FACULTY SENATE MINUTES
October 1, 2013

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 ...........................................Thierry Brusselle
Business & Applied Technology ...........................................David Karp
Chino/ Fontana ....................................................................Tim Greene
Chino/ Fontana ....................................................................Laurie Pratt
Health Sciences ......................................................................Sue Paplanus
Instructional Support ..........................................................Mary Jane Ross
Instructional Support ..........................................................Cindy Walker
Language Arts .......................................................................Leona Fisher
Mathematics & Sciences ......................................................Nicole DeRose
Mathematics & Sciences ......................................................Alif Wardak
Social & Behavioral Sciences ..............................................Vera Dunwoody
Student Services ....................................................................Maria Cuevas
Student Services .....................................................................Susan Starr
Visual and Performing Arts ...............................................Stan Hunter
Visual and Performing Arts ...............................................John Machado
Senator-at-Large ...................................................................Tim Arner
Senator-at-Large ...................................................................Robin Ikeda
Adjunct Senator-at-Large .....................................................Gail Keith-Gibson

Members Absent:
Health Sciences .....................................................................Renee Ketchum
Social & Behavioral Sciences ..............................................Angela Sadowski

Alternates Present:
Business & Applied Technology ..........................................Carol Dickerson
Chino/ Fontana .....................................................................Daniel Bentum
Instructional Support ..........................................................Shelley Marcus
Language Arts .......................................................................Doug Duno
Student Services .....................................................................Lucy Serrano
Adjunct .................................................................................Laura Luszcz

Guests:
John Fay
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of September 17, 2013, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Administrative Assistant Honors Program (.475) Screening Committee
    Leona Fisher, LA
  - Admissions & Records Coordinator Screening Committee
    Susan Starr, SS
  - Honors Program Committee
    Dan Loomis, SBS
  - Resigned—Unable to Serve—Economic Development Committee
    Marie Boyd, IS
  - Resigned—Unable to serve—IT User’s Group
    Dale DesLauriers, Adjunct/ M&S
  - Resigned—Unable to Serve—Marketing Committee
    Wendy Whitney, SS
  - Resigned—Unable to Serve—President’s Equity Council
    Melissa Utsler, LA
  - Resigned—Unable to Serve—Professional Development Committee
    Jade Lehar, Adjunct/ LA
  - Senate IT User’s Group
    Webster Watnik, Adjunct/ LA

V. REPORTS
- President
  - Academic Calendar—John Fay reported on the 2nd Calendar Committee meeting. December 19th would be the last day of finals, and Faculty Lecture would return to mid-April.
  - Waitlist Study—President Alger shared a recent study done by the Office of Institutional Research about how many students on the wait list are enrolled in other courses at Chaffey College in the Fall 2013 semester. 79.8% of students on the Fall 2013 waitlist were enrolled in one or more courses/sections at Chaffey College. Given the volume of enrollments and new students that we have observed adding 2nd fast track courses just in the past two days (registration for 2nd fast track started this past Monday, September 23rd), Jim Fillpot suggests re-running this report around October 24th, the day after the last day to register for 2nd fast track courses. Students who were unable to enroll in full-term courses may have an opportunity to take advantage of these courses/sections, further increasing the number of students on wait lists who eventually enroll in one or more courses at Chaffey College.
• **Commencement 2014**—President Alger announced that the Commencement Committee has expanded the graduation platform party and reduced speaking roles; the Faculty Senate President, external speaker, and the Foundation representative will no longer be speaking at commencement. The following individuals will speak at Commencement 2014: President/ Superintendent as keynote, Governing Board President, Student Body President/ Trustee, and Valedictorian. The Faculty Senate President and Classified Senate President will have space in the graduation program for thoughts/ comments to the graduating class. The recent change to exclude an external speaker may be understandable to address time concerns. Because faculty have such an integral and direct role in student learning and success, the Senate urges the Commencement Committee to reinstate the Faculty Senate President speaker as part of the commencement proceedings.

• ASCC sent a special thank you to Senator Karp for presenting such an insightful lecture to the student packed lounge on September 17, celebrating Constitution Day. The lecture was fast-paced with great stories and contemporary examples to hold the interest of students.

