

## FACULTY SENATE MINUTES

### May 5, 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	P
Daniel Bentum	Chino/Fontana	2018-2020	P
Manar Hijaz	Chino/Fontana	2019-2021	P
Rachel Arciniega	Health Sciences	2018-2020	P
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	P
Angela Sadowski	Social & Behavioral Sciences	2019-2021	P
Jackie Boboye	Student Services	2018-2020	P
Jean Oh	Student Services	2019-2021	(off contract)
Vacant	Visual & Performing Arts	2018-2020	
Patrick Aranda	Visual & Performing Arts	2019-2021	A
Doug Duno	Senator-At-Large	2017-2020	P
Garrett Kenehan	Senator-At-Large	2018-2021	A
Robin Witt	Senator-At-Large	2019-2022	P
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	A
Robert “Ian“ Jones	Chino/Fontana	2019-2021	P
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	A
Diana Cosand	Mathematics & Science	2019-2021	P
Sergio Gomez	Social & Behavioral Sciences	2018-2020	A
Donna Colondres	Student Services	2019-2021	P

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

**Guests:**

Lissa Napoli, Administrative Assistant, Faculty Senate

Nhan Zuick, Mathematics, M&S

Christina Holdiness, Instructional Specialist, Math Success Center

**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 May 5, 2020**

- **Motion for Approval** - Senator Keith-Gibson moved to approve the Agenda. Senator Boboye seconded the motion. The motion was approved. 5.5.20, 21/0.

**5. APPROVAL OF MINUTES****5.1 April 28, 2020**

- **Motion for Approval** - Senator Gunderson moved to approve the amended Minutes. Senator Karp seconded the motion. The motion was approved. 5.5.20, 21/0.

**6. CONSENT AGENDA****6.1 Faculty representatives that have been requested to serve:****6.1.1 Programmer Analyst, David Nimri, Computer Information Systems, BAT**

- **Motion for Approval** - Senator Henderson moved to approve the Consent Agenda. Senator Karp seconded the motion. The motion was approved. 5.5.20, 21/0.

**7. GUEST(S)/PRESENTATION(S) - None.****8. UNFINISHED BUSINESS****8.1 Summer Shared Governance - Faculty Senate Summer Leadership/Proposal to hold a special election *immediately* for both the vice presidency and the treasurer-secretary to serve in an interim capacity during Summer 2020**

This will be a short-term, temporary situation. The VP and S/T for 2020-2021 Faculty Senate will be identified by the elections held at the first regular Faculty Senate meeting in Fall 2020. This way,

during this extended period of great uncertainty about Fall semester offerings and schedule, adaptable modalities and “forced” online or remote teaching, and a rapidly-dissipating DE training infrastructure (faculty trainers are 10-month employees), we will have the awareness necessary to provide substantive input to the decision making process at the executive level.

Associate Superintendent Laura Hope supports this proposal. She does not foresee compensation being provided to the senators that volunteer over summer 2020 due to the fact that shared governance does not occur over the summer.

CCFA has volunteers from the rep council that are available over the summer. These reps do not receive compensation.

Curriculum Chair Burk-Herrick will be working over the summer and is a representative for faculty senate.

President Shannon has asked Senate President De Rose and CCFA President Ausubel to recommend faculty members that could form a workgroup that would provide feedback, suggestions, and insight in reopening the campus.

Faculty Senate recognizes Curriculum Chair Burk-Herrick and Senators Boboye, Gunderson and Shelton to serve voluntarily during Summer 2020 as an advisory group with President Elect Brown.

## **8.2 Sabbatical Work Group Report - Update** (Use the links below to view the documents that will be discussed.

[Sabbatical Handbook \(February 2016\):](#)

[Working Document \(May 2020\):](#)

Senate reviewed and discussed these documents.

Senators had strong concerns regarding the most recent MOU draft from CCFA. These senators were encouraged to reach out to their CCFA representatives and share their input. The faculty leadership team will bring forward these concerns with Associate Superintendent Laura Hope at the AIG meeting scheduled for Thursday, May 7, 2020.

