

**Fullerton College Faculty Senate  
approved minutes  
2-Mar 2023**

**present**

At-large	Jodi Balma, Karen Markley, Gregory Nguyen
Business/CIS	
Counseling	Porsha Boyd
Fine Arts	Phil Dimitriadis, Kristin Mihaylovich, Jaime Perez
Humanities	Mary Bogan, Ron Farol, Adriana Sanchez, Kim Vandervort
Library	Tim Ream
Math/Comp. Sci.	Laura Loney, Kenny Shah, Dao Vo
Natural Sci.	Mike Baker, Kaitlin Kroupa
Part-time	Naveen Kanal
Physical Ed.	Marcia Foster
Social Sci.	Ruben Lopez, Archie Delshad, Kristen Shedd
Student Services	Cristina Arellano
Tech./Engineering	Benjamin Cuatt, Jessica Langlois
Associated Students	Fiza Valiulla
President	Jennifer Combs
President-elect	Jeanette Rodriguez
Treasurer	Bridget Kominek
Secretary	Heather Halverson
Guests	Cecilia Arriaza, Transfer Center Director Daniel Berumen, Director of Institutional Research & Planning Joe Carrithers, English faculty Flor Huerta, Counseling faculty John Ison, English faculty David Jacobsen, Anthropology faculty Dr. José Ramón Núñez, Vice President of Instruction

Rolando Sanabria, Counseling faculty  
Matt Taylor, Communication Studies faculty

I. CALL TO ORDER

The meeting was called to order at 3:01P by Jennifer Combs.

II. APPROVAL OF THE AGENDA

The Senate approved the agenda for this meeting.  
Elections will take place prior to Unfinished Business.

III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Senate approved the minutes of this meeting.

IV. PUBLIC COMMENTS

Marcia Foster invited faculty to attend the Men’s Basketball game on 4-Mar, 7pm. Shirts will be available to pick up at the game.

Flor Huerta invited faculty to participate in “Major Declaration Day” taking place 14-Mar.

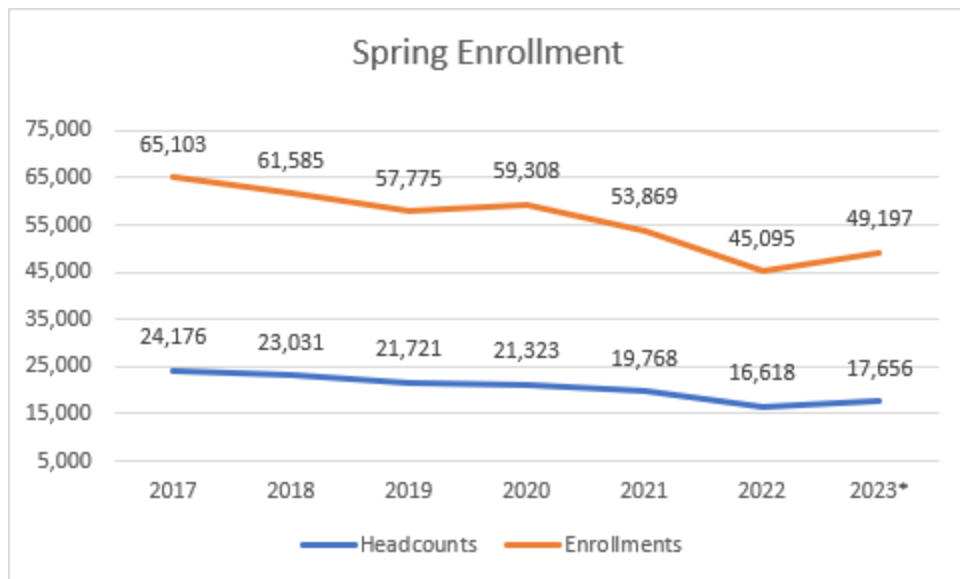
Cecilia Arriaza provided an update on Transfer Center events and resources.

Joe Carrithers asked senators to encourage students to apply for “Student of Distinction”. The deadline to apply is 17-Mar.

