

**Fullerton College Faculty Senate
approved minutes
19 April 2018**

present, according to sign-in sheet

At-large	Julie Felender, Flor Huerta, Bryan Ouchi
Business/CIS	Loretta Calvert, Brandon Tran
Counseling	Robert Gamboa, Lorena Marquez, Ruth Sipple
Fine Arts	Zachary Harless, Monica Lee
Humanities	Amy Garcia, Danielle Fouquette, Bob Lundergan, Jeanette Rodriguez, Matt Taylor
Library	Jill Kageyama
Math/Comp. Sci.	Kara Pham, Abraham Romero Hernandez, Linda Shideler
Natural Sci.	Mike Baker, Colleen Kvaska
Part-time	Zahra Ahmed, Sarah Gray
Physical Ed.	Tim Byrnes
Social Sci.	Moe Abdel Haq, James Crippen
Tech./Engineering	Peg Berger, Julie Patel, Marcu Wade
Associated Students	Taylor Gaetje
President	Josh Ashenmiller
Past President	Pete Snyder
Curriculum Comm.	Jennifer Combs
Treasurer	Karen Markley
Secretary	Heather Halverson
Guests	Cecilia Arriaza, Director of Transfer Center and Cadena Cultural Center Carlos Ayon, Director of Institutional Research and Planning Dana Clahane, UF President and Grievance Representative, Math faculty Joe Carrithers, Associated Students Advisor, English faculty

Dr. Gil Contreras, Vice President of Student Services
Ben Cuatt, Tech/Eng Division faculty
Gary Graves, Business faculty
Juan Pablo Gonzalez, EOPS Counselor
Lisa McPheron, Director of Campus Communications
Laura Melella, CIS faculty
Kim Orlijan, English faculty
Roger Perez, DEAC Chair, OTEC Chair, English faculty
Dr. José Ramón Núñez, Vice President of Instruction
Dr. Greg Schulz, FC President
Dani Wilson, Dean of Library/Learning Resources, Instructional
Support Programs and Services, Student Success
Committee Co-chair

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 (Combs/Markley) to approve the 5-Apr 18 minutes.

III APPROVAL OF THE AGENDA

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

IV PUBLIC COMMENTS

None

V EXECUTIVE COMMITTEE REPORTS

President's Report, Josh Ashenmiller

Administrator of the Year Award. Since 2011, the Senate has presented this award at its final meeting in May. The Senate Execs shared their suggestion for who should receive this award and it was approved.

Academic Senate for California Community Colleges (ASCCC) Plenary Session, San Mateo, 12-14-Apr. Josh attended this and so did Senate President-elect-elect Kim Orlijan. It was a long and eventful Plenary.

Some good news for Fullerton College. Our own Sam Foster (former Senate Pres., Chemistry professor) was elected ASCCC Area D representative. (Area D encompasses the 35 colleges from Cypress and Fullerton south to San Diego.)

Also, the ASCCC members passed the resolution written by FC's Jennifer LaBounty (Extended Opportunity Programs and Services—EOPS), Ruth Sipple (Counseling), and many others. Their resolution is now an official ASCCC lobbying position. ASCCC will resist efforts to eliminate categorical programs by consolidating their funding.

More ASCCC News: Events to attend, and stuff.

One open Faculty seat on the Community Colleges Board of Governors.
Application deadline 30-Jun 18.

<https://www.asccc.org/board-governors-nominations>

IEPI Summit: Building Excellence for California's Formerly Incarcerated Students
Hotel Irvine, 19-20 April

<https://www.eventbrite.com/e/building-excellence-for-cas-incarcerated-formerlyincarcerated-students-tickets-41389187173>

CCC Basic Needs Summit Sacramento Doubletree, 26-27 April

<https://www.regonline.com/builder/site/Default.aspx?EventID=2167657>

Guided Pathways Implementation Review (peer-to-peer reading group) Hilton
Orange County / Costa Mesa, 27 April

<https://www.eventbrite.com/e/guided-pathways-implementation-plan-review-tickets-44332583952>

ASCCC Leadership Institute Sheraton San Diego, 14-16 June

<https://www.asccc.org/events/2018-06-14-150000-2018-06-16-200000/2018-facultyleadership-institute>

ASCCC Curriculum Institute Riverside Convention Center, 11-14 July

<https://www.asccc.org/events/2018-07-11-150000-2018-07-14-210000/2018-curriculum-institute>

Part-Time Faculty Leadership Institute Westin San Francisco Airport, 2-4 August

<https://www.asccc.org/events/2018-08-02-160000-2018-08-04-190000/2018-part-timefaculty-leadership-institute>

Diversity in Faculty Hiring. Josh reported at the 5-Apr Senate meeting that he and several others from our District attended the Center for Urban Education's (USC) Diversity in Faculty Hiring Institute. Based on what they learned there, they are writing recommendations for how our faculty hiring process can be more equitable. The recommendations are still in draft form and should be ready for our next meeting on 3-May.

