

FULLERTON COLLEGE FACULTY SENATE
approved minutes
3 October 2013

present, according to sign-in sheet

At-Large	Gigi Blanche, Bill Cowieson, Dale Craig, Julie Felender, Diana Kyle, Laura Melella, Pete Snyder
Business/CIS	Ming Scott, Marcus Wilson
Counseling	Bryan Ouchi
Fine Arts	Jaime Perez, Carl Stanaway
Humanities	Joe Carrithers, Jeanne Costello, Angela Henderson, Tamara Trujillo
Library	Jane Ishibashi
Math/Comp. Sci.	Nancy Ikeda, Linda Shideler
Natural Sci.	Ben Crowell
Part-time	vacant
Physical Ed.	Pam Lewin
Social Sciences	Bob Byde, Leonor Cadena, Jeff Vanderpool
Student Services	vacant
Tech./Engineering	Jose Miranda
Associated Students	Joey Victor
Senate President	Sam Foster
Past-president	Rolando Sanabria
Curriculum Council	Jennifer Combs
Treasurer	Mary Nolan-Riegle
Secretary	Josh Ashenmiller
Guests	Dr. Terry Giugni, FC VPI

I CALL TO ORDER

The meeting was called to order at 3:01P by Dr. Foster.

II APPROVAL OF THE MINUTES OF PREVIOUS MEETING

M/S/U (Sanabria/Nolan-Riegle) to approve the 19-Sep 13 minutes, with clarification added to the motion to oppose the new Vice Chancellor position.

III APPROVAL OF THE AGENDA

M/S/U (Wilson/Combs) to approve the agenda for this meeting.

IV PUBLIC COMMENTS

Ben Crowell raised the issue of the Campus ban on smoking, in effect since 2007. How should we enforce the ban in this age of electronic cigarettes, which do not produce any smoke? He suggested that banning e-cigarettes is counter-productive, since they help many current smokers who are trying to quit.

V EXECUTIVE COMMITTEE REPORTS

President's report

District Satisfaction Survey: Pres. Foster provided Senators with copies of the District report on a recent survey of District employees. Senator Bob Hyde was on the committee that collected the data. According to what he has seen, there was one respondent who wrote on the survey that the District should hire a Vice Chancellor of Instruction. The District report highlighted this one comment. In the raw data, there were several other comments on other issues, but they did not make it into the report. This causes one to doubt whether the report's conclusions were well supported by survey data.

Board of Trustees Meeting: The job description for the new Vice Chancellor of Educational Services and Technology was approved at the 24-Sep 13 BOT meeting. The Board reported that of the three town hall meetings, the only opposition to the position/description occurred at the Fullerton College meeting.

District Consultation Council: Proposed District Website Guidelines were brought up for discussion. The Senate discussed these guidelines in New Business below.

Planning Budgeting Steering Committee: Nothing significant to report

President's Advisory Council: The District wants to make the Director of CalWorks a permanent, managerial position. Up until now, it has been a faculty position that was funded on a year-to-year basis. The Senate discussed the advantages and disadvantages of this proposal. It would convert one faculty position to a manager position, which would move the District closer to its Faculty Obligation Number (FON). On the other hand, it will put a new full-time employee on the payroll, making less money available for the long-delayed faculty and staff pay raises.

PAC also discussed the Staff Development Committee.

The Senate discussed this long-simmering issue at this time, rather than wait for its scheduled slot later on today's agenda.

The current situation is that there is still no faculty candidate for Staff Development Coordinator (SDC). The deadline is this coming Mon, 7-Oct 13, 5:00P. If no volunteer appears by then, the administration will appoint an administrator to run the committee in an interim capacity until the spring semester.

Senator Nancy Ikeda, who formerly served as SDC, urged the Senate executives to press the administration for more release time for the SDC. In recent years, the SD budget has been quite large (\$75-100K), but the SDC position only comes with 20% release time. This likely explains the lack of candidates for SDC. Even if 3.0 units managed to attract a candidate, the amount of work would discourage him or her from wanting to sign up for another year. Senators discussed many aspects of the problem: 1) Most other colleges have an SDC position, and often it is a 100% reassignment. 2) Is part of the problem that different Divisions have different development needs?

Should the funds be divided up by Division? This would still require a campus-wide coordinator. 3) If the SDC position came with more release time, would that mean more release time for the Program Review Coordinator and the Curriculum Committee Chair? 4) Is this a new problem, or has the SDC position always been under-valued?

Treasurer's Report

Mary Nolan-Riegle thanked Joe Carrithers, Pete Snyder, Jeanne Costello, and Angela Henderson for food and beverage. There are still three blanks on the schedule.

VI CURRICULUM COMMITTEE REPORT

2014 deadlines are fast approaching. Please remind faculty members to check their approval queues so that they do not stall in CurricuNet.

VII PROGRAM REVIEW REPORT

No report.

VIII INSTITUTIONAL RESEARCH COMMITTEE REPORT, Diana Kyle

1) The IRC's SLO/SLOA survey is in progress. Please remind faculty members to return surveys to Diana Kyle.

2) The IRC is about to send out a Planning Process survey, which includes introspective self-study for each campus committee. This will not be collected. Its purpose is to generate discussions among committee members. After this, there will be a collected survey on the Planning Process, sent out 11-Oct 13. IRC will report the results to the Senate.

