

**Fullerton College Faculty Senate
approved minutes
29 October 2015**

present, according to sign-in sheet

At-large	Flor Aguilera-Huerta, Gigi Blanche, Diana Kyle, Laura Melella, Bryan Ouchi
Business/CIS	Ming Scott, Marcus Wilson
Counseling	Robert Gamboa
Fine Arts	Monica Lee, Carl Stanaway
Humanities	Mary Bogan, Danielle Fouquette, Amy Garcia, Mike Mangan
Library	Monique Delatte Starkey
Math/Comp. Sci.	R.J. Dolbin, Scott Malloy
Natural Sci.	Mike Baker, Jan Chadwick
Part-time	Kendrick Kim
Physical Ed.	Tim Byrnes, Connie Carroll
Social Sci.	Bob Byde, Tom Chiaromonte, Karen Markley
Student Services	
Tech./Engineering	Jose Miranda, Marie Perez
Associated Students	Chris Lim
Senate President	Pete Snyder
Past President	
Curriculum Comm.	Jennifer Combs
Treasurer	Kim Orlijan
Secretary	Josh Ashenmiller
Guests	Carlos Ayon, Director, Office of Institutional Research and Planning Joe Carrithers, Accreditation Steering Committee Jolena Grande, Cypress College Faculty Senate

President/Academic Senate of California Community
Colleges (ASCCC)
Alejandra Malagon
Greg Schulz, FC President
Richard Storti, Vice President of Administrative Services

I CALL TO ORDER

The meeting was called to order at 3:00P by Pres. Pete Snyder.

II APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

M/S/U (Orlijan/Chadwick) to approve the 15-Oct 15 minutes.

III APPROVAL OF THE AGENDA

M/S/U (Wells/Bogan) to approve the agenda for this meeting.

IV PUBLIC COMMENTS

Cypress Faculty Senate Pres. Jolena Grande introduced herself as Cypress's liaison to the state academic senate (ASCCC), and asked the senators to appoint a Career & Technical Education (CTE) faculty member to be a liaison to ASCCC. The liaison will attend the 14-Jan to 16-Jan CTE curriculum institute in Napa. It was the sense of the senate to assign senate executives the task of finding a liaison.

Marcus Wilson congratulated the Business Division for winning the best Halloween costume. They were the minions. He also announced the Spring 2017 study abroad program in Rome, Italy, led by Marcus (Bus/CIS) and Kim Orlijan (Hum). Please distribute the news and the flyer to your students.

Robert Gamboa announced that the Veterans Club is looking for volunteers to "man the wall" next week. From 2-Nov through 5-Nov the College will host a Veterans' Day memorial wall, which requires 24/7 guard. Veterans Center is Room 518.

Janine Cerrito from the Career and Life Planning Center / Workforce Center expressed concerns about duplication of effort in the proposed Student Equity Plan.

V EXECUTIVE COMMITTEE REPORTS

President's report, Pete Snyder

Honorary degrees: Pres. Schulz has asked the senators to look at possibly updating district policy so that the college can grant honorary degrees to students who have something tragic happen to them just before graduation. It was the sense of the senate to assign this task to the senate executives.

Institutional Effectiveness Coordinating Council: This is a subcommittee of the District Consultation Council (DCC), which is in turn creating a Work Group on Student Success Measures. DCC is requesting two faculty members to serve on the work group. It will develop alternative ways of measuring student success. For example, how can we account for one-and-done skill seekers, who look like "failures" on paper because they do not complete a degree program (and never intended to). Kendrick Kim (Bus/CIS) volunteered, plus a counselor to be named later.

Dropdown Box for Dropping Students: OIRP is moving forward with a pilot program this semester. It will collect data from a sample of students after the drop deadline (15-Nov).

FC Strategic Plan: Pete sent senators the latest draft over email. Please review it fast because Pete has to sign it soon.

Measure J open forums: There were two last week. Pete thanked faculty members who attended, and thanked the administrators who patiently listened to concerns and suggestions. VPAS Richard Storti seconded that emotion.

Treasurer's Report

Senate executives thanked Gigi Blanche, Connie Carroll, Kendrick Kim and Diana Kyle for providing food and beverage.

