

**Fullerton College Faculty Senate
approved minutes
7 April 2016**

present, according to sign-in sheet

At-large	Gigi Blanche, Julie Felender, Bryan Ouchi
Business/CIS	Ming Scott
Counseling	
Fine Arts	Monica Lee, Carl Stanaway
Humanities	Mary Bogan (for Amy Garcia), Danielle Fouquette, Bob Lundergan, Mike Mangan
Library	Monique Delatte Starkey
Math/Comp. Sci.	Bill Cowieson, R.J. Dolbin
Natural Sci.	Mike Baker, Jan Chadwick, Julie Wells
Part-time	Meg O'Rourke
Physical Ed.	
Social Sci.	Bob Byde, Tom Chiaromonte, Karen Markley
Student Services	
Tech./Engineering	Jose Miranda
Associated Students	Chris Lim
Senate President	Pete Snyder
Past President	Sam Foster
Curriculum Comm.	Jennifer Combs
Treasurer	Kim Orlijan
Secretary	Josh Ashenmiller
Guests	Kathy Bakhit, Dean of Social Sciences Doug Benoit, Dean of Business/CIS Gina Bove, English faculty Sarah Gray, English faculty

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 (Foster/Combs) to approve the 17-Mar 16 minutes.

III APPROVAL OF THE AGENDA

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

IV PUBLIC COMMENTS

Josh Ashenmiller announced the Hour of Action, next Thu, 14-Apr 16, 11:00A-12:30P. All members of the College community are invited to attend a letter-writing workshop to urge elected officials to take action to reduce school shootings.

Frank Perez thanked people who have donated non-perishable food for the Food Bank box located in Business Division Office, 300 Building.

Bryan Ouchi introduced Eddie Roth, new Disability Support Services Director.

Danielle Fouquette announced that the CSU faculty union has decided NOT to go on strike. They just reached a tentative agreement moments ago. (For the record, Danielle broke the story five minutes ahead of the *L.A. Times*.)

On a related note, Jennifer Combs encouraged everyone to attend this Tuesday's Board of Trustees meeting at 5:30P (12-Apr) at the Anaheim campus. Faculty members are planning to use the public comments time to draw attention to the fact that our district lags behind most others in salary and benefits, which hampers our ability to attract and retain the best instructors.

V EXECUTIVE COMMITTEE REPORTS

President's report, Pete Snyder

President hiring process: Pete thanked all faculty members who participated in the process, attended the candidates' forum, and provided feedback to the Board. On the day of the candidates' forum there were 80 "hits" to the comments section on the NOCCCD website.

Next Senate meeting: The 21-Apr 16 meeting will be canceled because most of the Senate executives will be in Sacramento for the Academic Senate of California Community Colleges (ASCCC) plenary session. The last two Senate meetings of 2015-16 will be 5-May and 19-May.

Upcoming events: Kindercaminata tomorrow, Angels game Saturday (bring umbrella), Walk in Her Shoes (sexual assault awareness) 19-Apr noon, WorldFest 21-Apr, Strategic Conversation with the Board, 26-Apr, HS Senior Night 27-Apr, Love Fullerton 30-Apr, Planning Symposium 6-May.

Teacher of the Year: The Senate congratulated Dr. Jo Wen Wu (Biology)!

Dropdown Box for Dropping Students: The new system is up and running. When a student drops a course, the instructors now get an email notice that includes the student's contact info. This gives the instructor a chance to talk them out of it.

Peace Officers Standards and Training (POST) update: Several students from the Police Academy class of 2015 are required to take a 194 "gap course" to complete their certification. The current discussion the "gap course" be offered—possibly Golden West College, possibly the OC Sheriff's Office. Students will not have to pay for the gap course.

ASCCC Area D Meeting: It was last Saturday at Cypress College. Pete, Sam, Josh attended. ASCCC officers reported on pending legislation in Sacramento. For example, there is a bill that would require accept for credit all AP exam scores of 3 or higher. Another bill would grant homeless students access to community colleges' showers.

Senate Administrator of the Year Award: The Senate discussed nominees. The Senate executives will make a recommendation at the 5-May meeting.

Treasurer's Report

Kim thanked and Meg O'Rourke, Frank Perez and Julie Wells for providing food and drink.

VI ASSOCIATED STUDENTS REPORT, Chris Lim

AS is planning to attend the 12-Apr Board of Trustees meeting to support the faculty members call for better salaries and benefits. AS is also presenting resolutions on involving students in developing class size policies and paying adjunct faculty to hold office hours.

VII CURRICULUM COMMITTEE REPORT, Jennifer Combs

[begin inserted text, provided by Jennifer]

1-The April 20th launch deadline is approaching. There is an email reminder of this going out to all faculty members. It has step-by-step instructions for navigating CurricUNET and working with reviewers throughout the approval process.

2-On 30-Mar 16, thirty faculty members took advantage of a workshop for hands-on help with curriculum proposals, run by Curriculum Committee (CC) Reps. Your CC Division Reps are available to assist individual faculty members and we encourage all faculty to request help, especially when departments are working on six-year reviews or are proposing new courses and/or new programs.

