

**Fullerton College Faculty Senate
approved minutes
16 November 2017**

present, according to sign-in sheet

At-large	Gigi Blanche, Julie Felender, Flor Huerta, Bryan Ouchi, Marcus Wilson
Business/CIS	Loretta Calvert, Brandon Tran
Counseling	Robert Gamboa, Lorena Marquez
Fine Arts	Zachary Harless, Monica Lee, Michael Scott
Humanities	Amy Garcia, Danielle Fouquette, Amy Garcia, Jeanette Rodriguez, Matt Taylor
Library	
Math/Comp. Sci.	Kara Pham, Abraham Romero Hernandez, Linda Shideler
Natural Sci.	Mike Baker, Colleen Kvaska, Gretchen Stanton
Part-time	Sarah Gray
Physical Ed.	
Social Sci.	Moe Abdel Haq, James Crippen
Tech./Engineering	
Associated Students	Taylor Gaetje
President	Josh Ashenmiller
Past President	Pete Snyder
Curriculum Comm.	Jennifer Combs
Treasurer	Karen Markley
Secretary	Heather Halverson
Guests	Carlos Ayon, Director of Institutional Research and Planning Dr. Gil Contreras, Vice President of Student Services Lisa McPheron, Director of Campus Communications Miguel Powers, Interim Staff Development Coordinator, English Dept.

Dr. José Ramón Núñez, Vice President of Instruction
Karen Vernon, KinderCaminata Event Coordinator

I CALL TO ORDER

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

II APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

M/S/U (Wilson/Calvert) to approve the 2-Nov 2017 minutes.

III APPROVAL OF THE AGENDA

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

IV PUBLIC COMMENTS

Leonor Cadena informed the Senate about the Inclusive Excellence Curriculum Development Seminar taking place 18-19 and 22-24-Ja 2018. She passed around a flier with information and stated that the seminar has a maximum capacity of 25 participants. Participants will receive a \$400 stipend. Five people have already signed up to attend.

Karen Vernon stated that KinderCaminata will take place 27-April, 2018. Students and faculty are encouraged to participate. Fullerton College has hosted this event for twenty years. Those with questions or who would like to volunteer can contact Karen at kvernon@fullcoll.edu.

Miguel Powers shared the Staff Flex Day Survey Overview for fall 2017. All faculty were sent a link to the online survey and 75 faculty responded. He stated that overall the feedback was positive. He also said that all discipline specific proposals for flex activities for spring 2018 were approved by the Staff Development Committee.

Marcus Wilson shared that he will be hosting his annual Christmas party on 14-Dec. All Senators are invited.

Linda Shideler expressed her concern that on Saturday, 11-Nov., Sodexo Food Services was not open. She also said they will not be open the last Saturday of the fall semester. This seems unfair for students and faculty on campus Saturdays.

Pete Snyder informed the Senate that the FC Hornets football team plays on Sat., 18-Nov at 1:00P against Saddleback College. The game will be played at Whittier College. If the Hornets win, they will play again the following Saturday. If they win that game they will play for the State Championship in Sacramento.

V EXECUTIVE COMMITTEE REPORTS

President's Report, Josh Ashenmiller

Josh reported that in the spring semester, Faculty Senate will be holding elections for Senate executive positions, 2018-19: treasurer, secretary, and president-elect. A special election will be held for the final semester of his term as president, because he will be on study abroad in spring 2019. He recommends that his one-semester replacement be elected to serve as an at-large member of the Senate Executive Committee for fall 2018. That way, he or she would not be stepping into the

president role cold, but would be going to all the meetings leading up to the spring 2019 semester.

The District has approved full-time faculty searches for two FC positions. As per the final allocation list, those positions are Physics and Accounting. In a few months, there may be several faculty retirements. Departments and divisions should be prepared to hire part-timers in the fall, and also plan to fill out request forms for full-time hires, also in the fall. The adjunct hiring procedure is on today's agenda.

President Schulz wanted Josh to reassure the Senate about the process he will use should any vacancies occur among deans or Vice Presidents. Although President Schulz could not attend this Senate meeting, via email he shared the following with Josh:

"Once a vice president or dean position becomes vacant and it is determined that we are going to fill the position on an interim basis, the president works with the appropriate vice president and human resources to arrange for an internal job advertisement/brochure (open to all qualified applicants within the district). Next, the president forms the committee. The committee would include a vice president (typically the vice president of instruction or vice president of student services) and a faculty member. For the faculty member appointment to the committee, the president contacts the Faculty Senate president and requests a representative. Once the internal job advertisement is closed, the committee reviews the applications that have been forwarded from human resources and develops a list of candidates to be interviewed. Next the president develops a list of interview questions, with input from the committee. Once the committee interviews the candidates they discuss a recommendation. The president then shares the committee's recommendation with the chancellor, and then the position can be offered to the candidate. The recommendation is then forwarded for Board of Trustees approval.

