

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

present

At-large	Nick Arman, Jodi Balma, Karen Markley, Gregory Nguyen
Business/CIS	Richard Ghidella
Counseling	Porsha Boyd
Fine Arts	Philip Dimitriadis, Kristin Mihaylovich, Michael Mueller
Humanities	Mary Bogan, Ron Farol, Elizabeth Gaitatjis, Adriana Sanchez
Library	Tim Ream
Math/Comp. Sci.	Laura Loney, Kenny Shah, Dao Vo
Natural Sci.	Mike Baker, Stephanie Nobles, Kaitlin Kroupa
Part-time	Naveen Kanal
Physical Ed.	Marcia Foster
Social Sci.	Archie Delshad, Ruben Lopez, Kristen Shedd
Student Services	Cristina Arellano
Tech./Engineering	Benjamin Cuatt, Jessica Langlois
Associated Students	Chloe Serrano
President	Jennifer Combs
President-elect	Jeanette Rodriguez
Treasurer	Bridget Kominek
Guests	Cecilia Arriaza, Transfer Center Director Carlos Ayon, Dean, Business and CIS Division Daniel Berumen, Director of Institutional Research & Planning Danielle Fouquette, English faculty Bianca Gladin, Administrative Assistant II, Guided Pathways John Ison, English faculty David Jacobsen, Anthropology faculty Rosie Kar, Ethnic Studies adjunct faculty

Lisa McPheron, Director of Campus Communications
Jennifer Merchant, Director, Educational Partnerships & Pathways,
Guided Pathways
Terence Nelson, Professional Expert, MilCPL, Veterans Resource
Center
Dr. José Ramón Núñez, Vice President of Instruction
Dr. Cynthia Olivo, FC President
Roger Perez, English faculty
Annika Shellenbarger, Student Services Specialist, Promise
Martha Smith Roberts, Religious Studies faculty
Matt Taylor, Communication Studies faculty
Antionette Triefenbach, Administrative Assistant II, Natural
Sciences

I. CALL TO ORDER

The meeting was called to order at 3:00P by Jennifer Combs.

II. REAUTHORIZATION FOR REMOTE MEETINGS

**M/S/P (Markley/Arellano) to authorize remote meetings for the next 30 days
(AB 316)**

Abstain: Delshad, Kanal

III. APPROVAL OF THE AGENDA

The Senate approved the agenda for this meeting.

IV. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Senate approved the minutes of the previous meeting.

V. PUBLIC COMMENTS

Philip Dimitriadis shared a video from an outreach event from FC Digital Arts program from the last drawing event of the Fall 2022 semester.

Archie Delshad asked if there was a reason why don't use the check mark feature on Zoom to vote and why the chat function is turned off.

Flor Huerta shared a reminder to save the date for Major Declaration Day 14-Mar, from 10A-2P in the Quad. She added that the Guided Pathways office will reach out to instructional faculty to participate in the event. Please share with students.

Cristina Arellano asked if we could revisit enabling the chat during meetings. In response to Cristina and Archie, Jennifer Combs explained that Senate processes could be revisited, and noted that the questions address Zoom practices and we are returning to in-person meetings in March.

Rosie Kar extended gratitude for people who shared information about the Lunar New Year event and for Dr. Olivo for her support on behalf of the APIDA advisory team.

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

Dr. Olivo expressed appreciation for the APIDA advisory team and faculty who supported the event by bringing their students to the Lunar New Year event.

Dr. Olivo expressed appreciation to Jennifer for attending convocation.

Dr. Olivo expressed appreciation for Danielle Fouquette and Bridget Kominek for leadership on accreditation and program review.

Dr. Olivo expressed appreciation to Senate Exec and Senate for the work on the Enrollment & Reengagement plan that was passed in December. She is working with Daniel Berumen and PBSC to make sure funds are rolled out to the campus to operationalize the plan.

Dr. Olivo expressed appreciation for continuing \$12 food voucher for students, is planning to use ER funds to continue that support for students next year

Dr. Olivo acknowledged Black History Month and is working with Arnette Edwards and Queen Peterson, as well as the Ethnic Studies Department and Ziza Delgado, about the Africana Studies Certificate. Dr. Olivo welcomes ideas for Black History Month events. She invites the campus to join her on 8-Feb to celebrate Black History month at an event with details TBA.