3) The IRC is requesting a change to the committee's name and function.

Current name: Institutional Research Committee

Current functions: a) Institutional Review Board, b) research review committee, c) setting the college's research agenda, d) meta-process evaluation arm of the College.

Proposed name: Institutional Research and Effectiveness Committee

Proposed functions: a) Institutional Review Board, b) research review committee, c) institutional effectiveness evaluation arm of the College, d) prioritizer of the evaluation sequence of processes used at the College, e) writer of evaluation reports on the institutional effectiveness of process evaluations.

M/S/U (Wilson/Felender) to endorse the IRC's request to change the name and function of the IRC.

VIII ELECTIONS

The Senate confirmed the four faculty members elected by the Natural Sciences Division to serve on the Natural Sciences Dean Hiring Committee (2013-14): **Maala Allen, Lillian Blaschke, Ken Collins, Calvin Young**

Second Call

Enrollment Management Committee, 2-year term (2013-15): **Bob Byde (Soc. Sci.), Diana Kyle (Soc. Sci.)**

President's Advisory Council, 1-year term (2013-14): **Alex Plum-Widner (Phys. Ed.)**

First Call

Comprehensive Manager Evaluation Committee for Paul McKinley (Director, Disability Support Service): **Benoosh Armani (Counseling)**

Comprehensive Manager Evaluation Committee for Co Ho (Lead, Academic Computing Technologies): **Dale Craig (Bus./CIS)**

Comprehensive Manager Evaluation Committee for Bob Morrison (Manager, Instructional Technology Services): **Marcus Wilson (Bus./CIS)**

Student Equity Committee, 2-year term (2013-15): **Jose Miranda (Tech./Eng.)**, two faculty members still needed

2013-14 Men and Women of Distinction Selection Committee: **Leonor Cadena (Soc. Sci.)**, **Jaime Perez (Tech./Eng.)**

VIII OLD BUSINESS

Dean of the Library

As currently proposed by the administration, this position will also encompass Basic Skills, Study Abroad, Honors, TAP, and supplemental instruction. The Senate discussed which faculty members should be on the hiring committee. Because the new Dean will oversee more areas than the Library, the hiring committee should have some representatives from outside the Library. Nevertheless, librarians have requested a strong presence on the committee because the job description does list an MA in Library Science as a minimum requirement. (Dr. Giugni explained that the MA in L.S. will be listed as a desirable requirement, but State law prohibits the College from advertising the MA as a minimum requirement.)

It was the will of the Senate that the hiring committee will be comprised of three librarians and one other faculty member who has knowledge and experience in the other, non-Library areas included in the job description.

Staff Development

See President's Report above.

XI NEW BUSINESS

Basic Skills Action Plan

Jeanne Costello presented the BSAP to the Senate president for a signature. Pres. Foster circulated the report to the Senators, who affirmed it.

M/S/U (Blanche/Henderson) to endorse the Basic Skills Action Plan.

District Website Guidelines

The District is publishing a new set of Guidelines for websites. Senators read the guidelines in advance of the meeting. They identified a possible flaw in the guidelines, which is that all changes to web pages must be approved by the campus Public Information Office and Disability Support Services. What exactly does "all changes" mean? Every time an instructor uploads a new syllabus? Wouldn't that create an endless amount of work for the PIO and DSS offices? Wouldn't that also create a bottleneck that would slow efforts to keep College websites current?

The Senate directed the Senate executives to report back to the District Consultation Council about this potential flaw. They also directed the executives to report to the District that the new guidelines do not address what faculty members see as the biggest obstacle to maintaining the College website—that so few people have the necessary access or training to make changes and updates to the website. This is the main reason some areas of the site out-of-date or inaccurate. In order for the guidelines to be meaningful, faculty need more support in website maintenance.

Faculty Safety

Last year, several faculty members were threatened by students. In two cases, the threats were serious enough to involve the Police. Many faculty members feel that current policies and procedures for dealing with student threats are inadequate. United Faculty and the Cypress College Faculty Senate have expressed the same concern.

M/S/U (Wilson/Carrithers) to work with Cypress Faculty Senate and United Faculty to create a work group that will examine and make recommendations about current policies and procedures on faculty safety.

Faculty members who are interested in joining the work group should contact Dale Craig.

XII LIAISON REPORTS

Associated Students

VP Victor reported in place of Pres. Ahn, who is facing a possible impeachment vote.

United Faculty

The UF's three goals for 2013-14 are: 1) creating a faculty safety work group, 2) re-writing the UF Constitution and Bylaws so that they comply with the CTA, 3) improving communication between Cypress and Fullerton.

Contract negotiations have started with District. Salary is the UF's #1 item.

As usual, there will be a Joint Senate meeting this January. This year is Fullerton's turn to host. It will likely fall on the Thursday before Spring 2014 Convocation. Send your suggestions for topics and agenda items to Pres. Foster.

Adjunct faculty

Both part-time faculty Senate seats are currently vacant. Senators should talk to interested part-time faculty members. According to the Senate Constitution and Bylaws, interested candidates need to submit a written statement to the Senate. Pres. Foster will send out a formal call by email.

The meeting adjourned at 4:47P.

Respectfully submitted,
Josh Ashenmiller, Secretary