

**Fullerton College Faculty Senate
approved minutes
1 September 2016**

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, Lorena Marquez, Ruth Sipple
Fine Arts	Monica Lee, Michael Scott
Humanities	Mary Bogan, Danielle Fouquette, Amy Garcia, Bob Lundergan, Mike Mangan
Library	Monique Delatte Starkey
Math/Comp. Sci.	Abraham Romero Hernandez, Kara Pham
Natural Sci.	Mike Baker, Mary Nolan-Riegle
Part-time	Sarah Gray
Physical Ed.	Tim Byrnes, Connie Carroll
Social Sci.	Bob Byde, Tom Chiaromonte, Janaki Parikh
Student Services	
Tech./Engineering	Peg Berger, Jose Miranda, Marcu Wade
Associated Students	
Senate President	Pete Snyder
President-elect	Josh Ashenmiller
Curriculum Comm.	Jennifer Combs
Treasurer	Karen Markley
Secretary	Heather Halverson
Guests	Albert Abutin, Dean of Enrollment Services Carlos Ayon, Director of Institutional Planning and Research

Doug Benoit, Dean of Business, CIS and Economic Workforce Development
Joe Carrithers, Associated Students Advisor, English Dept.
Gil Contreras, Vice President of Student Services
Dale Craig, United Faculty, Bus/CIS Division
Rod Garcia, Interim Vice President of Administrative Services
Greg Schulz, President

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 (Wilson/Combs) to approve the 19-May 16 minutes.

III APPROVAL OF THE AGENDA

M/S/U (Mangan/Markley) to approve the agenda for this meeting.

IV PUBLIC COMMENTS

Ana Tovar, Counselor in Cadena/Transfer Center passed out schedule of events for fall 2016 and highlighted events for evening and weekend students.

Vanessa Miller provided handouts with the results of the National College Health Assessment for Fullerton College.

Diana Kyle informed the senators that Psychology Day will take place on Friday, Sept. 30.

V EXECUTIVE COMMITTEE REPORTS

President's report, Pete Snyder

Canvas testing: Four faculty are currently testing Canvas. Pete also reminded the group that a two-year agreement was just signed with Blackboard.

Budget update: Target of 1% growth for this year, a little under cap for last year. Fund balance of 4.6 million dollars.

IEPI: Visit will be sometime in spring (no specific date yet).

Building projects: Cypress science building will cost 89 million dollars. Rod Garcia shared a report should be ready by mid-October to review. The district is working to determine top priority items. There are two options depending on whether or not the bond passes in the November election. Most likely start with parking structure and Maintenance and Operations building. Concerns was expressed regarding the expense of the Cypress College science building taking away funds that would affect FC projects being completed.

Large budget allocation to CTE. (48 million state wide). Pete thanked Dean Benoit for investing time to gather those funds. Dean Benoit said \$3.75 million went to our district. Rough estimate of 1.8million for Fullerton College and 1.1 or 1.2million for Cypress.

Treasurer's Report

Karen passed out a sign-up sheet for snacks for fall meetings and thanked Senate Executives for bringing snacks.

VI ASSOCIATED STUDENTS REPORT, Niko Diehr

Niko thanked everyone for being invited to the senate meeting. Quadchella will be September 13 from 4-9P and will be moved from the previous location last year to the middle of the quad. Danielle pointed out that research shows the first six weeks of college are important to student's success and retention and applauded AS for the good timing. Danielle asked if AS has discussed how students are being approached to sign petitions and asked to register to vote or if they have heard any student complaints. At last AS meeting they discussed privacy issues and AS wants to help raise students' awareness about this.

VII CURRICULUM COMMITTEE REPORT, Jennifer Combs

2017 proposals are being processed and the committee is helping faculty with 6 year review. Next prelaunch deadline is Feb 2017 so faculty are encouraged to plan ahead. Curriculum Committee members and Rachel Roschel are always available for assistance.

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

[begin inserted text from Jan]

PRC Report

Many of you know that program review is a three year cycle and this is the third year of the cycle. The first year of the cycle is instructional program review, the second year is non-instructional program review and the third year is the planning portion of the cycle. Since the committee is embarking on year three the committee will look at the timing and schedule of program review, any modifications needed to the comprehensive program review, and generally deal with issues we encountered from the past cycle.

New to program review this year is the annual program review update form on the programreview.fullcoll.edu website. All programs are required to complete the form and submit it to their dean or manager by November 1. Since programs will be writing their comprehensive program review in Fall 2017 (yes, next fall), now is a good time to get out a copy of the previous three year review, take a look at it and get an idea if there is anything you would like to update now or work on for the next program review. Remember that you need to supply evidence that there is a need for funds so think about what work you have done on previous resource requests and what new resource requests might be of value to your department. A good place to find evidence for funding needs is of course, analysis of SLO data so you might want to have some

dialogue about Course Student Learning Outcomes and Program Student learning Outcomes at this time as well.

