FACULTY SENATE MINUTES
January 31, 2012

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
Chino/Fontana .................................................................Karen Encinas
Chino/Fontana .................................................................Tim Greene
Health Sciences ...............................................................Beverly Cox
Health Sciences ...............................................................Renee Ketchum
Instructional Support ...................................................Cindy Walker
Language Arts .................................................................Leona Fisher
Mathematics & Sciences ..............................................Nicole DeRose
Mathematics & Sciences ................................................Alif Wardak
Social & Behavioral Sciences .......................................Vera Dunwoody
Social & Behavioral Sciences .....................................Angela Sadowski
Student Services ..........................................................Maria Cuevas
Student Services ..........................................................Susan Starr
Senator-at-Large ..........................................................Jeff Brouwer
Senator-at-Large ..........................................................Robin Ikeda
Adjunct Senator-at-Large ...........................................Gail Keith-Gibson

Members Absent:
Business & Applied Technology ....................................David Karp
Instructional Support ................................................Mary Jane Ross
Visual and Performing Arts ...........................................Orville Clarke/Medical Leave
Visual and Performing Arts ...........................................Cynde Miller

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
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of January 24, 2012, and consent agenda were approved 23-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Instructional Assistant II, Disability Programs & Services Screening Committee
    DE Creasy-Valdez, SS

V. REPORTS
- President
  - Meritorious Service Awards — Call for Nominations — President Alger reminded Senate that the deadline for nominations for this year’s Meritorious Service Awards is Friday, February 10, 2012. The ceremony will take place on April 3, 2012.
  - Feedback on Maintenance Work Orders — President Alger spoke to Mo Estes, and she stated that Maintenance & Operations is aware of the issues with the system regarding feedback on work orders. Maintenance & Operations is working to resolve these issues.
  - Testing Center — President Alger announced that the Testing Center will be open and ready for use in February. The Testing Center is located in the Administration Building, Room 189 and will be open on Mondays and Fridays from 9:00 am to 1:00 pm and on Thursdays from 2:00 pm to 6:00 pm. The Testing Center has 16 computers, as well as additional desk space and two private rooms for test-taking. Dean Hope will be sending out a campus-wide email with additional information.
  - Michael Alexander Campus Center (MACC) Dedication — President Alger announced that the dedication for the MACC building will be held on Wednesday, February 22, at 3:30 pm. Michael Alexander’s family will be in attendance.
  - Resignation — President Alger announced that Orville Clarke has resigned his position as the Visual & Performing Arts Senator effective immediately. Senator Machado will complete Orville’s term ending June 2012.
- Vice President
  - This semester, an information campaign about Math and English First will begin. Students who place in English 450 and Math 410 will be offered a program where if they take 12 units a semester for 3 semesters, taking their math and English sequence without dropping classes or failing, they will obtain improved registration status (first day of returning students reg. period). This will be promoted through our high school outreach and offered to all eligible new students. It is a pilot program that will begin in
fall 2012. Students will sign a contract, and if they don’t fulfill the contract, they will return to their normal registration status. They will have a group counseling component and orientation. This will target approximately 450 students. The goal is to motivate students to move through their prerequisites more efficiently so that they are prepared for their other classes, which will benefit all areas. This program was initiated by the Enrollment and Management Success Committee. This also helps inexpensively address one of the concerns in the Student Success Task Force Recommendations.

- Curriculum
  - Curriculum Chair Boyd reported that the deadline for curriculum modifications that deal with course title changes or course descriptions, or new course proposals which now include a change to unit value on existing courses, is late February. The Curriculum Office was just informed of this deadline due to the printing of the Fall 2012/Spring 2013 schedule of classes. Please contact the Curriculum Office ASAP if you have any course modifications you are concerned about with this February deadline.
  - Information gathered from the statewide Curriculum Chair Listserv indicate that changes to Title 5 in regards to the elimination of repeatability will probably be in place by Summer 2013, and Chaffey may want to strategize an approach to compliance of these anticipated Title 5 changes. More to come regarding this topic after the Spring Academic Senate plenary session which will be held April 19-21.