Dr. Olivo announced a new source of funding through the Friends of Fullerton College Foundation for emergency grant funding related to weather emergencies (up to \$1000). Faculty members must nominate students to the foundation for the emergency grant.

VII. STANDING REPORTS

President's Report, Jennifer Combs

UPDATES

Interim VPAS search is in progress. Please refer to Dr. Olivo's operations services update email (from Jean Foster, January 20th, 2023) for information about addressing the on-going needs that may arise in the Administrative Services area.

The DSS Adaptive Computer Services position, hired for fall 2022, is now a fulltime tenure track position, as originally intended. This was accomplished through collaboration with UF, Irma Ramos and Chancellor Breland. This was a complicated situation, and we are grateful for this solution, which benefits the DSS program and our students, and demonstrates our care for faculty colleagues.

The district has re-implemented drops for students with past due balances. Senate Exec has been working with President's Staff on ways to notify students well in advance and to offer students help with their debt so they can stay enrolled. We have advocated for partial payment options and for payment plans. We don't currently have a system for payment plans but the district and the college are looking into it.

Bachelor's Degree Program (BDP) Summit March 2nd and 3rd, at Golden West College:

California Community College Baccalaureate Degree Workshop

Who should attend: All California Community Colleges who have Baccalaureate Degrees or are planning to apply for a Baccalaureate program; and specifically, Program Faculty

When: Thursday, March 2 at 12pm through Friday, March 3 at 12pm

Where: Golden West College, Huntington Beach

CA Hotel special conference rate: Springhill Suites, 7872 Edinger Ave., Huntington Beach, CA 92647

What: Educational and networking opportunities to learn about best practices for CC baccalaureate degree programs

Register by February 20, 2023 (see attached "Save the Date BDP Summit" for details)

AP 7120-4 Management Employee Hiring – Proposed Revisions (DCC 11/28/22)

After additional debate and compromise, DCC reached consensus on proposed revisions to AP 7120-4

3.0 Modified to include the search committee in discussions of the need for alternate reps to ensure diversity. Removed the option of adding "additional" reps, which would change the intentional balance of constituency groups on the committee.

3.1 Diversity: For the purpose of this procedure, diversity is defined as outlined in the District's EEO Plan.

4.0 Search Committee Composition

4.3 Vice President/Dean: The committee for the position of Vice President or Dean shall be comprised of the following:

4.3.3 One (1) faculty representative selected by the Adjunct Faculty United.

4.3.4 One (1) faculty representative selected by the United Faculty.

4.3.5 Three (3) faculty representatives selected by the campus Academic/Faculty Senate for the Vice President recruitment **or four (4) faculty representatives selected by the campus Academic/Faculty Senate for the Dean recruitment.**

5.0 Responsibilities of Search Committee Members

5.1.1 Committee members shall be active participants in all aspects of the search process, with certain exceptions for a student representative (per 5.1.4 and 8.3) and replacement committee member (per 8.3).

5.1.4 A student representative serving on the committee may participate in one or more of the activities below after completion of required search committee training (per 5.1.1.1):

5.1.4.1 Development of evaluative criteria, interview questions and protocol for performance tests, if conducted.

5.1.4.2 Evaluation, rating, and selection of candidates to be interviewed.

5.1.4.3 Interviewing of candidates and recommendation of finalists.

5.1.4.4 Final interviews of candidates with campus Executive Officers.

8.3 With the exception of the student representative, no additions or replacements to the committee membership shall be made subsequent to the first scheduled candidate interview. If a replacement is made prior to the first candidate interview, the replacement committee member must participate in all aspects of the search process, except for 5.1.1.2 and 5.1.1.3 (development of evaluative criteria,

interview questions, and/or performance evaluation optional for replacement committee members). **Student representatives may participate in any phase of the search process (per 5.1.4).**

6.2 Distribution of Job Announcement

6.2.1 The Office of Human Resources, in consultation with the committee chair, shall determine the closing date for the position such that the job announcement will be distributed **at least three weeks** prior to the closing date. (=compromise between 2 weeks and 6 weeks).