V. REPORT FROM FULLERTON COLLEGE PRESIDENT, DR. CYNTHIA OLIVO

**Student Enrollment Update**

- Up from this same time last year in both full-time equivalent students and student headcount enrollment
- Down from pre-pandemic student enrollment by around 7,000 Student Headcount



If we were not in hold harmless from the Chancellor's Office this would be dismal for our budget. In order to ensure we rebuild enrollment; our college will utilize the following:

- ER plan for long term projects
- Strategic Enrollment Management Plan to focus on four distinct groups
- Short term projects that lead to student enrollment increases in Summer/Fall
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### **Legislative Update**

**By February 1, 2023.** All colleges shall provide "a student parent internet web page that ... contain information that clearly lists all on- and off-campus student parent services

**By July 1, 2023.** All colleges shall give priority enrollment to a student parent. [Ed Code Section 66025.81](#)

- A student parent is "a student who has a child or children under 18 years of age who will receive more than half of their support from that student." [Ed Code Section 66025.81\(b\)](#)
- The Chancellor's Office is exploring future system level options to support more comprehensive identification of "student parents," including updating the 2023-24 CCPG (California College Promise Grant, formally the BOG Fee Waiver) application. However, it is the responsibility of districts and colleges to meet this statutory requirement by leveraging available data and developing additional mechanism if necessary, including those encouraged in [Section 66025.81\(a\)\(2\)](#), to determine a student parent's eligibility for enrollment priority.

### **Student Support Services Update**

- Formerly Incarcerated & System Impacted Students
- Staff Member: Yadira de la Cruz, EOP&S
- Faculty Advisory: 10-12 names
- Student Leader: Paloma Foster, forming club
- Co-locating: Foster Youth Success Initiative
- Space: Old Promise Office in development
- Soft Launch: April 2023

### **Personnel Update**

- New System Chancellor: Sonia Christian [What They're Saying about the New California Community Colleges Chancellor Dr. Sonya Christian | California Community Colleges Chancellor's Office \(cccco.edu\)](#)
- EOP&S/CARE
- Promise
- VPA/VPSS

- Business Manager
- DE Administrative Assistant

### **Black History Month & Womyn’s Herstory Month**

- **Black History Month:** Thanks to those who supported our events for Black History Month including Arnette Edwards and Queen Peterson
- **Womyn’s Herstory Month**
  - Isabel Oropeza, Fullerton College Alumni, Project Manager, Women’s Strategic Client Segment at UBS, MPA, USC Sol Price School of Public Policy, BA Pepperdine Organizational Communications, Fullerton College 2008-2010 AA Social & Behavioral Sciences and Self Development. PAC meeting March 8, 2023 at 3 p.m.
  - Hyojun Park, Ph.D. 2013 Ph.D. Food Inspector, United States Army Reserve, Graduate Research Assistant, Arizona State University, Adjunct Professor, Glendale Community College, AZ, Doctor of Philosophy, Developmental Psychology, ASU, 2022; MA in Dev Psych ASU 2019, BS, Psych and Social Behavior, UCI, AS, Math & Science, Fullerton College—Invited to my Open Office Hours as Guest Speaker, formerly undocumented student
  - Associated Students Panel in Development
  - Cadena Cultural Center event in Development

#### **a. Update on Grants Secured for the College**

- Basic Needs Community of Practice \$100,000
- 5-member team for meetings on every other Friday exploring ways to strengthen our responsiveness to student basic needs

### **Mission Statement**

- Re-route through governance process starting with IIC to explore potential revisions
- Recommend to retain goal of advancing racial equity through implementing equity minded practices (definition [here](#))

## **VI. STANDING REPORTS**

### **President’s Report, Jennifer Combs**

#### **ASCCC Webinar: Academic and Professional Matters: The 10+1 in Practice**

Senators were forwarded an email with more details.

#### **2023-2024 Academic Calendar Update:**

Senators were emailed the proposed Academic Calendar for 2023-2024.

This is the same as the one sent to you via email on Monday, 2/27/23.

