



## FACULTY SENATE MINUTES

November 27, 2018

### Members Present:

President.....	Misty Burruel
Vice President/ Senator-at-Large/Mathematics & Sciences..	Robin Witt
Secretary/Treasurer/ Mathematics & Sciences.....	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.....	Vacant
Health Sciences.....	Sue Paplanus
Health Sciences.....	Vacant
Instructional Support.....	Rose Ann Osmanian
Instructional Support.....	Mary Jane Ross
Language Arts.....	Kimberly George
Language Arts.....	Charmaine Phipps
Social & Behavioral Sciences.....	Dan Kern
Social & Behavioral Sciences.....	Angela Sadowski
Student Services.....	Fabiola Espitia
Student Services.....	Jackie Boboye
Visual & Performing Arts.....	Kelly Ford Kaminsky
Senator-at-Large.....	Doug Duno
Senator-at-Large.....	Garrett Kenehan
Adjunct Senator-at-Large.....	Gail Keith-Gibson

### Members Absent:

Business & Applied Technology.....	Baron Brown
Language Arts.....	Jon Ausubel
Mathematics & Sciences.....	Mark Gutierrez
Mathematics & Science.....	Diana Cosand
Student Services.....	Donna Colondres
Visual & Performing Arts.....	Pat Aranda
Visual & 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  
Social & Behavioral Sciences.....Pak Tang

**Guests:**

Shireen Awad, Administrative Assistant, Curriculum Office  
Angela Burk-Herrick, Biology, Math & Science  
Lissa Napoli, Administrative Assistant, Faculty Senate  
Neil Watkins, Language Arts

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

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

- a. Roll call

**III. PUBLIC COMMENTS**

- a. Senator Boyd expressed concern about the Brown Act interpretation. She requested that the Faculty Senate schedule time to discuss the process, particularly regarding the distribution of handouts at the next Faculty Senate meeting.
- b. Guest Neil Watkins is concerned by the lack of leadership at the Administrative level, the lack of communication regarding leadership, the lack of communication regarding Guided Pathways, the Chancellor’s Vision, the Education Master Plan, the spring enrollments, the lack of information regarding the replacement of the DPS Director, and the lack of information regarding the LA Dean. What are the leadership vacancies and when will they be announced? Senator Boyd replied that during this time as the College transitions to Guided Pathways, the move requires that the current organization be rearranged. Senator Boyd said that the time for one sided conversations has ended and both sides need to be involved in the conversation.

**IV. APPROVAL OF AGENDA**

- a. November 27, 2018
  - **Motion for Approval** - Senator Kenehan motioned for approval. Senator Sadowski seconded the motion. The motion was approved. 11.27.18, 21/0.

**V. APPROVAL OF MINUTES**

- a. November 20, 2018.

- b. Senator DeRose announced that Senator Ford Kaminsky's last name was misspelled on the previous minutes.
- **Motion for Approval** - Senator Kenehan moved to approve the minutes with the amendment. Senator Duno seconded the motion. The motion was approved. 11.27.18, 19/0/2.

## VI. CONSENT AGENDA

- a. Foundation Account: Approval of funds to provide gift card(s) for food, transportation, and/or cost relief. (Renee Ketchum).
- b. Faculty representatives who can no longer serve as follows:
  - i. AAII, Campus Police, Baron Brown, Criminal Justice, BAT
  - ii. Police Officer, Campus Police, Baron Brown, Criminal Justice, BAT
  - iii. Faculty Dual Enrollment Advisory Committee, Beverly Cox, Dental Assisting, HS
  - iv. Resource Allocation Committee, Beverly Cox, Dental Assisting, HS
  - v. Outcomes and Assessments Committee, Beverly Cox, Dental Assisting, HS
- **Motion for Approval** - Senator Boyd moved to approve the Consent Agenda. Senator Kern seconded the motion. Motion approved. 11.27.18, 21/0.

## VII. GUEST(S)/PRESENTATION(S) - None.

## VIII. REPORTS

- a. **President**
  - i. **Faculty representation on hiring committees** - President Burruel asked senators to consider serving on hiring committees. A discussion of BLOOM training arose. Senate suggested including additional time for BLOOM training (FLEX) and developing record keeping of those individuals that have completed BLOOM training and including them on a future agenda. President Burruel has contacted Human Resources for the most current list of BLOOM trained faculty to be considered for hiring committees and will confirm with Cindy Walker whether a list has been generated.
  - ii. **Chaffey College Dialogue** - Minutes from the Chaffey College Dialogue outlining topics such as door locks, Dual Enrollment, and the 16-week calendar, were included in the packet.
  - iii. **Campus Safety** - President Burruel met with Chief of Police, Frank Montanez, to discuss the process for reporting incidents that occur on

campus. The Chief of Police agreed to facilitate a FLEX activity or presentation on the resources and services available through Campus Police.

