

## FACULTY SENATE MINUTES

**April 14, 2020**

Nicole DeRose	Acting President	2019-2020	P
Baron Brown	President Elect/Vice President	2020	P
Mark Gutierrez	Secretary/Treasurer/ Math & Science	2019-2020	P
Angela Burk – Herrick	Curriculum Chair	2019-2021	P
David Karp	Business & Applied Technology	2018-2020	P
Dionne Henderson	Business & Applied Technology	2019-2021	A
Daniel Bentum	Chino/Fontana	2018-2020	A
Manar Hijaz	Chino/Fontana	2019-2021	A
Rachel Arciniega	Health Sciences	2018-2020	A
Jayne Clark	Health Sciences	2019-2021	A
Rose Ann Osmanian	Instructional Support	2018-2020	P
Mary Jane Ross	Instructional Support	12019-2021	(sabbatical)
Vacant	Kinesiology, Nutrition & Athletics	2019-2020	
Vacant	Kinesiology, Nutrition & Athletics	2019-2021	
Charmaine Phipps	Language Arts	2018-2020	P
Steve Shelton	Language Arts	2019-2021	P
Vacant	Mathematics & Science	2019-2021	
Dan Kern	Social & Behavioral Sciences	2018-2020	A
Angela Sadowski	Social & Behavioral Sciences	2019-2021	P
Jackie Boboye	Student Services	2018-2020	P
Jean Oh	Student Services	2019-2021	P
Vacant	Visual & Performing Arts	2018-2020	
Patrick 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	A
Luke Gunderson	Adjunct Senator-At-Large	2018-2020	P
Gail Keith-Gibson	Adjunct Senator-At-Large	2019-2021	P
<b>Alternates</b>			
Tracy Kocher	Business & Applied Technology	2019-2021	P
Robert “Ian“ Jones	Chino/Fontana	2019-2021	A
Shelley Eckvahl	Health Sciences	2019-2021	A
Shelley Marcus	Instructional Support	2019-2021	P
Vacant	Kinesiology, Nutrition, & Athletics	2019-2021	
Jonathan Ausubel	Language Arts	2018-2020	P
Diana Cosand	Mathematics & Science	2019-2021	P
Sergio Gomez	Social & Behavioral Sciences	2018-2020	A
Donna Colondres	Student Services	2019-2021	A

Stan Hunter	Visual & Performing Arts	2019-2021	P
Vacant	Adjunct Alternate Senator	2019-2021	

**Guests:**

Lissa Napoli, Administrative Assistant, Faculty Senate  
Tamari Jenkins, Spanish, 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.) - None.****4. APPROVAL OF AGENDA****4.1 April 14, 2020**

- **Motion for Approval** - Senator Gunderson moved to approve the Agenda. Senator Keith-Gibson seconded the motion. The motion was approved. 4.7.20, 17/0.

**5. APPROVAL OF MINUTES****5.1 April 7, 2020**

- **Motion for Approval** - Senator Gunderson moved to approve the amended Minutes. Senator Shelton seconded the motion. The motion was approved. 4.7.20, 16/0/1.

**6. CONSENT AGENDA - None.****7. GUEST(S)/PRESENTATION(S) - None.****8. UNFINISHED BUSINESS - None.****9. NEW BUSINESS**

- 9.1 Student Scholarship Review** (Faculty Senate should review the applications provided by the Senate office prior to this meeting to discuss. Please use the tally sheet to enter your choices, with number 1 being your most favorite choice and then your second choice and so on.

[This link has been removed to protect Chaffey College student privacy.](#)

- **Motion for Approval** - Senator Sadowski moved to accept the results from Senate's review of the student scholarship applications and award the top two scholarship recipients with a \$1000 scholarship each. Senator Duno seconded the motion. The motion was approved. 4.7.20, 12/6.

- **Motion for Approval** - Senator Boboye moved to award four scholarships contingent upon the funds identified in Senate's budget report on April 28, 2020 and the funds from the Donation Challenge. Senator Karp seconded the motion. The motion was approved. 4.7.20, 18/0.

Senate discussed the applications for student scholarships. Historically, Senate has excluded incomplete applications or those whose GPA does not meet the requirement.

