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
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 .............................................. Alif Wardak
Social & Behavioral Sciences ..................................... Angela Sadowski
Student Services ....................................................... Susan Starr
Visual and Performing Arts ........................................ John Machado
Senator-at-Large ....................................................... Jeff Brouwer
Adjunct Senator-at-Large .......................................... Gail Keith-Gibson

Members Absent:
Chino/Fontana ............................................................ Tim Greene
Social & Behavioral Sciences ..................................... Vera Dunwoody
Student Services ....................................................... Maria Cuevas
Visual and Performing Arts ....................................... Cynde Miller
Senator-at-Large ....................................................... Robin Ikeda

Alternates Present:
Business & Applied Technology ................................. Thierry Brusselle
Chino/Fontana ............................................................ Laurie Pratt
Instructional Support ................................................... Shelley Marcus
Language Arts ............................................................ Doug Duno
Mathematics & Science ............................................ Diana Cosand
Social & Behavioral Sciences ................................... Pak Tang
Visual and Performing Arts ....................................... Vacant
Adjunct Alternate Senator ......................................... Vacant
Guests:
Carol Dickerson
Jim Fillpot
Alisha Serrano

I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of September 18, 2012, and consent agenda were approved 21-0 as amended.

IV. CONSENT AGENDA
• Faculty representatives have been requested to serve as follows:
  ▪ Resigned – Unable to Serve – Professional Development Committee
    Phil Roberts, PE/Athletics

V. REPORTS
• President
  ▪ Recycling — Joy Haerens provided an additional overview of what is and isn’t recyclable.
  ▪ Annual Tailgate Event — Ardon announced that the Chaffey College Annual Tailgate Event will be held on Saturday, November 3. There will be free food, entertainment, and family-friendly activities. Faculty members interested in volunteering to help with this year’s event are encouraged to contact Jared Ceja in the Bookstore at Extension 6561. This event is open to the entire community.
  ▪ State Academic Senate — The Academic Senate is pleased to announce the call for nominations for the Exemplary Program Award. The award is sponsored by the Foundation for California Community Colleges. Each college may nominate one program to receive this prestigious honor. The Board of Governors will present the 2012-2013 Exemplary Program Award at its January 2013 meeting. 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. This award offers an excellent opportunity to showcase exceptional and innovative programs.

This year’s theme is Assessment for Placement. The Academic Senate will recognize Exemplary Programs that prepare and promote student performance on assessment for placement exams (e.g., English, reading, mathematics and English as a Second Language) or have implemented validated alternatives to exams for placement. Elements of effective programs should be scalable and might include strategies for educating students about the importance of their performance on such placement exams, practices to prepare students for these exams, and/or efforts to
improve student performance on placement exams.

**Completed applications must be received in the Academic Senate Office by 5:00 pm on November 19, 2012.** For applications and additional information, please contact the Faculty Senate Office at Extension 6965 or visit the Academic Senate website at [http://asccc.org/awards/exemplary](http://asccc.org/awards/exemplary).

- **The Great California Shake Out** – Chaffey College will be participating again this year in the Great California Shake out on **Thursday, October 18 at 10:18 am**. President Alger distributed flyers. For additional information, please visit the website at [http://www.shakeout.org/california](http://www.shakeout.org/california).

- **Governing Board Report** – President Alger’s September 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.

- Senate sends its condolences to Laura Hope on the recent loss of her father, Barry Howell, and authorized a donation in his name to the Chaffey College Foundation from the faculty of Chaffey College.

- Senate sends its condolences to Stan Hunter, whose mother recently passed away.

- Senate also sends its condolences to Joanne Osgood on the recent loss of her grandson.

- **Vice President**
  - **Alternate Adjunct Senator—Call for Nominations** – Vice President Watkins announced the following candidates for Alternate Adjunct Senator: Laura Luszcz Mayuga, Communication Studies, and Jude Whitton, Communication Studies. Ballots will be distributed via email to adjunct faculty today. Candidate statements will be attached to each ballot. Ballots must be received in the Faculty Senate Office by **4:30 pm on Monday, October 15**, in order to be counted.

- **Curriculum**
  - **Best Practices** – Included in this week’s Senate packet was a handout from the Curriculum Committee sharing “best practices” regarding the care and feeding of your curriculum. The document also provided FAQs regarding course deactivations and answers to why we need to deactivate courses (see attached).

- **Resolution for Eliminating Repeatability** – The Curriculum Committee, at its September 19, 2012 meeting, passed the following resolution for eliminating repeatability:

  In alignment with new Title 5 regulations regarding course repeatability at California Community Colleges, and keeping in mind the deadline for compliance to be Fall 2013, the Curriculum Committee recommends that all repeatability be removed from appropriate courses. Furthermore,
removing the repeatability conditions will not be done via course modifications, but rather removed manually through the Curriculum Office. The Curriculum Office will provide a list of courses which have had repeatability removed.

Senate approved the resolution, 21/0.

- The Southern California curriculum conference held at Chaffey this past weekend went really well. Marie organized the conference and was a presenter. Marie also attended a conference at Long Beach City College last week during which P.E. faculty discussed how the repeatability changes will impact their programs.

- Coordinators
  - Counseling is going to begin conducting group counseling to reach every student. They are using a new software program called E-Advise to facilitate the process. If Proposition 30 doesn’t pass, we may still be adding some new Fast Track classes in the spring, but there will not be any summer school.

- Committee
  - Outcomes & Assessment—Marie Boyd reported that the committee will start meeting next Wednesday, October 10, and will meet every other Wednesday after that.

