

## FACULTY SENATE MINUTES

October 16, 2018

**Members Present:**

President.....	Misty Burruel
Vice President.....	Robin Witt
Secretary/Treasurer.....	Nicole DeRose
Curriculum Chair.....	Marie Boyd
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
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
Senator-at-Large.....	Doug Duno
Senator-at-Large.....	Garrett Kenehan
Senator-at-Large.....	Robin Witt
Adjunct Senator-at-Large.....	Gail Keith-Gibson

**Members Absent:**

Business & Applied Technology.....	Dionne Henderson
Health Sciences.....	Renee Ketchum
Health Sciences.....	Sandy Clay
Language Arts.....	Jonathan Ausubel
Mathematics & Science.....	Diana Cosand
Social & Behavioral Sciences.....	Pak Tang
Student Services.....	Donna Colondres
Visual and Performing Arts.....	Pat Aranda
Visual and Performing Arts.....	Kelly Ford Kaminsky
Visual and Performing Arts.....	Stan Hunter
Adjunct Senator-at-Large.....	Luke Gunderson
Adjunct Alternate Senator.....	Kenyon Callahan

**Alternates Present:**

Chino/Fontana.....	William O'Neil
Instructional Support.....	Shelley Marcus

**Guests:**

Shireen Awad, Administrative Assistant, Curriculum  
Teddy Calderon, Director of Finance, Chaffey College Student Government  
Jaime Garcia, Communications Studies, Language Arts (Adjunct)  
Angela Burk Herrick, Biology, Math & Science  
Melissa Sakoonphong, Counseling

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

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

- a. Roll call

**III. PUBLIC COMMENTS**

- a. Senator Karp reiterated his safety concerns regarding the necessity of interior door locks, parking lot safety, and the postponement of safety projects in lieu of other projects. Senator Boboye repeated the concern regarding excessive speeding on campus.

**IV. APPROVAL OF MINUTES:**

- a. October 9, 2018.
  - **Motion for Approval** - Senator Ross asked Senator Karp to clarify his comment from the previous meeting regarding major initiatives taken on at other community colleges. Senator Karp clarified that other colleges provide full or partial release time to work on major initiatives. Senator Ross motioned to amend the minutes, Senator Paplanus seconded the motion. Motion approved. 10.16.18, 20/0.

**V. CONSENT AGENDA**

- a. Faculty representatives who can no longer serve:
  - i. Academic Accommodations Committee, Renee Ketchum, ADN, HS
  - ii. Academic Calendar Committee, Renee Ketchum, ADN, HS
  - iii. Enrollment & Success Management, Renee Ketchum, ADN, HS
  - iv. Faculty Senate, Renee Ketchum, ADN, HS
  - v. Programs & Services Review Committee, Renee Ketchum, ADN, HS
  - vi. Resource Allocation Committee, Renee Ketchum, ADN, HS
  - vii. Student Grievance, Renee Ketchum, ADN, HS
- b. Faculty representatives who have been requested to serve as follows:
  - i. AB 705 Task Force, Neil Watkins, English, LA

- ii. AB 705 Task Force, Charmaine Phipps, ESL, LA
  - iii. AB 705 Task Force, John Fay, Mathematics, M&S
  - iv. AB 705 Task Force, Jeff Brouwer, Mathematics, M&S
  - v. President Burruel recommended the addition of a counselor to serve on the AB 705 Task Force. Additional members can be added as needed. Senator Phipps suggested adding Kyle Pennett to serve in her absence when meetings conflict with teaching schedules. At Senator Karp's suggestion, President Burruel agreed to speak with Neil Watkins to define and clarify the scope of the charge of the AB 705 Task Force. Vice President Witt suggested that additional math faculty be added in addition to the math coordinators.
  - vi. Faculty Advisory Advising Committee, Melissa Johannsen, Counseling, DPS
- **Motion for Approval** - Senator Karp moved to approve Consent Agenda, Senator Kern seconded the motion. Consent agenda was approved with suggested amendments. 10.16.18, 21/0.

## VI. REPORTS

### a. President

President Burruel attended the Area D meeting on Saturday, October 13, at Palomar College with Senator Jackie Boboye.

