

FACULTY SENATE MINUTES

August 27, 2019

Member	Representation	Term	Present (P) Absent (A) Teleconference (T) Videoconference (V) Zoom(Z)
Robin Witt	Acting President	2018-2020	P
Vacant	Vice-President	2019-2020	
Vacant	Secretary/Treasurer	2019-2020	
Angela Burk-Herrick	Curriculum Chair	2019-2021	P
Dionne Henderson	Business & Applied Technology	2019-2021	P
David Karp	Business & Applied Technology	2018-2020	P
Daniel Bentum	Chino/Fontana	2018-2020	<i>T</i>
Manar Hijaz	Chino/Fontana	2019-2021	<i>P</i>
Rachel Arciniega	Health Sciences	2018-2020	A
Jayne Clark	Health Sciences	2019-2021	T
Rose Ann Osmanian	Instructional Support	2018-2020	P
Mary Jane Ross	Instructional Support	2019-2021	(sabbatical)
Charmaine Phipps	Language Arts	2018-2020	P
Steve Shelton	Language Arts	2019-2021	P
Nicole DeRose	Mathematics & Science	2019-2021	P
Mark Gutierrez	Mathematics & Science	2018-2020	P

Dan Kern	Social & Behavioral Sciences	2018-2020	P
Angela Sadowski	Social & Behavioral Sciences	2019-2021	P
Jean Oh	Student Services	2019-2021	P
Jackie Boboye	Student Services	2018-2020	P
Kelly Ford Kaminski	Visual & Performing Arts	2018-2020	A
Pat Aranda	Visual & Performing Arts	2019-2021	P
Doug Duno	Senator-At-Large	2017-2020	P
Garrett Kenehan	Senator-At-Large	2018-2021	P
Robin Witt	Senator-At-Large	2019-2022	P
Gail Keith-Gibson	Adjunct Senator-At-Large	2019-2021	P
Luke Gunderson	Adjunct Senator-At-Large	2018-2020	P
<i>Alternates</i>			
<i>Tracy Kocher</i>	<i>Business & Applied Technology</i>	<i>2019-2021</i>	<i>P</i>
<i>Robert “Ian” Jones</i>	<i>Chino/Fontana</i>	<i>2019-2021</i>	<i>A</i>
<i>Shelly Eckvahl</i>	<i>Health Sciences</i>	<i>2019-2021</i>	<i>A</i>
<i>Shelley Marcus</i>	<i>Instructional Support</i>	<i>2019-2021</i>	<i>T</i>
<i>Jonathan Ausubel</i>	<i>Language Arts</i>	<i>2018-2020</i>	<i>P</i>
<i>Diana Cosand</i>	<i>Mathematics & Science</i>	<i>2019-2021</i>	<i>A</i>
<i>Sergio Gomez</i>	<i>Social & Behavioral Sciences</i>	<i>2018-2020</i>	<i>A</i>
<i>Donna Colondres</i>	<i>Student Services</i>	<i>2019-2021</i>	<i>A</i>
<i>Stan Hunter</i>	<i>Visual & Performing Arts</i>	<i>2019-2021</i>	<i>A</i>
<i>Hsing “Angel” Ho</i>	<i>Adjunct Alternate Senator</i>	<i>2019-2021</i>	<i>P</i>

Guests:

Baron Brown, Criminal Justice, BAT
Sarah Cotton, Biology, M&S
Kelli Florman, Captain, Chaffey College Police
Christina Holidiness, MSC
Tamari Jenkins, Spanish, LA
Tara Johnson, BAT
Eric Kolb, Biology, M&S
Lissa Napoli, Administrative Assistant, Faculty Senate
Darryl Seube, Chief, Chaffey College Police
Neil Watkins, Language Arts, LA