VI ASSOCIATED STUDENTS REPORT, Chris Lim

AS is working on several projects.

1. Writing a new AS Constitution and bylaws.
2. Easing Student Affairs Office paperwork requirements for student clubs.
3. Looking into a possible partnership between the Environmental Club and the Sierra Club.
4. Planning to pass a resolution calling for higher faculty salaries, especially for adjunct instructors.
5. Investing in the FC Foundation to create long-term scholarships for students planning to graduate in three years or less, and to help fund the Student Care Bank.
6. Talking with the administration to find funding for homeless students.
7. Continuing the Career and Transfer Mentorship program with Paralegal, Business, Math, Psychology Departments.
8. Holding Homecoming (yesterday): pie-eating and costume contests
9. Trying to find additional volunteers for the Food Bank. Currently, it is only open on Tuesdays. To be open, there must be a faculty member or a community member present. Frank Perez volunteered to help, along with several other senators. Health Center Director Dr. Vanessa Miller has been coordinating volunteers. Senate discussed ways to provide more volunteers to keep the Food Bank open longer hours.

VII CURRICULUM COMMITTEE REPORT, Jennifer Combs

Deadlines: Fall 2016 DCCC approval is in November. Don't wait until the 1-Feb 16 deadline to launch new proposals.

VIII PROGRAM REVIEW COMMITTEE / STUDENT LEARNING OUTCOME ASSESSMENT COMMITTEE REPORTS, Jan Chadwick

The PRC is seeking readers for the spring semester for the 64 administrative and operational programs submitting self-studies. Jan asked the senate president to send out the call to all full-time faculty members.

Jan also reminded all faculty members to learn how to use eLumen software for reporting SLOAs this semester and in the spring. The College needs that data to meet accreditation standards. Jan has held scheduled several eLumen workshops and drop-in hours in the Teaching Effectiveness Center (TEC).

IX INSTITUTIONAL RESEARCH AND EFFECTIVENESS COMMITTEE REPORT, Diana Kyle

[text submitted by Diana Kyle]

During the spring 2011 semester, the FC Pres., President-elect of the Faculty Senate and the Director of Institutional Research began developing plans and mechanisms for regularly evaluating the effectiveness of planning processes. Through this process, the Institutional Research and Committee (IRC) was formed. At the time, the Director of Institutional Research, with the approval of the Fullerton College President, asked that members of the IRC take the necessary steps to establish and form the Institutional Review Board (IRB) for the college.

Thus, the IRC with the assistance of the Director of Institutional Research took necessary steps required by the Office of Human Research Protections (OHRP) for approval of an IRB at Fullerton College. This application was signed by the *Fullerton College president in summer of 2011 and the Fullerton College Institutional Review Board No. IORG0007053 was approved and has been in continual operation since this time. In fact, the Fullerton College president renewed the approval in 2014 and this approval is valid until 7-Aug 17.*

In accordance with Federal Regulations, an IRB—Institutional Review Board—is a committee of scientists, nonscientists and community members who review proposed research involving human volunteers to protect their rights and welfare.

Research investigators and their institutions have a fundamental responsibility to safeguard the rights and welfare of people participating in their research activities. All reviews of research activities involving human subjects is done by the IRB, a federally regulated committee whose members are not involved in the conduct of the research.

The purpose of the IRB rises above performing a legalistic function in the protection of human subjects, by serving as a forum for the development and understanding of the ethical guidelines governing human subjects research. Ultimately, in this effort, the research investigator's relationship with the IRB forms the bedrock of the human subjects protection program.

When the IRB was formally established in 2011, the Director of Institutional Research assured the IRB that the OHRP regulations would be handled through the OIR. The Chair of the IRB was appointed and all members of the IRC agreed to serve on the IRB. The composition of the IRB met the federal mandate of scientists, non-scientists, and community members. The Director of Institutional Research was also a regular member of the IRB as is typical of IRBs.

Shortly after the IRB was formed, the DIR became ill and could not follow through with maintaining the necessary records of the IRB and housing the required documents. A short time afterwards, the DIR died. The Chair of the IRB then met with the college president and discussed the situation and the need to maintain the federally mandated IRB records. The IRB chair was assured that this would be done as soon as a temporary DIR was selected and assimilated into the duties of the position.