Four major areas that ASCCC will focus on:

1. Guided Pathways
2. AB 705
3. Completion of Strong Workforce Area
  - a. Focus on CTE Minimum Qualifications (MQs)
  - b. Looking at non-military credit and experiential learning in the baccalaureate degrees
4. Faculty Diversity - ASCCC is developing a summit in late January or early February in Sacramento. Butte, Bakersfield, and Norco College are actively looking at their hiring practices and faculty who sit on hiring committees

Resolutions...are in the Faculty Senate packet for October 16, 2018. Senator Boboye announced that the next Area D meeting will be held on March 23, 2019, at Norco College. The fall 2019 Area D meeting will be held in San Diego, although no other details are available at this time. Senator Boboye also shared that during the Area D meeting, it was expressed that there is a need for counselors to serve on the AB 705 Committee. Resolutions will be posted on the Statewide Academic Senate website at [ASCCC.org](http://ASCCC.org).

**b. Vice President** - No report.

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

**d. Curriculum**

- i. At the last Educational Program Proposal Committee meeting, four program proposals were reviewed. All four proposals were well done.
- ii. Senator Boyd announced that the Classification of Instructional Programs (CIP) will soon replace Top Codes.

**e. Coordinators** - No report.

**f. Committees**

**i. Academic Issues Group**

1. Senators DeRose, Witt, & President Burruel

Senators DeRose, Witt, and President Burruel met with the CIO on Thursday, October 11, to discuss the purpose, scope, and composition of the Academic Issues Group (AIG), now referred to as the Academic and Student Services Advisory Group (ASAG). With the inclusion of a broad representation of managers in instruction and student services, as well as faculty, ASAG will focus on being proactive and problem solving during the academic year as issues arise. ASAG will make recommendations regarding the need for support and guidance on direction for instructional programs and processes that affect academic matters, such as, master calendaring, scheduling, instructional support, and ITS.

Concerns that have been raised by faculty since summer include academic offerings across multiple campuses, Cooperative Education, Distance Education, Dual Enrollment, and Turning Point. These areas will serve as the basis to address scheduling issues, timelines, and communication.

ASAG composition will include 12 members (6 managers and 6 faculty). Depending on the topic, specific individuals will be invited to address areas of concern and assist in problem solving the given issue.

Faculty Senate will need to select 3 faculty to serve on ASAG in addition to Senators DeRose, Witt, and President Burruel. It was recommended that a Fontana and Chino faculty representative serve on ASAG, as well as a coordinator. Senator Phipps suggested having a faculty member that has taught in the Turning Point program be considered as a representative of ASAG, and volunteered to serve in that capacity. Senator Karp suggested that

when Turning Point is an agenda item, several of the coordinators from Turning Point be invited to participate in ASAG. Guest Sakoonphong asked about the possibility of including classified personnel in ASAG. Senator Osmanian suggested the addition of Athalie Sapp to participate when Turning Point is an ASAG agenda item.

**ii. Guided Pathways**

1. Is anyone in need of a brush up on the ADT creation process?  
Senator Karp announced that several CSUs are in the process of no longer accepting the Business ADT. Many CSUs are not aware of other CSU's lower division requirements and how local community colleges have to develop curriculum to match that of their local CSUs. Building pathways includes constructing pathways in consultation with CSUs. The communication for the next step in the pathway is very important. Chaffey College faculty should get involved in discipline review groups to be informed for the pathway process and to communicate effectively and cooperatively. Departmental and Regional bridges are very important to build effective pathways.

**iii. Outcomes and Assessment (OAC) - No report.**

**iv. Faculty Senate Retreat (sub-committee) - No report.**

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

**v. Guidelines for Standing Committee Tri-chairs (sub-committee) - No report.**

1. Tentative volunteers include Senators Karp, Kenehan, Osmanian, and Gunderson.

**vi. Faculty Prioritization (sub-committee) - No report.**

1. Senator Sadowski and Angela Burk-Herrick

**vii. Sabbatical Leave (sub-committee)**

1. Senators Kern, Boyd, Boboye, and President Burruel  
President Burruel motioned to combine Sabbatical Leave and Sabbatical Rubrics sub-committees. Senator Karp motioned for approval; Senator Kern seconded the motion. Motion approved. 10.16.18, 22/0.