It was not included on the 2/28/23 BOT Agenda as anticipated but will be on the 3/14/23 BOT Agenda. **If you have any input or comments, please email them to Jennifer Combs ASAP.**

**Enrollment boosting efforts and calendar considerations:** The Institutional Effectiveness Partnership Initiative, "IEPI" is sending a Partnership Resource Team on March 6<sup>th</sup> 2023, at the request of the Chancellor, to work with us (about 50 administrators, faculty and staff) and provide us with guidance on increasing enrollment. This colleagues-helping-colleagues model is available to colleges, districts, and centers interested in getting support on issues that matter most to them. The process begins with a short Letter of Interest from the institution's CEO. Once a request is approved, a team of subject matter experts is drawn from a pool of system and partner volunteers, with the team's composition based on a process that matches members' their knowledge and experience with the areas of focus identified by the institution.

**From our Letter of Interest:** Description of your institutions areas of focus where Partner Resource Team (PRT) will assist and help advance your institutional effectiveness even more:

"We are requesting the assistance of the IEPI Partnership Resource Team to work with us on enrollment management. NOCCCD has experienced significant enrollment decline since 2020. The colleges and NOCE have crafted robust enrollment recovery plans and are in the process of implementing the objectives outlined in the plans. However, the District needs assistance in crafting effective methodologies for the District to facilitate coordination on enrollment management districtwide, specifically coordination of DW efforts in the following areas:

1. Professional development around schedule coding and enrollment management objectives such as FTES and FTEF
2. Procurement of an effective scheduling tool that enables scenario-based schedule planning
3. Possible revamping/transformation of the academic calendar to enable a winter intersession and fall registration for students to occur in the spring term
4. Other effective enrollment management strategies such as the expansion of dual enrollment, hybrid and fully online offerings and adult education/lifelong learning programs.

Description of the rationale for these areas of focus:

The District was able to take advantage of the PRT assistance in 2017 and conducted workshops, summits, and workgroups around data reporting for MIS, 320 and SCFF. Now we need to focus our efforts on enrollment management.

Enrollment management done correctly is the foundation of institutional effectiveness, now and into the future.

Description of how these areas relate to the Core Commitments in the Vision for Success:

This project aligns with all the VFS core commitments, especially these three:

1. Focus relentlessly on students' end goals;
2. Always design and decide with the student in mind;
6. Enable action and thoughtful innovation.

Partnership Resource Teams make three visits. Visits consist of: An initial gathering of information, assisting the institution in developing improvement strategies and timelines via an Innovation and Effectiveness Plan, providing follow-up support.

March 6<sup>th</sup>, 2023 will be our first PRT visit. Please see the attached NOCCCD PRT visit agenda and NOCCCD Commentary for more details.

#### **Process for Determining Reassigned-time Positions: From Integrated Planning Manual...**

There are two processes for determining reassigned-time positions: one for campus-wide positions that are Senate committees or that report to the Senate and one for non-Senate positions.

**For Senate and dual-reporting committees, or positions that report to the Senate**, 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.

#### ***Includes:***

##### **Faculty Senate Committees**

Curriculum Committee

Distance Education Advisory Committee (DEAC)

Faculty Allocation Committee (FAC)

Honors Program Advisory Committee (Honors)

Institutional Research and Effectiveness Committee (IIC)

Program Review and Planning Committee (PRPC)

Student Learning Outcome and Assessment Committee (SLOAC)

and

##### **Dual Reporting Committees**

**(report to both the President's Advisory Council and the Faculty Senate)**

Accreditation Steering Committee (ASC)

Guided Pathways Steering Committee (GPSC)

Institutional Integrity Committee (IIC)

Professional Learning Committee (PLC, was Staff Development Committee)

Student Equity and Achievement Committee (SEAC)

## Study Abroad Committee

**For non- Senate committees, or positions that do not report to the Senate,** 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, the appropriate Vice President, and one student would interview applicants and make recommendations to the President.

***Includes President's Advisory Council, "PAC" Committees:***

Campus Diversity Committee

Planning & Budget Steering Committee

Sustainability Committee

**For the AS Advisor position,** the committee will consist of four faculty members, four students, an appropriate manager or dean, and the appropriate VP.

The chair term will be the same as the membership term.

If the position is not tied to committee—and so there is no membership term—then the term should be three years.

NOTE: For faculty who were serving in one of these positions at the time of adoption, the new process would go into effect the next time that position became available.

### References:

Faculty Senate Minutes: 4/4/2019; 2/6/2020; 2/20/2020

PAC Minutes: 4/10/2019; 2/26/2020

For additional important information to help you better understand shared governance at FC and the role of faculty, please peruse the **Fullerton College Integrated Planning Manual (attached)**.