Since there are many openings on the committee, I encourage senators to spread the work that there is a need for committee members and to take advantage of a great opportunity of getting a very broad perspective of what goes on at our college.

SLOAC Report

eLumen is gaining traction and we have about 54% of all the course student learning outcomes CSLOs assessed in eLumen at this time. This is pretty good since the real drive for assessment data entry began in earnest about two semesters ago. However, our goal is to have 100% of all CSLOs assessed with data entered and faculty should provide some reflections so you can make informed decisions for our data driven, outcomes-based program review process. I will have some trainings in the TEC for newer faculty and will have a drop-in sessions at the end of the semester if you need some help.

Randy Beach will be speaking about SLOs assessment and I encourage everyone to attend.

[end inserted text]

IX INSTITUTIONAL RESEARCH AND EFFECTIVENESS COMMITTEE REPORT, Diana Kyle

Currently only one active member (Gigi Blanche) due to terms ending. Requests from the senate for approval for some faculty members to assist with the evaluation of the decision making process of the student equity program. Diana reminded the senators that the committee is looking at the process.

M/S/U (Kyle/Wilson) to approve Bob Byde, Jan Chadwick, Dana Clahane, Dale Craig, Diana Kyle, Callista Lee, Katheryn McGuthry and possibly Sergio Banda to be the temporary IERC committee with Diana Kyle serving as chair to finish up the evaluation of the decision making process of the student equity program.

Abstentions: Bogan, Mangan, Fouquette

Discussion about end date of this group's task and how long the process would take. Diana stated the goal is to have the evaluation complete by the end of the semester. Permanent committee has four vacancies and those faculty members listed in the motion are willing to help with this project but do not want to be permanent members of the committee.

X ACCREDITATION UPDATE, Danielle Fouquette and Mike Mangan

Mike informed the senators that Randy Beach would be conducting two SLOA workshops Thursday, 22-Sept. 2-5P, Friday, Sept 23 9-12P, upstairs in the 200 building. Randy will discuss moving from only focusing on compliance to crafting meaningful assessments, meaningful reflection and documentation. Coordinated with new faculty seminars so new faculty can attend. Great time to reflect on the assessments that departments have already done.

Danielle thanked those planning convocation for allowing time for the accreditation video and it is available online. Evidence Extravaganza takes place Friday, 16-Sept 10-11A and 11-12P in Room 611. Anyone who is generating reports about what committees or departments are doing should attend. Ideal for people to bring flash drives with information and minutes. Those attending will hear about the areas where more data and evidence is needed for the accreditation report.

People campus wide will get the opportunity to discuss and provide feedback on the accreditation report at the upcoming Feedback Forums. Danielle encouraged senators to help promote this to all campus members. Draft will be available on My Gateway about two weeks before the forum. Forums will take place Wednesday, 12-Oct 4-6pm; Thursday, 13-Oct 2-4P; Friday, 14-Oct 10-12 in 224-228.

Two new members of steering committee: Rod Garcia and Gil Contreras.
Editor has been hired to review our draft and provide feedback.

XI ELECTIONS, Josh Ashenmiller

College Enrollment Management (Oversight?) Committee (PAC Committee), full-time faculty, 2016-18: **Bob Byde (Soc. Sci.), Jennifer Combs (Couns.), Flor Huerta (Couns.)**

Curriculum Committee, full-time faculty, 2016-19: **Gary Graves (Bus./CIS), John Ison (Hum.), Cindy Zarske (Math/CS), Jay Seidel (Tech./Eng.)**

Faculty Allocation Committee, full-time faculty, 2016-18: The FAC is also a committee with one rep per division. This was not well-communicated by the President-elect, so the Senate decided to postpone this election until the 15-Sep meeting. Ordinarily, each division decides on its own whom it would like to represent it on the FAC, then the Senate votes to ratify that selection. Below is the current list of nominees for each division rep. The Faculty Senate thanks you for your patience.

Fine Arts: Jaime Perez, Todd Smith
Hum.: Brandon Floerke
Math/CS: Dana Clahane
Nat. Sci.: Mike Baker
P.E.: Tim Byrnes

Honors Program Advisory, full-time faculty, 2016-18: **Frank Perez (Bus./CIS), Linda Kelly-Mandich (Couns.), Scott Malloy (Math/CS), Laura Lazarus (Nat. Sci.), Kelly Nelson-Wright (Soc. Sci.), Jay Seidal (Tech./Eng.)** still needed: Fine Arts, Hum., Lib., P.E.