**viii. Sabbatical Rubrics (sub-committee)- No report.**

1. Senators, Boyd, Ross, and George

**ix. 2018-2019 Professional Development Opportunities**

1. Senators, Boboye, Boyd, and Kern  
This group will be pulled for re-evaluation.

**x. College Committee Task Force - No report.**

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

**xi. Academic Calendar Committee**

1. Senators Duno and Boboye  
The Office of Instruction has sent documents regarding the 16

Week Calendar. A packet will be compiled and sent to Senator Duno for review. Senator Boboye asked to be included in this effort.

## **VII. OLD BUSINESS**

- a. Meritorious Service Awards- Continued call for Nominations
  1. Marylee Requa  
Alternate Senator Ausubel has nominated Marylee Requa for the Meritorious Service Award. Senators should review the letter of nomination included in the Senate packet. Faculty Senate will need to determine a nomination deadline for the Meritorious Service Award.
- b. Zoom Video Communication account. Tabled until the next meeting.

## **VIII. NEW BUSINESS**

- a. 2019-2020 Sabbatical Leave Applications
  - i. Carol Dickerson, BAT  
Faculty Senate needs to select three Senators who will serve on the Sabbatical Leave Sub-Committee and review Carol Dickerson's Sabbatical Leave Application. A packet has been created for each committee member to guide the evaluation process outlined by the CCFA contract and Faculty Senate's Sabbatical Leaves: Procedures and Documentation. The final recommendations of the Sabbatical Leave Sub-Committee must be received by the December 4, 2018, Faculty Senate meeting.

Senators Duno, Henderson, and Kern volunteered.

- b. Academic Calendar Committee (Selection of two faculty)  
Faculty who have volunteered to serve:
  - Monica Alexander, Education, SBS
  - Jackie Boboye, Counseling, Student Services
  - Doug Duno, Spanish, Language Arts
  - John Fay, Mathematics, M&S
  - Joyce Oakdale, Chemistry, M&S
  - Angela Sadowski, Psychology, SBS - Senator Sadowski removed herself from consideration, and asked to be considered to serve as the coordinator representative on ASAG.
  - Bonnie Spears, English, Language Arts
  - Victoria Tirado, Spanish, Language Arts

Jackie Boboye and Doug Duno were elected to serve.

c. AB 705 - English

Misty shared that English Professor Neil Watkins said that as of June 2019, the English composition sequence at Chaffey will be fully compliant with AB 705.

On Wednesday, October 10, the English Department decided to

- (1) deactivate English 675 (last two sections will be offered in Spring 2019)
- (2) eliminate any prerequisites for entrance into English 495
- (3) adjust their placement criteria so that approximately 76% of new students will go straight into English 1A

By eliminating Accuplacer and using high school GPA, etc., last spring, the English department has already increased access to English 1A from 33% to 66% with no major dip in success rates. The English faculty look forward to working closely with the Library, Success Centers, SI, Counseling, and DPS to support students in our courses.

The Faculty Senate packet includes two documents that outline the English Department's work over the last year and the new course sequence.

**IX. ANNOUNCEMENTS**

- a. Guest Jaime Garcia from the Communications Department spoke about the public's view regarding Measure P. Based on his interactions with the public, he reported that people know very little about the bond or have no interest in the bond, and any expressed views about the bond were negative as individuals are not aware of the public connection with the bond. What is the connection between the community and the bond? Who will educate, endorse, and support the bond? What is being done on that front? We are doing a disservice by not educating the public regarding the direction of the bond, and how the bond will benefit the community. Secondly, in his communications with individuals from the community, comments about Chaffey College have always been positive.

**X. FLOOR ITEMS**

- a. Faculty Senate will send a congratulatory card to Renee Ketchum.

**XI. ADJOURNMENT (1:50 P.M.)**

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**Lissa A. Napoli, Recording Secretary**

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**Nicole DeRose, Secretary - Treasurer**