## **8.3 Career Education Advisory Committee (CEAC)**

Associate Superintendent of Instruction and Institutional Effectiveness, Laura Hope, is planning to form the Career Education Advisory Committee (CEAC). The purpose of this advisory committee would be to review applications for Strong Workforce and/or Perkins Funding, and to make final recommendations for funding to the Executive Team. The Executive Team will make the final allocation decisions. Faculty Senate has been asked to seek faculty interested in serving on this advisory committee, and to share those names with Laura Hope. Several regional industry sectors would also serve on the advisory committee and would likely be from the following areas:

- Business/Entrepreneurship
- Health

- Energy, Construction, and Utilities
- Information Communication Technology/Digital Media
- Advanced Manufacturing
- Advanced Transportation
- Public Safety
- Retail, Hospitality, and Tourism

Faculty Senate is seeking six (6) faculty to serve on this advisory committee. Meetings will occur once per month for approximately 1.5 to 2 hours.

The first task is to read through applications for Strong Workforce/Perkins funds and the goal is to have this completed prior to the end of spring 2020. After that, work will resume in fall 2020.

Additional tasks of the committee will include 1) the development of a strategic plan for career education at the College, one that identifies our goals and directions, as well as focus areas for the next 3-5 years; 2) a recommendation about how to synergize the Strong Workforce and Perkins planning/funding; 3) a “manual” of expectations for CE advisory committees and their operation and output.

#### **8.4 Student Scholarships Donation Challenge Update**

As of April 28, the Faculty Senate scholarship account still needed \$300 to meet the donor’s challenge. An update will be shared regarding any new donations since that date.

Senator Karp donated \$150 to the student scholarship challenge! This leaves a \$150 deficit that will be covered by President De Rose and President Elect Brown.

President De Rose sincerely thanked all participants in this scholarship challenge as well as those faculty that made new payroll deductions or updated their current payroll deduction.

#### **8.5 Faculty Senate Cards (condolences, congrats, etc.) for the duration of COVID-19 Management - Sending out cards on behalf of Faculty Senate**

President De Rose and Lissa Napoli will continue to stay mindful of special events and milestones for faculty and send out cards on behalf of Faculty Senate.

### **9. NEW BUSINESS**

### **10. REPORTS**

#### **10.1 Committee Reports**

The Communications and Outreach committee gathered ideas surrounding better communicating with our constituents. This committee will continue their work in Fall 2020 and share with Senate.

The Committees committee assembled a list of committees across campus and identified which map better with the 10 + 2. Other committees were identified as Consultation for Students, Workplace Conditions, and more.

## **10.2 President**

### **10.2.1 President's Cabinet**

## **10.3 President Elect/VP**

### **10.3.1 Elections Update**

- **Motion for Approval** - Senator Kern moved to ratify the election results. Senator Shelton seconded the motion. The motion was approved. 5.5.20, 21/0.

## **10.4 Secretary/Treasurer**

### **10.4.1 Budget Report**

## **10.5 Curriculum**

### **10.5.1 Distance Education Update**

### **10.5.2 Curricunet Update**

## **10.6 Other**

### **10.6.1 Student complaints regarding Zoom classes held at different times**

## **11. ANNOUNCEMENTS**

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

### **11.2 Other**

## **12. FLOOR ITEMS**

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

**The next Faculty Senate meeting is scheduled for Tuesday, May 12, 2020**

---

**Lissa A. Napoli, Recording Secretary**

---

**Mark Gutierrez, Secretary - Treasurer**

## President's Report for May 5, 2020

The following are notes from the President's Cabinet Meeting Tuesday April 28, 2020

### 1. Coronavirus COVID-19 Response

#### a. Fall Planning

Take it slow, watch the data, identify when we can go back to normal. Plan for the worst and hope for the best. The college will put together a task force with all of the shared governance groups to develop a plan to reopen the campuses.

#### b. Budget Update

The budget is preliminary, dependent upon the economy, tax payer generated revenue, capital gains and property taxes. The college received one time funding through CARES and FEMA. The college does have reserve funds which may be needed for use when the time comes. The college needs to plan for a very significant recession. Apportionment and FTES generation is unknown. There may be recovery towards the end of 2021.

COVID-19 institutional funds – what are the additional expenses caused by COVID-19? Cleaning, chromebooks, webcams, hand sanitizer, hand soap, headsets, barricades, VMWARE, site licenses, online medical and mental wellness platforms for students to access medical needs, Lysol, additional cost for faculty, classified, part time faculty training and compensation. So far \$2.2 million of the \$5.7 million has already been spent. The CARES act is one time and will only help offset the losses just a little bit.

### 2. CARES Non-Federal Stimulus Relief Fund

Our portion of the CARES act is 11.7M for students. We are working with IR, financial aid, requirements to try to spread it as wide as possible but make it meaningful to students. We can serve about 12000 students with \$500 grants. Because these funds come from external sources there are criteria for how the funds can be used. Eligible students must be registered for 6 or more units and have a 2.0 or above GPA. The goal is to distribute funds by May 1. The CARES act specifically and intentionally does not allow for disbursement to DREAMers. Equity funding is being used for DREAMers.

