

Faculty Senate Agenda  
September 3, 2020  
Virtual Meeting

- I. Call to order
- II. Role call:
- III. Bylaws
  - A. Members voted in
  - B. Must be Union member to be part of Faculty Senate
- IV. Constitution
- V. Initiatives
  - A. Collect faculty input on remote learning initiatives
    - a. Needs
    - b. Challenges
    - c. Wins
  - B. Create lesson plan/guidance/video for faculty for setting expectations for online learning.  
Collaborate with CSI, faculty (survey first) and students and review what's out there already.
  - C. Recruit students
  - D. Support PDRC efforts specifically to certify faculty to teach online
  - E. Reward faculty efforts during this time
  - F. Recruit into Faculty Senate
  - G. Continuously advocate for academic concerns from faculty, as they arise
  - H. Sustain faculty voice and presence through collaborative participation (Internal and External)
  - I. Conduct faculty senate meetings with faculty.

- VI. Process/channels for receiving feedback from faculty
  - A. Can we start a site or place for faculty to report issues, respond to other faculty to engage in discussion forums on topics (ie. Should students be forced to turn their cameras on during zoom classes?) etc.
  - B. Engage DCs via email or other platform
- VII. Roles for senators
  - A. Kathy- secondary representative
  - B. Tressa- distance education specialist
  - C. Ricky-high counsel
- VIII. Budget
- IX. Open Discussion
- X. Adjournment

Faculty Senate Minutes  
September 3, 2020  
Virtual Meeting

- I. Call to order @ 2:00pm
- II. Roll call: Simone Bollinger, Ricky Tyquiengco, Tressa Dela Cruz, and Katherine Chargualaf
- III. Bylaws –
  - A. Members voted in –

R. Tyquiengco discussed past recruitment efforts for Faculty Senate membership. S. Bollinger, suggested that faculty begin voting for Faculty Senate membership. All members present agreed with her suggestion. S. Bollinger will include this issue in the Faculty Senate’s list of initiatives.
  - B. Must be Union member to be part of Faculty Senate –

**Motion to approve the removal of “faculty must be a Union member to be part of Faculty Senate” and replace it with the requirement that senators must be full-time faculty members, not on probation; motion was made by R. Tyquiengco, seconded by K. Chargualaf. No further discussion. Motion passed unanimously.**
  - C. Google Ballot –

**Motion to add electronic voting as an option for Faculty Senate was made by T. Dela Cruz, seconded by R. Tyquiengco. No further discussion. Motion passed unanimously.**

All members reviewed and discussed the latest Faculty Senate Bylaws.

**Motion to approve the Bylaws with the changes and amendments was made by K. Chargualaf, seconded by R. Tyquiengco. No further discussion. Motion passed unanimously.**

- IV. Constitution –

All members reviewed and discussed the latest Faculty Senate Constitution.

**Motion to approve the addition of google meet, zoom, or other virtual means of electronic meetings was made by T. Dela Cruz, seconded by R. Tyquiengco. No further discussion. Motion passed unanimously.**

**Motion to approve the Constitution with the changes was made by R. Tyquiengco, seconded by K. Chargualaf. No further discussion. Motion passed unanimously.**

- V. Faculty Senate Initiatives –
  - S. Bollinger prepared a list of Faculty Senate Initiatives which all members reviewed and discussed.
  - A. Collect faculty input on remote learning initiatives – Faculty Senate ensures the curriculum aspects of teaching. Faculty Senate will gather the input from faculty members. Towards November 2020 or December 2020 the survey will be sent to faculty members to advocate the needs in preparation of Spring 2021 semester.
  - B. Create lesson plan/guidance/video for faculty for setting expectations for online learning. Collaborate with CSI, faculty (survey first) and students and review what’s out there already.
  - C. Recruit Students – GCC CTE programs is a great path for students to begin their careers. Execute something like The Life Teen to market the programs. Spring 2021 semester will be a great time to host this event. Lack of marketing to satellite areas. Faculty members are left to work on their own brochures with no budget to prepare the

materials and events. Need admin support. K. Chargualaf will collaborate with her department regarding this issue. R. Tyquiengco suggested that the last five years of the Faculty Senate budget be prepared to request for an increase in budget allotment.

- D. Support PDRC efforts specifically to certify faculty to teach online. S. Bollinger will contact Zhaopei Teng (PDRC Chair) to verify if they need assistance with certifications.
- E. Rewarding faculty efforts during this time. Need to plan an acknowledgement or appreciation for their efforts. R. Tyquiengco suggested to host an event at the end of Fall 2020 semester or beginning of Spring 2021 semester and how to compensate faculty for extreme measures that they do.
- F. Recruit into Faculty Senate.
- G. Continuously advocate for academic concerns from faculty, as they arise.
- H. Sustain faculty voice and presence through collaborative participation (Internal and External).
- I. Conduct faculty senate meetings with faculty. Works well when Department Chairs join in meetings. Have a virtual meeting at least once a month.
- J. Move Faculty Senate position back to a voted position.

