

**Fullerton College Faculty Senate
approved minutes
3 November 2016**

present, according to sign-in sheet

At-large	Flor Aguilera Huerta, Julie Felender, 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, Jan Chadwick
Part-time	Sarah Gray
Physical Ed.	Tim Byrnes
Social Sci.	Bob Byde, Tom Chiaromonte, Janaki Parikh
Student Services	
Tech./Engineering	Peg Berger, Marcu Wade
Associated Students	Niko Diehr
President-elect	Josh Ashenmiller
Curriculum Comm.	Jennifer Combs
Secretary	Heather Halverson
Guests	Carlos Ayon, Director of Institutional Planning and Research Doug Benoit, Dean of Business, CIS and Economic Workforce Gil Contreras, Vice President of Student Services Colleen Kvaska, Foods and Nutrition Dept. Lisa McPheron, FC Office of Communications

Dr. Lisa Montagne, Manager, Educational Technology and
Distance Education
Dr. José Ramón Núñez, Vice President of Instruction
Dr. Greg Schulz, FC President

I CALL TO ORDER

The meeting was called to order at 3:00P by President-elect Josh Ashenmiller.

II APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

M/S/U (Wilson/Combs) to approve the 20-Oct 2016 minutes.

III APPROVAL OF THE AGENDA

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

Danielle Fouquette stated that she had spoken with Angela Henderson and asked that the senate postpone discussing the DEAC Strategic Plan until after PAC has reviewed it. Danielle also asked to postpone the Distance Education Task Force Update until the Accreditation Steering Committee can review it.

IV PUBLIC COMMENTS

Ruth Sipple shared that the Disability Support Services Office is having a See's Candy Fundraiser. Funds raised go towards DSS student scholarships. Money is due today but can be accepted if turned into Ruth tomorrow (Nov. 4). She stated that the prices were good, even better than the outlet prices.

Danielle Fouquette shared that the English Department is putting together a scholarship in memory of Amanda Walzer-Prieto. The Foundation Office requires a minimum of \$2500 to establish a scholarship. The department will be doing some fundraising.

Marcus Wilson shared that his holiday party for the senate will be Thursday, Dec. 15.

Flor Aguilera Huerta shared that counselors have been using DegreeWorks for the past three years. This allows counselors to create electronic educational plans which students can access in My Gateway. When students meet with a counselor they are given a handout on how to find and print their educational plan. She reminded the senate that DegreeWorks is a tool, but students still need to meet with counselor.

V EXECUTIVE COMMITTEE REPORTS

President's report, Josh Ashenmiller, on behalf of Pete Snyder

Faculty Hiring: President Schulz sent out his priority list of 31 positions. His best guess, based on known retirements and what he has been told by the District, is that Fullerton College will have 23 full-time positions to fill.

Adjunct Faculty Hiring Work group: This was originally a small work group with only one faculty member from each college. President Schulz and Pete Snyder are in discussion with the District about sending more than one. The Deans have also requested representation.

Revision of Grant Application procedure: DCC will be considering a proposal to revise BP/AP 3280. Dana Clahane has taken the lead. At the October 20 Faculty Senate meeting, the senate passed a motion to support streamlining the grant process. The next DCC meeting will be November 28 at 2:00p.m.

Strong Workforce Summit: This event was held at the Anaheim Campus on October 21. There was a good turnout from CTE faculty and deans to discuss how to optimize the \$3.5million from Sacramento. Thank you to all those from Fullerton College who attended. Doug Benoit, Business and CIS Dean, is holding an information workshop for interested faculty. Ken Starkman, Technology and Engineering Dean, has proposed a campus-wide committee to coordinate all of these Strong Workforce efforts.

Planning and Budget Steering Committee: PAC approved a \$100K increase in funding across divisions to help pay for enrollment increases and work load increases. Josh informed the senate that there was previous confusion that this money was going to be spread out among departments. He clarified that it will be dispersed among divisions.

Annual High School Counselor Breakfast: The Counseling Division hosted this annual event with over 100 counselors from eight local high school districts. Topics of discussion were male student achievement, dual enrollment, EOPS, Pathways Transformative Initiative (PTI), and student demographics. A special thanks to the Choral Studies program students for performing.

DegreeWorks: The Fullerton College Student Services team has officially launched DegreeWorks, a web-based tool for students to monitor their academic progress towards degree and certificate completion. The tool will be used by counselors and students to collaboratively plan for counseling appointments, program goals, and future coursework.

Upcoming Events:

- 1. Network Refresh Meetings:** The District is seeking input on updating the network hardware. Meetings will take place at the Anaheim campus, Fullerton College and Cypress College. Handouts were given to senators with the detailed schedule of days and times.
- 2. Canvas Pilot Program:** Lisa Montagne is holding a two-day training, January 23 and 24. These dates are currently up on the Staff Development website. Lisa shared with the senate that she is also available for one-on-one trainings. Faculty interested should contact her directly. A 24 hour helpline will be available for those involved in the Canvas pilot. On February 10, there will be a Canvas forum with a panel of instructors who have used or are currently using Canvas. Jan Chadwick stated that eLumen is partnering with Canvas.
- 3. Public forum on FC construction projects Environmental Impact Report:** A public meeting will be held November 17, 6:00-7:30 p.m. in room 224.