### 3. Commencement

The event will be postponed either later this year or a joint ceremony in 2021. The date will depend on current restrictions in place from the county and state, and working with Toyota Arena. There are about 3500 eligible for application. To still provide graduation fun for students, the college will be providing pins, programs, diploma/certificate covers, which will be given to students after grades post. A commencement committee subcommittee has worked to put together grad fests, grad bags, graduate slides, shout out videos, virtual sessions, campus store merchandise. Students received an email on April 27 to inform them of the options.

- GRAD FEST - Drive through Grad Fest on Wednesday May 20 at all three campuses. We have funding for about 1500 students.
  - GRAD BAGS – drawstring bag, cap, tassel, and sash, alumni membership, and \$10 scholarship
  - GRADUATE SLIDES – students name, degree certificate earned, applicable honors, transferring institution, place of employment or next step
  - SHOUT OUT VIDEOS – 30 second videos submitted by students. These will be placed on a public place on the original commencement day
  - VIRTUAL SESSIONS THROUGH the OFFICE OF ALUMNI AFFAIRS – cap decorating, panel discussion with alumni, how to prepare for online college level course and how to write a business plan
  - CAMPUSE STORE – has all the normal merchandise for sale – gowns, mugs, license plate frames, etc.
4. Compressed Calendar

Will come to a vote at the May 28 governing board meeting. In preparation for this decision, there have been three campus wide forums as well as surveys. Melanie Reeve, Jeff Laguna, Joann Eisberg, Christina Holdiness, and Jim Filpot have provided much of the needed efforts to compile and evaluate the possible impacts of adopting a compressed calendar. This is the fourth time in 30 years the college has considered moving to a compressed calendar.

#### Initial Impacts

- A slight increase in revenue mainly because the divisor for the term length multiplier would change. FTES calculations would change.
- We may see in decrease in FTES for DE because the way that is calculated.
- Looked at the fact that because we will lose some time modules in a day, we will need to meet our classes longer, and have less opportunity to generate FTES in the summer. We would need a winter intercession. Faculty would work longer days for one week fewer each term.
- There isn't any research to suggest that there is an increase in student success in a compressed calendar.
- We would need to provide the Chancellor's office with three years of calendars and schedules. This would take us at least two years to complete and the CO is not entertaining compressed calendars due to COVID-19.
- Huge impact on student services, IT, facilities, payroll due to the necessary support infrastructure that goes into a compressed calendar.
- The district would need to be prepared to bargain the changes, including workload shifts.
- Survey Result – there is a perception that there is a potential for alignment for local spring breaks; a week shorter for students; infuse more flex days; benefits of alignment with other college calendars.
- Survey identified disadvantages- loss of the modules, increased workload on A&R, student services, counseling, cost associated with increased staffing, diminished capacity to maintain IT. It decreases time for governance and collaboration.

## 5. Student Support Hub

Early on it became the that we needed configuration to fully support students online. We took that on in a very meaningful way. Within several days we had Student Services, Instruction, and Equity, Communication and Outreach working to redesign Student Services, and the outcome is the Student Support Thank you to everyone involved in this extensive transition.

The preliminary hub was launched in January, but really took off after COVID-19, and as a result Chaffey College now has a singular support experience for students.

## 6. Measure P Update

- a. Chino Instructional building is on track and is moving forward. The plans were submitted to the state and we have not yet received formal reply, but hopefully we will receive a formal ok. That will trigger the next phase design-development process.
- b. Purchase of Fontana Property – escrow closed about 2 weeks ago. The next step/phase will be to engage the architect to help develop a master plan for that property. We did issue and RFP/RFQ – that pool was already approved by the board. We will request proposals from architects in that pool for the new Fontana property.
- c. Automotive Technology Lab Renovation current meetings have gone well. The architect developed preliminary information. Based on that data and information, consulted with the Chancellor's Office regarding building renovation cost vs. new building. The current building requires a retrofit/seismic analysis, which has been requested. This will be used to evaluate moving forward with renovations.
- d. The Ontario Property – that is an existing structure as a non-conforming building. This requires a full structural review required by DSA. The process began in December, and is now moving forward a tier 2 structural evaluation. Destructive testing is another step that will need to be completed. A rough order of magnitude cost to be prepared, and is in the process of assessing the current information.
- e. The library will be the very first design build project. The new building will take on a very different look from that of a traditional library. The board approved an architectural pool for facilities master planning and criteria document development which is the first phase. We will now be soliciting proposals from the architects in the pool. The workgroup will then be formed to work on that project.
- f. A lot of preconstruction and preplanning surveys in process. ADA assessment, underground utility mapping survey, and others are in progress to move forward with Measure P projects.
- g. We need more technology to support our new normal. We all realize and understand that there will be social distancing measures in place in the social environment. We have our Vision 2025 facilities master plan – this will require a review to evaluate our priorities moving forward. We may need to set aside more Measure P funding for technology and maybe we will not need as many physical spaces for the future.



