

FACULTY SENATE MINUTES

January 29, 2019

Members Present:

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| President..... | Misty Burruel |
| Vice President/ Senator-at-Large/Mathematics & Science.... | Robin Witt |
| Secretary/Treasurer/ Mathematics & Science..... | 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..... | |
| 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 |
| Student Services..... | Fabiola Espitia |
| Student Services..... | Jackie Boboye |
| Visual & Performing Arts..... | Pat Aranda |
| 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:

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|------------------------------------|------------------|
| Business & Applied Technology..... | Baron Brown |
| Health Sciences..... | Rachel Arciniega |
| Mathematics & Science..... | Diana Cosand |
| Social & Behavioral Sciences..... | Angela Sadowski |
| Social & Behavioral Sciences..... | Pak Tang |
| Student Services..... | Donna Colondres |
| Visual & Performing Arts..... | Stan Hunter |
| Adjunct Senator-at-Large..... | Luke Gunderson |

Alternates Present:

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|----------------------------|-----------------|
| Chino/Fontana..... | William O'Neil |
| Health Sciences..... | Shelley Eckvahl |
| Instructional Support..... | Shelley Marcus |
| Language Arts..... | Jon Ausubel |

Adjunct Alternate Senator..... Kenyon Callahan

Guests:

Angela Burk-Herrick, Biology, Math & Science
Tamari Jenkins, Spanish, Language Arts
Lissa Napoli, Administrative Assistant, Faculty Senate

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

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

- a. Roll call

III. PUBLIC COMMENTS

- a. A concern was brought forth regarding a possible conflict of interest in hiring committees. When there are two of the same positions available in the same department, should an employee be allowed to serve on one committee and apply for the position of the other? Discussion began in relation to having access to the same interview questions, and whether or not the employee should remove him/herself from the committee. Senate decided they should review each committee and invite further discussion to address the areas of concern.

IV. APPROVAL OF AGENDA

- a. January 29, 2019
 - **Motion for Approval** - Senator Kenehan moved for approval. Senator Karp seconded the motion. The motion was approved. 1.29.19, 21/0.

V. APPROVAL OF MINUTES

- a. January 22, 2019.
 - **Motion for Approval** - Senator Callahan moved to approve the minutes. Senator Gutierrez seconded the motion. The motion was approved. 1.29.19, 20/0/1.

VI. CONSENT AGENDA

- a. Faculty representatives have been requested to serve as follows:
 - 1. Programmer Analyst, Administrative Services, David Nimri, CIS, BAT
 - 2. Health & Safety Committee, Brett McMurrin, Economics, SBS
 - 3. 16-Week Task Force, Jo Alvarez, Communication Studies, LA
 - 4. 16-Week Task Force, Mellanie Reeve, Reference Librarian, LA

5. Dual Enrollment Committee, Jon Ausubel, English, LA

6. Dual Enrollment Committee, Erik Jacobson, Cinema and Broadcasting, VPA

- President Burrueel stated that Senate will need to pull items 2-6. These faculty were elected and voted upon by CCFA.
- **Motion for Approval** - Senator Duno moved to approve the Consent Agenda with amendment. Senator Callahan seconded the motion. The motion was approved. 1.29.19, 21/0.

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

VIII. REPORTS

a. President

College Planning Council discussed the progress of the Educational Master Plan. You should receive an invitation to fill out the survey on Chapter 4 of the EMP. The college will develop local goals in alignment with the Vision for Success February - March. Teams will be developed to work on each goal, and those goals will be sent college-wide for feedback. Our strategic plan will address structural issues that perhaps are barriers to achieving those goals. Simultaneously, we are in a position to address the Quality Focus Essay (QFE) and Program and Services Review (PSR) through our local goal setting. Our strategic goals - ways in which we can accomplish our targets - will allow us to develop regional partnerships and engage in CSU/UC conversations.

While the college works on the EMP and Local Goal Setting, CPC will form a Measure P project prioritization workgroup. The purpose of this workgroup will be to review the projects and proposed sequencing identified in the Vision 2025 Facilities Master Plan that the Board approved last June and make recommendations on further refinement, project prioritization, and sequencing that will need to occur. To ensure all schools are represented, one faculty member from each of the schools will be requested to serve on the workgroup. CPC VPA faculty reps have volunteered to serve. There will be a standing weekly meeting to ensure the work is completed by April in order to receive our first bond series issuance in the early summer months.