• **Report to the Community**—Ardon encouraged Senators attending the Report to the Community to pair up and sit with community members at next week’s luncheon. They should get somebody to hold a seat for them if they are going to be late.

• **Governing Board Report**—The Senate President’s September Board Report was included in Senate packets. This report detailed a number of faculty accomplishments. Faculty members who would like to be featured in an upcoming Board Report should email pertinent information (who, what, when, where, why, and please spell out all acronyms) to ardon.alger@chaffey.edu in the Faculty Senate Office. Please remember that incomplete reports cannot be included.

• **Academic Senate—Call for Nominations**—The Academic Senate is pleased to announce the call for nominations for the Exemplary Program Award. Sponsored annually by the Foundation for California Community Colleges, the Exemplary Program Award recognizes outstanding community college programs. As many as two California Community College programs will receive cash awards of $4,000, and up to four programs will receive honorable mention plaques. The Academic Senate selects annual themes related to the award’s traditions and statewide trends. Recognizing the importance of assessment in placement, the theme for 2013 – 14 is “**Assessment for Placement: Effective Practices, Alternatives, and Improving Outcomes.**” Programs that provide innovative strategies for implementing assessment, placing students, preparing students for placement exams, and are scalable are just some of the possible emphases of eligible programs. This award offers an excellent opportunity for California Community Colleges to showcase exceptional programs. The Senate selected this theme to highlight the important work that all colleges must do to prepare and promote student performance on assessment for placement exams or to implement validated alternatives to
exams for placement. The Board of Governors will present the 2013-2014 Exemplary Program Award to as many as six programs from across the state at its January 2014 meeting. Each college may nominate one program to receive this prestigious honor. **Completed applications must be received in the Academic Senate Office by 5:00 p.m. on November 12, 2013.** A minimum of three nominations statewide must be received for the selection process to proceed.

- President Alger shared a lovely thank you note from Victoria Tulacro, new English faculty member, expressing her appreciation for the Welcome Reception.
- Senate sends its condolences to Governing Board Member Paul Gomez on the recent loss of his brother, Joseph Gomez.
- Senate will not meet next week in lieu of the Report to the Community Luncheon.

**Vice President**

- **Senate Elections**—Vice President Watkins announced that Donna Colondres was elected as the Alternate Senator representing Student Services.
- **News Release**—Vice President Watkins shared a Marketing and Public Relations September 18 News Release: *Chaffey College Ranks 18th in Top Community Colleges BYmtvU’s RATEMYPROFESSORS.COM*. Chaffey College's three campuses earned top ranking in top Junior and Community Colleges coming in at 18th of the top 25 colleges in the nation. Jim Fillpot, Dean, Institutional Research, examined the data in greater detail, and Chaffey had an overall faculty rating of 3.97. Looking at the top-rated community college, Santa Barbara, the overall faculty rating was slightly lower than Chaffey's: 3.97, versus 3.93 at Santa Barbara. However, the Santa Barbara campus was rated higher: 4.3 at Santa Barbara; 3.9 at Chaffey.

**Coordinators**

- Three-year plans are going to be increasingly important. They have a huge impact on students' education plans.

**Committee**

- **Outcomes & Assessment**—Marie Boyd asked Senate to approve Pathway to Proficiency, edition 2. Senate approved and thanked Marie for her excellent work.

VI. **OLD BUSINESS**

- **Sabbatical Report**—Mitchell Syrop—Sabbatical Readers Dunwoody, Machado, and Ross have reviewed Mitchell's sabbatical report and recommend approval as revised; Senate concurred. Senate will forward the revised report to the Office of Instruction.

- **Faculty Advising**—Robin Ikeda discussed the proposed faculty for the working group. Senate approved the following faculty members: Emily Avila, M & S; Lynn Breagle, HS; Sean Connelly, LA; Carol Dickerson, BAT; Michelle Dowd, LA; Vera Dunwoody, SBS; Nicole Farrand, VPA; Robin Ikeda, M & S;
Daniel Jacobo, VPA; David Karp, BAT; Peter Konovnitzine, M&S; Laurie Pratt, LA; Eva Rose, LA; Angela Sadowski, SBS; Julie Song, SBS; and Wendy Whitney, SS.