### Legislation Updates:

- a) AB 1705: math and English course placement (**coming soon**)
  
- b) AB 1232: ESL  
From Jefferson Tiangco, ESL Professor:  
AB 1232, exempts students taking credit ESL classes from paying nonresident tuition fees. This greatly benefits our ESL students, who often gets hindered by a series of procedural barriers before they get into our classrooms. We hope to ensure that the implementation makes it very easy for ESL students. It is quite common for ESL students to get charged the non-resident tuition fee **even if** they have the required residency requirements. They often have to go through Admissions & Records, A&R,

to clear this, and the burden of proof often ends up on the student. The best scenario would be our system to recognize automatically ESL registration and exempt the student from non-resident tuition fees without any needed input from the student. We also hope to encourage newly arrived ELLs to apply to our ESL credit program now that they are exempt from the non-resident tuition fee.

A & R, has added this information to the A & R web site and it will be included in the Schedule of Classes to get the word out to students.

Automating waivers for one subject area is not something we have done before but they are working with the district to try to find a way to do it.

## **MEETING REPORTS**

### Items of note from the PBSC meeting, 3/1/23

- Chair, Daniel Berumen, provided an ER 2.0 Plan update on projects to be funded as soon as work plans are submitted and reviewed. Work plans have been submitted by many areas and are in the process of being developed by others.
- Chair also provided a strategic planning update, sharing that the Institutional Effectiveness Committee would be working with the Accreditation Steering Committee and writing team to address the BOTs input on our mission statement. They will bring the mission statement back to the shared governance groups for input and will be on the 3-16-23 Faculty Senate Agenda for this purpose.
- The Fall 2022 Non-Instructional Program Review recommendations as scheduled to be brought to the Senate on April 20, 2023.

### Items of Note from President's Advisory Council (PAC), 2/22/23

- PAC offered enthusiastic congratulations to the Fullerton College men's basketball team, who won the Orange Empire Conference (OEC) title earlier this month after defeating Orange Coast College. Undefeated in the OEC regular season, the Hornets (16-0) locked down their 31st conference title since the program began in 1927. It is the first ever 16-0 record in OEC history. Student athletes Sean Newman Jr. and RJ Banks spoke to PAC about the team's successes and optimism about the games to come.

**Hornet's play again here at FC this Sat at 7pm against San Diego and a win will take them to the state championships.**

- Fullerton College Selected for **Chancellor's Office Financial Aid and Basic Needs Community of Practice.**  
The California Community Colleges Chancellor's Office has selected Fullerton College to participate in its Office Financial Aid and Basic Needs Community of Practice (Comp). In partnership with Jobs for the Future (JFF), this community of practice will engage and support Fullerton College through team



development of college staff, students, and stakeholders representing financial aid and basic needs services. The community of practice will implement a college-specific action plan to enhance a student-centered coordination of financial aid and basic needs services and provides \$50,000 per year for two years to support efforts. This effort will help students access other critical resources, for example the Federal Supplemental Nutrition program. There is a faculty seat on the 3-2-23 Faculty Senate Ballot!

- PAC discussed Dr. Olivo's proposal that we add a member from each of the unions to PAC and to PBSC so these constituencies would also be able to contribute. It was noted that CSEA already appoints all classified professional representatives. Dr. Olivo will bring this proposal to Faculty Senate on 3-2-23.

### Item of Note from the District Council on Budget and Finance (CBF), Next Meeting 3/13/23

#### Items of Note from the District Coordinating Council (DCC) meeting 2/27/23

- Vice Chancellor Fred Williams presented the 2023-24 Resource Allocation Model Preliminary Budget
- DCC reviewed proposed revisions to Chapter 6 Board Policies & Administrative Procedures as part of the continuous review cycle.
- BP 6320 was approved to be forwarded to the BOT with this important addition: **Investments should be consistent with the environmental goals and direction of Board Policy 3580 Sustainability Plan.**
- BP/AP 6250 Budget Management was pulled for further discussion.
- The **NOCCCD Flexible (Hybrid) Work Guidelines** from the District Remote/Hybrid Workgroup was distributed.

