FACULTY SENATE MINUTES
October 22, 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 .....................................................................Laurie Pratt
Health Sciences .....................................................................Sue Paplanus
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 .............................................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:
Chino/ Fontana .....................................................................Tim Greene
Social & Behavioral Sciences .............................................Angela Sadowski

Alternates Present:
Instructional Support .........................................................Shelley Marcus
Mathematics & Science .....................................................Diana Cosand
Social & Behavioral Sciences .............................................Pak Tang
Student Services ...............................................................Lucy Serrano
Adjunct ................................................................................Laura Luszcz

Guests:
Laura Hope
Amy Nevarez
Susan Stewart
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of October 15, 2013, and consent agenda were approved 23-0 as amended.

IV. CONSENT AGENDA

- Faculty representatives have been requested to serve as follows:
  - Admissions & Records Assistant II Screening Committee
    Wendy Whitney, SS
  - Faculty Advising Task Force
    Ricardo Diaz, SS, Linda Barlogio, Adjunct/Cooperative Education
  - Resigned—Unable to Serve—Faculty Advising Task Force
    Eva Rose, LA
  - Resigned—Unable to Serve—Professional Development Committee
    Jacqueline Wall, BAT

V. REPORTS

- President
  - Senator Arner provided an update on Rod Elsdon, who is recovering from major surgery. Rod is now home and doing well.
  - Senate sends its congratulations to the Breeze staff who once again walked away with a total of 14 awards at the Journalism Association of Community College Southern California Conference, October 11-12, 2013.
  - Academic Senate—Call for Nominations—The Academic Senate is pleased to announce the call for nominations for the Hayward Excellence in Education award. This award is sponsored annually by the Foundation for California Community Colleges to honor community college faculty members who are selected by their peers for demonstrating the highest level of commitment to their students, college, and profession. Award recipients, nominated by their college academic senate and selected by representatives of the Academic Senate, must have a record of outstanding performance of professional activities as well as active participation on campus.

This year the annual Hayward application process has been modified. Each college may nominate a faculty member to receive this award. However, in Area A and D (Chaffey), the nominations must be part-time faculty members only, and in Area B and C, nominations must be full-time faculty only. The completed application must be received in the Academic Senate Office by 5:00 pm on December 23, 2013. For more information, an application, and criteria, please visit the Academic Senate website at http://www.asccc.org/events/2014/03/hayward-award.
VI. OLD BUSINESS

VII. NEW BUSINESS

- Commencement—Susan Stewart, Chair, Commencement Committee, and Director, Student Activities, discussed changes to the commencement speakers. The Commencement Committee includes faculty, classified staff, and students. The student representatives were very concerned about the length of the program. They debated ways to shorten the program. The Commencement Committee proposed that there no longer be a keynote speaker, Faculty Senate President speaker, or Foundation speaker. The latter two would add statements in the program. Susan called 11 other colleges to research the issue. All of the colleges handle faculty speakers differently.

Senate is very concerned that a faculty representative be included as a speaker during the ceremony, whether or not he or she is the Faculty Senate President. Classified Staff would also be represented on the podium in the future. Only one faculty member was present for the vote at the Commencement Committee meeting when the decision was made. One senator said that we might make a decision based on our Mission Statement and include students in the selection of guest speakers. Another senator said that eliminating a faculty speaker doesn’t solve the problem if there are still speakers who go over time limits. One senator expressed concern that a speaker at our most recent ceremony went much too long and that this drastic decision was made as a result of that incident. He suggested that maybe that wasn’t the most effective reason to make this sort of decision. Another senator said that because the decision went through the shared governance process, the decision should stand.

Dr. Shannon, the Governing Board President, the Student Body President, and the valedictorian would still speak. The Commencement Committee suggested cutting the Board speaker, but Dr. Shannon said that wasn’t feasible. Another senator shared an opinion that commencement is a faculty ceremony, too, given that faculty work so closely with the students. Faculty are the ones who develop curriculum, decide upon degrees, and have long-term relationships with many of their students.

There was also a question about the PA system. A new outlet has been installed, and the possibility of streaming the ceremony is also being examined.

There was a motion to include a three minute faculty speech at commencement. The vote in favor of the motion was unanimous. Susan Stewart agreed to take the request back to the Commencement Committee for reconsideration. Senate expressed appreciation for all of the hard work that goes into commencement.
• **Registration Changes**—Laura Hope, Dean, Instructional Support, and Amy Nevarez, Dean, Counseling and Matriculation, provided an orientation packet they share with students as well as an updated handout. Students who apply to Chaffey, are required to complete orientation, assessment, and educational planning pursuant to SB 1456. Orientation has been moved to before the assessment so they can better prepare. Many students assess into lower level English and math classes, and it can take 2-6 years for them to complete the sequence. The online application for all students has become more efficient as well.

After their application, students are sent information about orientation, which is offered at all campuses. Orientation and assessment can also be scheduled online. After assessment, students will schedule an educational planning workshop, which is mandated by SB 1456. They need to have an educational plan by the 2nd semester. The law says community colleges have to do this with new students, but Chaffey has decided to do it with all students. The Enrollment and Success Management Committee and Equity Council have piloted and are working to enhance the online orientation tool. If students don’t comply with all of the above, they will lose their registration priority. There are some exemptions for students who have completed required coursework at other colleges. Students need to maintain good academic standing and fewer than 100 units, also per the law.

Counseling and Matriculation and IT have invested a tremendous amount of work into this process. IT has developed a pilot Datatel checklist of the requirements, which will be available to counselors and students. Enrollment priority tiers have also changed, though all tiers are subject to the above requirements. Tier 1 is mandated: Foster youth, eligible veterans, EOPS, and DPS students are now in Tier 1. The committee is also working on a 100-unit petition to address extenuating circumstances. In the fall semester, there were six (6) students who submitted the petition. Faculty and staff need to become educated and effectively communicate these changes to students. There is not yet a universal identifier to check on student units and information from other colleges, but there should be shortly. Not answering a paper application honestly breaks the law. To complete a unit petition, students need an educational plan. Senate requested a current electronic copy of the information so faculty can educate themselves. It’s important for students to know these changes come from the state rather than simply Chaffey.

Counseling has developed a resource called the Senior Early Assessment and Counseling Checklist to help students in their senior year of high school through this process. Many of these services take place at local high schools, which make up about 50% of new students. One senator shared enthusiasm for the changes and requested that the Student Handbook (possibly in quiz form) be incorporated into the online tools. There was a question about hiring more counselors. Not all students need the same level of services, which is why the planning involves online and in-person orientation. The College
needs to look at student needs and leverage resources optimally. There were some concerns about unintended consequences from these changes and a question about how the state Senate is addressing these concerns.

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