Budget and planning. Everyone is just sitting around and waiting for the May Revise, which will give us real budget numbers for next year's planning. The January numbers were promising, but the May Revise is what really counts (and often it is a cold dose of reality). In the meantime, you can content yourself with the College's Full-Time Equivalent Student (FTES) projections for the next two academic years.

University of Redlands Memorandum of Understanding. UR is proposing to make some of their upper-division courses more accessible to FC students by actually teaching the classes at night here on campus.

New Senators. Josh provided senators with the 2018-19 roster. He asked for help to catch any errors and also asked Senators to let new Senators know they are invited to the 17-May meeting for their official seating.

FC Family and High School Senior Night

Wed, 25-Apr, 6:30-8P, Wilshire Quad and Auditorium

To get a table for your department, email Rolando Sanabria at rsanabria@fullcoll.edu

Curriculum Chair Report

Jennifer reported that the District Curriculum Coordinating Committee (DCCC) has created a task force to investigate alternatives to CurricUNET. There are still discussions taking place with the District regarding class size.

Treasurer's Report

Karen Markley thanked Mike Baker, Peg Berger, and Bob Lundergan for providing snacks for the meeting.

VI ASSOCIATED STUDENTS, Taylor Gaetje

Taylor reported that AS elections are complete. She also stated that AS passed a resolution in support of adopting a winter intersession at Fullerton College.

VII ACCREDITATION UPDATE: How the College will meet the recommendation on Distance Education, Danielle Fouquette

Danielle reviewed the compliance recommendation from the Accrediting Commission for Community and Junior colleges (ACCJC). The Commission determined that the College must demonstrate compliance with the following Standards, as addressed in the College recommendation. This demonstration must be addressed in the required 18-month Follow-Up Report.

- **Standards II.A.2, II.A.7, Policy on Distance and Correspondence Education (College Recommendation 2):** In order to meet the Standard, the college must develop methods to ensure that faculty teaching distance education meet generally accepted academic and professional standards and expectations for distance education instruction related to (1) regular and effective contact between instructors and students and (2) professional development.

In accordance with federal regulations, compliance requirements must be addressed and the institution must demonstrate that it aligns with Standards within two years.

Danielle shared that ACCJC's Visiting Team found examples where regular and effective interaction between instructor and students was limited and often consisted of only assignment distribution and collection. There was also no structured process in place to monitor course quality and to confirm the level of faculty to student and student-to-student interaction in the online courses met the requirements provided to

the Curriculum Committee. The College must submit a Follow-Up Report no later than 1-Mar, 2019 followed by a visit from a peer review team. Danielle stated that the Report must show that the deficiency has been resolved in a manner that is sustainable.

Danielle presented a timeline of Fullerton College's response to the recommendation. On 14-Feb, 2018, the Accreditation Steering Committee (ASC) met to discuss college recommendations for compliance and determined that a first step towards compliance was to require that all faculty must be trained before they teach online, effective Fall 2018. On 15-Feb, 2018, Faculty Senate approved the formation of a work group to discuss how to comply with the recommendation.

The Distance Education Compliance Plan: Stage 1 is that all faculty scheduled to teach an online class in Fall 2018 must have completed training focused on current and innovative pedagogy, technologies, and best practices related to regular and effective contact. Training can be met by completing Fullerton College's Online Training Certificate (OTC) or by completing a training program determined by the Distance Education Advisory Committee (DEAC) to be the equivalent of the OTC. Danielle shared the Fullerton College OTC Boot Camp schedule. Roger Perez discussed the components of the OTC Boot Camps. Danielle also stated that @ONE is a pre-approved alternative training. Fullerton College has an @ONE cohort scheduled for 21-May through 16-Jun, 2018 and on 9-Jul through 4-Aug, 2018. If faculty chose this option in lieu of the FC OTC Boot Camps, they must attend both sessions. Fullerton College will pay the registration fee for faculty to attend this training. Interested faculty should contact the Office of the Vice President of Instruction to sign-up. Senators were given a draft copy of the Online Teaching Certificate Equivalency process.