#### Items of Note from the Board of Trustees Next Meeting 2/28/23

- The Board of Trustees recognized the Teacher of the Year nominees from Fullerton College, Ethnic Studies Adjunct Faculty member Dr. Rosie Karr; Cypress College Math Professor Sarah DeMartino; and from NOCE Souzan Sahakian, Adjunct Instructor for the ESL and Citizenship Program.
- The BoT asked questions about Sherbeck Field change orders and then voted to approve the additional costs. Vice Chancellor Williams thanked Megan Moscol, Fullerton College Assistant Project Manager, Campus Capital Projects, for her efforts to get work done in time to hold 2023 commencement at Sherbeck Field.
- The BoT discussed the Board assessment instrument, to be distributed at an upcoming BOT meeting. Pamela Spence, CSEA President, suggested that all employees have the opportunity to provide input. She shared that moving public comments to the end of the meeting was problematic and that staff preferred having the opportunity to make public comments at the beginning of the meeting so they could get home to their families.

- **Dr. Olivo reported that Fullerton College has the First Drone Piloting Apprenticeship Program Launched in the US**

Fullerton College's Hornet Drone Piloting Apprenticeship Program is focused on providing opportunities for underrepresented communities and developing skills for a workforce from all over the region.

**Board Agendas and Minutes can be found at:**

<https://www.nocccd.edu/meeting-agenda-and-minutes>

Jennifer reminded senators that we would have a Senate meeting on 30-Mar (the 5th Thursday of the month).

**Curriculum Chair Report, John Ison**

John Ison reported that the Interdisciplinary Studies degrees were discussed at the previous Curriculum Committee meeting. He specifically thanked Yolanda Duran and Jon-Michael Hattabaugh for their defense and justification of those degrees.

He informed senators that Curriculum Committee meeting agendas and minutes are now available at <https://curriculum.fullcoll.edu/>.

Senators were emailed a document from ASCCC from 2/9/23 that provides an update of the Cal-GETC approval process. John Ison reported that there have been two major developments:

The campuses of the University of California voted to approve the Cal-GETC requirement of College Writing/Freshman Composition as a prerequisite of both the Critical Thinking course and the Oral Communication course. This requires major revision of FC's COMM studies courses, as well as the Cal State C-ID descriptors, since no prerequisite has been required.

ICAS is advising community colleges to find a way to include Area E (Lifelong Learning...) in its local GE pattern, since it is unlikely to be added to Cal-GETC. They are also recommending that departments work with articulation officers in the future, once Cal-GETC has been approved, in order to investigate ways to fit Lifelong Learning courses into the Cal-GETC pattern.

Other items:

The curriculum committee welcomes faculty as we develop catalog language describing Fullerton College's policies on Credit for Prior Learning.

Please remember that course articulation requires faculty, articulation officers and review of curriculum in a careful manner. Please contact Scott Lee if you have any questions or concerns.

Faculty, deans and representatives should work together to move proposals forward through the curriculum approval process.

Keep in mind the following:

Proposals that are relaunched into CurricUNET before mid-March may use a Fall 2024 effective date, but a Fall 2025 effective date might be more realistic.

Programs require narratives; new and out-of-date certificates require narratives and submission to OCRC with labor market data and semester sequencing.

Be mindful of necessary program changes along with course changes; they should go together in the approval process. Kudos to the Automotive department who planned major revisions of courses and programs, and course deactivations; everything will be approved together.

When in doubt, please refer to the Curriculum Committee Handbook. Documents useful to the approval process can be found under Curriculum Resources on [curriculum.fullcoll.edu](http://curriculum.fullcoll.edu), which also contains a link to the Handbook.

Acronyms:

ASCCC: Associated Senates for the California Community Colleges

Cal-GETC: California General Education Transfer Curriculum

COMM: Communication Studies

C-ID: Course Identification Numbering System

GE: General Education

OCRC: OC Regional Consortium

### **Associated Students Report**

Fiza Valiulla reported that as of 1-Mar, Associated Students will now hold meeting no longer be meeting remotely. AS is preparing for spring elections, and will be discussing the College's revised Missions Statement, and campus publicity at their next meeting. She reported that AS approved an increase in the fees for student ID's. Starting in fall, the price for a campus ID will be \$7 and the price to replace an ID will be \$14.

