, Duno, and President Burruel

The retreat could occur during the spring term and potentially focus on: opportunities within higher education, leading and learning: navigating the college landscape as faculty, local control of curriculum, Brown Act training, establishing goals for the academic year, and looking at the sabbatical process, handbook, and bylaws for possible revisions and recommendations,

Retreat timeline, location, duration still need with be determined, Prioritize ideas. Please share thoughts and ideas to the sub-committee

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

1. Senators Karp, Kenehan, Osmanian, and Gunderson.

College Planning Council is addressing how students integrate with committees and will establish guidelines.

vi. Faculty Prioritization (sub-committee)

1. Senator Sadowski and Angela Burk-Herrick

Senator Sadowski and Angela are waiting for data. Senator Boyd reminded Senate that there will need to be a connection between faculty prioritization and the Educational Program Proposal process.

Senator Ausubel reported that the new FONs have been released by the Chancellor's Office. Chaffey is the fourth lowest in the state. 60 percent of our courses are taught by part time faculty. The data are available on the Chancellor's Office website. The FON has no actual connection to 75/25. This year, Chaffey has to hire at least 15 full time faculty to meet the new FON. The District needs to get serious about hiring above the FON to take into account retirements, new growth, and future new FON numbers. Senator Karp stated that other community colleges recruit larger numbers of individuals to work on college initiatives than Chaffey College does. Clarification is needed to determine how faculty, classified, and administrators are identified to participate on initiatives, such as Guided Pathways.

vii. Sabbatical Leave (sub-committee)- No report.

1. Senators Kern, Boyd, Boboye, and President Burruel

viii. Sabbatical Rubrics (sub-committee)

1. Senators, Boyd, Ross, and George

Senator Ross suggested to change each of the categories from a 10 point system. The categories are exemplary, acceptable, and unsatisfactory. Senators Boyd and George requested additional time to

continue to work on the sabbatical rubric. Senator Duno volunteered to work with this sub-committee. President Burruel requested that the Sabbatical Rubrics sub-committee join efforts with the Sabbatical Leave sub-committee to ensure alignment in the revisions of the sabbatical procedures and development of rubrics.

ix. 2018-2019 Professional Development Opportunities- No report.

1. Senators, Boboye, Boyd, and Kern

xi. College Committee Task Force

1. Senators Boyd, Kern, Boboye, and President Burruel

A general blast to all faculty and adjunct faculty with the existing committee list. Senator Kern is compiling the responses. A survey will be sent out to ask for the specifics of the committees.

g. Sabbatical Reports (this item was moved from New Business)

i. Stephen Calebotta: Senators Kern, Marcus, and Boyd reviewed the sabbatical report. The conclusion is that Stephen Calebotta met the sabbatical objections, and the recommendation is to approve the sabbatical. Senator Boyd moved to approve, and Senator Duno seconded the motion. Motion approved. 10.9.18. 26/0.

ii. Sandra Collins: Senator Cosand, DeRose, and Witt reviewed the sabbatical report. The sabbatical report review committee recommended approval. Senator Witt moved to approve, Senator Kern seconded. Motion approved. 10.9.18. 26/0.

iii. Doug Duno: Senators Ausubel, Aranda, and Sadowski reviewed the sabbatical report. The sabbatical report review committee recommended approval. Senator Karp moved to approve, Senator Henderson seconded the motion. Motion approved. 10.9.18. 26/0.

Senator Kenehan suggested that Senate highlight the activities and the timelines of the sabbatical reports that can be made available to the faculty in the Governing Board Report.

VIII. OLD BUSINESS

a. Elections: Update

Business & Applied Technology, Alternate Senator.

- i.** Business & Applied Technology is having difficulty securing a faculty member who is able to serve. Another election will need to be conducted and potentially addressed in spring.

b. Meritorious Service Awards- Second Call for Nominations

- i.** President Burruel reminded Senators to review the Meritorious Service Awards process and consider making nominations to Faculty Senate. Nominations should

be submitted by the last week in February 2019.

IX. NEW BUSINESS

- a. Chaffey College Student Government (CCSG)
 - i. CCSG Finance Director, Teddy Calderon. Teddy Calderon started in summer 2016. The sole purpose of CCSG is to engage students on campus and in after school activities.
- b. 16 Week Calendar
 - i. President Burruel contacted the CIO and requested the 16 Week Calendar Committee's minutes from their last meeting in May 2018 as well as the research and findings that were presented by Jim Fillpot. President Burruel requested that Senator Duno reach out to the faculty who served on the 16 Week Calendar Committee in spring 2018 to ensure their involvement moving forward. President Burruel will provide Senator Duno the spring findings to inform Faculty Senate's work moving forward.

X. ANNOUNCEMENTS

- a. Vice President Witt announced upcoming workshops at the FSC on Friday, October 12, from 9 to 1 pm, *Communicating Empathy to Students*, facilitated by Gail McManus (paid registration is required), and on Monday, October 15, from 12:30 to 1:45, pm *Gamification & Critical Thinking*, facilitated by Neil Watkins & Brent Bracamontes
- b. Senator George announced the next Calendar Committee will occur on Friday, October, 12 in BE-102 at 3 pm.

XI. FLOOR ITEMS

- a. Senators raised concerns about campus safety such as parking lot repair and door locks. These problems have been presented numerous times, although other events take priority over the previously requested repairs. Senators would like to see speed limits posted and implement speed reduction devices on all campuses.
- b. Senator Osmanian suggested the use of ZOOM for the connections to Fontana and Chino for Faculty Senate meetings to improve function and facilitation of the Faculty Senate meetings.

XII. ADJOURNMENT (1:50 P.M.)

Lissa A. Napoli, Recording Secretary

Nicole DeRose, Secretary - Treasurer