Senator Karp stated that a draft of the prioritization has already been created, and it should be made available when this workgroup begins its work. Senator Kenehan pointed out that the bond will not cover the expenses of the proposed projects, which is why reprioritization is necessary.

b. Vice President

1. Health Science Senator - No report.

c. Secretary-Treasurer- No report.

d. Curriculum.

Senator Boyd announced that she is retiring at the end of the spring 2019 semester. Senator Boyd has worked at the college for twenty years and served as the Curriculum Chair for eleven years. The Senators congratulated Senator Boyd, wished her well, and thanked her for her service.

e. Coordinators

f. Committees - No report.

1. President Burruel reminded Senators, that those who plan to report on committee updates at a future Faculty Senate meeting should submit information to Lissa Napoli prior to 1 pm the Thursday preceding the Faculty Senate meeting.

IX. OLD BUSINESS

a. Brown Act Training - Schedule Update

Susan Hardie, Director of Human Resources, has arranged the Brown Act training for Wednesday, February 20, 2019, from 12:30 to 1:50 pm. The location is being confirmed and will be announced during the Senate's February 5 meeting and via email.

b. Open Educational Resource Liaison - ASCCC

There have been questions regarding whether or not two faculty could serve in this capacity and if part-time faculty are eligible. ASCCC supports our local decision. However, if a part-time faculty member and full-time faculty member are selected to serve as liaisons, they would need to somehow coordinate to determine who is doing outreach to faculty - and they would both need to attend the required meetings - yet they would share the \$1000 stipend.

ASCCC's Open Educational Resource Initiative's goal is to support OER Liaisons so that they may serve as advocates by taking an active role in increasing local OER awareness, adoption, and support. An OER Liaison will be eligible for a yearly stipend of \$1,000. As the OERI will be launched in the second half of the current academic year (2018-2019), OER Liaisons who complete the specified activities will receive \$500 at the completion of the spring term. In subsequent years of the Initiative, OER liaisons will be eligible to receive the entire stipend.

Faculty Senate will need to request that who ever is selected report to Faculty Senate on a regular basis. The following faculty have expressed interest in serving:

1. Carol Hutte, Librarian, LA
 2. Angela Cardinale, English, LA
- This item was tabled to allow time for Angela Cardinale to share her experience involving OER and to find out if both faculty are interested in splitting the OER Liaison role OR if a vote is necessary to determine the OER Liaison. President Burruel will follow-up with both Carol and Angela.

- **Motion to Approve** - Senator Callahan moved to table the issue to the next meeting, scheduled for February 5, 2019. Senator Boyd seconded the motion. The motion was approved. 1.29.19, 22/0.
- c. AP/BP 3900 Speech: Time, Place, and Manner
- Senator Karp reported that students need to be educated regarding speech. Additionally, employees of the college also need education regarding free speech. The need to implement education and how to educate staff was discussed with Lisa Bailey, Associate Superintendent Business Services & Economic Development. Senator Ausubel noted that the urgency is in response to recent postings on campus that were removed. Senator Ausubel reminded Senators that Eric Bishop, Vice President of Student Services, and the First Level Manager (FLM) need to be notified regarding unauthorized posts rather than employees of the college removing postings. Postings that lack the approval stamp should also be left in place and notifications made to the appropriate parties for removal. Senator George expressed the need to extend training to student life and club advisors. Faculty whose offices are located near posting locations are concerned that if postings are close to their offices, students will interpret faculty support for the messages reflected in those postings. A suggestion was to include clear language indicating that area of the posting is a free speech area or that the public boards also include visual identification acknowledging their use as public boards. Free speech areas also need to be maintained. BP 3900 is supposed to go to the Governing Board in February.

X. NEW BUSINESS

- a. Faculty Hiring Committees (Faculty representatives have been requested to serve as follows)
- Faculty Senate took note of the following items regarding the recommended faculty for hiring committees:
- Brian Khairullah (IET) has been requested to serve on three hiring committees (Criminal Justice, Fashion and Merchandising, and Industrial Maintenance/Industrial Electrical Committees). Faculty Senate would like to consider other faculty who may serve on the Criminal Justice and Fashion and Merchandising hiring committees and request that Brian Khairullah remain on the Industrial Maintenance/Industrial Electrical hiring committee. President Burrueel will follow-up with the dean.
 - Manar Hijaz has been requested to serve on two hiring committees (Math Success Center and English). Faculty Senate would like to consider other faculty who may serve on the Math Success Center hiring committee and request that Manar Hijaz remain on the English hiring committee. President Burrueel will follow-up with the dean.
 - Brent McLaren is a temporary faculty member. Faculty hiring committees should include C1-C4 or tenured faculty. President Burrueel will follow-up with the dean.
 - Jacob Peck is now serving as the Acting Director for DPS. Faculty Senate will need to

remove Jacob Peck as a faculty representative. President Burruel will follow-up with the dean.

