

FACULTY SENATE MINUTES

September 24, 2019

Member	Representation	Term	Present (P) Absent (A) Teleconference (T) Videoconference (V) Zoom (Z)
Nicole DeRose	Acting President	2019-2020	P
Rose Ann Osmanian	Vice-President Instructional Support	2019-2020	P
Mark Gutierrez	Secretary/Treasurer Math & Science	2019-2020	P
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	T
Manar Hijaz	Chino/Fontana	2019-2021	P
Rachel Arciniega	Health Sciences	2018-2020	P
Jayne Clark	Health Sciences	2019-2021	A
Mary Jane Ross	Instructional Support	2019-2021	(sabbatical)
Vacant	Kinesiology, Nutrition & Athletics	2019-2021	
Vacant	Kinesiology, Nutrition & Athletics	2019-2020	
Charmaine Phipps	Language Arts	2018-2020	P

Steve Shelton	Language Arts	2019-2021	P
<i>Vacant</i>	Mathematics & Science	2019-2021	
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	(off contract)
Kelly Ford Kaminski	Visual & Performing Arts	2018-2020	A
Pat Aranda	Visual & Performing Arts	2019-2021	A
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	T
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>A</i>
<i>Baron Brown</i>	<i>Business & Applied Technology</i>	<i>2019-2021</i>	<i>A</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>T</i>
<i>Shelley Marcus</i>	<i>Instructional Support</i>	<i>2019-2021</i>	<i>P</i>
<i>Vacant</i>	<i>Kinesiology, Nutrition & Athletics</i>	<i>2019-2020</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>P</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>Z</i>

Guests:

Lissa Napoli, Administrative Assistant, Faculty Senate

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.)

- Lissa Napoli asked faculty and staff to be mindful when walking through the Chaffey College parking lots. Many people seem to be in a hurry to get to and from places. Many different factors contributed to a classified professional being struck by a car in the SSA parking lot. The classified member was taken to the hospital and was treated for her injuries. The classified member is recovering at home.

4. APPROVAL OF AGENDA

4.1 September 24, 2019

- **Motion for Approval** - Senator Duno moved to approve the Agenda. Senator Witt seconded the motion. The motion was approved. 9.24.19, 19/0.

5. APPROVAL OF MINUTES

5.1 September 17, 2019

- **Motion for Approval** - Senator Phipps moved to approve the Minutes **as amended**. Senator Shelton seconded the motion. The motion was approved. 9.24.19, 17/0/2.

6. CONSENT AGENDA

6.1 Faculty representatives that have been requested to serve:

IT is planning to move from physical servers to the cloud, which will require several days to complete. The College will need five days to make the move from its own servers to the cloud; during this time, the chaffey.edu domain will be offline entirely. The selected dates are December 18 (after 5 pm) through Sunday December 22, and all systems available Monday December 23. These dates were selected in conjunction with faculty representatives serving on Colleague Steering Committee. There will be five days to submit grades after December 18. Those dates are December 23, January 2,3,6, and 7. Plan ahead, and submit grades as soon as possible if submitting after December 18. A formal announcement from the College regarding the dates of the migration are forthcoming, although the date has not been announced. CCFA President/Alternate Senator Jon Ausubel and I have expressed concern about the late notification regarding the selected dates, and still advocate for more timely and effective communication for the College regarding decisions that affect operations, students, staff, and faculty. While faculty may be somewhat inconvenienced by the available grade submission dates, this compromise is reasonable to facilitate the transition to the cloud, which will likely prevent ChaffeyView and the Portal from being inaccessible again in the upcoming spring semester.

Mike Fink and Steve Siedschlag are willing to visit Faculty Senate to discuss the ChaffeyView and Portal problems experienced during the first days of instruction this term. Laura Hope offered to visit with IT. A date has not yet been set for the visit.

8.1.3 Faculty Senate Retreat: Cancelled - faculty schedule conflict.

- Vice President Osmanian sent a Doodle poll on Friday September 20 to determine which of the next four Fridays the majority of Senators are available to meet at a Constitution Retreat.

Following completion of the Doodle Poll for retreat dates, a date will be identified for the retreat. Senator Ausubel, Vice President Osmanian, and Acting President DeRose have begun to plan the retreat. Previous retreat planning members are welcome to join the planning efforts.

In addition to background information and a general retreat overview, writing will begin on the retreat day. More details to come. On future Tuesdays after the retreat date, the Faculty Senate meeting agenda will focus on the entire Faculty Senate body reviewing suggested changes to specific articles. Additional designated Faculty Senate meeting dates will be dedicated to revisions until a completed rough draft is ready (necessary business will also be included - Curriculum, committee approvals, etc.). Ideally, one or two Senators will review the final draft for continuity. Once available, the proposed revised constitution can be made available to the Electorate for ratification.

