

**Fullerton College Faculty Senate
approved minutes
30-Apr 2020**

present, according to roll call

At-large Julie Felender, Gary Graves, Karen Markley, Bryan Ouchi, Marcus Wilson

Business/CIS Kathy Standen, Phat Truong

Counseling JP Gonzalez, Lorena Marquez, Ruth Sipple

Fine Arts Megan Debin, Michael Mueller, Chad Willis

Humanities Elizabeth Gaitatjis, Amy Garcia, Bridget Kominek, Annie Liu, Jeanette Rodriguez

Library Val Macias

Math/Comp. Sci. Scott Malloy

Natural Sci. Seung Ji, Katie Kroupa, Stephanie Nobles

Part-time Naveen Kanal

Physical Ed. Lisa Bassi, Pam Lewin

Social Sci. Moe Abdel Haq, Kelly Nelson-Wright, Ruben Lopez

Tech./Engineering Benjamin Cuatt, Jose Miranda

Associated Students

President Kim Orlijan

Past-president Josh Ashenmiller

Curriculum Comm. Jennifer Combs

Treasurer Mike Baker

Secretary Heather Halverson

Guests Albert Abutin, Dean of Enrollment Services
Cristina Arellano-Dueñas, EOPS Counseling faculty
Carlos Ayon, Dean of Business and CIS
Jodi Balma, Political Science faculty

Leonor Cadena, Anthropology faculty
Joe Carrithers, English faculty
Dr. Gilbert Contreras, Vice President of Student Services
Tina Cruz, FC student
Christie Diep, Cypress College English faculty/UF President
Brandon Floerke, English faculty
Rodrigo Garcia, Vice President of Administrative Services
Aline Gregorio, Geography faculty
Deidre Hughes, Reading faculty
Jennifer Labounty, Dean of Counseling
Barry McCarthy, Business faculty
Lisa McPheron, Director of Campus Communications
Jeremy Peters, Cypress College Culinary Arts faculty/UF
Joseph Ramirez, Director of Institutional Research & Planning
Dr. José Ramón Núñez, Vice President of Instruction
Alexandria Rosales, EOPS Counseling faculty
Dr. Greg Schulz, FC President
Matt Taylor, Communication Studies faculty
Valerie Tuttle, Reading faculty
Dani Wilson, Dean, Library/Learning Resources, Instructional
Programs and Services

I CALL TO ORDER

The meeting was called to order at 3:04P by Kim Orlijan.

II ROLL CALL

III APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Senate approved the 16-Apr minutes.

IV APPROVAL OF THE AGENDA

The Senate approved the agenda for this meeting.

V PUBLIC COMMENTS

Kelly Nelson-Wright requested that faculty be included in all plans to resume face-to-face instruction.

Aline Gregorio informed the Senate of the upcoming Reimagining Our World: Student Edition. A Webinar Conversation on Lessons from COVID-19 & Visions for a Brighter Future taking place 6-May at 6P.

Deidre Hughes updated the Senate on Mindful Growth Initiative offerings, including two workshops in Canvas and Mindful Mondays.

VI REPORT FROM FULLERTON COLLEGE PRESIDENT, GREG SCHULZ

Dr. Schulz provided an update on Full-Time Equivalent Students (FTES). The actual FTES for 2018/19 was 16,749 and the goal for 2019/20 was 16,874. The 2019/20 projection as of 2-Apr is 16,937.

He reported that the College is partnering with Sodexo, its food service provider, to distribute pre-packed bags of groceries to students on Fridays. Over 400 students participated in this Hungry Hornet Drive-Thru and walk-up service during the first week. Food distribution for EOPS students takes place on Thursdays. The College continues to distribute laptops to students. The FC Foundation provided 131 students with \$250 emergency grants.

Fullerton College will receive \$9.7 million through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Approximately \$4.8 million will be directed to students. The goal is to serve the broadest number of students as possible.

VII EXECUTIVE COMMITTEE REPORTS

President's Report, Kim Orlijan

As you know, the President's Office announced that the summer session will not include in-person/face-to-face instruction and that instruction will be delivered remotely or online. Many faculty have understandably been confused by the "remote" and "online" terminology used not only in the President's communication, but in most other communications regarding instruction this semester and in the summer (and potentially fall). Briefly, here are some points to keep in mind:

- Both "online" and "remote" instruction can be a mix of synchronous and asynchronous instruction. Courses designated under either category can require student participation on specific days and times if they are included in the Schedule of Classes. However, given the current crisis, it is important to keep in mind that it may not be feasible for all students to attend synchronous meetings at designated times.
 - "Online" courses are a.) designated as such if they have gone through the regular campus curriculum process and, b.) following the FC practice, assigned to instructors who have completed the OTC so as to better ensure that best online pedagogical practices are in place.
 - If a faculty member who is OTC certified would like to convert a course that has been approved as online through the regular campus curriculum process, then they should discuss this with their coordinator and dean.
 - If the fall term cannot include face-to-face courses, and the courses that would normally be taught face-to-face must be taught remotely, then faculty will not be required to return to campus in the fall, even if the public health and governmental authorities deem it safe to do so.
 - "Remote" courses are courses that had been designed (and/or designated) as face-to-face courses but that cannot be taught in person

due to an emergency like the one we are facing. They are, therefore, temporarily taught through various virtual modalities. An Emergency Distance Education Addendum is required to get permission from the state to teach courses remotely that have not gone through the regular “online” approval process.