"(Note: In the event that any of these steps cannot be followed for an interim vice president or interim dean position, the president is in communication with the appropriate vice president and Faculty Senate president to discuss the process to be followed. This would be done only in extremely unique and rare circumstances.) For other management positions to be filled on an interim basis (not vice presidents or deans), the president works with the immediate management supervisor of the position to be filled to establish a hiring committee."

Marcus Wilson shared that in the past, interim dean hiring committees included three faculty members. It was the "Sense of the Senate" that the Senate Executive advocate for three faculty members when it meets with the president and his staff. When asked about the possibility of faculty on these committees needing to work through summer, Jennifer Combs stated that compensation was available.

Last weekend's Academic Senate for California Community Colleges (ASCCC) Fall Plenary passed many resolutions. All of them can be found here:

<https://asccc.org/resources/resolutions>

Many of them of interest to us here at FC had to do with Guided Pathways and AB 705 (colleges must “maximize the probability” that students complete college-level English and Math in their first year). The main gist of most of them was to assert more faculty participation in making these decisions, which is, of course why ASCCC exists and why each college has a faculty senate.

Full text of AB 705:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB705

The Student Success Committee is currently working on a draft initial report to the State Chancellor’s Office. This report is NOT FC’s plan for how to do GP. It is an initial, self-inventory report. In other words, what sorts of GP-type-things are already happening on your campus? (For example, FC already does outreach to K-12, CSUs, UCs, and private industries. FC already has SLOs at the course, program, and institution level.) President Schulz sent out the draft report as an email attachment on Tuesday of this week, along with a link to a webpage where comments on the draft can be made. Josh also sent senators a copy of the draft via email.

Here is the link to the comments webpage:

https://nocccd.az1.qualtrics.com/jfe/form/SV_ePCXCGp5mCmvwqx

Because it requires the Faculty Senate President’s signature, it will be on the agenda of the next Senate meeting (the last of the semester), on 7-Dec. Josh asked senators to be ready to discuss it then.

Josh provided an accreditation update. On Monday, President Schulz received a draft of the visiting team’s report on their recent visit to FC in October. The College had two days to respond to that report. We were not allowed challenge the team’s conclusions, only to point out errors of fact (of which Josh found two). The final visiting team report goes to the Commission, which meets in January to decide our fate, which they will then tell us about in a formal letter. The Accreditation Steering Committee will be meeting soon to make plans for writing the three-year midterm report.

The District’s Network Refresh/Technology Replacement Plan is in the design phase. In other words, they are making critical decisions right now about how to build the technology infrastructure for the next 20 years. Our FC reps on the District Technology Coordinating Committee are Gary Graves (Bus/CIS), Richard Smead (Bus/CIS) and Stewart Kimura (Couns). If you have input on this, please contact them. On a related note, District IT provided a handy-dandy flow chart for understanding how the IT Project Approval Process works. (See today’s handout.) When asked about the possibility of losing staff from campus, Dr. José Ramón Núñez stated that some functions of staff members may change now that some things that were once done at individual campuses will now be done at the District.

It looks like starting next fall we will be able to meet upstairs in the 200 Building.

There are plans to clear out this room and keep it available for committees and groups that need meeting space.

Josh provided some save-the-date notices:

- The African American Education Network and Development Organization (A2MEND) and ASCCC are holding the 11th Annual African American Male Summit, March 1-2, 2018 at the Westin LAX. Deadline for presentation proposals: 15-Dec.
- There are two faculty seats on the California Community Colleges Board of Governors. One seat is open for any faculty member who wants to nominate him or herself by noon on 15-Dec. Find out more here: <http://www.asccc.org/boardgovernors-nominations>.

Treasurer's Report, Karen Markley

Karen Markley thanked Amy Garcia, Kara Pham, Abraham Romero Hernandez, and Linda Shideler for providing snacks for the meeting.

