

**MINUTES**

Regular Meeting ♦ October 25, 2016

|   | LAST NME    | FIRST NAME | DIVISION                                       | TERM |
|---|-------------|------------|--|------|
| X | Beyene      | Aemiro     | SEM  | 2018 |
| X | Casas       | Ralph      | Health Occupations                             | 2018 |
| X | Clifford    | Stephen    | Liberal Arts                                   | 2017 |
| X | Falcon      | Dennis     | Humanities/Social Science                      | 2017 |
| X | Fernandez   | Christina  | Fine Arts                                      | 2017 |
| X | Griffin     | April      | Liberal Arts ( <b>Secretary</b> )              | 2018 |
| X | Hoppe-Nagao | Angela     | Liberal Arts                                   | 2017 |
| X | Juntilla    | Tim        | Liberal Arts                                   | 2018 |
| X | Krayer      | Adelle     | Health Occupations                             | 2018 |
| X | Lacy        | Tor        | SEM  | 2018 |
| X | Lefebvre    | Lyndsey    | Part-Time Faculty Rep                          | 2017 |
| X | Lewellen    | Michelle   | Humanities/Social Science ( <b>President</b> ) | 2018 |
| E | Lundeen     | Brittany   | Counseling                                     | 2017 |
| X | Mc Cance    | Ian        | SEM  | 2017 |
| E | May         | Russ       | HPE/A  | 2017 |
| E | Miranda     | Veronica   | Part-Time Faculty Rep                          | 2017 |
| X | Moore       | Deb        | Library  | 2017 |
| X | Moriarty    | Cindy      | Business Education                             | 2018 |
| E | Mulleary    | Joe        | Technology                                     | 2017 |
| X | Mullins     | Terrance   | Humanities/Social Science                      | 2017 |
| X | Negrete     | Bernie     | SEM  | 2017 |
| X | O'Neil      | Scott      | SEM ( <b>Vice President</b> )                  | 2017 |
| X | Obasohan    | Victor     | Humanities/Social Sciences                     | 2018 |
| E | Page        | Elizabeth  | Student Services                               | 2017 |
| X | Richardson  | Chris      | HPE/Athletics                                  | 2018 |
| E | Soden       | Barbara    | Business Education                             | 2017 |
| X | Soto        | Armando    | Counseling                                     | 2018 |
| X | Trager      | Julie      | Fine Arts                                      | 2018 |
| X | Ukita       | Traci      | Counseling                                     | 2017 |

## OFFICIAL

|   |          |         |                                     |      |
|---|----------|---------|-------------------------------------|------|
| X | Vega     | Frank   | Technology                          | 2018 |
| X | Voorhies | Ann     | Health Occupations                  | 2017 |
| X | Worrel   | Dara    | SEM                                 | 2017 |
|   |          |         |                                     |      |
| X | Namala   | Solomon | CCFF <i>Liaison (Non-Voting)</i>    |      |
| X | Kang     | Ryan    | Student Liaison <i>(Non-Voting)</i> |      |

**GUESTS:** Rosio Casillas (For Brittany Lundeen), Sally Havice

1. CALL TO ORDER (11:05 A.M.)  
Pledge of Allegiance
2. ANNOUNCEMENTS/INFORMATION ITEMS
  - a. None
3. APPROVAL OF MINUTES
  - a. Review, correct and approve minutes of 10/11/16
    - B. Senator Ukita Moves
    - C. Senator Juntilla seconds
    - D. Senators Mullins, Falcon, and Vega abstain
4. APPOINTMENTS AND NOMINATIONS/ACTION ITEMS
  - a. Planning & Budget – 1 faculty
  - b. Web Standards – 1 faculty
  - c. Accreditation Faculty appointments
    - B. Senator Moriarty approves, Senator Hoppe-Nagao seconds
    - C. Senators Mullins and Falcon abstain
5. STANDING COMMITTEE REPORTS
  - a. Board Meeting – Michelle Lewellen
    - B. Board election in two weeks
  - b. Planning & Budget – Michelle Lewellen
    - B. Faculty hiring ranking
  - c. Coordinating – Michelle Lewellen
    - B. Catastrophic Illness
    - C. Communication Concerns
      1. Not lack of communication but lack of access, lack of effort, and differing reports form division to division
      2. Deans Meetings note reports
      3. A home base for committee agendas
      4. A flow chart for how communication/decision making moves across campus