## VII. UNFINISHED BUSINESS

### **Senate Goals - Priorities and Strategies for Spring 2023**

Jennifer Combs provided an update on our progress towards achieving our Senate goals. Jennifer Combs is working with UF President Christie Diep, and Lead Negotiator Mohammed Abdel Haq, to schedule a meeting in April with Senate Exec and UF. She has also been communicating with them regarding some current board policy issues and the proposed Academic Calendar for 2023-2024. She emailed senators information regarding an upcoming "Academic and Professional Matters: The 10+ 1 Practice" Webinar offered by the Academic Senate for California Community Colleges. The Bylaws Revision Workgroup will meet 7-Mar. At the 16-Mar Senate meeting, that group will present finalized revisions to Articles 1-7, and proposed revisions for Articles 8 and 9.

### **Dual Enrollment Committee Proposal**

**M/S/U (Halverson/Markley) to approve the creation of a Dual Enrollment Committee.**

A Guided Pathways Office representative was added to the committee as an additional resource member.

## VIII. NEW BUSINESS

**Adding members to President's Advisory Council, "PAC", and the Planning and Budget Steering Committee, "PBSC"**

This item was postponed until the 16-Mar meeting.

### **New Class Schedule and Registration Calendar**

Matt Taylor reviewed the new class schedule and registration calendar for fall 2025. He reviewed the timeline of development, and rationale for and consequences of the change. The proposed calendar has been included as part of the District PRT for Strategic Enrollment and will be discussed at that event on 6-Mar.

### **Academic Calendar 2023-2024**

Jennifer Combs stated that the proposed Academic Calendar for 2023-2024 is on the agenda for the 14-Mar BoT meeting. The district did not provide a two-year calendar because the academic calendar will be discussed at the PRT event on 6-Mar.

## **IX. ELECTIONS**

Students of Distinction Selection Committee, Academic Achievement, March-April 2023 **Katie Kroupa (Nat Sci), Anne Negus (Soc Sci)**

Students of Distinction Selection Committee, Competitive Achievement, March-April 2023 **Marcia Foster (PE), Jaime Perez (Fine Arts)**

Students of Distinction Selection Committee, Service Achievement, March-April 2023 **Annie Liu (Hum)**

Students of Distinction Selection Committee, Personal Achievement, March-April 2023 **Deborah Paige (Hum)**

District Director, EEO and Compliance Hiring, Spring 2023 **Marcia Foster (PE)**

Strategic Enrollment Management Committee (replacement), Spring 2023 **Cristina Arellano (SSS)**

Basic Needs Community of Practice Committee, Spring 2023 **Naveen Kanal (PE)**

Sustainability Committee, Spring 2023 **Kristin Shedd (Soc Sci)**

Portal Workgroup Faculty Participants, Spring 2023 **Amber Kuo (SSS)**

Campus Sustainability Plan Academics Workgroup, Spring 2023 **Jaime Perez (Fine Arts), Kristin Shedd (Soc Sci)**

Student Equity and Achievement Committee (SEAC), Fall 2022-Spring 2024 **Kathryn McGuthry (Soc Sci)**

## **X. LIASON REPORTS**

### **United Faculty**

Archie Delshad informed the Senate that UF was not involved in the creation of the "NOCCCD Flexible (Hybrid) Work Guidelines" created by the District. UF has sent a

demand to bargain a distance education (DE) flexible schedule MOU to VC Irma Ramos, but she has been slow to respond. By law, working conditions must go through negotiations with the unions. He also stated that UF is frustrated by the delay in the creation of the proposed Academic Calendar for 2023-2024.

**Classified Senate**

No report.

**AdFac**

Naveen Kanal reported to senators that the deadline for adjunct faculty to apply for office hours has now passed, and those requests are now with division deans. AdFac is negotiating with the District for healthcare. They are requesting that adjunct faculty who work a 40% load or higher get the same healthcare insurance coverage that full-time faculty have access too. The next negotiations meeting will take place 16-Mar, and all faculty are encouraged to attend the 14-Mar BoT meeting to show support for adjunct faculty having access to healthcare.

The meeting adjourned at 5:05pm.

Respectfully submitted,  
Heather Halverson, secretary