Members Present:

President ............................................................................... Ardon Alger
Vice President—Language Arts ........................................ Neil Watkins
Secretary/Treasurer—Senator-at-Large .......................... Angela Bartlett
Curriculum Chair .............................................................. Marie Boyd
Business & Applied Technology ...................................... Joy Haerens
Business & Applied Technology ...................................... David Karp
Chino/Fontana .................................................................... Karen Encinas
Chino/Fontana .................................................................... Tim Greene
Health Sciences .................................................................... Beverly Cox
Health Sciences .................................................................... Renee Ketchum
Instructional Support ....................................................... Mary Jane Ross
Instructional Support ........................................................ Cindy Walker
Language Arts ................................................................. Leona Fisher
Mathematics & Sciences ................................................. Nicole DeRose
Mathematics & Sciences ................................................ Ali Wardak
Student Services ............................................................ Maria Cuevas
Student Services .............................................................. Susan Starr
Visual and Performing Arts ......................................... Cynde Miller
Senator-at-Large ............................................................. Jeff Brouwer
Senator-at-Large ............................................................. Robin Ikeda
Adjunct Senator-at-Large .............................................. Gail Keith-Gibson

Members Absent:

Social & Behavioral Sciences ........................................ Vera Dunwoody
Social & Behavioral Sciences ........................................ Angela Sadowski
Visual and Performing Arts ......................................... Orville Clarke/Medical Leave

Alternates Present:

Business & Applied Technology ...................................... Thierry Brusselle
Chino/Fontana .................................................................... Laurie Pratt
Instructional Support ....................................................... Shelley Marcus
Language Arts .................................................................... Cathy Decker
Mathematics & Science ................................................ Diana Cosand
Student Services ............................................................ Vacant
Visual and Performing Arts ......................................... John Machado
Adjunct Alternate Senator ............................................. Dolores Blanton

Guests:

Dr. Henry Shannon
Dr. Cid Pinedo

I. P.E.

II. CALL TO ORDER

III. APPROVAL OF CONSENT AGENDA
Consent agenda was approved 22-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Distance Education Committee
    Jackie Boboye, SS
  - Honors Program Committee
    Francisca Mejia, Adjunct/LA

V. REPORTS
- President
  - Faculty Senate approved the December 6, 2011 minutes via email before the winter break, 18/0.
  - Faculty Lecturer of the Year Sub-Committee—President Alger stated that the Adjunct Sub-Committee is working on its response to the Faculty Lecturer of the Year Sub-committee proposal that was presented before the winter break. While the Adjunct Sub-committee is working through this process, please remember some of the ways that Faculty Senate and the College support adjunct faculty:

Adjunct faculty at Chaffey College are in a very unique position to participate in professional development and learning opportunities. At a time when few community colleges are funding professional development, Chaffey continues to support a robust program that uniformly encourages adjuncts to participate.

**Professional Learning Opportunities:**
- Online Flex opportunities (which demonstrates a sensitivity to the demands of adjunct schedules)
- Flex activities designed for adjuncts specifically (January featured a panel of adjuncts to address adjunct issues for instance).
- Participation in Faculty Inquiry Teams (both the DE and Accelerated FIT groups include adjunct faculty voices). All faculty who participated are compensated and have the same opportunity to shape future directions of the college.
- Participation in the Summer Institute. For the past four summers, both adjuncts and full-time faculty are paid to participate in a two-week seminar to improve their teaching. In all four Summer Institutes, the
participation has been equally divided between adjunct and full-time faculty.

- **Seminars in the Faculty Success Center.** Like the Summer Institute, adjuncts are encouraged to apply to participate in the paid seminars on targeted instructional areas, and about half of the participants are typically adjunct.
- **Workshops in the Faculty Success Center.** These are open to any faculty members, and we encourage everyone to attend who is interested.
- **The Faculty Success Center hosts both the Association and Senate groups supporting adjunct issues so that they have a place to gather and collaborate.**

The issue of participation often is raised because some adjuncts will say that they cannot attend what is offered, even though they are invited. In truth, some full-time faculty cannot attend what we offer either because of their schedules. The problem, then, is the nature of being a “freeway flyer”—not that adjuncts are not included in professional learning opportunities.