We can arrange a time to meet with groups of faculty in the Teaching Effectiveness Center in order to get started on curriculum proposals or to assist with difficulties encountered during the approval process.

3-The CC discussed proposals recommended by the General Education Advisory Committee and hopes to bring recommendations to the 5-May Senate meeting.

[end inserted text]

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

[begin inserted text, provided by Jan]

SLOs

Assessment data for 30% of the course student learning outcomes has been inputted in eLumen. This number needs to go up dramatically, and soon. The SLOAC shared their concern at the last meeting about how faculty can move the needle on this and how administration can support our efforts.

Each year in March, an annual report is submitted to ACCJC as an accreditation update. Each year in March, as the SLO coordinator, I am asked to respond to questions 24 through 38 in the annual report and provide information to the Accreditation Liaison Officer (ALO, our Vice President of Instruction, VPI) to the best of my knowledge in regards to the state of SLOs on our campus. Several of the questions address the number of SLOs assessed at the course, program, institutional levels and I provide the numbers based on what we know. I shared the questions via email with the SLOAC, asked them to respond, and then provided my input to the ALO. The information that goes to the ALO and what was actually submitted to Accrediting Commission of Colleges and Junior Colleges in the report is disseminated neither throughout the campus, nor to Faculty Senate. I personally view this as an area of concern for the campus. I, for one, would like to know what was submitted for the entire report.

Having spoken to site visit members at other colleges, the annual reports are utilized during the site visit for comparison and validation of evidence provided during the six-year accreditation cycle. In other words, does what you say yearly jive with the data provided to the site team? So what the ALO reports to ACCJC may be used as evidence during the site team visit.

Jan also wants to thank Guy Dadson for volunteering to provide her with a report of all new and revised SLOs approved by the Curriculum Committee (after each meeting) so that Jan can update them in eLumen.

ISLOs

One of the questions asked in the report that does not address the number of assessments completed that I was asked to provide input is the following:

35. Describe effective and/or innovative practices at your college for measuring ILOs, documenting accomplishment of ILOs in non-instructional areas of the college, informing college faculty, staff, students, and the public about ILOs, or other aspects of your ILO practice (1,350 character limit, approximately 250 words).

In my response, I stated, "A conversation about ISLOs data and results due to disaggregation of data is anticipated by fall 2016." We need to have the ISLO discussion

and since disaggregation by subpopulation of ISLO data was included as an innovative practice, this should be part of the conversation. Last SLOAC meeting, the committee members recommend that since this is a broad, institution-wide discussion with membership from all constituent groups, the Office of Institutional Research and Planning should lead the way and organize meetings in regards to the ISLOs. An opportunity to provide input from committees such as the Institutional Research and Effectiveness Committee (IREC), SLOAC, and governing bodies should be made available in advance of the meeting.

Program review informational progress report

Feedback from the PRC in the form of the Readers Reports was sent to non-instructional programs and areas for further input. If a Readers Report includes a Provisional or Does Not Meet Expectations for Section 6.0 (action plans and resource requests), the programs or areas have until April 13 to respond to the committee. The committee will endorse resource requests on April 14. For other sections of the self-study, areas and programs have until the end of the month to provide their comments or responses and the responses will be filed with the self-study in SharePoint. The committee will present our summary report to Faculty Senate on May 5 with the hopes that it meets with the Senate's approval. The committee will present the summary report to PAC shortly thereafter for its endorsement and further routing to PBSC for resource allocation consideration.

The PRC discussed its contribution to the documentation of self-study results for all instructional programs and non-instructional student and learning support services to demonstrate ongoing communication of matters of academic quality to appropriate constituencies, including current and prospective students and the public. As a result, I am currently adding the 59 program reviews to eLumen so that we can post Sections 1, 4, and 6 (without resource requests) on the program review website. This will provide the public a snapshot of how each non-instructional area views its ties to the College mission, vision, core values and goals, the results of service area outcomes and in the case of student and support services, their student learning outcomes, and intended program improvements via the action plans listed in the self-studies. The intention is to do the same for the instructional arm of program review.

Last Senate meeting, I presented in draft form what the PRC developed as an update form for annual submission. Danielle provided very insightful comments about the instructions and for that matter, the intent of the annual form. As chair, I am struggling with the scope of the annual form and would like input from Faculty Senate to take back to the attention of the committee.

Should the annual report be used for emergency resource requests and new requests that crop up within the three-year cycle? An example of another use of the annual program review report is for self-study deficiencies or resource requests not endorsed in the comprehensive three-year self-study. Should programs have an opportunity to include in the annual report resource requests or information that were not endorsed previously in the comprehensive three-year review?

[end inserted text]

Senators discussed the annual update form. Should it only apply to programs that have a sudden, urgent need for resources, or should it also be open to programs who want to re-write their most recent, three-year program review self-study, i.e., a do-over? **It was the sense of the Senate that the form should only be for the former, not the latter.**

IX INSTITUTIONAL RESEARCH AND EFFECTIVENESS COMMITTEE REPORT, Diana Kyle
No report.