**Motion to approve the Faculty Senate List of Initiatives as discussed was made by R. Tyquiengco, seconded by K. Chargualaf. No further discussion. Motion passed unanimously.**

- VI. Process/channels for receiving feedback from faculty
  - A. Start a site or place for faculty to report issues, respond to other faculty to engage in discussion forums and topics. A place where faculty can submit concerns anonymously. R. Tyquiengco suggested that the MyGCC site be utilized. S. Bollinger will task B. Blas to work on uploading documents on site. T. Dela Cruz suggested that the site be linked to all Faculty Senate members. R. Tyquiengco suggested to verify with MIS. S. Bollinger will do research on site.
  - B. Engage with DCs via email or other platform
- VII. Roles for Senators
  - A. Simone Bollinger – Faculty Senate Appointed President
  - B. Katherine Chargualaf – Secondary Representative
  - C. Tressa Dela Cruz – Distance Education Specialist
  - D. Ricky Tyquiengco – Manfâye
- VIII. FS 2020 Budget – Total: \$1350.00 (\$675.00; 7240 and \$675.00; 7290)
- IX. Open Discussion – How can we support faculty’s mental health and workload during this time?
- X. Adjournment @ 3:32pm

Faculty Senate Agenda  
October 1, 2020 @ 2pm  
Virtual Meeting

- I. Call to order
- II. Role call:
- III. Review Minutes from 9/3/2020
- IV. Bylaws
  - A. Members voted in
  - B. Must be Union member to be part of Faculty Senate
- V. Constitution
- VI. Initiatives
  - A. Collect faculty input on remote learning initiatives
    - a. Create survey, disseminate before the end of the Fall semester
  - B. Create lesson plan/guidance/video for faculty for setting expectations for online learning.  
Collaborate with CSI, faculty (survey first) and students and review what's out there already.  
Consider the creation of a new course to support what many believe will be a radical shift in how people work (telework).
  - C. Recruit students (Check-in with Kathy)
  - D. Support PDRC efforts specifically to certify faculty to teach online
  - E. Reward faculty efforts during this time (TRIVIA NIGHT)
  - F. Recruit into Faculty Senate
  - G. Conduct faculty senate meetings with faculty (set meeting)
- VII. Budget
- VIII. Open Discussion
- IX. Adjournment

Faculty Senate Agenda  
October 1, 2020 @ 2pm  
Virtual Meeting

- I. Call to order
- II. Role call: Simone Bollinger, Ricky Tyquiengco, Tressa Dela Cruz and Katherine Chargualaf.
- III. Review Minutes from 9/3/2020 – minutes will be reviewed and approved online.
- IV. Bylaws – S. Bollinger will make the revisions as discussed and send for approval via email.
  - A. Members voted in
  - B. Must be Union member to be part of Faculty Senate
- V. Constitution
- VI. Initiatives – Faculty Senate will create a plan on how to meet the following list of initiatives:
  - A. Collect faculty input on remote learning initiatives – Create survey, disseminate before the end of the Fall 2020 semester. S. Bollinger will combine the survey with the faculty evaluation survey.
  - B. Create lesson plan/guidance/video for faculty for setting expectations for online learning. Collaborate with CSI, faculty (survey first) and students and review what’s out there already. Consider the creation of a new course to support what many believe will be a radical shift in how people work (telework).
  - C. Recruit students (Check-in with Kathy) – discussed plans for a GCC Campus Virtual Tour with Gerald Cruz (CSI Administrator). Would like to host an on campus tour, however, depends on pandemic. COPSA to spearhead each program, event will take place in Spring 2021 semester. G. Cruz suggested that Reach for College be included in this event. G. Cruz will hold a meeting with COPSA to discuss event dates.
  - D. Support PDRC efforts specifically to certify faculty to teach online – S. Bollinger reached out to Zhoapei Teng (PDRC, Chair) via email, to inform her about Faculty Senate supporting PDRC efforts. No response as for now, but S. Bollinger will keep trying to contact her.
  - E. Reward faculty efforts during this time (TRIVIA NIGHT) – planning this event for Spring 2021 semester. This event will require its own planning sessions. S. Bollinger suggested door prizes for each member who joins. S. Bollinger will do more research. T. Dela Cruz suggested creating a google doc questions and answers. S. Bollinger will start preparing heading such as: Industries, Admissions, Advisement, and Student Facts.
  - F. Recruit into Faculty Senate – will continue more during Spring 2020 semester.
  - G. Conduct Faculty Senate meetings with faculty (set meeting) – R. Tyquiengco suggested having a Faculty Senate meeting (food and snacks provided) at the end of Fall 2020 semester to provide faculty members of Faculty Senate updates, initiatives, questions and concerns. Contact Department Chair’s to assist on gathering faculty members for this event.
- VII. Budget
  - 2016-2018 = \$5000.00
  - 2019-2020 = \$1500.00

- 2020-2021 = \$1350.00

S. Bollinger will submit a request to increase Faculty Senate budget. R. Tyquiengco suggested requesting for an increase on budget because Faculty Senate is planning more events that will require more funding. Some of the Faculty Senate funding will be used for prizes for Trivia Night. All dependent on what are Faculty Senate's plans.

VIII. Open Discussion

A. Faculty Senate MyGCC Site – all approve documents will be posted on this site. This site is ready for uploading documents and postings.

IX. Adjournment