**Faculty Senate Facilitated the Following for Adjunct Faculty:**

- **Adjunct Shared Office Space** – Working with the Deans, the Senate identified space and amenities on campus for adjunct faculty. The list was distributed to all adjunct faculty Fall 2007. Senate has expanded the list to include all three campuses and updates to the list are ongoing.
- **Language Arts (LA) Office Space**—Spring 2012, LA identified five offices for LA adjunct faculty that can be reserved on a daily or weekly basis for student conferences, grading papers, etc. Senate President is working with the deans to identify offices in other schools for adjunct use.
- **Adjunct Commencement & Loaner Regalia (May 2006)**—In collaboration with ASCC, 30 seats are offered to adjunct faculty at commencement each year on a first-come-first-serve basis. Faculty Senate provides loaner regalia if needed.
- **Adjunct Senate Subcommittee**—Provides education, support, social interaction, and information to adjunct faculty. (10/5/10)
- **Chaffey College Adjunct Information Website**—Provides detailed "how to" information, Faculty Senate Adjunct Sub-Committee minutes, an office space guide, links to the campus directory and Faculty Handbook, and other useful information in a centralized location online. (launched May 2011)
- **Online Faculty Handbook**—Adjunct Faculty Information Section Added July 2011.
- **Web Staff Directory**—Adjunct Instructors are included in the online staff directory.
Senate continues to work on a variety of other issues that the adjunct faculty have requested.

VI. OLD BUSINESS

VII. NEW BUSINESS

- Measure L Money – Dr. Henry Shannon, Superintendent/President, and Cid Pinedo, Interim Vice President, Administrative Services & External Relations – Dr. Shannon provided an overview of his history with Measure L since he has joined the college, and expressed satisfaction with the construction that has occurred at Chaffey since 2002. Dr. Pinedo thanked Senate for the opportunity to discuss Measure L with Senate and invited faculty to discuss any concerns or questions with his office. He provided Senate with a presentation that was given to the Citizens’ Oversight Committee, which will also be shared with the board on Thursday. The presentation included a partial list of projects that have been completed with Measure L funds.

There are some state projects that may be built if the state is able to fund them, one of which is a Library and Learning Resource Center at the Chino campus. The state also provided 70% of the funding for Fontana; the District strives to preserve Measure L money and use state funding as much as possible. At the Rancho campus, there are various projects underway, including the greenhouse (partially funded by Measure L).

There are significant leaks and drainage problems when it rains in Business Education, so Dr. Pinedo will address that. If something is wrong on a new or renovated building, the best thing to do is to tell a coordinator and a dean as well as put a work order in; there is an online system for doing so. There have been some problems with this process, but it has been greatly improved. This will establish documentation of the problem. If there is not adequate follow-up, Dr. Pinedo asked that faculty email Melanie Siddiqi, Interim Executive Director of Administrative Services, and him.

There are several projects in pre-bid and projects in design. One project in pre-bid, the thermal energy storage tank at the Central Plant, is more sustainable and cost-efficient; our community college is one of the first in the state to build one. There was some discussion of the pre-bid for the PE/Athletics parking lot and flag poles; the two flag poles will cost $4700, and the overall project is estimated at $480,000. This would be a “bare bones” parking lot.

Dr. Pinedo went over the Measure L Money ($229,830,000) and additional monies ($128,412,324) acquired by the District because we could leverage the Measure L money, refinance some of the bonds, and acquire other funds.
There is just over $1.68 million remaining. This includes funds ($82,106,581) allocated for projects in pre-bid, projects in-design, and some projects in planning. The next step is deciding how to spend the remaining money. Dr. Shannon has asked Faculty Senate (with input from our respective departments) to provide a list of priorities. This list will be taken to the VPs and then eventually the board. We also need to decide if we will stay in the queue for the state projects. Dr. Pinedo will receive a report from the state this week that will inform him of our current status with the state. He will communicate these numbers with Faculty Senate as soon as possible after he receives them. There was a question regarding shared governance and projects that are in-progress, like the PE parking lot. The governing board, legally, is the only group that can make the project official and allocate the funds. The current list was decided upon three years ago by the board after recommendations were made to the board. If appropriate, once projects are decided upon, we can explore the possibility of grants. Dr. Pinedo indicated that it has become more difficult to obtain “brick and mortar” grants.

- **Meritorious Service Award—Call for Nominations** — All full-time contract faculty, living or deceased, who have been retired for at least one full year or who have died while still in service, are eligible for the Faculty Senate Meritorious Service Award. Nominations may be submitted by a single faculty member or group of faculty members. The letter of nomination should be narration, but concise and explicit. Details that sustain and/or support any assertion of meritorious service should be added as an appendix. Criteria used in evaluating applications are superior teaching or job performance plus professional achievement and/or college service. Complete guidelines are available from the Faculty Senate Office.

Deadline for submitting applications is **4:30 pm on Friday, February 10, 2012**. Senators are urged to voicemail their constituents with details and deadlines. Recipients will be honored at a luncheon on April 3, 2012.

- **Board Policies & Administrative Procedures** — Included in this week’s packet was a table highlighting Chaffey’s Board Policies & Administrative Procedures that are related to Faculty Senate’s “10+2” areas.

**VIII. ANNOUNCEMENTS**

**IX. FLOOR ITEMS**

**X. SUMMARY**

**XI. ADJOURNMENT**

The meeting was adjourned at 2:00 p.m.

Respectfully submitted by,
Donna Walker, Recording Secretary

Angela Bartlett, Secretary/Treasurer