- **Senate IT Users’ Group**—President Alger reported that the IT Users’ Group met on September 25 and selected Carol Hutte as the chair. Melanie Siddiqi will attend the next meeting on Wednesday, October 9.

### VII. NEW BUSINESS

- **Sabbatical Leave Request**—After review of the Sabbatical Leave Tracking Table, Senate approved the following Sabbatical Leave Readers:
  - **Jon Ausubel**—Senators Fisher, Bartlett, and Arner to review Jon’s Fall 2014 Sabbatical Leave Request.
  - **Stan Hunter**—Senators Alger, Dunwoody, and Walker to review Stan’s Fall 2014 Sabbatical Leave Request.
  - **Marc Meyer**—Senators Fisher, Bartlett, and Ikeda to review Marc’s Fall 2014 Sabbatical Leave Request.

- **Best Practices for Office Hours**—There has been some discussion about best practices for office hours. Faculty and students highly value college hour, but there will have to be some language regarding appropriate exceptions. Senators Watkins, Fisher, Arner, and Bartlett are willing to work on this issue.

- **PSR Criteria for Faculty Prioritization**—Senate will review as a group at the next meeting.

- **Program Discontinuation Process**—Senator Karp volunteered to review this.

- **Faculty ID Cards**—Senate felt strongly that faculty should have a picture ID for all faculty members. For example, if there is an emergency, we need to be able to quickly identify ourselves. For personal safety when on campus during normal hours and after hours, a picture ID is important. It is useful for professional events, conferences, and commercial discounts. It is also needed to check a book out of the library. When Health Science professors do clinical visits, they are also required to present proof that they work for the college, which they don’t currently have. There are several ways to address the concern of active ID cards for faculty who are no longer working at Chaffey College.

- **Faculty Senate Scholarships—Criteria Clarification**—Senators Machado, Pratt, and Starr will review the scholarship criteria.

- **Grade Changes—Chino/Fontana Campus**—Senate recommends faculty be able to change grades at the campus at which they teach.

- **Chancellor’s Office—New Salary Surfer Website**—President Alger reported that the California Community Colleges Chancellor’s Office recently released the new Salary Surfer website, a new online tool that allows students and the public to view aggregated median earnings of those who complete a certificate or degree in a specific community college discipline and then enter the workforce. The Salary Surfer, which can be viewed at [http://salarysurfer.cccom.edu/SalarySurfer.aspx](http://salarysurfer.cccom.edu/SalarySurfer.aspx), displays median annual incomes for those who complete 179 of the most widely enrolled program areas and do not transfer to a four-year institution. The data show the median
earnings for community college graduates two years prior to earning the award, then two years and five years after earning either a certificate or degree. President Alger cautions users that some of the data may not be accurate. The data does not include part-time or freelance jobs.

- **Economic Development Committee**—Senate put out a call for a faculty representative to replace Marie Boyd on the Economic Development Committee. The purpose of this committee is to support and/ or enhance Chaffey's credit programs; respond to business and community needs; assess current projects for effectiveness; identify training areas which should be targeted; enhance Chaffey College's standing as a proactive player in regional economic and workforce development; provide a forum for the exchange of ideas between the credit, not-for-credit, and contract training programs; and to be an incubator for new programs. The committee meets on the **third Tuesday of every month from 3:00 to 4:00 pm in SSA, Room 208**. Faculty interested in serving on the Economic Development Committee are urged to contact their Senator or the Faculty Senate Office at Extension 6965.

VIII. **ANNOUNCEMENTS**

IX. **FLOOR ITEMS**

- **Conference**—Cindy Walker reported on the Student Success and Support Programs Implementation Summit. Every community college in California was represented at this event. Presenters and participants discussed the Student Success Act and shared ideas about implementation. Chaffey College is on the right track and ahead of many colleges in regards to implementing the Student Success Act. Some items of interest include the credit and noncredit funding formula changes, which will now include student services such as counseling, orientation, and assessment. There are now defined timelines regarding the Common Assessment that is going to be developed by the Chancellor’s Office. Once developed, they want to pilot it during the 2015-16 academic year and then have colleges implement it after that. We need to make sure that we communicate the need for multiple measures, especially some of the measures we use at Chaffey that have proven to be effective.

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