X ACCREDITATION UPDATE, Danielle Fouquette
Danielle showed Senators the Accreditation Steering Committee's "Road Show 2.0," which the ASC has been presenting at various meetings around campus.

Here are the issues the College needs to address:

1-We need to develop performance standards for institutional effectiveness. PAC has formed a workgroup to begin setting these standards, and to begin writing the protocol for what the College would do if it slipped below a standard.

2-SLOs assessment results need to be used more broadly across campus. The SLOA Committee will conduct a "train the trainers" workshop.

3-All students needs comparable access to services, regardless of when or where they take classes. We now have a database for evening or weekend classes, which helps us identify gaps and deficiencies. We are working on a similar database for on-line classes.

4-Distance education classes do not have consistent standards across campus. DEAC has formed, and is adopting the OEI rubric for evaluating on-line courses.

Coming soon

1-Circulating drafts of the self-evaluation report.

2-Campus forums to discuss the self-evaluation report.

3-The Quality Focus Essay (QFE), which will identify and explain two action projects that will grow organically from the self-evaluation report, and which we will update in our three-year midterm accreditation report. Current candidates for the action projects: a) consistency in on-line classes, b) centralized monitoring of institutional effectiveness, c) making our campus community as diverse as the community we serve, d) access to campus governance processes, decision-making, and news.

Danielle assigned homework to the Senators. Please discuss these potential QFE topics (or suggest new topics) with your divisions, programs, and units. Also discuss what your division's role would be in implementing an action project.

Jan reminded Senators that the state-level Institutional Effectiveness Program Initiative has experts available to help community colleges (such as us) create an institutional effectiveness monitoring system.

Danielle also asked for faculty to help out with the functional map, which differentiates the College's functions from the District's.

XI ELECTIONS, Sam Foster

New Senators for 2016-18

Business/CIS: **Marcus Wilson**

Counseling: all seats filled

Fine Arts: **Michael Scott**

Humanities: four needed

Library: all seats filled

Math/CS: all seats filled

Natural Sciences: **Gretchen Stanton** (Mary Nolan-Riegle will fill in for her.)

Part-time: **Sarah Gray, Meg O'Rourke** (one-year extension in order to stagger the two-year terms for the part-time Senators)

P.E.: all seats filled

Social Sciences: one needed

Technology/Engineering: two needed

Comprehensive Management Evaluation Committee, Bookstore Manager Nick Karvia: **Mary Bogan (Hum.)**

XII OLD BUSINESS

Update on Institutional SLOs (accreditation standard II.A.11)

M/S/P (Chadwick/Markley) that Pres. Greg Schulz direct the Office of Institutional Research and Planning to begin a process of campus-wide conversation about Institutional SLOs (ISLOs).

Nays: Fouquette, Lundergan, Bogan

Abstentions: Cowieson, Lim, Stanaway, Byde, Felender, O'Rourke, Orlijan, Mangan

Hiring committee composition

Senate executives met with the president's staff and resolved the issue that came up in the last senate meeting (17-Mar). The resolution affirmed the president's ability to select any campus-level administrator to be present during his interviews of candidates for faculty positions.

Blackboard and Canvas

Tabled until 5-May 16 meeting.

Universal Design proposal

M/S/F (Foster/Bogan) to endorse the proposal for a Universal Design (UD) training program.

Nays: all present, except for abstentions

Abstentions: Foster, O'Rourke

Senators expressed concerns about the cost of this proposal, and wondered whether it was wise to create a new coordinator specifically for UD, when we already have people with UD expertise on campus.

M/S/P (Mangan/Felender) that if the District would like to support a UD professional development program, it should rely on the UD experts who already work at the College.

Abstention: Bogan

XIII NEW BUSINESS

Honoring Prof. Amanda Walzer

Senators signed sympathy cards and encouraged donations to help the family with childcare expenses for Amanda's school-aged children. (Amanda was a single mom.) To make a donation, please go to the "Go fund me" website.

<https://www.gofundme.com/amandawalzer>

DRAFT Revised Student Evaluation form

United Faculty has made suggestions to improve the form that students fill out when evaluating faculty members. Senators will take this draft back to their divisions for feedback.

Academic Senate of California Community Colleges (ASCCC): Legislative Liaison

Tabled until 5-May meeting.

Music in the Quad time restriction

Tabled until 5-May meeting.

Teacher of the year five-year restriction

AS rep Chris Lim congratulated this year's recipient, Dr. Wu. AS executives received comments that there should be some sort of limit on the award going to the same recipient.

M/S/U (Mangan/Fouquette) that no faculty member can win the top Teacher of the Year award more than once in a five-year period.

XIV LIAISON REPORTS

United Faculty

UF elections are starting next week. All faculty members will receive ballots in the mail.

Adjunct Faculty United, Frank Perez

Frank thanked Sam Foster for his advocacy on behalf of adjuncts faculty members, and congratulated Sarah Gray on being elected as a part-time senator.

The meeting adjourned at 5:35P.

Respectfully submitted,
Josh Ashenmiller, secretary