

**Fullerton College Faculty Senate  
approved minutes  
21-Mar 2019**

**present, according to sign-in sheet**

At-large	Bill Cowieson, Julie Felender, Bryan Ouchi
Business/CIS	Dale Craig (for Kathy Standen), Brandon Tran
Counseling	Juan Pablo Gonzalez, Lorena Marquez, Ruth Sipple
Fine Arts	Michael Mueller
Humanities	Elizabeth Gaitatjis, Amy Garcia, Bridget Kominek, Annie Liu, Jeanette Rodriguez
Library	Val Macias
Math/Comp. Sci.	Paul Farnham, Nick Huerta, Nicole Rossi
Natural Sci.	Colleen Kvaska, Gretchen Stanton
Part-time	Michelle Gomez-Velazquez, Michelle Don Vito
Physical Ed.	Lisa Bassi
Social Sci.	Moe Abdel Haq, Callista Lee (for Leonor Cadena), James Crippen
Tech./Engineering	Benjamin Cuatt
Associated Students	Hannah Avalos
President	Marcus Wilson
Curriculum Comm.	Jennifer Combs
Treasurer	Mike Baker
Secretary	Heather Halverson
Guests	Dr. Gil Contreras, Vice President of Student Services Raylene Gonzalez, Business/CIS faculty Dr. Elaine Lipiz Gonzalez, Dean, Student Support Services Lisa McPheron, Director of Campus Communications Dr. José Ramón Núñez, Vice President of Instruction Tommy Reyes, Architecture faculty Matt Taylor, Communication Studies faculty, Pathways Steering

Committee Co-Chair  
Dan Willoughby, Dean of Humanities  
Dr. Dani Wilson, Dean, Library/Learning Resources, Instructional  
Support Programs and Services, Pathways Steering  
Committee Co-Chair

I CALL TO ORDER

The meeting was called to order at 3:04P by Marcus Wilson.

II APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

**M/S/U (Abdel Haq/Felender) to approve the 7-Mar 19 minutes.**

III APPROVAL OF THE AGENDA

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

Elections were moved to after New Business.

IV PUBLIC COMMENTS

Cindy Sanchez, student in the FC Theater department, informed the Senate that the FC High School Theater Festival will take place 22-Mar and 23-Mar.

Amy Garcia shared that she is teaching a free Mindfulness class every Thursday in March from 5:30-6:30P. Faculty, staff, students and the community are invited to attend.

JP Gonzalez reminded senators that Major Declaration Day will be 27-Mar from 10A-2P.

V EXECUTIVE COMMITTEE REPORTS

**President's Report, Marcus Wilson**

Marcus shared that a new Associate Dean position is being discussed for the Humanities division. The job description is being developed. Faculty with suggestions about the job description can contact the President's Office. The campus is also moving forward on the Director of Behavioral Health and Director of Child Development and Educational Studies positions.

Marcus reported on the President's Advisory Council (PAC) meeting. AB 19 California College Promise was discussed. One specific use of funds mentioned in the new law will allow, if a district chooses to use the funds in this way, a California Community College to cover the fees for first-time, full-time students. FC will offer coverage of fees, for one year, for students who are enrolled in 12 units and apply for financial aid.

At the Council on Budget and Finance (CBF) meeting, it was shared that the District has a \$5million surplus in the 2018-19 budget. Full-Time Equivalent Students (FTES) at both FC and Cypress were discussed. The FTES at FC is down due to a reduction of basic skills course and fewer out of district students enrolling at the College. Cypress Colleges' FTES is up largely due to the College converting non-credit labs to credit. The Chancellor is also moving forward to hire a District Director of Staff

Development. This was only an item for discussion at CBF, not an action item requiring a vote.

Marcus shared that over the next three years, because of a huge carryover in District funds, FC will get between \$5million and \$6 million of one-time funds. The use of these funds will be reviewed at PAC and the Planning & Budget Steering Committee (PBSC). Some of the funds will be used to help the College meet Americans with Disabilities Act (ADA) compliance and for scheduled maintenance.

### **Curriculum Chair Report**

Jennifer Combs reported that the Campus Curriculum Committee is investigating curriculum management software and continuing their discussion of the FC AA GE Pattern.

### **Treasurer's Report**

Mike Baker thanked Elizabeth Gaitatjis, Lorena Marquez and Jeanette Rodriguez for providing snacks for this meeting.

## **VI PATHWAYS STEERING COMMITTEE REPORT**

Matt Taylor provided an update on Pathways Steering Committee (PSC) activities. He reported that 134 people responded to the Campus Workgroup Participation Survey. All respondents were placed in their first choice. Faculty Senate was asked to review that list of participants for each workgroup to ensure adequate representation on all workgroups. The PSC is waiting to discuss reassigned time until the Faculty Senate has developed a process for reassigned time for campus positions. Staff Development has agreed to make Guided Pathways the focus for Fall 2019 Flex.

