

11/27/2018

11:05 A.M.

Cheryl A. Epple Board Room

## MINUTES

	LAST NAME	FIRST NAME	DIVISION	TERM
X	Beyene	Aemiro	SEM	2020
X	Boutin-Vitela	Lisa	Fine Arts ( <i>Secretary</i> )	2019
X	Cabuto	Froylan	Liberal Arts	2019
X	Casas	Ralph	Health Occupations	2018
X	Falcon	Dennis	Humanities/Social Science	2019
X	Garriott	Don	DSPS	2019
X	Greenberg	Bruce	Business Education	2019
	Griffin	April	Liberal Arts ( <i>President</i> )	2020
X	Hammond	Robert	Part-Time Representative	2019
	Hoppe-Nagao	Angela	Liberal Arts	2019
X	Hugen	Mark	SEM	2019
X	Jensen	Debbie	HPE/A	2019
X	Juntilla	Tim	Liberal Arts	2020
X	Krayer	Adelle	Health Occupations	2018
	Lou	Rena	SEM	
X	Loera	Diane	Health Occupations	2019
X	Lovejoy-Robold	Niki	Liberal Arts	2019
X	LoVetere	Crystal	SEM	2020
	Lundeen	Brittany	Counseling	2019
X	Maz	Andrew	Fine Arts ( <i>Vice President</i> )	2020
	Moore	Deb	Library	2019
	Moriarty	Cindy	Business Education	2020
X	Mulleary	Joe	Technology	2019
X	Mullins	Terrance	Humanities/Social Sciences	2019
X	Obasohan	Victor	Humanities/Social Sciences	2020
X	Richardson	Chris	HPE/Athletics	2018
X	Salgado	Martin	Part-Time	2019
X	Soto	Armando	Counseling	2018
X	Stieber	Michelle	SEM	2019
	Ukita	Traci	Counseling	2019
	Vega	Frank	Technology	2018
X	Worrel	Dara	SEM	2019
X	Rosenblatt	Stephanie	CCFF Liaison ( <i>Non-Voting</i> )	
	Johnson	Heather	Student Liaison ( <i>Non-Voting</i> )	

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# AGENDA

## 1. CALL TO ORDER (11:05 A.M.)

### A. Pledge of allegiance

## 3. APPROVAL OF MINUTES

### A. Review, correct, and accept minutes from 11/13/18

- a. Motion for approval from Senator Juntilla; seconded by Senator Krayer.
- b. Vote: approved.
  - i. Abstentions: Senators Soto, Stieber, and Worrel.

## 2. ANNOUNCEMENTS

### A. Outstanding Faculty Nominations close November 30, 2018.

B. **UC/CSU priority applications are due November 30, 2018.** The Transfer Center will assist students with last-minute applications. Assistance and computers will be available. Please share this information with students.

C. Senator Soto informed faculty that the Vice President of Student Services (VPSS) candidate forums will take place on Wednesday, November 28 and Thursday, November 29. Faculty are encouraged to attend along with all constituent groups.

## 4. INFORMATION ITEMS

### A. 508 Compliance/Universal Access Taskforce—Andrew Maz

#### a. Inclusion of faculty

- a. President Griffin and Vice President Maz attended the most recent meeting. IT has a system for keeping track of approvals, but there is concern about how this information is communicated to faculty.
- b. There are issues when Tim Kyllingstad (Sr. Accessibility Compliance Specialist) contacts vendors and the vendors don't respond. Sometimes software gets stuck in the queue.
- c. When faculty wish to purchase software, they need to generate an IT request and submit all necessary documentation. Each case will receive a case number.
- d. Vice President Miranda and Vice President Felipe Lopez were interested in faculty participation on the committee. Management wants this to be a task force and thus not part of the shared governance process.