Institutional Research and Effectiveness Committee, full-time faculty, 2016-18: **Scott Malloy (Math/CS)** still needed: four faculty (any division)

Program Review Committee, full-time faculty, 2016-19: **Ruth Sipple (Couns)**
Still needed: Chair (6 units reassigned), Fine Arts, Hum., Soc. Sci.

Student Equity Committee, full-time faculty, 2016-18:
The Faculty Senate postponed this election until the 15-Sep meeting, at which there will be an item on the agenda that will propose expanding the SEC so that it will be comprised of one faculty member from each division. Below is the current list of nominees for each division rep. The Faculty Senate thanks you for your patience.

Lib: Jill Kageyama
Soc Sci: Amber Gonzalez
Tech/Eng: Yvonne Salazar

No nominees yet: Bus/CIS, Fine Arts, Hum., Math/CS, Nat. Sci., P.E.

Student Success Committee, full-time faculty, 2016-18: **Loretta Calvert (Bus./CIS), Lorena Marquez (Couns.), Elizabeth Gaitatjis (Hum.), Dr. Ann Doty (P.E.)** still needed: Math/CS, Nat. Sci., Soc. Sci., Tech./Eng.

Student Support and Success Program Committee, 2016-2018: **Elizabeth Gaitatjis (ESL)**, still needed: Basic Skills

XII OLD BUSINESS

Distance Education Task Force

Callista Lee is running this task force. They will meet once a week throughout the fall semester on Tuesdays, 12:30-1:30 in room 1246. These meetings are open to anyone.

Grade Submission Deadline, Albert Abutin

Dean Abutin proposed an earlier deadline for grade submission for fall, Dec. 19th (nine days after the end of term). The rationale is to comply with federal financial aid regulations to notify students regarding their grades for financial aid purposes. This gives the Admissions Office enough time to get the information to the district. From now on, grades will be due a minimum of nine days after the end of term. There was a

concern about system maintenance affecting this, but with this new deadline, grades will be submitted prior to any maintenance.

M/S/U (Mangan/Markley) to support the nine day grade submission policy.

Dual Enrollment, Dr. José Ramón Núñez

Dr. Nunez shared the courses being offered this upcoming year at local high schools (two handouts were provided). For courses offered before a dual enrollment agreement is signed, FC will be reimbursed. The contract with FJUHS will be approved Sept. 7. When offering courses at high schools, during regular school time, those courses will not be part of the dual enrollment process. Courses being offered under the new dual agreement will provide FTES for the college. There was a question regarding department faculty's input regarding course offerings. Dr. Nunez indicated that each department needs to decide how they discuss these courses and what records they keep regarding those discussions. It was mentioned that it is important for faculty to be involved in this process. Gil Contreras mentioned the high demand in our local high schools for these courses and that he wants to continue to be transparent throughout this process. Bob Bye expressed that it was important to communicate with the high schools regarding their AP course offerings. Dr. Schulz said we will continue to communicate about this process and the importance of these course offerings. It was the sense of the senate to continue the good work of the dual enrollment program.

Universal Design

More details forthcoming regarding the Universal Design Development Project proposal for Strategic Plan funding consideration. The cost will be \$339,031 and includes the participation of 25 faculty members.

XIII NEW BUSINESS

SharePoint Repository, Director of Institutional Planning and Research, Carlos Ayon

Carlos Ayon demonstrated the SharePoint repository which provides a searchable and accessible place to house all documents related to planning and decision making on campus. This document warehouse is available at oirp.fullcoll.edu. Preparing for the accreditation process has highlighted a need to access evidence and data. This document warehouse is available at oirp.fullcoll.edu. Carlos encouraged committees to email notes, agendas, and approved minutes to OIRP@fullcoll.edu so they can be uploaded to this site. There was discussion about the need for a policy for committees regarding the reporting of minutes.

District Enrollment Management Committee

This is a new committee proposed by the district (handout provided). Concern was expressed about some of the responsibilities of this committee. Dr. Schulz indicated there is still time for more discussion about this.

XIV LIAISON REPORTS

United Faculty

Dale is serving as Chief negotiator and the focus now is on benefits for the next two years. Two At-large positions available on the Executive Board at Fullerton and he encouraged faculty to get involved.

Adjunct Faculty United, Frank Perez

Frank welcomed everyone back and said Adjunct Faculty United is in negotiations. A bill was recently passed to help schools without unions to provide individuals more rights. The support for adjunct faculty by the full-time faculty is appreciated.

President Schulz shared that with a 1% growth target and fewer retirements we might be looking at hiring around 10 new faculty (possibly). Thanked faculty for the welcome and extended the invitation to attend their classes.

The meeting adjourned at 5:29P.

Respectfully submitted,
Heather Halverson, secretary