- Committee
  - Academic Issues Group — Ardon Alger, Angela Bartlett, and Neil Watkins reported the concerns about Distance Education in terms of accreditation and developmental courses online. The waitlist issues seem to have been addressed. The group also discussed creating a tutorial for the faculty handbook. It would focus on adjunct and new faculty; there may be a FOSA for this.

VI. OLD BUSINESS
- Measure L Funds — Senate will work to determine a list of projects for remaining Measure L funds. The College needs the list to prioritize what we do with the $1.6 million, but the list will also help us determine what other funds we might seek for some projects. For example, ordinary work order/repair projects should be funded outside of Measure L. Senate is also interested in the list allocated to projects. Senate assumes that the list of priorities will go to both VPs and Cabinet. Senator Fisher suggested we survey faculty; she will work with President Alger to develop this. There are also equipment funds in our budget that Senate will examine.

VII. NEW BUSINESS
- Strategic Goals — Included in this week’s packet for Senate’s discussion were Dr. Shannon’s strategic goals:
Commitment to Teaching and Learning Excellence
Commitment to Human Resource Planning and Professional Development
Commitment to Workforce and Economic Development
Commitment to Improve the Infrastructure and Physical Learning Environment
Commitment to Cost-Effective Investments in Technology
Commitment to Increasing Revenue from Public and Private Sources
Commitment to Sustainability

There was discussion on how this aligns with the Educational Master Plan. There is also some question about how this fits in with core competencies, core goals, SLOs, etc. It would be helpful to have some clarity about where and how all of this fits together at Chaffey so that it is more meaningful. We want to ensure that technology supports educational goals. There was also a concern that students weren’t mentioned in this list.

• **Board Policies & Administrative Procedures**

  **BP/AP 2510 — Participation in Local Decision Making** — Senate discussed BP 2510 and AP 2510. The new policy/procedures do not change the shared governance agreement for faculty that is currently in place. President Alger also drew attention to item Title V, Section 53203, which deals with how faculty members are appointed to committees. Senate unanimously approved BP 2510 as written and AP 2510 as revised.

  **Sunshining Policies/Procedures — Chapter 5 (Student Services) and Chapter 7 (Human Resources)** — President Alger encouraged faculty to examine the highlighted policies and procedures, looking for inconsistencies and “red flags.” The text color code is as follows: purple is Faculty Senate; black is existing Chaffey language; red is additional language recommended from the Community College League of California and legal counsel (Liebert Cassidy Whitmore); blue is language included for consideration (Note: Dr. Jane Wright, Special Consultant, Policy and Procedure Service, Community College League of California, provided suggested language prior to review with administrators, and some suggested language was provided by administrators during review meetings with Dr. Wright); green is revisions; orange is Curriculum. Senator Fisher will examine 7250, 7310, and 7510; Vice President Watkins will examine 7210, 7215, and 7216; Senator Decker will examine 5075 and 7145; Senator Walker will examine 7110; Senator Ketchum will examine 7140; Senator Dunwoody will examine 7340 through 7350; Senator Brusselle will examine 7160 and 7600; and Senator Haerens will examine 7380. This needs to be done by next week. If anything stands out, we should enter the change in purple text.

• **Curriculum Board Policies & Administrative Procedures** — Marie Boyd reported that the Curriculum Committee approved the following BPs/APs on January 25, 2012:
• BP/AP 4020—Program, Curriculum, and Course Development—Senate approved unanimously.
• AP 4021—Program Discontinuance—Senate approved unanimously.
• AP 4022—Course Approval—Senate approved unanimously.
• BP/AP 4025—Philosophy & Criteria for Associate Degree & General Education—Senate approved unanimously.
• BP/AP 4100 Graduation Requirements for Degrees and Certificates—Senate approved unanimously.
• FW versus F Grades—Susan Starr provided clarification on the differences between these grades. They both affect the student in the same way.

VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS

X. SUMMARY

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

Respectfully submitted by,

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Donna Walker, Recording Secretary

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Angela Bartlett, Secretary/Treasurer