## OFFICIAL

5. Giving new faculty more information about committees and committee purposes
  6. If you have any ideas about how communication could be more effective please send them to Michelle
6. SENATE DISCUSSION/ACTION ITEMS
- a. Faculty Hiring Ranking Process – Michelle Lewellen
    - B. Did not get the Deans meeting open
    - C. Faculty ranking is open at the department chairs meeting
      1. If ranking changes in the Deans meeting a short explanation must be attached
      2. FON went up by two and there are replacements that must occur
    - D. The replacement positions will be ranked along with the the +2 positions to meet FON.
    - E. Some of the faculty being replaced are in Chemistry, AOJ, Sociology
    - F. At this point those positions that have been left unfilled for years. If your department has this need you can apply for the position to be filled as a replacement.
    - G. Motion from the floor
      1. Timeline
        - a. November 3 Division chairs meet and vote on division ranking
        - b. November 3 Data presented to P&B (this date ensures a timeliness in the process)
        - c. November 10 ranking presented to division and discussion if necessary
        - d. Dean's ranking
        - e. Dean's ranking presented to P&B
        - f. Exec Council
        - g. Inform P&B
        - h. Post hiring flyers
        - i. This takes the process in to January
      2. The senate recognizes this is not the ideal timeline, the Senate feels that at this point the process needs to be progressed.
      3. The senate was made aware of a request for this information to go to Department meetings, but voted to approve the above process. The senate request that this step be part of the faculty hiring rankings next year.
    - B. Motion from Senator Moriarty. Senator Clifford seconds, and Senator Falcon abstains.
  - b. Catastrophic Illness Policy & Procedures – Michelle Lewellen
    - B. Form: Change the title on forms one say participation request and one say donor on the top
    - C. Should be approved for January
  - c. Student Complaint Procedures

## OFFICIAL

- B. There is confusion between informal and formal grievance procedures
- C. Historically the chairs have been the point of contact when an informal grievance was filed
- D. The way the wording happens in the schedule it is confusing and students are bypassing to the formal procedure
- E. The chair does not have supervisory powers, but students do see department chairs as the next step in the chain of command
- F. Many of these grievances can be addressed within the department without getting administration involved
- G. One recommendation is to change the wording in the schedule. The first part of the wording can be misleading for students and they may go straight to judicial affairs
- H. What happens in judicial affairs
  - 1. Students are advised what the process is
  - 2. Students are asked if they spoke to the faculty
  - 3. Students are advised of their rights
- I. Form a sub-committee to re outline the material that appears in the schedule.
  - 1. Should define what the role of faculty and chairs are
  - 2. When should things go through judicial affairs
  - 3. What is the student's right
  - 4. Ensure consistency between judicial affairs and Title IX officer
  - 5. Better way to let students know about the process
  - 6. Definitions of what constitutes a grievance (formal, informal, Title IX, etc.)
  - 7. List of subcommittee individuals who are interested
    - a. Senators Richardson, Worrel, Lewellen, Lefebvre, and Beyene
    - b. Will recommend from HR that a representative from all constituent groups be present

## 7. REPORTS

- a. Student Senate Liaison (Ryan King)
  - B. Know your vote event in Falcon Square (2-6)
    - 1. Former mayor of Norwalk attending
  - C. Game Room will be getting an update
    - 1. 150000 allocated to the game room, student input is requested on what the change should be
  - D. Canned good drive ends October 31
- b. CCFF Liaison (Solomon Namala)
  - B. No report
- c. Secretary (April Griffin)
  - B. No report
- d. Senate Vice President (Scott O'Neil)
  - B. No report
- e. President (Michelle Lewellen)

**OFFICIAL**

B. No report

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