MEETING REPORTS

Items of note from the PBSC meeting, 2/1/23

- FC enrollment is up between 8-11%, FTES up 12%
- Enrollment and Re-engagement, "ER" Plan Implementation:

ER funds distribution is a high priority. Daniel is working with Vice Chancellor Williams to identify "responsible parties" (budget managers/project leads) and appropriate account numbers for distribution of ER funds. Responsible parties have been sent a form to complete regarding planned use of funds (what, how, why).

- VC Williams provided a budget update. He noted that CA is dependent on the stock market and capital gains, which are expected to decrease, and a recession is predicted. However, we don't expect significant declines in funding for the next two years. Because of hold harmless and emergency conditions funding from the state, we will be able to focus our efforts over the next two years to grow our enrollments. Funding to the campuses will be similar this year and next year.

Items of Note from President's Advisory Council (PAC), Next meeting 2/8/23

Items of Note from the District Council on Budget and Finance (CBF) Next meeting 2/13/23

Items of note from the District Coordinating Council (DCC) Meeting, 1/23/23

- VC Williams reported that the Governor's January Budget predicts COLA at 8.13% for 2023-2023.
- DCC was presented with data on enrollment recovery plans/initiatives from FC and Cypress (details in DCC Agenda Packet, attached).
- DCC discussed Capital Projects. Construction costs continue to increase. FC Performing Arts Center cost is up to 129 mil. The plan is to review and update the Master Plan to determine current priorities.
- AP 7120-4 Management Hiring: DCC approved new revisions reflecting compromise.
- DCC approved AP 6250: will hold two months expenses in reserve, this is required in order to receive the Emergency Conditions funds (10mil this year, 10mil next year).

Items of Note from the Board of Trustees Meeting, 1/24/23

- The Board of Trustees approved the North Orange Continuing Education's draft of the 2023 Institutional Self-Study for Reaffirmation of Accreditation.
- The Annual Audit Reports were presented to the BOT (district received the "highest opinion", which represents no errors).
- The Board approved the application for an Affordable Student Housing Construction Grant for Cypress College.

Board Agendas and Minutes can be found at:

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

Curriculum Chair Report, John Ison

John Ison shared the updated 6.3.4.1.3 language, which has been approved by the Curriculum Committee. Motion to approve language from Curriculum Committee Mary Bogan/Kristin Mihaylovich/Passed unanimously

He also reported that 1-Feb was the target date for prelaunching all proposals with an effective date of Fall 2024. Proposals should be completed in CurricUNET, and enter the approval process by the end of this week. We will accept proposals after February 1, but there is no guarantee that proposals will meet other approval deadlines, such as DCCC, Board of Trustees, UC TCA, CSU GE or IGETC approvals.

This semester, the FC Curriculum Committee meets in person, as changes to the Brown Act were insufficient enough to prevent holding meetings on Zoom.

CalGETC News:

- CalGETC, the proposed single GE transfer pathway (for both CSU and UC), needs to be approved by the academic senates of all three stakeholders (CSU, Community College and UC) by the end of May.
- There is a campaign to allow community college Lifelong Learning courses to count as a graduation requirement, but nothing final has been decided.
- In December 2022, UC approved Oral Communication to be added to CalGETC, but English Composition must be the prerequisite for satisfaction of the Oral Communication requirement. This will have an impact on program mapping, educational plans and counseling of students.
- Please keep in mind that we will know more in May. It is possible that the 3 academic senates will not agree, and CalGETC will be given to administrators to create the GE pathway, with a deadline of December 2023.

Other News:

Credit for Prior Learning is being discussed and planned. Tech and Engineering/vocational courses are the first to consider CPL at Fullerton College. Measuring equivalencies through coursework, military credit and work experience will be challenges to face.

Associated Students Report

No report.