1. P.E (12:30 P.M.)**2. CALL TO ORDER (12:38 P.M.)****2.1 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)**

- **Chief Darryl Seube** introduced the new Chaffey College Campus Police **Captain, Kelli Florman**. Captain Florman shared with senate that she joined Chaffey College on August 1. Captain Florman has a Bachelor's degree in English from the Ohio State University, and a law degree from Case Western Reserve University.. Her professional background includes 12 years of being a full-time police officer, most recently as a Lieutenant for Cal State University of Northridge, and 10 years of part time police work here in California. Captain Florman shared that she does have a faculty perspective as she comes with 14 years of full-time faculty experience first at Imperial Valley College and resigned from her tenured position at Rio Hondo College to join us here at Chaffey College. Captain Florman shared that she has an open door if there are any issues to ensure campus safety as well as the professionalism of the police department.
- A faculty member, **Neil Watkins** (LA - English), shared that the College had major technical issues this last week. More specifically, yesterday, in two of the computer classrooms, the network PC's did not work for three hours. It behooves the college to stop using the "World Class Institution" slide during Convocation as "it has become a running joke. It is not representative, we are not a world class institution, we are a great college and I love working here. We are one of the better colleges in the area, but it's a ridiculous joke to have that slide and then have our portal crash on the first day of classes. It doesn't create a sense of belonging." The constituent is asking Senate to stand up for the idea that the technological resources be planned for the crunch time and not the slow time.

4. APPROVAL OF AGENDA**4.1 August 27, 2019**

- **Motion for Approval** - Senator Sadowski moved to approve the Agenda. Senator Kenehan seconded the motion. The motion was approved. 8.27.19, 20/0.

5. APPROVAL OF MINUTES

5.1 May 14, 2019

- Senator Marcus was asked to serve on the hiring committee for the Interim Dean, (Internal) Institutional Effectiveness, and asked that the minutes reflect that (10.2.2).
- **Motion for Approval** - Senator Kern moved to approve the Minutes as amended. Senator DeRose seconded the motion. The motion was approved. 8.27.19, 19/0/1.

6. CONSENT AGENDA

6.1 Foundation Account:

- 6.1.1 Approval of funds not to exceed \$500 for faculty incentives for the 2019-2020 academic year.
- 6.1.2 Approval of funds not to exceed \$150 to open a purchase order with Sparkletts water for the 2019-2020 academic year
- 6.1.3 Approval of funds not to exceed \$90 for Faculty Senate retreat facility- West Educational Conference Center.
- 6.1.4 Approval of funds for miscellaneous food and supplies for the new hire Welcome Reception
- 6.1.5 Approval of funds for miscellaneous food and supplies for the Faculty Senate Retreat
- 6.1.6 Approval of funds for miscellaneous food and supplies for the Meritorious Service Awards
- 6.1.7 Approval of funds for miscellaneous food and supplies for the Faculty Senate/Curriculum/CCFA Holiday Celebration

6.2 Selection committee members (assigned over the summer):

Faculty representatives that have been requested to serve:

1. Administrative Assistant II, Accounting & Budgeting and Fiscal Services, Jeff Harlow, KNA
2. Administrative Assistant II, Health Sciences,
Rachel Arciniega, ADN, HS
Lisa Doget, ADN, HS
3. Administrative Assistant II, EcDev, William O'Neil, Industrial Electrical Technology, BAT
4. Child Development Center Preschool Lead Teacher, Social & Behavioral Sciences (CDC),
Kharymm Alvarado, CDC
Kasumi Oshiro, CDC
5. Educational Program Assistant, Health Sciences,
Jeffrey Laguna, Gerontology, HS
Lisa Doget, ADN, HS
6. Educational Services Generalist, Admissions & Records, Kristen Burlison, Counseling
7. Educational Services Generalist, Admissions & Records (Chino), Mark Forde, Culinary Arts, HOTFS
8. Grant Generalist, Math and Science/Title III STEM, Sarah Cotton, Biology, M&S
9. Instructional Assistant II, Language Success Center, Rose Ann Osmanian, IS, LSC