## **VII ASSOCIATED STUDENTS REPORT**

Hannah Avalos shared that AS would be having elections soon and asked senators to encourage students to participate.

## **VIII OLD BUSINESS**

### **Campus enrollment management strategies**

No new concerns were reported by senators.

### **Student Equity and Achievement Committee (SEAC) proposal**

This proposal was discussed at PAC. No new liaisons will be added. Marcus stated that Managers serving on the SEAC will invite liaisons with specific expertise as needed. Marcus stated that the California School Employees Association (CSEA) had proposed adding three additional classified staff professionals. It was agreed at PAC that no additional resource/liason committee members were needed. Marcus reminded senators that the committee meetings are open meetings so individuals who are interested in attending are welcome. It was the "Sense of the Senate" to continue moving the proposal for SEAC forward without adding any additional members.

**Placement of faculty on hiring committees for new District Management positions**

**M/S/U (Felender/Farnham) to uphold the Senate's previous motion to decline putting a faculty member on the hiring committee for new District Management positions.**

The Senate discussed the proposed District Director of Staff Development. Jennifer Combs stated that staff development is the purview of faculty and this position was not vetted through shared governance.

The District is proposing a District Director, Grants. This Director will coordinate but not write grants or assist with writing grants. Senators indicated that they did not see a need for this position.

Marcus stated that the District has hired a consultant to look at the reorganization of the Educational Services and Technology Department. The District has proposed changes to some of the current job titles and responsibilities, including pay raises, prior to the consultant reviewing the current organization.

Marcus also stated that the District has proposed creating a Human Resources position at each campus. He was not given specific information regarding the duties and responsibilities of these positions.

**IX NEW BUSINESS**

**Reading graduation requirement**

**M/S/U (Garcia/Combs) to approve the Reading graduation requirement proposal.**

Amy Garcia stated that the proposal had been vetted through the Campus Curriculum Committee.

**College goals and objectives**

This was presented as a first read. Senators were asked to share with colleagues and ask for feedback to discuss at the 4-Apr Faculty Senate meeting.

**Faculty reassigned time for campus positions**

There are a variety of campus positions with reassigned time for faculty. All faculty have five campus hours per week, but some assignments require more than the five hours. It was clarified that three units of reassigned time is equal to eight hours per week. It is necessary to have a system to ensure opportunities for faculty and provide a transparent process for how faculty are elected to these positions. In some cases, there is no term defined for the position. It was clarified that this process would be for campus positions, not assignments within departments or divisions. The Senate Executive is proposing that all Senate committee chairs be elected by Senate. The chair term would be the same as the membership term. When a position is up for election, information will go out campus wide to all faculty. Interested faculty will submit a letter of interest which would be distributed to senators and elections would take place at a Senate meeting. For non-Senate committees, information about the position would also go out to all faculty. Interested faculty will submit a letter of interest. A committee consisting of three faculty members, the appropriate manager or dean, and the appropriate Vice President would interview applicants and make recommendations to

the President. Senators were asked to discuss this proposal with colleagues to discuss at the 4-Apr Senate meeting.

### **Faculty role in selection of Interim Deans and Vice Presidents**

There has been an inconsistent process for hiring Interim Deans and Vice Presidents. It is important to develop an inclusive process that includes faculty. It was the “Sense of the Senate” to have the Senate Executive work with the President to bring a proposal to the 4-Apr meeting.

### **Grade Appeal procedure**

**M/S/U (Rodriguez/Abdel Haq) to endorse the Fullerton College Grade Appeal request procedure.**

Elaine Lipiz Gonzalez and Dan Willoughby provided the Senate with an updated Grade Appeal Request Form. The Grade Appeal process remains the same. The form now includes embedded directions and the four legal justifications provided in Education Code Section 76224(a).

### X ELECTIONS

Institutional Research and Effectiveness Committee, 2018-20 **Jennifer Kinkle (Soc Sci)**

Comprehensive Evaluation Committee for Director of College Health Services  
**Mohd Asim Ansari (Nat Sci), Ruth Sipple (Coun)**

### XI LIAISON REPORTS

#### **Adjunct Faculty United**

Michelle Don Vito shared that statewide there is movement to increase the number of units adjunct faculty can teach each semester.

#### **United Faculty**

Dale Craig shared that UF had a negotiations meeting on 18-Mar. UF will soon get cost information for medical coverage from Self Insured Schools of California (SISC). This information will go out to faculty and a vote will need to take place by the end of the semester. UF elections will begin 29-Mar.

The meeting adjourned at 4:58P.

Respectfully submitted,  
Heather Halverson, secretary