Since the death of the DIR, the Chair of the IRB has repeatedly requested that the OIR (OIRP) take charge of the IRB and the required record keeping. Despite many in-person requests and discussions with the college president, the IRB was placed in limbo because of the Director of OIRP vacancy. When the

first permanent director was finally hired, the Chair of the IRB met with the college president and was assured that the Director of the OIRP would take over the IRB as promised and all record keeping would be done through that office. Again, patience was required. However, upon repeated requests of the IRB and the Chair of the IRB, the Director of OIRP continually claimed that without an office staff any progress with the required record keeping could not be done. However, because the Director of the OIRP knew the federal requirements for record keeping were still not being met, he assured the IRB he would discuss this with the FC President FC Vice-President of Instruction. Many excuses for non-action followed. Requests to the FC President resulted in assurances but constant delays.

In September 2015, at the request of IREC (formerly IRC) the IRB was disentangled from the committee's function. The IRB was never intended to be considered a senate committee since it had no place in the shared governance process and its processes, procedures, etc. are clearly delineated in regulations established by the OHRP. Since the disentanglement, both the Vice-President of Instruction and the Director of Institutional Research and Planning have denied responsibility for the IRB. It is unclear if either administrator discussed this issue with the interim college president and no requests have been made to discuss this issue with the chair of the IRB.

In ending my formal statement, I wish to say that I have worked for 4 years as the Chair of the IRB and constantly battled for assistance from the OIRP and the college administration. During this time, I have done all I could to force compliance. The failure to meet the required regulations of record keeping and any meaningful support has put the IRB in jeopardy and imposed serious stress on me.

I am saddened that the Fullerton College campus would take this matter so lightly. The IRB has taken its charge of protecting human subjects in research very seriously. It has continued to review research and either approve or deny research to be conducted at Fullerton College. Despite either no or very little institutional support, the IRB also reduced the legal risk associated with research on campus.

As Chair of the IRB, I can no longer endure the failure of the college to uphold its legal responsibilities to the IRB. I am resigning as the Chair of the IRB as of November 2, 2015.

Sincerely,
Diana J. Kyle

[end of submitted text]

There was a round of applause for Diana for her work on the IRB and IREC for the past several year.

X ACCREDITATION UPDATE, Danielle Fouquette

This week's presentation was on Standard IIB and IIC, Library and Learning Support Services and Student Support Services. The presenter was Joe Carrithers.

Co-Chairs: Joe Carrithers and Dani Wilson

Overall chair for Standard II: Mark Greenhalgh

14 faculty members, 14 classified staff members, 2 AS, 9 managers

3 resource members

Possible Concerns (so far): Classes that meet on evenings, weekends, and on-line are supposed to offer student services "sufficient in quantity, currency, depth and variety" to classes that meet during business hours Mon-Fri. Services at all times must be "appropriate, comprehensive and reliable."

Team IIB and IIC holds meetings every 3rd Wed 1:30P, Room 323

Senators asked some questions. Is the Health Center part of student support services? (yes) What about ACT? (yes)

Danielle added that the Steering Committee reported on accreditation to the AS Senate on Tuesday.

XI ELECTIONS, Sam Foster

Vice President of Student Services Hiring Committee: **postponed until Student Services faculty members have a chance to meet and discuss this.**

Technology Committee, At-Large reps (2-year term): **Robert Smead (Bus./CIS), Gabriella Fernandez (Bus./CIS)**

SLOA Committee (2-year term): **Jane Ishibashi (Lib.)**

Distance Education Advisory Committee (2-year term): **Sergio Banda (Soc. Sci.), Dale Craig (at-large), Angela Henderson (at-large), Nancy Ikeda (Math/CS), Darnell Kemp (Hum.), Scott Lee (Couns.), Monica Lee (Fine Arts), Anu Mande (at-large), Laura Melella (Bus./CIS), Roger Perez (at-large), Edward Rapp (P.E.), Marcus Wilson (at-large)**

Honors Program Advisory Committee, Social Sciences rep (2-year term): **Kelly Nelson-Wright (Soc. Sci.)**

XII OLD BUSINESS

Support for faculty members with disruptive students

Frank Perez (Ad Fac United) reported that policies and plans exist to help instructors with disruptive or violent students, but there have been failures in implementation, especially the gap between when a faculty member files an incident report form and when the administration takes action. Filing an incident report form does not seem to be enough to resolve some issues.