10. Instructional Assistant IV, Chino Success Center, Manar Hijaz, IS, CSC
11. Instructional Assistant IV, Interior Design, Kathleen Galipeau, Interior Design, HFICA
12. Research Analyst, Math & Science, Robin Witt, Math, M&S
13. Systems Specialist, Administrative Systems, Brent McLaren, Counseling
14. Theatre Coordinator, VPA,
Sheila Malone, Theatre, VPA
Garrett Kenehan, Music, VPA
15. Director, Athletics, Kinesiology, Nutrition and Athletics
Robert Hadaway, Athletics, KNA Phil Roberts, Athletics, KNA
Elaine Martinez, Athletics, KNA Omar Dphrepaulezz, History, SS
16. Psychology Instructor, Social and Behavioral Sciences
Maria Fitzpatrick, Psychology, SBS Hannah Lucas, Psychology, SBS
Matthew Vincent, Psychology, SBS Garrett Kenehan, Music, VPA
17. English Instructor, Language Arts
Victoria Tulacro, English, LA Deanna Hernandez, English, LA
Angela Cardinale, English, LA Sharon Alton, English, LA
Jonathan Ausubel, English, LA Rose Ann Osmanian, Instructional Specialist, LSC
18. Radiologic Technology Instructor, Health Sciences
Rachel Arciniega, ADN, HS Marlene Soto, Rad Tech, HS
Lisa Doget, ADN, Health Sciences Phil Roberts, Athletics, KNA
19. ADN Instructor, Health Sciences
Rachel Arciniega, ADN, HS Marlene Cianchetti, ADN, HS
Lisa Doget, ADN, HS Emily Avila, Biology, M&S
20. Communications Studies Instructor, Language Arts
Ava Nguyen, Comm. Studies, LA Laura Picklesimer, English, LA
Brent Bracamontes, Comm. Studies, LA Mellanie Reeve, Librarian, Library
Stephen Shelton, Comm. Studies, LA
21. Chemistry Instructor, Mathematics and Science
Maryline Chemama, Chemistry, M&S Jane Warger, Earth Science, M&S
Jasmeet Singh, Chemistry, M&S Alex Ortega, DPS, Counseling
22. Earth Science Instructor, Mathematics and Science
Jane Warger, Earth Science, M&S Mark Gutierrez, Math, M&S
Anna Foutz, Earth Science, M&S Tamari Jenkins, Spanish, LA

Faculty representatives that have been requested to serve: (for approval)

1. College Planning Council, Jo Alvarez, Communication Studies, LA
2. Resource Allocation Committee, Jo Alvarez, Communication Studies, LA
3. Resource Allocation Committee, Leona Fisher, Sign Language, LA
4. Program Services & Review Committee, Jo Alvarez, Communication Studies, LA

5. Enrollment and Success Management Committee, Angela Cardinale, English, LA
6. Professional Development Committee, Robin Witt, Math, M&S
7. Enrollment and Success Management Committee, Robin Witt, Math, M&S
8. College Planning Council, Robin Witt, Math, M&S
9. Technology Committee, Robin Witt, Math, M&S
10. Faculty Success Center Advisory Committee, Cabrina Alviar, Art, VPA

Faculty representatives who can no longer serve as follows: Resigned - Unable to Serve

1. Grant Generalist, Math and Science/Title III STEM, Sandra Collins, Biology, M&S
 2. Resource Allocation Committee, Angela Burk-Herrick, Biology, M&S
 3. Outcomes and Assessment Committee, Angela Burk-Herrick, Biology, M&S
 4. Undocumented Advocates Committee, Deanna Hernandez, English, LA
 5. Professional Relations Committee, Nicole DeRose, Biology, M&S
- **Motion for Approval** - Senator Sadowski moved to separate section 6.1 from 6.2. Senator DeRose seconded the motion. The motion was approved. 8.27.19, 20/0.
 - **Motion for Approval** - Senator Kenehan moved to approve section 6.1 of the Consent Agenda. Senator Henderson seconded the motion. The motion was approved. 8.27.19, 20/0.
 - Senator Kern moved to approve section 6.2 of the Consent Agenda. Senator DeRose seconded the motion. The motion went to discussion. The motion was approved. 8.27.19, 20/0.
 - Discussion: Senator Sadowski asked if Senate was involved in the approval of the members of the committees over the summer. Acting President Witt gave explanation that Faculty Senate kept an active list of volunteers who were willing to serve on the selection committees. So Senate had a hand in providing faculty to serve on those committees. Tara Johnson, BAT Faculty, shared that historically Senate President is able to approve the actions of the body over the summer.

7. **GUEST(S)/PRESENTATION(S)** - None.

8. **REPORTS**

8.1 **President**

8.1.1 Faculty Senate Members/meeting schedule

8.1.2 New Faculty: On behalf of the Faculty Senate, Acting President Witt welcomed 23 new full-time faculty members. 18 are tenure track, *5 are one-year temporary*. Senator Ausubel also added that we have 99 new part-time faculty. The list below originally showed two names that were included on the agenda: Jordan Hung (he was hired last year) and Melissa Trujillo (incorrect information). Those names have been stricken from the list. Added to this list are three new hires: Mehgan Hassenzadah, Alejandra Parise, and Arya Parsa. These names were added and will be reflected in the meeting minutes.