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

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

**d. Curriculum** - No report.

**e. Coordinators**

i. Coordinators have been asked to work on the summer schedule.

**f. Committees**

**i. Academic Calendar Committee**

1. Senators Duno and Boboye

Senator Duno reported that December 10 is the next scheduled meeting. Recently faculty have approached Senator Duno with concerns about the lack of attendance by students and College employees during Thanksgiving week. Faculty have asked to consider having more non working days during Thanksgiving week. The contact hours for classes are a concern when giving additional days off for Thanksgiving, and doing so might result in not meeting the minimum number of contact hours.

2. Save the date for the next 16 week Calendar meeting, faculty emphasis, which will take place on December 12 at 12:30, the location is to be determined.

**ii. Faculty Senate Retreat Committee**

1. President Burruel and Senators Duno and Osmanian

Ideas for the retreat include 1) holding a professional development day on Faculty Lecture Day, 2) making the first Faculty Senate meeting during the spring term a designated Brown Act training day. Senator Boyd suggested reaching out to Statewide Academic Senate for assistance with Brown Act training. 3) Establishment of opportunities for faculty to share their sabbatical work with the college in addition to the Board meeting.

**g. Sabbatical Reports**

i. Kevin Cameron: Senators Boyd, Kern, and Tang reviewed the sabbatical report. Senator Kern reported that the committee likes the proposal but has asked for grammatical and small revisions to be made. The committee is currently awaiting those corrections and will report again at the next Faculty Senate meeting, scheduled for December 4.

ii. Mary Jane Ross: Senators Marcus, Phipps, and Sadowski reviewed the sabbatical report. The sabbatical report review committee recommended approval. Senator Boyd moved to approve; Senator Duno seconded the motion. Motion approved. 11.27.18, 21/0.

iii. Cindy Walker: Senators Ford Kaminsky, Henderson, and Witt reviewed the

sabbatical report. The sabbatical report review committee recommended approval. Senator Karp moved to approve, Senator Ford Kaminsky seconded the motion. Motion approved. 11.27.18, 21/0.

## **IX. OLD BUSINESS**

- a. **BP 3570 Smoking on Campus.** A historical perspective advocating the movement to a smoke-free campus should be established. Classified Senate may not have endorsed the movement. This issue needs to return to the surface in order to move forward. All representative bodies could convene in an effort to move toward a smoke free campus. A concern is the lack of enforcement of the current signs that are placed on buildings at this time.
- b. **Elections:** No Update
  - i. Health Science, Senator
  - ii. Health Science, Alternate Senator
- c. **Discussion for Senate Holiday Party** (CCFA, Curriculum Committee, and Senate)
  - i. Senator Boyd offered the use of her home as a location.
  - ii. President BurrueI proposed that the last Faculty Senate meeting be held in AD-151, with an open invitation to other members of the College.
- d. **Schedule of Classes/Lunch breaks**
  - i. Academic issue. President BurrueI raised concerns about the new process that has been implemented related to the inclusion of a 30 minute break if faculty teach five hours or more. Senators discussed how managers have implemented breaks in other areas such as the Library. Senators discussed the inequities created as a result and the infringement on academic matters. Courses which emphasize process, supplies, and equipment cannot stop midstream. How does this apply to classes held Monday through Friday and Saturdays? Senators agreed that the issue should be raised with the Academic and Student Advisory Group (ASAG) and College Planning Council (CPC).

## **X. NEW BUSINESS**

- a. **Selection of Faculty to Serve on Hiring Committees.** President BurrueI asked Senators to review the committee composition checklist. As the College reevaluates its hiring practices, this would be a good time for Faculty Senate to make any recommendations for revisions to the committee composition checklist when recommending faculty to serve on hiring committees. Ideally, this should occur in time for the Spring 2019 hiring process.

- b. **Equity Handbook for Hiring Process - Los Rios Community College District**  
- The Faculty Senate packet includes an example of a handbook developed by Los Rios Community College District. The handbook is a comprehensive document that includes equity representatives and their roles, establishing the need for prioritization, and information on the screening committee and composition. The College might consider using the handbook as a reference when developing processes around our hiring practices.
- c. **Faculty Prioritization List** - a list of the faculty positions ratified by President's Cabinet was included in the Faculty Senate packet.

**XI. ANNOUNCEMENTS**

**XII. FLOOR ITEMS**

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

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**Lissa A. Napoli, Recording Secretary**

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**Nicole DeRose, Secretary - Treasurer**