- Faculty Senate does not recommend classified or managers for committee service. Classified and managers were accidentally included on hiring committees, such as Silvia Valverde Jaimes, AAIL, SBS; Susan Bishop, Administrative Assistant II, Economic Development; and Sandra Sisco, Director, Economic Development.

Instructional Specialist, Math Success Center Selection Committee

Rose Ann Osmanian, Instructional Specialist, Rancho LSC

Manar Hijaz, Instructional Specialist, Chino

Mary Jane Ross, Instructional Specialist, Fontana

Doug Yegge, Math, M&S

Cindy Walker, Instructional Specialist, Rancho

- Senator Kenehan recommended replacing Manar Hijaz with Megan Keebler (SI).
- Senator Ross recommended adding an additional faculty member from Math. Elizabeth Cannis was recommended (Chino).
- **Motion** - Senator Kenehan moved to table the vote until the next meeting. Senator Gutierrez seconded the motion. The motion was approved. 1.29.19, 22/0.
- President Burruel will follow up with thr Dean with these recommendations.

Instructor, Biology-Anatomy Selection Committee

Nicole DeRose, Biology, M&S

Erik Kolb, Biology, M&S

Sarah Cotton, Biology, M&S

Robin Ikeda, Biology, M&S

- Michael Fong, Anthropology, SBS, was included on the “pink” provided by Human Resources and accidentally not included on the list above.
- Faculty Senate will need to vote to approve this committee on 2.5.19 reflecting the addition of Michael Fong.
- Guest Burk Herrick recommended adding another faculty member to the committee.
- Shannon Jessen or Sandra Collins were recommended to serve on the committee.
- **Motion** - Senator Callahan moved to table the vote to the next meeting to allow time to reconsider the committee composition. Senator Karp seconded the motion. The motion was approved. 1.29.19. 22/0.
- President Burruel will follow up with Dean with these recommendations.

Librarian, Rancho Selection Committee

Shelley Marcus, Reference Librarian, Fontana

Selene Pineda, Librarian
Mellanie Reeve, Reference Librarian
Garrett Kenehan, Music, VPA

- Senator Marcus recommended that this committee include an additional faculty member.
- Senator Marcus recommended Dan Kern, Philosophy, SBS.
- **Motion** - Senator DeRose moved to approve the recommendation of adding Dan Kern. Senator Kenehan seconded the motion. The motion was approved. 1.29.19, 22/0.
- President Burruel will follow up with the Dean with this recommendation.

Instructor, Criminal Justice Selection Committee

Monica Carter, Political Science, SBS
Baron Brown, Administration of Justice, BAT
Brian Khairullah, Industrial Electrical Technology, BAT
James Sloan, Fire Technology, BAT

- Faculty Senate recommended removing Brian Khairullah (currently listed on three hiring committees) and replacing him with another faculty member. Marie Boyd, Curriculum, offered to serve.
- **Motion** - Senator Kenehan moved to table until the next meeting. Senator Boboye seconded the motion. The motion was approved. 1.29.19, 22/0.
- President Burruel will follow up with the Dean with this recommendation.

Certified Nursing Assistant, Rancho/Chino Selection Committee

Cathy Zmudka, CNA, HS
Jayne Clark-Frize, Vocational Nursing, HS
Jordan Hung, Vocational Nursing, HS

- Daniel Bentum, Hotel and Food Service Management, HOTFS, was included on the “pink” provided by Human Resources and accidentally not included in the list above.
- Faculty Senate will need to vote to approve this committee on 2.5.19 reflecting the addition of Daniel Bentum.
- Faculty Senate recommends the addition of a counselor to the committee. Monica Molina, Celeste Mor, and Jackie Boboye were suggested as possible additions.
- **Motion** - Senator Karp motioned to table until the next meeting. Senator Kenehan seconded the motion. The motion was approved. 1.29.19, 22/0.
- President Burruel will follow up with the Dean with this recommendation.