## 10. REPORTS

### 10.1 Committee Reports

**10.1.1** Technology Committee - Update, Senator Witt (attachment)

**10.1.2** Sabbatical Processes Workgroup - Update

Important changes were highlighted by the subcommittee:

- Add a rubric that will assist sabbatical writers write their proposal to request a sabbatical. The rubric was adapted from Diablo College and the State Senate.
- Clarify the signature page by adding a line for the applicant to print their name.
- Add a table with due dates.
- Provide access for all sabbatical reports. From a meeting with Associate Superintendent Laura Hope in March, President DeRose mentioned that Hope gave permission to access all sabbatical reports, not solely in person.
- If possible, the same sabbatical subcommittee that read the sabbatical proposal will also read the final sabbatical report.
- Create a visual flow chart that shows the entire sabbatical process.
- Include information about where a bond can be purchased.
- Provide a direct link to the faculty contract that holds the information about faculty sabbaticals.

An update from this subcommittee will be provided to Senate at the scheduled meeting on May 5, 2020.

**10.1.3** Communication and Outreach Workgroup - Update

**10.1.4** Committee College Task Force - Update(attachment)

### 10.2 President

**10.3 President Elect/VP** - An announcement will be made at our next scheduled meeting on Tuesday, April 28, 2020.

**10.4 Secretary/Treasurer** - No report.

### 10.5 Other

## 11. ANNOUNCEMENTS

**11.1** Academic Senate for California Community Colleges (ASCCC) Information

**11.2** Other

**11.2.1** Faculty Senate is putting you to a donation challenge. A faculty member approached Faculty Senate for help with this donation challenge to increase the contributions to the Faculty Senate Student Scholarship Account. If the challenge is met, this faculty member will donate \$1000 to fund one ADDITIONAL STUDENT SCHOLARSHIP!! **The deadline to donate is April 15, 2020.** Questions are welcome. Please send any questions to Lissa Napoli or to me directly. Thank you for your consideration of this donation challenge. Let's try to meet this challenge and help out as many students as possible!

## **12. FLOOR ITEMS**

## **13. ADJOURNMENT (1:54 P.M.)**

**The next Faculty Senate meeting is scheduled for Tuesday, April 28, 2020**

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**Lissa A. Napoli, Recording Secretary**

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**Mark Gutierrez, Secretary - Treasurer**

## Report to Faculty Senate on the **Technology Committee Meeting**

### Notes from the **February 13, 2020 meeting**:

1. Portal log-in issues during Spring 2020: Melanie Siddiqi explained what happened and will send an email about best practices before the next term begins. Best practices will include recommendations to print your roster before the first day and for students to screen shot their schedules. The committee welcomes input on how to share information during technology issues while keeping students' data secure. In addition, IT is working on having alternative access available to the programs/applications beyond the single sign in to the portal and will run a stress test a week before each term begins to ensure everything is working.
2. Student mass email: Guest Chris Brunelle expressed the need for being able to send emails to students. Chris did not experience the problems directly communicating with students at any of his previous institutions. It's important for him to be able to do so given the many opportunities his office offers to students. Isabelle Bogue is helping him explore a workaround using a communication management software and there should be follow-up at the next Tech meeting.
3. 15-character password is coming and will eliminate password expiration.
4. Microsoft Teams: faculty and staff have access; student access is coming.
5. IT will be looking for volunteers to test the move from MyChaffeyView to Self-Service soon.
6. Strategic Technology Plan is being finalized and will include a "computers across the curriculum" initiative.
7. Security awareness training will be coming soon to My Learning Hub.

### Notes from the March 12, 2020 meeting:

1. Mike Fink announced plans for equipment in response to the Coronavirus:
  - a. Ordered 1000 web cams for faculty use, 500 web cams for staff use, and 1000 Chromebooks for student use
  - b. We currently have 172 iPads, 360 laptops, and 44 Macbooks for faculty or staff use
  - c. Items in surplus can be loaned to students and include 189 Macbooks, 33 iMacs, and 125 Dell PCs
2. Mike Fink also reported that a stress test was conducted on a clone of the server on the morning of March 12 and everything ran smoothly.
3. The committee is to review the Strategic Technology Plan, Information and Data Security Plan, and Educational Master Plan and be prepared to discuss at our next meeting.