M/S/U (Fouquette/Wilson) to request from the administration a written statement of how the college administration handles incident reports.

Follow-up to the 8-Oct moment of silence

Tabled.

SSSP Plan and Student Equity Plan

Senators discussed whether these plans would create a duplication of efforts. There was a concern that the part of the Student Equity Plan (SEP) proposing a Career Services Center in the Business Division would be redundant. The College already has a Career & Life Planning Center, a Transfer Center, and the Counseling Department. Senators also raised concerns about the meaningfulness of some of the SEP's numerical targets. It was a lengthy discussion.

Student Equity Committee Director Deb Perkins and Student Equity Student Equity Committee Co-Chair Mark Greenhalgh were present, and they agreed to work

with faculty and staff members currently providing career and counseling services (Career & Life Planning Center, a Transfer Center, and the Counseling Department Chair, etc.) and ensure that collaboration occurs and continues. Senators suggested that the SEP explicitly state this ongoing collaboration.

M/S/P (Wilson/Mangan) to approve the SSSP Plan and the Student Equity Plan.

Nays: Byde, Combs, Huerta

Abstentions: Blanche, Carroll, Markley, Melella, Perez

XIII NEW BUSINESS

POST Certification

Senators asked many questions about what the College is doing to help faculty members and students as the College appeals the suspension of certification. Pres. Schulz was present to help answer questions. He reported that the revocation came quite abruptly.

The senators heard opposing opinions on the police academy situation. Instructor Kelly Robertson reported that the *OC Register* wrongly reported that police academy instructors are uncertified. In her view, the problem is with POST's record keeping. Kevin Sampson, former Administration of Justice Dept. chair and current POST official, countered that POST concerns are justified and documented. It was not just a computer glitch.

Resolution in Support of the Recommendations of the State Chancellor's Accreditation Task Force of 2015

Senators discussed whether there was enough time to give this matter full consideration, and whether waiting until the 19-Nov meeting to act would be too late.

M/S/P (Byde/Markley) to send a letter to State Chancellor Harris (the same already sent by the Cypress College Faculty Senate) indicating that the Senate supports the task force recommendations.

Nays: Fouquette, Wilson

Abstentions: Mangan, Orlijan

Senators noted that the task force recommendations included a recommendation to colleges that they continue preparing for accreditation under the existing standards. Senators expect the College's accreditation steering committee to continue its work according to the current schedule the College already set with ACCJC.

Resolution on salaries, Bob Byde

Whereas the Board of Trustees recognizes the importance of competitive salaries in attracting desirable candidates for critical employee positions within the District,

And whereas, in light of this realization, the Board of Trustees has taken steps to raise the salary range of the Chancellor of the District by over 15% to ensure that it is comparable to those offered by competitive districts as the District seeks a new Chancellor,

And whereas the District's own comparability study on faculty salary ranks the District as lowest when compared with the same Districts used to determine comparability for the salary range of the Chancellor,

And whereas the District has graciously committed itself to hire over eighty faculty members before the end of this academic year with a employment start date of Fall 2016,

And whereas surrounding Districts will also be engaged in hiring comparable numbers of new faculty from the same candidate pool as will our District,

And whereas qualified candidates will with certainty have an awareness of the salaries offered by competitive districts and the economic loss incurred by accepting a position within our District,

Resolved that the Faculty Senate implores the District to readily take action to dramatically increase the competitiveness of our salaries before our hiring begins lest we place ourselves, and the future of our District, at a serious disadvantage.

Time is of the essence.

M/S/U (Markley/Perez) to pass Bob Byde's resolution on faculty salaries.

Institutional Effectiveness work group

See president's report.

XIV LIAISON REPORTS

United Faculty

No report.

Adjunct Faculty United, Frank Perez

No report.

The meeting adjourned at 5:38P.

Respectfully submitted,
Josh Ashenmiller
secretary