VIII. UNFINISHED BUSINESS

Senate Goals-Priorities and Strategies for Spring 2023, Input from Division Faculty and Results of Senate Survey

Jennifer Combs shared themes from the survey sent to Senators. Plans to respond include more use of the Faculty Senate Canvas shell, revamping the fall retreat/orientation, developing a Flex session, revising the Senate handbook and creating a module on Canvas shell, and continuing our work with revising the bylaws. Senators shared input from their constituents about what should be on the Senate agenda for spring:

- Marcia Foster: Area E/AB 928, need for a cheat sheet for Senators to learn terminology to participate in discussion
- Laura Loney: AB 1705
- Mary Bogan: process for reassigned time being transparent, recruiting faculty to serve on committees so we are represented, CVC workload and making sure faculty are supported in the work to transition to a CVC campus
- Cristina Arellano: revisit Senate goals and see which we've accomplished

Bylaws Revision Update

Jeanette Rodriguez reminded the group that the bylaw revision workgroup's first meeting is 7-Feb from 3-5P on Zoom and shared the QR code for people to fill out the interest form to receive the link to join the meeting.

AP 7120-4 Management Hiring Committee – Revisions: update from 1/23/23 DCC meeting

Jennifer Combs updated Senate on the approved policy. Jodi Balma asked clarifying questions and personal experience related to the policy. Compensation for students was discussed—the language is not included in the policy, but it has been discussed and been committed to during DCC.

Dual Enrollment Development Committee Proposal Update

Rolando Sanabria is working on a committee proposal.

IX. NEW BUSINESS

“Military Credit for Prior Learning (CPL) and the central role of faculty”, Mr. Terence Nelson, Professional Expert, MilCPL, Veterans Resource Center

Terence Nelson discussed credit for prior learning legislation and implementation at FC with the veteran student population. The plan is to do an assessment of our veteran student population to implement CPL. He encouraged FC to consider CPL for other student populations to bring of working adults to the campus.

Program Mapping Update

Matt Taylor shared updated design principles for program mapping and coursework in the major. Programs will be contacted related to this change to make changes as needed.

X. ELECTIONS

Faculty of the Year Selection Committee, February 2023 **Cristina Arellano (SSS), Jodi Balma (Soc Sci), Adriana Sanchez (Hum), Naveen Kanal (PE) – alternate**

Faculty Representative on Study Abroad Committee, Spring 2023-Spring 2024 **Meg O'Rourke (Hum)**

Faculty Representative on Study Abroad Committee, Spring 2023 (one semester replacement) **Jaime Perez (Fine Arts)**

Campus Sustainability Plan Task Groups – Academics, Feb-Mar **Josh Ashenmiller (Soc Sci)**

Campus Sustainability Plan Task Groups – Administrative Planning **Roman De Jesus (Nat Sci)**

Faculty Senator – Humanities Division, Spring 2024 **Kim Vandervort**

Program Review and Planning Committee Co-Chair, Spring 2023 **Bridget Kominek (Hum)**

Program Review and Planning Committee Division Representative, 2022-24 **Aline Gregorio (Soc Sci)**

XI. LIASON REPORTS

United Faculty

Mohammad Abdel Haq submitted this statement: Last semester, UF sent a Demand to Bargain to the District regarding flexible scheduling for Fall 2023 and we are still waiting for a response. UF has also received several concerns from faculty regarding the impact of "phantom students" on their working conditions and how this issue was handled by administration. While the concerns relevant to "phantom students" occurred at other community colleges, our initial impression is that Fullerton College has been impacted harder than surrounding districts. We are in the process of collecting data relevant to this matter to find out how we compare and how this issue is being handled.

UF has been receiving an increasing number of concerns from members regarding the functioning of HR under Vice Chancellor Ramos and Associate Vice Chancellor Julie Kossick. We have been advised by CTA to conduct an anonymous member survey regarding member interaction with HR management in order to see if there are patterns of concerns that CTA can help us address. This survey will be short and completely anonymous, and we will be sending it out soon, so please keep an eye for it.

Classified Senate

Antionette Triefenbach reported that Classified Senate is working to allow classified professionals to be allowed to teach as adjuncts within the division and are requesting faculty support.