M/S/P (Fouquette/Snyder) the Faculty Senate supports the ASC recommendation that all faculty teaching online in Fall 2018 be trained in pedagogy, technologies, and best practices related to regular and effective contact.

Nay: Calvert

M/S/U (Fouquette/Combs) the Faculty Senate endorses @ONE as an alternative to the OTC boot camps offered in June 2018.

M/S/U (Fouquette/Combs) the Faculty Senate approves DEAC's plan to evaluate prior or additional training programs for equivalency.

VIII ELECTIONS, Pete Snyder
Dean of Counseling Hiring Committee **Jon-Michael Hattabough, Linda Kelly-Mandich and Ruth Sipple.** United Faculty representative: **Jennifer Combs**

Faculty Allocation Committee **Citlally Santana (Coun)**

2018-20 Senator **James Crippen (Soc Sci)**

IX OLD BUSINESS

Winter Session faculty survey

M/S/U (Fouquette/Calvert) to approve the Winter Session faculty survey.

The survey will be sent out by the Office of Institutional Research and Planning (OIRP) but it will indicate that it is from Josh Ashenmiller. He will also include a statement regarding AS's resolution in support of offering a Winter Session.

Building User Groups: formation and role

Josh provided Senators with updated draft of the Participant Selection Process for Building User Groups (BUG) that now includes suggested edits he received at the 5-Apr Senate meeting:

- Under "BUG Participant Selection process", specify that for each constituent group, the corresponding Senate needs to approve the reps from that constituent group. For example, the faculty Senate approves the faculty reps on a BUG.
- Who decides the size of the BUG?

This will be discussed at the next Planning & Budget Steering Committee (PBSC) meeting.

On-line Teaching Certificate (OTC) training for all on-line Fall 18 instructors

This item was discussed as part of the Accreditation update.

IX NEW BUSINESS

Student Success Committee report

Dani Wilson provided an update to Senate regarding the Student Success Committee's (SSC) activities for the 2017-18 year. The committee conducted a year-end self-evaluation and will use feedback from that evaluation to formulate goals for next year. The SSC discussed ways in which instruction and student services can collaborate in order to improve student success. The committee has continued working on its project to support online, night and weekend students. Based on a request from DEAC, the SSC worked to investigate the feasibility of proposing an Instructional Designer position at Fullerton College to support faculty in integrating emerging, innovative technologies into their classrooms. Dani shared that respondents were mostly positive about the College supporting this position. The SSC was also instrumental in developing the first draft of the Guided Pathways Self-Assessment and will continue to work with the College as Guided Pathways is implemented. Their integrated planning efforts for Basic Skills, Student Equity and SSSP will continue in the coming year.

Possible change to AP 4100: Graduation Requirements for Degrees and Certificates

M/S/U (Fouquette/Markley) to approve the recommendation to amend AP 4100.

Robert Gamboa shared his recommendation to amend AP 4100 Graduation Requirements for Degrees & Certificates. He stated that the current graduation application process does not explore student options or additional degrees beyond those for which the student applies. He recommends that students be awarded all degrees they are eligible to earn without requiring students to submit additional graduation applications. He also recommends that procedures be put into place to follow up with those students when students' graduation applications are denied.

Process for selecting new Study Abroad Coordinator

M/S/U (Fouquette/Combs) to approve the procedure for the selection of Study Abroad Coordinator.

Josh presented a procedure for the selection of Study Abroad Coordinator. An amendment was made to change the size of the work group from "five" to "three to five". Josh Ashenmiller and Danielle Fouquette volunteered to serve of this work group.

Major Declaration Day follow-up report

Flor Huerta shared a video, created by an FC student, highlighting Major Declaration Day. She reported that there was a total of 360 student contacts, 57 instructional faculty participated, 104 students met individually with counselors and 313 students publicly declared their majors. The College will host this event again in spring 2019 and she plans to explore more ways to collaborate with instructional faculty.

United Faculty Resolutions: online college, performance-based funding

Josh Ashenmiller shared, for a first read, resolutions suggested by United Faculty and California Teachers Association in opposition to Student-Focused Allocation Formula (SFAF) and in opposition to Fully Online Community College (FOCC).

X LIAISON REPORTS

United Faculty

No report.

Adjunct Faculty United

No report.

The meeting adjourned at 5:04P.

Respectfully submitted,

Heather Halverson, secretary