4. **Foster Youth Student Leadership Conference:** FC, on behalf of the Region 8 community colleges, will be hosting this event on Feb. 24.
5. **Intergenerational Intelligence Workshop:** EOPS/CARE/CalWORKs and Foster Youth Success Initiative (FYSI) will be participating in this workshop on November 15.
6. **Study Abroad faculty Information Sessions:** November 16, 12:30-2:30p.m. in room 822 on the FC campus, and at Cypress College on November 17, 3:30-5:00p.m. in room CCCPLX-407. The deadline to submit proposals is February 13.
7. **Fine Arts Gallery:** A new exhibit is being featured, "Transitional Realities", now through November.
8. **Dance Performance:** November 4 and 5.
9. **FC Jazz Band and J Train:** November 8, at 7:30 p.m. in the Campus Theater.
10. **Jazz Combo Concert:** November 10.
11. **Live Wire Open Mic Night:** November 16, 7:00-9:00p.m. in room 224

Treasurer's Report

Josh thanked Mike Baker, Sarah Gray, Danielle Fouquette and Ruth Sipple for providing snacks.

VI Associated Students, Niko Diehr

AS will be hosting "Wellness Week" and possibly a club rush before end of fall. They are coordinating spring events now. The AS Benefits Task Force is still working with businesses in Fullerton. AS wants to provide a "hang out space" on campus. Niko shared AS was voting on a resolution to change "Men and Women of Distinction" to "Students of Distinction". He would like Faculty Senate to pass this resolution as well. AS is in discussions with OCTA regarding bus passes.

VII CURRICULUM COMMITTEE REPORT, Jennifer Combs

State Chancellor's office is preparing to transfer from CurricUNET to new system. The Curriculum Committee is working hard to get approvals through before this transition. Jennifer attended the Regional Curriculum Committee. There was some discussion about the Pathways Transformation Initiative (PTI) and articulation officers are reporting there is no movement yet towards UC and CSU campuses allowing an English class without a prerequisite. Currently, for an English course to be considered "college level" it must have a prerequisite. The new English course being developed through PTI would be open-entry, and not have a specific English course as a prerequisite. Mike Mangan mentioned that there have been discussions with the FC articulation officer about seeing if there is a way around this.

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

SLOAC Report

[begin inserted text from Jan]

- Please continue to assess courses and enter the assessment results in eLumen.
- We are working on updates to the SLO Handbook and will bring this to Faculty Senate as soon as they are complete.
- eLumen is migrating from Version 6.1 to Version 6.5 and there are just a few user interface changes when viewed as a coordinator. Most of them are self-explanatory and don't impact the faculty view and hopefully eLumen will provide videos on these updates soon.

PRC Report

- Annual Program Review Update forms are currently being received by the PRC chair and will be discussed during the next two meetings. We should receive approximately 119 updates. The PRC will report their findings to Faculty Senate on Dec. 1 with our recommendations and if endorsed by Faculty Senate, the Senate Executive Committee will forward the Senate's endorsement to PAC.
- Last meeting the PRC Chair asked that Senators consider endorsing a goal that will allow Service Area Outcomes to be aligned to a goal and that Senate recommends to PAC that they review the college goals at the same time that the mission is reviewed. PRC recommends an endorsement of the addition of the following goal:

“The campus will provide support services that facilitate student achievement of their academic, co-curricular, and career goals.”

The PRC asks for an endorsement of our recommendation and that the Senate Executive Committee forward this suggestion to so that outcomes may properly be aligned to objectives of the goal.

- The PRC would like to share their concerns about the vacant PRC chair position. If a faculty member is not elected as chair of the committee, what will happen to all of the progress the committee has made in the past few years? The committee cannot meet without a chair and if no faculty member is willing to chair the committee, the PRC discussed two other available options:

1) A manager is assigned as a chair or

2) A manager is assigned as a co-chair along with a faculty member. While both options may not be in the best interest of faculty, are there other options? The chair needs to pass the baton on to the new chair soon and provide some training since no faculty member on the committee is willing to take on the chair role at this time, so something needs to happen in this regard.

- The PRC is concerned about the at-large membership position for Social Science. When the membership was expanded on the committee three years ago, the intention was to have a division representative from each division on the committee and at-large positions were not discussed. A division representative acts as a liaison for the division and the committee doesn't see how the at-large person could serve as a liaison for, in this particular case, the Social Science division. Senate positions may become at-large if not filled, but the by-laws are silent as to whether committee membership becomes at-large. The PRC thought this is up to the discretion of the committee and the PRC would like to see each division represented by a faculty member of each division.