AdFac

Naveen Kanal submitted this statement: request to hold paid office hours TODAY. The deadline to apply to hold paid office hours is February 15th. We won this benefit last semester. This is an optional program that you can participate in if you get your request in before the February 15th deadline. Yesterday at the NOCCCD's HR department sent out the following instructions below the line:

Congratulations! Adjunct Faculty United and the District have negotiated the Office Hours Adjunct Faculty pilot program. This program is effective Monday, March 13, 2023, and will continue through the end of the Spring 2025 semester. Please see the attached Office Hours pilot program MOU, Adjunct Faculty Office Hours Request Form link, and User Guide. Key elements include:

Pay Rate:

- The pay rate to be paid for approved office hours will be forty dollars (\$40.00) per hour. All office hour payments will be paid monthly.
- **IMPORTANT:** Missed office hours may NOT be rescheduled and will NOT be compensated. The Unit Member may not use accrued sick leave or other paid leaves for office hours.

Criteria: Instructional Lecture and approved Extensive Lab Unit Members will be eligible for paid office hours for regular terms (fall and spring semesters) as follows:

- Member with a semester load of less than 5 LHE or less than 8.25 hours for non-credit will be eligible to apply for a maximum of 30 minutes of office hours per week.
- Member with a semester load of 5 or more LHE or more than 8.25 hours for non-credit will be eligible to apply for a maximum of 60 minutes of office hours per week.

Scheduling: The following online modalities are NOT allowable substitutes for synchronous office hours:

- E-mail
- Discussion board
- Text message
- Chat board (or similar)

Office hours will be requested and scheduled with the following considerations in mind:

1. Office hours shall be scheduled to provide reasonable student access with respect to classes in order to support and promote student retention, equity, and success.
2. Office hours shall be scheduled before or after regularly scheduled class(es) unless otherwise approved by the IMS.
3. Office hours shall be held as agreed by the IMS and listed on the syllabus unless a Unit Member requests and is approved otherwise by the IMS.

Unit Members will make every effort to meet with a student who requests a meeting by appointment if the student is unable to meet during regularly scheduled office hours.

Publication: For Spring 2023, approved office hours must be clearly published in the course syllabus no later than March 13, 2023. Including:

- Contact information
- Method of contact
- Meeting location

IMPORTANT! Before you begin to complete the Office Hours Request Form, please note that there is a 45-minute time limit to complete the form, please save periodically and often. Also, ensure you have the following information:

- Your Banner ID and District issued e-mail address.
- Department Coordinator First and Last name and District issued e-mail address.
- Dean/Director First and Last name and District issued e-mail address.
- Complete Course Information including modality, building/room, start/end time, lecture/lab units, or instructional hours.

If you do not have this information, please access the employee dashboard [HERE](#) or contact your Department.

After you have submitted your request, you will be notified of the determination no later than Friday, March 3, 2023. If approved, office hours may commence no earlier than Monday, March 13, 2023.

Unit members will be required to track office hour data and report weekly for the assigned course through an electronic platform. More information to follow regarding office hour reporting and time sheet submittal.

Thank you for your cooperation during this pilot program. Please contact Human Resources at hr-officehours@ncccd.edu if you experience difficulties accessing the Office Hours Request Form. Enjoy the semester!

After carefully reading the instructions above please let us know if you have any questions. You can also join AdFac's "Paid Office Hours Q&A Session" on Tuesday, February 7th at 5:30 pm over Zoom: <https://us06web.zoom.us/j/82247357342>
Winning paid office hours was the result of hundreds of adjunct faculty taking collective action. We could not have done this without our membership. As always, we urge you to

sign up and join the union if you are not yet a member. Furthermore, we need more members to get involved with our union. Fill out this survey to select ways you'd like to get involved with your union. This will allow us to build on these benefits and so much more in the months to come!

In solidarity,

AdFac United

PS - Join our March 14th in person rally for FULL healthcare benefits at 5 pm. We MUST get as many members as possible to this event to ensure we win healthcare for ALL adjunct Faculty. The location is at the NOCCCD's District Office: 1830 W Romney Dr, Anaheim, CA 92801

The meeting adjourned at 5:06pm.

Respectfully submitted,

Heather Halverson, secretary