If this process goes well, and the constitution is ratified, this same process can be used to update the By-Laws during the Spring 2020 semester with a target completion date of the end of Spring 2020.

8.1.4 Other

- Would Faculty Senate like to develop a guest policy? At the next meeting, I will call for a subcommittee of interested Senators to develop a guest policy for future guests that may include duration of presentation, intended content to present, request to visit, etc.

To expedite our meetings, reports could be included with the Senator Agenda packet for Senators to

review prior to the meeting, and at the meeting ask informed questions if desired or necessary. This would require senators to submit reports to Lissa Napoli by Tuesday evening, one week prior to the meeting that the report will be presented.

The Measure P Workgroup met on Friday September 20, 2019. Starting with this meeting and with future meetings, updates will be shared by the Measure P representatives to their areas, Acting President DeRose to Faculty Senate, and from Melanie Siddiqi to the College as efforts to inform members of the College regarding the progress of Measure P projects, timelines, etc.

8.2 Vice-President

8.2.1 KNA Election Update

- Vice President Osmanian mentioned that we still need representatives from KNA. She will continue to reach out to KNA to see if she can find interested faculty.
- Senator Karp mentioned that Baron Brown is the alternate by acclamation for BAT.

8.2.2. Instructional Support Online

- Instruction Support is working on servicing students online. Instruction Support has committed to offering workshops online. The Language Success Center (Reading, Writing, English) is offering online workshops this semester. These workshops are being offered via ZOOM. SI is offering services online through Canvas. In the spring semester, we will pilot online tutoring services. Vice President Osmanian encouraged faculty to advise students to reserve their seat for online workshops at wonline. In the future, we may be able to offer these services through Canvas. Senator Kenehan suggested using Cranium Cafe for online services. ZOOM offers breakout rooms while Cranium Cafe does not.

8.3 Secretary/Treasurer

8.3.1 Faculty Senate Budget

- Secretary/Treasurer Gutierrez went over the Faculty Senate Budget, including income and expenses for the July 1- September 30 period.

8.4 Curriculum - No report.

8.5 Coordinators - No report.

8.6 Committees

8.6.1 Distance Education (DE) Committee Update - Jonathan Ausubel

- Angela Cardinale will be presenting to Senate in a few weeks.

9. UNFINISHED BUSINESS

9.1 Presidential Election Timeline

- Vice President Osmanian presented a timeline for the Presidential Election.

- **Motion for Approval** - Senator Kenehan moved to approve the Presidential Election Timeline. Senator Shelton seconded the motion. The motion was approved. 9.24.19, 19/0.
- Senator Karp suggested Senate discuss the process by which the presidential candidates share their statements.

9.2 Adjunct Faculty Handbook

- **Motion for Approval** - Senator Witt moved to have only one faculty handbook with a section dedicated for adjunct faculty. Senator Kenehan seconded the motion. The motion was approved. 9.24.19, 16/3//0.
- Senator Keith-Gibson suggested that adjunct faculty have their own handbook with information that is specifically for adjuncts.
- President DeRose mentioned that we can have links online that lead adjunct faculty to separate information.
- Curriculum Chair Burk-Herrick mentioned that because there is a lot of overlap with information, having one faculty handbook would be concise. Senator Karp agreed.
- Senator Gunderson proposed having two different faculty handbooks.
- Senator Ausubel proposed having three different handbooks. 1. All faculty 2. Full-time faculty 3. Adjunct faculty
- Senator Kenehan suggests that having one handbook helps cohes full-time and adjunct faculty. Having one place to find any information that pertains to being a faculty, helps diminish the divide that sometimes appears between full-time and adjunct faculty.
- Senator Ho asked if we can put a link on ChaffeyView where all adjunct faculty can access this information.

9.3 Sabbatical Report review need to be to senate today for (2019-2020)

- President DeRose shared with Senate that Sabbatical Reports must be completed by October 8th.
- Rachel Hanna: Senators Doug Duno, Rose Ann Osmanian, and Tracy Kocher
- Paula Snyder: Senators Dan Kern, Manar Hijaz, and Jon Ausubel
- Charles Williams: Senators Patrick Aranda, Kelly Ford-Kaminski, and Charmaine Phipps

10. NEW BUSINESS

10.1 Voting Operations: Majority or $\frac{2}{3}$

10.2 16-Week Calendar Committee: One school rep needed for each, IS, and SS.