[end inserted text]

M/S/U (Fouquette/Mangan) to endorse the college goal "The campus will provide support services that facilitate student achievement of their academic, co-curricular, and career goals"

Danielle Fouquette made a friendly amendment to change the language from "achievement" to "attainment". Jan accepted this amendment.

The senate discussed PRC's concern about the vacant PRC chair position and their two options which Jan presented. It was stated that in light of accreditation, it was important to have a faculty member serve as chair.

There was also discussion about the at-large position. It would require a sense of the senate to change this. A bylaw exists for at-large senators but not for at-large committee members. The sense of the senate was to table today's election for the one unfilled PRC seat and see if social science will put forth a nominee.

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

X ACCREDITATION UPDATE, Danielle Fouquette
Danielle reported that next week the outside editor will come to meet with the writers of the self-study draft. The current draft is online through tonight. A second draft will come out to the campus in early spring.

XI ELECTIONS, Josh Ashenmiller

Part-time Faculty Senator, to fill vacancy, 2016-17

Marc Titel (Bus/CIS)

Faculty Senate vacancy: Natural Sciences Division Rep, 2015-17

Colleen Kvaska

2ND CALL: Institutional Research and Effectiveness Committee (1 faculty rep per division, staggered 2-yr. terms)

Ann Doty (PE), Yvonne Salazar (Tech/Eng)

District-wide Enrollment Management Advisory Committee (DEMAC) (3 faculty, 2-yr term, 2016-17)

Jennifer Combs (Couns) 2 faculty still needed

5TH CALL: Program Review Committee (1 faculty/div, 3-yr term)

1-The Senate voted to accept the Committee's recommendation that the Senate strongly urge the Social Sciences Division to fill their open seat at the Nov. 17 Senate meeting. No at-large rep was elected at this time.

2-The Program Review Committee strongly urges the Senate to find a nominee for the position of Chair, beginning in January. Any faculty member may be nominated for the Chair position.

XII OLD BUSINESS

Adjunct Hiring Procedures

Josh had discussed this in his president's report. There was clarification that this work group is open to any full-time faculty member (tenured or not yet tenured) and adjunct faculty member. No official call has gone out yet.

Distance Education Advisory Committee Strategic Plan

Postponed

Districtwide Enrollment Management Advisory Committee

The addition of the word "advisory" was added to the name of this committee. The NOCCCD Chancellor has said this committee will advise, not manage. This proposal has been approved, and the district is now in the process of filling the committee.

Role of Students on the Institutional Research Effectiveness Committee

Niko Diehr had asked about this at our last senate meeting and at that time it was decided that IREC would discuss this and report back to the senate. Danielle Fouquette shared that she had looked at other colleges with similar committees. Several of the ones she looked at had students on their committee as voting members, not resource members. As a courtesy to the chair of IREC, who was unable to be at this

senate meeting, it was the sense of the senate to table this item and discuss it at a future meeting.

Mission Statement Workgroup

PAC has created this workgroup which will have two representatives from each campus group (faculty, classified, students, and managers). It was stated at PAC that these are open meetings and anyone can attend. Gary Graves (Bus/CIS) and Ken Collins (Nat Sci) will serve as the two faculty representatives, and Monique Delatte-Starkey (Library) will serve as an alternate. Carlos Ayon and Niko Diehr will serve as co-chairs.

Approval of Student Drop Research

Carlos Ayon had shared his report at our last senate meeting. Bob Bye shared his appreciation for having access to student's emails in My Gateway even after students had dropped. This allowed him to contact students and in some cases reinstate them. Danielle asked if there is a way to find out why specific students dropped their courses. Carlos Ayon stated that this is not possible now. He also stated that he didn't think that individual students' responses would be given to faculty. There was some discussion about the impact on students' responses if they knew their responses would not be anonymous. Niko shared that AS was in support of this research being done. A suggestion was made to include United Faculty in this. This pilot was done by request of the Faculty Senate and the next step would be to move it through the shared governance process to get it implemented by the District. Senate Exec will look at the wording of the response options and come up with revisions for the next senate meeting. Jennifer will take this issue to United Faculty. It was also suggested to get input from Associated Students.

XIII NEW BUSINESS

Distance Education Task Force Report, Callista Lee

Postponed

XIV LIAISON REPORTS

United Faculty, Jennifer Combs

Jennifer reported that the negotiating team meets with the District on Monday. The benefits committee is gathering information and she reminded the senate that this issue is complicated. UF is committed to looking at what is best for all faculty, those with and without dependents, and looking at impact on premiums, providers, etc. Faculty will be asked for off-campus emails for elections in spring for site representatives. UF will also look at the lab/lecture ratio.

Adjunct Faculty United, Frank Perez

No report.

The meeting adjourned at 4:50P.

Respectfully submitted,
Heather Halverson, secretary