VI. OLD BUSINESS

- Distance Education (DE) Committee—The DE Committee is being reconfigured to meet the FIT recommendations. Faculty representation will be members from each school along with six at-large representatives. DE is a working committee charged with addressing key improvement areas outlined in the FIT recommendations and from the new ACCJC standards and DOE standards. This year the focus will be on planning and action. Senate reviewed the list of interested faculty members and appointed the following faculty representatives:
  - Terri Helfand, Tri-Chair/BAT
  - Joanne Osgood, BAT
  - Teresa Williamson, BAT
  - Catherine Bacus, HS
  - Carol Hutte, IS
  - Jon Ausubel, LA
  - Angela Bartlett, LA
  - Bonnie Spears, LA
  - Alec Erkebaev, M&S
  - Joann Eisberg, M&S
  - Dan Kern, SBS
  - Diana Sanchez, SS
Expired Committee Terms

- **Disabilities Program Advisory** — Senate reviewed the list of interested faculty and selected DE Creasy Valdez, SS, and Melanie Olivera La-Vallee, LA, as continuing faculty representatives and approved the following new faculty members: Jackie Boboye, SS; Greg Creel, IS; Maria Fitzpatrick, SBS; Daniel Jacobo, VPA; Ted Jenkins, M&S; Jennifer Miller-Thayer, SBS; and Sandy Hardie-Townsend, SBS.

- **Evaluation Procedures** — Faculty interest in serving on this committee is high. Many faculty have asked to serve but faculty are limited to two representatives. Senate thanks everyone for their active willingness to participate. Limiting the field was a difficult task. Senate approved the continuation of Sandra Clay and David Karp.

- **Faculty Success Center (FSC) Advisory** — Senate approved the following continuing members to the Faculty Success Center Advisory Committee: Mamta Agarwal, Angela Burk-Herrick, John Fay, Erik Jacobson, Angela Leontas, Laura Luszcz (Adjunct), Eva Rose, Melissa Utsler, and Cindy Walker (Chair), and approved Daniel Bentum, Robin Ikeda, and Jamie Ray (Adjunct) as new faculty representatives.

- **Financial Aid Appeals** — Senate approved the continuation of Maria Cuevas as the faculty representative on the Financial Aid Appeals Committee.

Senate will put out open calls for the next group of committees with expired terms.

- **Faculty Get-Together** — President Alger reminded Senate about the upcoming Faculty Get-Together on Monday, October 15, 12:30pm-2pm, in the Faculty Success Center. This is the first one of the year. The idea is to spend some time with faculty friends discussing an exciting book, *Mindset: The New Psychology of Success* (Chapters 7 and 8 – books available for check out in the Faculty Success Center), meet other faculty members, and share your ideas. Faculty are encouraged to drop by for some free food and a fun time with friends and colleagues.

Senate also discussed an area faculty get-together.

- **Proposition 30 and 38** — Ardon distributed an informational handout as well as guidelines on how to discuss it as faculty members. Student government is putting on a “Rock the Vote” event on October 10 at 12:30pm in ASCC. Dr. Guerrero and Ardon will be on the panel, and it will be moderated by Ryan Falcioni. On Wednesday, October 17 at 12:30pm, Kevin Cameron and Pak Tang will be doing a discussion about how to ethically and legally facilitate political discussion without advocating for one position or the other.

### VII. NEW BUSINESS

- **President’s Equity Council** — Carol Dickerson, Jim Fillpot, and Alisha Serrano, Tri Chairs, discussed the current role of the council and plans for the future.
The group conducts a variety of surveys of faculty, staff, and students to examine topics like student-faculty interactions and student perceptions of the college. Jim Fillpot provided Senate with a copy of previously distributed research briefs. One obstacle has been the response rate to more comprehensive surveys, so these have been broken into more manageable and meaningful themes to provide quicker feedback. All information is broken down by demographics so that the council can analyze where discrepancies exist and inform the college. The next survey will also be online, which will make participation more convenient. The more participation we have, the better. As we move forward, these surveys will inform the equity plan.

The group briefly went over the Student Interactions survey. The overall perceptions of students were very positive, but the group identified areas in which more analysis and action are warranted. This information can be used to develop new training opportunities as well as inform individual faculty members. As stated, this information will also inform the Enrollment and Success Management (ESM) Committee.

Carol Dickerson discussed the President’s Equity Council and ESM partnership. There is a great deal of overlap in membership between the two committees, so they have similar conversations supported by information from Institutional Research. Some examples of topics they plan to examine are Fast Track, the new Math/English cohort, and priority registration.

The group is developing an Equity Plan and is considering adopting the IPM as a guide. They will continue to discuss access and the achievement gap at Chaffey, and, finally, will continue to inform faculty in various ways. They have worked closely with the Faculty Success Center, for example, to provide these opportunities for discussion and action.

Senate is grateful for the efforts of the council and impressed by their leadership and innovation.

- **No Smoking Policy and Procedure**—John Machado reported that the group met again to discuss the process. The AP is updated to no smoking on-campus except in the parking lot. Penalties were added to the BP as well. The new law will be more enforceable.

- **Faculty Senate Foundation Account—Solicitation Letter**—Senate reviewed the current solicitation letter. Senator Ross volunteered to rewrite the letter and bring it back to Senate next week for approval.

- **College Catalog Update—Faculty**—Senators Ketchum and Ross will review the section on Faculty in the College Catalog and bring their recommendations back to Senate.

- **Faculty Inquiry Team (FIT)—Faculty/Student Interaction**—Cindy Walker reported on the new process for selecting faculty for these groups. This process addresses concerns from the previous year, like representation and selection. The next topic will be student-faculty interaction outside of class.
Senate commends the FSC Advisory Committee on an excellent effort and approves the process.

VIII. ANNOUNCEMENTS
The Calendar Committee met and there will be a mock-up soon.

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