- Any course that is approved as “remote” under the Emergency DE Addendum will NOT forever and always become an “online” course.
 - OTC training is NOT required in order to teach a “remote” course. It IS required in order to teach an “online” course. The Faculty Senate recently voted to recommend that faculty begin OTC training so that they can learn best practices and gain skills that will help them to teach remotely.
- The term “distance education” is an umbrella term that includes what we are calling “remote” instruction and “online” instruction. (There are also “correspondence courses,” but we do not have those at FC.) From the summer term onward, all distance education must meet Title 5 requirements. Simply put, distance education courses (including “remote”) must do the following:
 - meet course objectives and outcomes
 - include regular and effective contact (i.e., instructor-student and student-student interaction)
 - meet accessibility requirements
 - More information regarding the Title 5 requirements and how to meet them are forthcoming.

The Planning and Budget Steering Committee is temporarily not meeting.

The Educational and Facilities Master Plan Committee met on Friday, 24 April. The EFMP consultants are finalizing a draft that will be posted soon for public comments and feedback. The Steering Committee is meeting again on May 15.

Kim also provided an updated regarding P/NP and W/EW. As you know, the Faculty Senate recently passed motions regarding grading policies. Specifically, it recommended that students be able to choose the P/NP option until May 30. However, A & R realized that the turnaround time for them to process those requests would be too tight. This date also did not correspond to the recommended date for students to choose the EW (namely, May 23—the end of the semester) and so might prove confusing to students. So, as you may have seen on the Grading Policies FAQ that Kim emailed last week, the last day for students to choose P/NP or EW through myGateway is now May 23. Of course, students may request a grade change for up to two years after the end of the semester. You should know that the FC procedure differs from the Cypress one which gives students until May 17 to choose both the EW and the P/NP.

Curriculum Chair Report

Jennifer Combs reported the committee is completing approvals to the updated FC AA/AS GE. Approvals for courses on CSU GE and IGETC should be coming soon. Division Curriculum Representatives will be sending the Emergence Distance Education Addendum (E-DEA) and the Emergency Distance Education Template (E-DET) with ES 20-12 and Title 5 Standards for Distance Education out to all faculty with an explanation of the E-DEA approval process for summer 2020, which is:

- All summer instructors will be receiving the E-DEA from their Division Offices with Dept Coordinators/Chairs, Deans, and Division Reps CC'd.
- Each instructor will need to reply to convey their commitment that the E-DEA will apply to each of their summer classes.

The Curriculum Committee will approve all summer 2020 courses under E-DEA, at the 20-May meeting.

VIII ASSOCIATED STUDENTS REPORT

Tina Cruz reported that AS had been given an Educational and Facilities Master Plan presentation.

IX ELECTIONS

Building User Group for Sherbeck Field Improvements, Spring 2020, Fall 2021
Phil Austin (PE), Brian Cook (PE), Sean Shiel (PE)

Task Force on transition to Student Equity and Achievement Committee, Spring 2020, Fall 2021 **Leonor Cadena (Soc Sci), Cynthia Guardado (Hum)**

Institutional Integrity Committee, 2020-22 **JP Gonzalez (Stud Serv), Kim Orlijan (Hum)**

Pathways Steering Committee, 2020-22 Instructional Faculty **Matt Taylor (Hum), Cindy Zarske (Math)**

Pathways Steering Committee, 2022-22 Student Services Faculty **Alexandria Rosales (Stud Serv), Ana Tovar (Coun)**

Sustainability Committee, 2020-22 **Josh Ashenmiller (Soc Sci), JP Gonzalez (Stud Serv), Aline Gregorio (Soc Sci)**

Study Abroad Committee, 2020-22 **Megan Debin (Fine Arts), Kim Vandervort (Hum), Marcus Wilson (Bus/CIS)**

District-Wide Technology Coordinating Council, 2020-22 **Megan Debin (Fine Arts), Gary Graves (Bus/CIS)**

College Grade Appeal Committee, 2020-22 **JP Gonzalez (Stud Serv)**

District Professional Growth and Development Committee (aka Sabbatical Committee) 2020-22 **Cristina Arellano-Duenas (Stud Serv), Gary Graves (Bus/CIS)**

X LIASON REPORTS

Adjunct Faculty United

Naveen Kanal reported that elections are currently underway. Candidate statements have been emailed out to all adjunct faculty. Adjunct Faculty United will also be sending out a survey to all members.

United Faculty

Moe Abdel Haq reported that UF has sent two Demands to Bargain to the District. UF will review the results of the survey recently sent out and raw data will be sent to all faculty.

IX NEW BUSINESS

Grading Policies

M/S/P (Halverson/Graves) that faculty use a consistent measure of 70% to define what a “C,” and, therefore, a “Pass” is, if appropriate for their program.

No: Kanal

Abstain: Debin, Macias

The Senate strongly recommends that faculty clearly communicate to students, in writing, their grading policies and what is required for students to get a 70%.

Guided Pathways Report

Matt Taylor and Dani Wilson presented SENSE and CCSSE data/reports. SENSE survey results can be found at <https://fullcoll.libguides.com/sense>. These results will soon transition to the Guided Pathways website.

The meeting adjourned at 4:42P.

Respectfully submitted,
Heather Halverson, secretary