# *Faculty Senate Student Scholarship Account*

## **Payroll Deduction Form Chaffey College Foundation**



### **New Contributors:**

Please deduct \$\_\_\_\_\_ each month from my payroll warrant for the **Faculty Senate Student Scholarship account (9032)** held by the Foundation. I understand that these funds will be deducted monthly from my payroll check each school year until revoked in writing. Starting Date: \_\_\_\_\_

_____	_____
Printed Name	Chaffey I.D.
_____	_____
Signature	Date

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### **Changes:**

I wish to change my contribution from \$\_\_\_\_\_ to \$\_\_\_\_\_. Starting Date:

\_\_\_\_\_/\_\_\_\_/\_\_\_\_\_

_____	_____
Printed Name	Chaffey I.D.
_____	_____
Signature	Date

Senators		Present	Approval of Agenda	Approval of 4.7.20 Minutes	Approval of awarding 4 scholarships	Approval & acceptance of the scholarship tally		
<i>Alternate Senators Italicized</i>								
Representation	Name							
Acting President	Nicole DeRose	P						
President Elect/Vice President	Baron Brown	P	Y	Y	Y	Y		
Secretary/Treasurer	Mark Gutierrez	P	Y	Y	Y	Y		
Curriculum Chair	Angela Burk-Herrick	P						
Business & Applied Technology	David Karp	P	-	-	Y	N		
Business & Applied Technology	Dionne Henderson							
<i>*Business &amp; Applied Technology Alternate</i>	<i>Tracy Kocher</i>	P	Y	Y	Y	Y		
Chino/Fontana	Daniel Bentum							
Chino/Fontana	Manar Hijaz							
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>							
Health Sciences	Rachel Arciniega							
Health Sciences	Jayne Clark							
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>							
Instructional Support	Rose Ann Osmanian	P	Y	A	Y	Y		
Instructional Support	Mary Jane Ross		<b>Sabbatical</b>					
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	P	Y	Y	Y	Y		
Kinesiology, Nutrition, & Athletics	Vacant							
Kinesiology, Nutrition, & Athletics	Vacant							
<i>Kinesiology, Nutrition, &amp; Athletics Alternate</i>	<i>Vacant</i>							
Language Arts	Charmaine Phipps	P	Y	Y	Y	Y		
Language Arts	Steve Shelton	P	Y	Y	Y	N		
<i>*Language Arts Alternate</i>	<i>Jonathan Ausubel</i>	P	-	-	-			
Mathematics & Science	Vacant							
Mathematics & Science	Vacant							
<i>Mathematics &amp; Science Alternate</i>	<i>Diana Cosand</i>	P	Y	Y	Y	Y		
Social & Behavioral Sciences	Dan Kern							
Social & Behavioral Sciences	Angela Sadowski	P	Y	Y	Y	Y		
<i>*Social &amp; Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>							
Student Services	Jackie Boboye	P	Y	Y	Y	N		
Student Services	Jean Oh	P	Y	Y	Y	N		
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>							
Visual and Performing Arts	Vacant							
Visual and Performing Arts	Patrick Aranda	P	Y	Y	Y	Y		
<i>*Visual and Performing Arts Alternate</i>	<i>Stan Hunter</i>	P	Y	Y	Y	Y		
Senator-At-Large	Doug Duno	P	Y	Y	Y	Y		
Senator-At-Large	Garrett Kenehan	P	Y	Y	Y	Y		
Senator-At-Large	Robin Witt							
Adjunct Senator-at-Large	Luke Gunderson	P	Y	Y	Y	N		
Adjunct Senator-at-Large	Gail Keith-Gibson	P	Y	Y	Y	N		
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>							
<b>RED indicates reported absence</b>								
<b>Total Yes Votes</b>		<b>21</b>	<b>17</b>	<b>16</b>	<b>18</b>	<b>12</b>	<b>0</b>	<b>0</b>
<b>Total No Votes</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	
<b>Total Abstentions</b>			<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**35 members total - up to 24 voting at any given time. The President and Curriculum Chair are non-voting member.**

President ONLY votes to break a tie.

A quorum shall consist of two-thirds of the voting members of the Faculty Senate

16 members are needed for QUORUM

23 Present at this meeting = 21 members, 2 visitors

**4.14.20 Faculty Senate Meeting**