10.3 PSR Committee: the committee is breaking away from the OAC Committee, and the PSR tri-chairs would like the Senate's assistance in identifying approximately 13 faculty that would like to serve for a 2- or 3-year term (half 2-yr and half 3-yr). The goal is to have a committee comprised of $\frac{1}{2}$ faculty, and $\frac{1}{2}$

non-faculty.

PSR Committee is working hard to refine and streamline the PSR process. In fact, one of the major changes this year, is that PSR readers will only be asked to read and score a PSR one time.

10.4 Faculty Senate Priorities and Senate Suggested Issues Topics

11. ANNOUNCEMENTS

11.1 ASCCC Information

- IEPI, Upcoming AB705 Implementation Regional Convenings
- Plenary Scholarship Application
- ASCCC Leadership Development

11.2 Campus Celebrations (Retirements, Baby Showers, etc.)

- Welcome Reception

11.3 College Events (Clubs, Departments, and Organizations)

11.4 Other

- Compressed calendar study
- Submitting agenda items
- Submitting announcements

12. FLOOR ITEMS

13. ADJOURNMENT (1:49 P.M.)

The next Faculty Senate meeting is scheduled for Tuesday, October 1, 2019, BEB-204

Lissa A. Napoli, Recording Secretary

Mark Gutierrez, Secretary - Treasurer

Senators		Present	Approval of Agenda	Approval of Minutes	Approval of Consent Agenda	Approval of Faculty Senate Election Timeline	Handbook with a section dedicated to Adjunct Faculty	Voting Operations		
<i>Alternate Senators Italicized</i>										
Representation	Name									
Acting President	Nicole DeRose	P								
Vice President	Rose Ann Osmanian	P	Y	Y	Y	Y	Y			
Secretary/Treasurer	Mark Gutierrez	P	Y	Y	Y	Y	Y			
Curriculum Chair	Angela Burk-Herrick	P								
Business & Applied Technology	Dionne Henderson	P	Y	A	Y	Y	Y			
Business & Applied Technology	David Karp	P	-	-	-	Y	Y			
<i>*Business & Applied Technology Alternate</i>	<i>Tracy Kocher</i>									
<i>*Business & Applied Technology Alternate</i>	<i>Baron Brown</i>									
Chino/Fontana	Daniel Bentum	P	Y	Y	Y	-	-			
Chino/Fontana	Manar Hijaz	P	Y	Y	Y	Y	Y			
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>									
Health Sciences	Rachel Arciniega	P	Y	Y	Y	Y	Y			
Health Sciences	Jayne Clark									
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>	P	Y	Y	Y	Y	Y			
Instructional Support	Rose Ann Osmanian									
Instructional Support	Mary Jane Ross									
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	P	Y	Y	Y	Y	Y			
Kinesiology, Nutrition, & Athletics	Vacant									
Kinesiology, Nutrition, & Athletics	Vacant									
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Vacant</i>									
Language Arts	Charmaine Phipps	P	Y	Y	Y	Y	N			
Language Arts	Steve Shelton	P	Y	Y	Y	Y	N			
<i>*Language Arts Alternate</i>	<i>Jonathan Ausubel</i>	P	Y	Y	Y	Y	Y			
Mathematics & Science	Vacant									
Mathematics & Science	Mark Gutierrez									
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>	P	Y	Y	Y	Y	Y			
Social & Behavioral Sciences	Dan Kern	P	Y	Y	Y	Y	N			
Social & Behavioral Sciences	Angela Sadowski	P	Y	Y	Y	Y	Y			
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>									
Student Services	Jean Oh	P	Y	Y	Y	Y	Y			
Student Services	Jackie Boboye									
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>									
Visual and Performing Arts	Kelly Ford Kaminski									
Visual and Performing Arts	Patrick Aranda									
<i>*Visual and Performing Arts Alternate</i>	<i>Stan Hunter</i>									
Senator-At-Large	Doug Duno	P	Y	Y	Y	Y	Y			
Senator-At-Large	Garrett Kenehan	P	Y	Y	Y	Y	Y			
Senator-At-Large	Robin Witt	P	Y	Y	Y	Y	Y			
Adjunct Senator-at-Large	Gail Keith-Gibson	P	Y	Y	Y	Y	Y			
Adjunct Senator-at-Large	Luke Gunderson	P	Y	A	Y	Y	Y			
<i>*Adjunct Alternate Senator</i>	<i>Hsing "Angel" Ho</i>	P	Y	Y	Y	Y	Y			
Total Yes Votes			19	17	19	19	16			
Total No Votes			0	0	0	0	3			
Total Abstentions			0	2	0	0	0			
35 Positions on Senate: 1 P, 1 VP, 1 ST, 1 CC, and 31 Senators										
34 members total - up to 23 voting at any given time w/exception of Curriculum Chair. Not a voting member.										