## **b. Committee structure**

- a. Three areas: process and compliance (universal access policies for campus, review current laws, audits), software purchasing review team, and outreach and training.
- c. Other concerns:
  - a. Senator Stieber inquired about the development of a template to facilitate the submission of required paperwork. Vice President Maz agreed that a template would be useful.
  - b. Judi Holmes (DSPS Faculty Specialist/Associate Professor) voiced support for hiring a full-time position to review and approve software purchases. She also explained that we need instructional designers to help instructors develop accessible materials. She added that she had invited a student to join her. This student has had to drop a class because the course materials were not accessible. Judi Holmes reminded faculty that many software vendors will say their software is accessible when the it is not. She specified that many large textbook companies provide course materials that are not accessible.
  - c. Senator Mullins said that this issue must be acknowledged and reported in the accreditation self-report.
  - d. Senator Beyene requested a resolution to make improvements.
  - e. Tim Kyllingstad (Sr. Accessibility Compliance Specialist) said that it is the faculty's role to produce instructional materials that accessible, and CCFF Liaison Stephanie Rosenblatt responded that the faculty need accessibility training.
- d. The Faculty Senate will create a resolution to determine the resources and staff necessary to achieve accessibility goals.
  - a. Motion for approval from Senator Love-Joy; seconded Senator Beyene
  - b. Vote: Approved by acclamation
- e. Tim Kyllingstad announced that next meeting of the taskforce is December 4, 2018.
  - a. CCFF Liaison Stephanie Rosenblatt voiced concern that the meeting dates/times are not consistent.
  - b. Vice President Maz said he will speak with President Griffin about next steps.

## **B. Social Media Policy—Tim Juntilla**

- a. Senator Juntilla drafted a modified version of the social media policy to encourage the responsible use of social media.
- b. There was concern that the document developed by the Web Standards committee was too long and would create an onerous burden on the Public Affairs Office because they would have too many social media accounts to oversee. Concerns have been shared with Miya Walker and the faculty on the Web Standards committee.
- c. Senators are encouraged to send any comments about the shorter policy to Senator Juntilla or President Griffin.
- d. Web Standards committee is meeting on Thursday, so the Faculty Senate may receive feedback from the committee at that time.

### **C. Student Conduct Coordinator Position Update—Andrew Maz**

- a. The position is being held up because the removal procedure is still being developed. There is discussion as to whether the Faculty Senate or Human Resources will oversee the position.
- b. President Griffin will meet with Vice President Flores-Church, Vice President Miranda, and President Fierro.
- c. Dr. Elizabeth Miller (Dean of Student Services) is also involved.

## **4. DISCUSSION/ACTION ITEMS**

- A. None.

## **5. REPORTS**

### **A. Student Liaison—Heather Johnson**

- a. No report

### **B. CCFF President—Stephanie Rosenblatt**

- a. CCFF is still in negotiations.
- b. Brief update was sent out today. There are three key issues:
  - i. How much of this year's anticipated budget surplus is the District willing to share with us to ensure our pay and benefits remain competitive and that we can retain our current standard of living?
  - ii. What are they willing to do to begin to fix the inequities between full-time and part-time pay and student access to full-time and part-time instructors?
  - iii. Will they show us the respect of memorializing our work rules so they are transparent and easy to find and understand?
- a. There is another negotiation session on Friday, November 30, 2018.
- b. CCFF will be hosting a holiday party Thursday, Dec. 6 from 5:00 pm – 8:00 pm.
- c. Starting Monday, Dec 3<sup>rd</sup> and ending Dec 13<sup>th</sup>, the Library will be open until midnight. Tutoring will be available to midnight from Dec 6<sup>th</sup> to Dec 11<sup>th</sup>.

### **A. Senate Vice President—Andrew Maz**

- a. No report

### **B. Senate Secretary—Lisa Boutin-Vitela**

- a. The Committee for Art in Public Spaces (CAPS) met yesterday and approved the purchase of about twenty artworks by contemporary artists for display throughout campus. The committee will be contacting and working with different departments/divisions about displaying relevant works of art in their buildings.

### **C. Senate President—April Griffin**

- a. No report.

## **6. ADJOURNMENT (12:00 P.M.)**