Counselor, Fontana/Rancho Selection Committee

Fabiola Espitia, Counselor, Counseling
Cherlou Opulencia, Counseling

Ricardo Diaz, Counselor, Counseling
Charles Pratella, Counselor, Counseling

- Michelle Newsome, Counselor, and Sonia Diaz, Biology, were included on the “pink” provided by Human Resources and accidentally not included on the list above.
- Faculty Senate will need to vote to approve this committee on 2.5.19 reflecting the addition of Michelle Newsome and Sonia Diaz.
- **Motion** - Senator Karp moved to approve. Senator Boyd seconded the motion. The motion was approved. 1.29.19, 22/0.

**The following committees were tabled until the next meeting on February 5.
Meeting adjourned.**

Instructor, Fashion Merchandising, Chino Selection Committee

Stacy Scibelli, Fashion Design, HFIC
Kathleen Galipeau, Interior Design, HFIC
Tara Johnson, Business Administration, BAT
William Araiza, Librarian
Brian Khairullah, IET

Instructor, Child Development, Fontana/Rancho Selection Committee

Maryline Chemama, Chemistry, Child Development and Education, SBS
Linda Marcotte, Child Development and Education, SBS
Christina McPeck, Child Development and Education, SBS
Monica Alexander, Child Development and Education, SBS
Silvia Valverde Jaimes, AAIL, SBS

Instructor, Economic Development, Industrial Maintenance, Industrial Electrical (Fontana) Selection Committee

Sherm Taylor, Automotive Technology, BAT
Brian Khairullah, Industrial Electrical Technology, BAT
William O’Neil, Industrial Electrical Technology, BAT
Kelly Ford, Theatre Arts, VPA
Stu Egli, Drafting & Engineering Technology, BAT
Susan Bishop, Administrative Assistant II, Economic Development
Sandra Sisco, Director, Economic Development

Instructor, Culinary Arts/Baking, Chino, Selection Committee

Daniel Bentum, Hospitality Management, HOTFS
Mark Forde, Culinary Arts

Jasmeet Singh, Chemistry, M&S
Elizabeth Cannis, Math, M&S
Eric Jacobson, Cinema, VPA

Instructor, Associate Degree Nursing, Selection Committee

Rachel Arciniega, ADN, HS
Lisa Doget, ADN, HS
Jeffrey Laguna, Gerontology, HS
Emily Avila-Teegarden, Biology, M&S

Counselor, DPS Selection Committee

Julie Law, Counselor, Counseling
Gregory Creel, Instructional Specialist, LSC
Brent McLaren, Counseling & Matriculation
Celeste Mor, Counselor, Counseling
Jacob Peck, Counseling

Instructor, English, Chino Selection Committee

Melissa Utsler, English, LA
Robert Nazar, English, LA
Kimberly George, English, LA
Deckard Hodge, English, LA
Vicki Tulacro, English, LA
Manar Hijaz, Instructional Specialist, Chino

- **Motion** - President Burruel moved to table the last seven selection committees listed until the next meeting on February 5. Senator Duno seconded the motion. The motion was approved. 1.29.19, 22/0.
- President Burruel will follow up with the Deans with any recommendations.
- b. Position/Task Checklist & AP 7120 Recruitment and Selection- discussion postponed until meeting scheduled on 2/5/19.
- c. Student Resources for Syllabi - discussion postponed until meeting scheduled on 2/5/19.
- d. *The Chronicle of Higher Education: It Matters a Lot Who Teaches Introductory Courses. Here's Why.*- discussion postponed until meeting scheduled on 2/5/19.

XI. ANNOUNCEMENTS

- a. ASCCC Upcoming Events/Meetings:- discussion postponed until meeting scheduled on 2/5/19.
 - ASCCC: 2019 Part-Time Faculty Institute, February 21-23, 2019
 - ASCCC: Faculty Diversification Meeting - Norco College, February 28, 2019 - discussion postponed until meeting scheduled on 2/5/19.
 - Senator Ausubel announced the upcoming financial planning workshops hosted by

CCFA. Flyers are available in Faculty Senate.

XII. FLOOR ITEMS

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

**The next Faculty Senate meeting is scheduled for Tuesday, February 5, 2019
BEB-204**

Lissa A. Napoli, Recording Secretary

Nicole DeRose, Secretary - Treasurer