



Minutes

Faculty Senate Regular Meeting

Friday, May 16, 2025

1:00-2:30 PM on Google Meet

Meeting link: meet.google.com/cow-bsdj-cja

- I. Establishment of Quorum: Kevin Williams, Gene Martinez, Chantel Rivera, Billie Mathews, Nichole Collins, Linda Salazar, Mari Hill
- II. Call of Meeting to Order: Meeting called to order at 1:04 p.m.
- III. Approval of Agenda: Motion made by Mari Hill to approve agenda. Seconded by Linda Salazar. Passed unanimously.
- IV. Approval of Minutes from April 25, 2025 Meeting: Gene Martinez moved to table the approval of the minutes from April 25, 2025 meeting. Seconded by Nicole Collins. Passed unanimously.
- V. Welcome of Guests/Public Comment (3 minutes per person): No guests present.
- VI. Information/Discussion Items:
 - A. Senator Reports
 1. Kevin Williams (Associates Senator, Senate Chair) – Associates appreciated the invitation to attend inservice sessions.
 2. Gene Martinez (CTE Senator, Vice Chair) – Common Course Numbering is completed for CTE. Plasma table is up and running and is currently being debugged. They made trophies for graduation that turned out nice.
 3. Chantel Rivera (Allied Health/Nursing Senator, Secretary) – Nothing to report at this time.
 4. Billie Mathews (Humanities Senator, Immediate Past Chair) – Wrapping up year. Enjoyed meeting with Kathleen Sena from HLC about Common Course Numbering. Watching numbers for summer enrollment.
 5. Nichole Collins (STEM/Assessment Senator) – STEM has an adjunct to cover summer science classes. It was a very successful semester for BCIS as pretty much everyone who took final earned certification. Nicole was nominated as Chair of the Assessment Committee. Billie will be Vice Chair. They are ready to hit the ground running in the Fall. CLOAs can be extended if needed on individual basis. The Assessment Committee is getting membership from Nursing. They are open for new members, but need to keep membership low in order to meet quorum. The plan to work on policy and procedure manual this summer. ITDE is also working on a policy and procedure manual this summer. It will need to include a policy on AI. Anthology roll out will be complete by Fall of 2027. Until then cohorts will move slowly. CTE will be a specific cohort and will roll over as a group. Education is starting to roll over. The cohorts have differing needs, so will roll over at different rates.

6. Mari Hill (Adult Basic Ed., Business, Early Childhood Ed., Satellites Senator) – We are planning for summer courses. Exciting to see so many students at graduation.
7. Linda Salazar (Ex Officio/LRC) – Nothing new to report. Workday work continues.

B. Standing Committee Reports

1. Elections Committee – None
2. Professional Development Committee - None
3. Curriculum Committee – Still in process of Common Course Numbering. HB2 passed, so Common Course Numbering is tied to funding. Kathleen Sena from HLC was on campus to help with it. She assisted Gene complete his. She also assisted Nichole and Karen Torres. Rachael now has access to submit paperwork. She provided many forms for the catalog. Much work to be done. The committee approved changes in Dental classes.

C. Discussion Items

1. Faculty Handbook – In the recent past the Faculty and Staff Handbooks were combined. It is suggested that Faculty Senate review the Handbook over the summer. The Faculty and Staff sections may need to be separated. Another issue is that current policy 4.7.2 says that summer session is separate contract for faculty for 6 to 8 credits. It doesn't say that you cannot teach over 8 credits. With a small faculty, limiting summer teaching to 8 credits would limit offerings and negatively affect students. A remote work policy will also affect the handbook. It hasn't been updated or reviewed since 2014. Faculty Senate may want to consider developing a policy requiring handbooks to be reviewed and updated on a regularly scheduled basis.

VII. Action Items:

- A. Stipend Vote – Nichole Collins made a motion to approve honorariums for all senators as attendance/participation criteria for Board of Trustees meetings and Faculty Senate meetings were met. Seconded by Gene Martinez. Passed unanimously.
- B. Election of Faculty Senate Officers for 2025-2026 – Officers for the 2025-26 year are:
Mari Hill – Chair
Gene Martinez – Vice Chair
Kevin Williams - Secretary

VIII. New or Follow-up Items for Next Meeting's Agenda:

- A. "Coffee Connects" Schedule for 2025-26
- B. Standing Committee Assignments

IX. Next Regular Meeting: August 15, 2025

- X. Adjournment: Motion was made to adjourn the meeting by Nichole Collins. Motion was seconded by Gene Martinez. Motion passed unanimously. Meeting was adjourned at 2:11 p.m.