Curriculum Chair Report, Jennifer Combs

The Curriculum Committee is now processing curriculum proposals for 2019. It may seem very early in the game but there is a particularly pesky deadline that faculty need to be aware of. New proposals for UC Transfer need to be ready to take to the May 2018 DCCC meeting in order to be submitted to UC in August 2018. UC transfer proposals are only processed by the UC system once a year, in August, with responses typically received in November. Then, proposals for IGETC, which require UC transfer approval first, must be submitted in that same November, in this case 2018, for responses in May 2019, in order to be in the catalog for fall 2019.

This means proposals for UC transfer and/or IGETC

- must be pre-launched in CNET by the first day of Spring 2018, January 29th or sooner, and then
- originators need to stay on top of their proposals, which means logging in to CNET several times a week to check status, and taking action quickly throughout the approval process so they do not get stuck.

If they are pre-launched later, or get stuck, they could still be approved for a fall 2019 effective date, however, we will not be able to include UC Transfer or IGETC in the catalog until November 2019 (the anticipated UC transfer approval date) and May 2020 (the anticipated IGETC approval date). These are typically retroactive to the proposed effective date (so, fall 2019) but there are no guarantees, and they do occasionally reject something, so we cannot include that in the catalog until after students enroll for fall 2019 courses.

For this reason, the Honors program typically will not offer a course newly proposed for UC and IGETC until the IGETC approval is received (in this case, summer 2020).

The “pre-launch” target date of February 7th, and “launch” target date of April 18th will work for all other deadlines as long as proposals do not get stuck in the approval process awaiting approvals or originator changes.

VI ASSOCIATED STUDENTS, Taylor Gaetje
No report.

VII ELECTIONS, Pete Snyder
Institutional Research and Effectiveness Committee (2017-19) **Toni Nielson (At-large)**

District Strategic Plan Work Group **Josh Ashenmiller (Soc Sci)**

VII OLD BUSINESS
Winter Session Task Force update

Josh reported that the task force met on 9-Nov. Mike Baker has volunteered to serve as chair. The next meeting will be held 30-Nov, at 3:00P in the Faculty Lounge. This meeting is open to all faculty and Josh will email all full-time and adjunct faculty to inform them of the next meeting. Members of the task force will research winter session offerings at other colleges. It was also suggested that the Fullerton College Faculty Senate work jointly with the Academic Senate at Cypress College. Although the District has to agree on the academic calendar, both campuses do not have to offer a winter session. Taylor Gaetje stated that Associated Students was working on a resolution in support of offering a winter session.

Building User Groups Work Group (BUGWUG)

At the 2-Nov. Faculty Senate meeting, concern was expressed regarding the formation of BUG’s. Senators wanted a more defined process and structure. Josh brought these concerns to the President’s Advisory Council (PAC). PAC has asked Faculty Senate to create a Building User Groups Work Group. It was suggested that this group would benefit from having faculty who have previously participated in BUG’s. Pete Snyder and Brandon Tran volunteered to be a part of this group and some senators said they would ask colleagues in their departments also.

IX NEW BUSINESS
Comprehensive Flex Day Reform

M/S/P (Wilson/Fouquette) that, after January 2018, future flex days consist of one fixed, five hour flex day in fall and an additional five hours of flex activities that faculty individually select based on discipline specific interests.

Nay: Felender

Senators discussed flex day activities. Jennifer Combs stated that United Faculty and the District only agreed to mandatory dates for flex activities for the 2017-18 academic year. There was discussion about the value in having one day for flex activities, but also allowing faculty flexibility to attend workshops and conferences based on their specific discipline and interests. It is understood that the District needs to maintain records of faculty participation in flex activities. If faculty are allowed to choose their own activities to fulfill five hours, a reporting system will need to be developed. It was stated that Faculty Senate could propose a tracking and reporting system and that the Staff Development Office should not have to keep track of faculty flex day participation. Marcus Wilson suggested that when the Staff Development Office sends out information of their activities, they could indicate which ones meet the California Community College's Chancellor's Office flex guidelines.

Part-Time Faculty Hiring Policy

Last year, a district work group was created to review BP 3010 Adjunct Faculty Hiring Policy. This policy was adopted in 1994. The policy is unclear and needs to be updated. Flor Huerta reported that she is a member of that work group and that it only met once. It was stated that a hiring process needs to be developed that is flexible and allows for individual department needs. It was the "Sense of the Senate" that Josh Ashenmiller share these concerns at the next District Consultation Council (DCC) meeting.

X LIAISON REPORTS

United Faculty, Dale Craig

No report.

Adjunct Faculty United, Zara Ahmed

No report.

The meeting adjourned at 4:52P.

Respectfully submitted,
Heather Halverson, secretary