- Sandra Bermudez, Health Sciences
- Sarah Bonomo, Health Sciences/ Associate Degree Nursing
- *Kevin Carlson, Psychology, SBS*

- Kirk Collins, Counselor, C&M
- Elizabeth Encarnacion, Communication Studies, LA
- Donald Essex, DPS/Counselor, C&M
- Joan of Arc Godinez, Counselor, C&M
- *Mehgan Hassenzadah, Biology, M&S*
- Christina Holdiness, Math Success Center/Instructional Specialist
- Emilie Koenig, English, LA
- Julie Leahy, Health Sciences
- Jinny Lee, Earth Science/Geology, M&S
- Henry Leonor, English, LA
- Adam Martinez, English, LA
- Brent McLaren, Counselor, C&M
- Nicole Miller, Health Science
- Terezita Overduin, Library/Reference Librarian
- *Alejandra Parise, Fashion Design, HFIC*
- *Arya Parsa, Biology, M&S*
- Markazon “Mary” Romero, Industrial Electrical Technology, BAT
- Ana Rosales, Criminal Justice, BAT
- *Madonna Siao, Child Development/Early Childhood Education*
- Chingping “Grace” Wong, Culinary Arts, HFIC

8.1.3 Honorary Titles: Following past practices, “Honorary titles of Associate Professor and Professor are conferred by action of the Faculty Senate. Advancement from Assistant to Associate and Associate to full Professor may be recommended after eight (8) and fourteen (14) years, respectively.” This means that people who have currently completed eight (8) years will be promoted to associate professor, and people who have completed fourteen (14) years will be promoted to full professor. Certificates will be coming soon. Keep in mind that honorary titles are based not on the number of years at Chaffey but on the number of years at Chaffey plus those that have been credited.

Acting President Witt congratulated the following faculty members on receiving promotions and the following honorary titles:

- **Assistant to Associate Professor:** Kristen Burleson, Susanna Galvaz, Deanna Hernandez, and Victoria Tulacro
- **Associate Professor to Professor:** Emily Avila-Teegarden, Kelly Ford- Kaminski, John Hudson, Robert Kopp, Marc Meyer, Douglas Yegge, and Annette Young

8.1.4 2020-2021 Sabbatical Information Session: Faculty who are interested in applying for the 2020-2021 academic year, must submit a completed sabbatical leave application to **Human Resources by October 1.** (14.10.1 CCFA Contract). Sabbatical procedures and documentation can be accessed in the Faculty Handbook at the following link: <http://www.chaffey.edu/fac-handbook/> Bruce Osburn, and Sandra Collins will be presenting a sabbatical information session on Wednesday, August 28, 12:30-1:50 PM, SSA-227.

8.1.5 Meritorious Awards- Call for 2020-2021 Nominations

8.1.6 Faculty Senate June Board Report- The Senate President’s June Board Report was included in the

Senate packets. Faculty members who would like to be featured in an upcoming Board Report should respond to the email sent out by Lissa Napoli titled, “Academic Highlights: Creative Works and Professional Accomplishments”. That email will be sent out at the conclusion of the August Board meeting. The August Board Report has been completed, but if you would like to be included in the September 19th Board Report, your submission needs to be received by Monday, September 19.

- 8.1.7 Faculty Hiring Over the Summer - In response to 19 faculty retirements, (11 of which were in late May/June) and in order to meet the Faculty Obligation Number (FON) which is based on enrollment, the College hired 9 faculty positions. The Faculty Prioritization list was used with the exception of one counselor and one psychology instead of fire tech. The FON workgroup is revising the process for creating the Faculty Prioritization list to better reflect need.
- 8.1.8 Dean of Business and Applied Technology - The position for the Dean of Business and Applied Technology has been reopened due to an unsuccessful recruitment for the initial posting. During the summer, the Acting Associate Superintendent of Instruction and Institutional Effectiveness, Laura Hope, filled in as the dean. Robert Frost has now been appointed as interim dean while a nationwide search is conducted. Robert comes to us from City College of San Francisco with an expansive career in academic administration.
- 8.1.9 Measure P held a “Kick Off” meeting on July 29. Representatives from the schools of BAT (to replace Carol while she is on sabbatical), LA (to replace Mellanie who is in a different school now), and KNA (with the realignment is now its own school) are needed. The Language Arts senators will need to run an election. The next meetings are scheduled for Friday, September 20, 1-3pm in MACC-208 and Thursday, November 21, 3-4:30pm in MACC-208.
- 8.1.10 Kinesiology Nutrition and Athletics Representatives with the realignment of the College, KNA will need representatives for the 16-week calendar committee and Faculty Senate. (KNA senator’s terms will be staggered accordingly). The elected VP will be responsible for holding that election.

