

AGENDA

1. CALL TO ORDER (11:05 A.M.)
Pledge of Allegiance
2. ANNOUNCEMENTS/INFORMATION ITEMS
 - A. Part-Time Senate Representation
 - B. This announcement will go out this week
 - B. Senator Lundeen: Campus tours coming up
 - B. April 7, 2017 CSU Fullerton
 - C. April 21, 2017 CSU Long Beach
 - D. May 5, 2017 Cal Poly Pomona
 - C. Senator Griffin: Forensics came back from Pi Kappa Delta National tournament and won third in interviewing, an excellent in interviewing, and an excellent in IPDA debate
 - D. Senator Falcon: Meeting of over 50 UC, CSU, and community college educators, administrators, elected officials meeting to discuss issues affecting undocumented students in the state. It's a group known as the LETICIA A Network that goes back to the 1980s.
 - B. Friday March 31, 2017 1:30-3:30
3. APPROVAL OF MINUTES
 - A. Minutes for 2/28/17 and 3/7/17
 - a. 2/28
 - i. Moved for approval senator Ukita Seconded by Stephen Clifford
 - ii. Senators Mulleary and Kraye abstained
 - b. 3/7
 - i. Moved for approval by Senator Ukita seconded by Senator Moore
 - ii. Senators Mulleary and Lundeen abstained
4. APPOINTMENTS AND NOMINATIONS
 - A. Journalism Hiring – Breit, Cameron, Maz
 - B. Dance – Edwards, Sanderson, Hathaway
 - C. Both moved forward
5. STANDING COMMITTEE REPORTS
 - A. Enrollment Management – Michelle Lewellen
 - a. Need to reexamine the numbers because the way the data is being presented it make some departments look like they are offering too many seats to serve students
 - b. Have counselors come into classrooms to talk about what they do in counseling
 - c. Talk about ways to help retain students. Counseling is coming up with ways to encourage retention.
 - d. There needs to be
 - B. Coordinating – Michelle Lewellen/April Griffin

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- a. SLOs in coordinating
 - i. Departments having standard SLO improvement plans and what we are doing with the SLOs
 - ii. Is this infringing on academic freedom?
 - iii. Individual instructors cannot submit an improvement plan. Only course coordinators can submit. Improvement plans. The idea is that the improvement plan can include a variety of suggestions as to how things can be improved.
- C. Student Equity – Michelle Lewellen
- D. Planning & Budget – Michelle Lewellen
- E. Board Meeting – Michelle Lewellen
- F. Educational Master Plan – Michelle Lewellen/April Griffin
- G. Student Complaints – Chris Richardson, Lyndsey Lefebvre
 - a. The meeting had Dr. Johnson and Dr. Raphael
 - b. Looking at developing the time line for complaints
 - c. Develop a general matrix for students to be able to read where to go and how to get there (who to email, response time, next steps)
 - d. Need to make sure that all resources are available at all times (on the website, in catalogs, etc.)
 - e. Title IX training online?
 - f. CAIR team comes to the division and reminds faculty of procedures and how to access forms
 - i. Ask Elizabeth Miller to come into senate during the fall semester to present to the senate
 - g. Student grievance procedure may be separated out from student complaint process
 - h. Does the senate want department chairs involved in the process?
 - i. We need to know if chairs are the next step
 - ii. Faculty would like to have the chair involved as many conflicts can be helpful in that situation.
 - iii. Need to define if chairs are supervisor and not supervisors
 - iv. Could it be that chairs are involved if they would like to be involved?
 - v. Could it be that there is a faculty designated as the “student complaint faculty” for the department? Offer a stipend?
 - i. What is the current protocol for a student complaint if it does not involve a grade?
 - i. Attempt to resolve with the instructor
 - ii. Complaint goes to Dean
 - j. Title IX issues can go straight to Dr. Raphael. Is there transparency on this?
 1. There is not clarity on when faculty be included in the process.
 - ii. The current wording states that after the student has attempted to resolve with the instructor they go to the next lowest supervisor. This is where the gray area is because some divisions say chair and some say dean.
 - iii. The other alternative is that students can directly grieve via a discrimination form, but once the form has been filed the faculty/chair can no longer be involved.
 - k. Is there protocol for students to testify on behalf of the faculty being grieved?
 - i. There is not clarity on the subject regarding the faculty’s rights in the situation (when faculty is notified, what they can do, etc.). This will be addressed in in subsequent meetings.

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- I. Need more clarity on what types of complaints we have. Right now it is formal and informal could it be more explicit?
 - i. Possible for complaints to be sorted into Title IX, grade grievance, and all other complaints.
- m. Next meeting is April 4, 2017
 - i. Topics to be covered: cleaning up the language so that it is clear to faculty and students what the chain of command looks like and developing a matrix/flowchart for both students and faculty showing what the process for grievance is, what is considered a formal complaint from student to faculty, when it is a Title IX complaint at what point does the faculty get to be involved.

6. SENATE DISCUSSION/ACTION ITEMS

A. FHP Update (Faculty Hiring Prioritization)

- a. The taskforce included: Rachel Mason, Angela Hoppe-Nagao, Michelle Lewellen, Deb Moore, Rick Miranda, Dr. Fierro, and Lucinda Aborn
- b. Dr. Fierro is open to changing the process but would like to be data driven
- c. There is room for soft data
- d. There should be a criterion for librarians and counselors be considered as FTEs don't accurately show the need as it does for traditional faculty

B. Committee on Professional Development Shared Governance Document – Michelle Lewellen

- a. Table until next week

C. Senate representation for DSPS, Adult Education and some Counselors – Michelle Lewellen

- a. There was not official documentation on if DSPS is an individual division
- b. There are some counselors that are not being represented (EOPS, CalWorks, International counselor)
- c. This should be decided in the senate
- d. Adult Ed is 2 people, DSPS is 9 people, outside counselors is 6 people
- e. What constitutes a division?
 - i. No clear answer
- f. Is there a policy for at "at large" seat? So that those without representation have a seat at the senate.
 - i. It depends on the school
- g. If DSPS, Adult Ed, and the additional counselors are grouped together there would be two representatives on the senate
- h. Adult Ed is excited to be part of the process and wants to be part of the faculty senate.
- i. More input is sought from the counselors who report outside the counseling division on this topic so that we can determine how to organize the faculty without current representation and to bring this back to faculty senate next week.
 - i. Moved by Senator O'Neil seconded by Senator Beyene
 - ii. Passed

D. Full-Time Faculty Hiring Procedures – Angela Hoppe-Nagao

- a. Table until next week

7. REPORTS

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- A. Student Senate Liaison (Allen Malfavon)
 - a. Student government is setting aside 150,000 but about 27000 will be moved to enhance the experience of graduation including captioning and streaming
 - b. Motion was tabled to move the per diem for student meals from \$29 to \$40 per day. If you would like to comment on this, please attend the meeting Wednesday at 2pm in BK111

- B. CCFF Liaison (Lindsay Lefebvre)
 - a. Encourage faculty (part time and full time) to fill out the survey regarding the next round of negotiations
 - b. Membership blitz: volunteer to walk around with union representatives from other campuses April 24-27, 10am-6pm. Contact Lindsay Lefebvre and Stephanie Rosenblatt for more information.
- C. Secretary (April Griffin)
 - a. No report
- D. Senate Vice President (Scott O'Neil)
 - a. No report
- E. President (Michelle Lewellen)
 - a. Academic excellence awards this Thursday in Burnight center

8. ADJOURNMENT (12:20 P.M.)