7. May 28 Governing Board Meeting  
Will be held via Zoom. Look for the mechanics for how to get on. The Governing Board members are getting equipped for the meeting.
  
8. Personnel – Dr. Eric Bishop is the new president of Ohlone College. Congratulations to Dr. Bishop. He and Dr. Shannon began their careers at Chaffey during the same month in 2007.
  
9. Panther Care – a consistent uptick in applications in panther care due to COVID 19. A drive through option now exists. 600 bags in total among the three campuses were distributed in April. The bulk of the options included non-perishable items. We are partnering with feeding America – our future goal is to have more nutritious food for our students, and this partnership will allow us to have more nutritious food and more variety of food.

#### Curriculum Report:

- Elections for Curriculum Committee representatives is now underway in each school. Please respond to the call for nominations!
- CurricUNET is now “closed” for any future curriculum development due to the conclusion of curriculum committee meetings until Fall 2020 AND to facilitate the transition to the college’s new curriculum management system.
- Because CurricUNET is now *closed*, Faculty members hoping to launch distance education courses for the Fall schedule should not launch any proposals in CurricUNET, but rather inform their coordinators of their intent to launch a modification in Fall. A notification of this intent allows these courses to be scheduled online for fall, as long as these courses are expected to be launched and approved before December 30, 2020 (Chancellor’s Office Temporary Blanket Distance Education Addendum). An email was sent to faculty with this announcement and detailed instructions on April 22, 2020.
- The Curriculum Committee voted to require students earning Associate Degrees for Transfer (ADT: AA-Ts and AS-Ts) to choose from either the CSU-GE pattern or the IGETC for CSU, which requires an oral communication course (Area 1C). This requirement aligns with the original intent of these *Degrees with a Guarantee*, to facilitate transfer to CSUs. In addition, clarification of this requirement in the degree description will prevent students from earning an ADT and being denied admission to a CSU because they did not complete the oral communication requirement. The Curriculum and Catalog/Scheduling Offices will work to edit and standardize the language in all ADT degree descriptions to reflect this decision and provide clarity for students.

Senators		Present	Approval of Agenda	Approval of 4-28,20 Minutes	Approval of Consent Agenda	Short-term VP and S/T: MOTION WITHDRAWN	Sabbatical Handbook	Ratify Election Results			
<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	Y	Y			Y			
Business & Applied Technology	Dionne Henderson	P	Y	Y	Y			Y			
<i>*Business &amp; Applied Technology Alternate</i>	<i>Tracy Kocher</i>										
Chino/Fontana	Daniel Bentum	P	Y	Y	Y			Y			
Chino/Fontana	Manar Hijaz	P	Y	Y	Y			Y			
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>	P	-	-	-						
Health Sciences	Rachel Arciniega	P	Y	Y	Y			Y			
Health Sciences	Jayne Clark										
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>										
Instructional Support	Rose Ann Osmanian	P	Y	Y	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			Y			
<i>*Language Arts Alternate</i>	<i>Jonathan Ausubel</i>										
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	P	Y	Y	Y			Y			
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			Y			
Student Services	Jean Oh	-	-	-	-	-	-	-			
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>	P	Y	Y	Y			Y			
Visual and Performing Arts	Vacant										
Visual and Performing Arts	Patrick Aranda										
<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						
Senator-At-Large	Garrett Kenehan										
Senator-At-Large	Robin Witt	P	Y	Y	Y			Y			
Adjunct Senator-at-Large	Luke Gunderson	P	Y	Y	Y			Y			
Adjunct Senator-at-Large	Gail Keith-Gibson	P	Y	Y	Y			Y			
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>										
<b>RED indicates reported absence</b>		24									
<b>Total Yes Votes</b>		<b>0</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>0</b>	
<b>Total No Votes</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Abstentions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</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

**27 Present at this meeting = 24 members, 3 visitors**

**5.5.20 Faculty Senate Meeting**