8.2 Curriculum

- Curriculum Chair Burk-Herrick shared the Curriculum Calendar more specifically information regarding deadlines for curriculum changes. The most important right now is that the deadline for all changes to be active by the next catalog in the fall is October 2.
- Senator Marcus shared that an excellent Curriculum Retreat over Flex conducted by Chair Burk-Herrick and Shireen Awad.

8.3 Coordinators

- Dave Karp shared that they completed the Spring schedule over the summer.

9. UNFINISHED BUSINESS - None.

10. NEW BUSINESS

10.1 Term: Acting President

Acting President Witt reported the following: Misty Burruel resigned as Faculty Senate President on June 27, 2019, because she accepted a job as interim Dean of Visual and Performing Arts; as Vice President of the Faculty Senate at the time, I, Robin Witt, became the acting President of the Faculty Senate. The President’s term that Misty was serving at the time of her resignation will end this academic year (June 30, 2020); she will

not serve the upcoming 3-year term (the one that starts Fall 2020) to which she was recently elected. According to our ByLaws and Constitution the acting president can serve the remainder of the current term and we need a faculty-wide election for a Faculty Senate President to serve the 3-year term beginning Fall 2020.

- **Motion for Approval** - Senator Kenehan moved to approve that the current president will serve this academic year (June 30, 2019), and that there is a need for a faculty-wide election for a Faculty Senate President to serve the 3-year term beginning Fall 2020. Senator Sadowski seconded the motion. Senate went to discussion. The motion was not approved. 8.27.19, 8/11/3.

10.2 Presidential Election Timeline

- **Motion for Approval** - Senator Karp moved to table the decision of the Acting president's term to the next meeting. Senator Kern seconded the motion. The motion was approved. 8.27.19, 20/1/1.

10.3 Vice President and Secretary/Treasurer Elections: Acting President Witt asked to open the floor for nominations.

- **Motion for Approval** - Senator Sadowski moved to open the floor for nominations. Senator seconded the motion. The motion was approved. 8.27.19, 22/0.
- **Motion for Approval** - Senator Kenehan nominated Nicole DeRose for Vice President and Senator Sadowski seconded the motion. The motion was approved. Nicole won by acclamation. 8.27.19.
- **Motion for Approval** - Senator Kenehan nominated Mark Gutierrez for Secretary and Senator Sadowski seconded the motion. The motion was approved. Mark won by acclamation. 8.27.19.

10.4 New Hire Welcome Reception, Wednesday, September 11, 12:30-1:50 PM, AD-151

Acting President Witt asked for three volunteers to serve at this event. Angela Sadowski, Tracy Kocher and Dionne Henderson.

10.5 Faculty Senate Retreat, Friday, September 13, 12:30-3:30, West End Educational Center, (lunch, beverage and dessert will be provided).

10.6 Faculty Senate Foundation Account - Solicitation Letter

Senators reviewed the current solicitation letter and approved it as written. Letters will be sent out to all full-time faculty. Funds are used to support a sense of community within the faculty. Senate anticipated most faculty will volunteer for payroll deduction, but annual contributions should be sent to the Faculty Senate Office, BEB 207, for proper handling.

11. ANNOUNCEMENTS

12. FLOOR ITEMS

- Acting President Witt announced her resignation as Acting President effective at the end of the meeting. Due to prior commitments, but will remain as the Senator-At-Large. Therefore, the newly elected Vice President will become the Acting Faculty Senate President.
- Senator Karp requested some discussion regarding including a second alternate senator for the BAT representatives.

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

The next Faculty Senate meeting is scheduled for Tuesday, September 3, 2019, BEB-204

Lissa A. Napoli, Recording Secretary

(No Active), Secretary - Treasurer