FACULTY SENATE MINUTES
October 29, 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
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
Social & Behavioral Sciences.................................Angela Sadowski
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:
Student Services.......................................................Maria Cuevas
Student Services.......................................................Susan Starr

Alternates Present:
Business & Applied Technology.............................Carol Dickerson
Chino/ Fontana.......................................................Daniel Bentum
Instructional Support .............................................Shelley Marcus
Mathematics & Science.........................................Diana Cosand
Social & Behavioral Sciences...............................Pak Tang
Adjunct.................................................................Laura Luszcz

Guests:
Denise Johnson
I. P.E.

II. CALL TO ORDER

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

IV. CONSENT AGENDA
• Faculty representatives have been requested to serve as follows:
  ▪ Faculty Advising Task Force
    Teresa Williamson, BAT
  ▪ Health & Safety Committee
    James Kerr, BAT
  ▪ Instructional Assistant II, Chemistry Screening Committee
    Mamta Agarwal, M&S
  ▪ Program Assistant, Counseling Screening Committee
    Maria Cuevas, SS                     Diana Sanchez, SS

V. REPORTS
• President
  ▪ Ilse Argueta—Senator Ikeda reported that Ilse Argueta, a student who was awarded a Faculty Senate Scholarship in 2010, was accepted to UC Davis medical school.
  ▪ Governing Board Report—The Senate President’s October 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.
  ▪ Senate sends its condolences to Bruce Osburn, Automotive Technology Professor, on the loss of his mother.
• Coordinators
  ▪ No report. The October meeting was canceled; the summer schedule is slated for discussion during the November meeting.
• Committee
  ▪ Senate IT Users’ Group—Carol Hutte provided a written update. The recommendations of the IT group relate to improved communication, changes to permissions, and access to resources. There was some question about a new process for requesting resources. There was another concern about the size of email accounts. Senate is grateful for the update, but many senators were concerned about the vague language in the recommendations.
VI.  OLD BUSINESS

- **Commencement**—President Alger presented the following email from Susan Stewart: “An hour after attending the Faculty Senate Meeting we held our monthly Commencement Committee meeting. On the agenda was the topic of Speakers as a follow up from attending Faculty Senate at the senate’s request. Two out of the three faculty committee members were present and the third member is on a 6-8 week medical leave. I asked as per the request of the senate to revisit the Faculty Senate president speaking for three minutes at the ceremony. I also elaborated on the notion of the importance of a faculty speaker in the senate’s view whether the Faculty Senate President or a faculty member that may not be the Faculty Senate President. I shared the same survey of 11 campus results on Faculty speaking at the ceremonies with the committee. The Commencement Committee after deliberation voted in favor with one abstention, for the May 2014 ceremony to invite the Faculty Senate President to address the graduates for three minutes. As you know your position on the platform party was never at question. The committee liked the idea of some of the senate’s suggestions of a faculty speaker who was perhaps Faculty of the Year, or Faculty Speaker of the year. They will revisit that discussion in 2014-2015.”

- **PSR Criteria for Faculty Prioritization**—This list came from PSR faculty recommendations; the complex part is putting them in a weighted order.

- **Faculty Senate Scholarships—Clarify Criteria**—John Machado and Laurie Pratt provided a scholarship rubric to be used in scoring scholarship applications. The group standardized the criteria they already had. The focus is on academics rather than need or hardship. There was some concern about the amount that the quality of writing counts. There was another discussion about whether or not overcoming obstacles should figure into the criteria. There was a proposal to include overcoming obstacles (with and/ or language) in the content area of the rubric and to adjust the quality of writing to 5 points instead of 10.

- **Economic Development Committee**—Senate reviewed the list of interested faculty and approved Kristen Burleson, SS, to replace Marie Boyd on the Economic Development Committee.

- **Best Practices for Syllabi**—Neil Watkins reported on this issue. Senator Watkins provided a handout that he provides to the English department as an example. There was a question about whether or not these recommendations should be done at the department level and whether or not we want to develop a Faculty Senate document that is less specific. There was a suggestion to clarify the attendance policy. There was some discussion about how to include information to help students be successful without being too verbose. There was a reminder that the syllabus is not a legal document and a discussion about including disclaimers (like “subject to change”). The Curriculum Committee is discussing field trips again, and there may be an area on a document like this that would help further the discussion. There was a suggestion that the Student Handbook be mentioned. Senate needs a sub-committee to make this document less specific and more applicable to all
areas. The following senators volunteered: Stan Hunter, Neil Watkins, and Tim Arner.

- **Sabbatical Leave Requests**
  - **Jon Ausubel**—Senators Bartlett and Fisher reviewed Jon Ausubel’s Fall 2014 Sabbatical Leave Request and recommended approval. Senate concurred.
  - **Stan Hunter**—Senators Alger, Dunwoody, and Walker reviewed Stan Hunter’s Fall 2014 Sabbatical Leave Request and recommended approval. Senate concurred.
  - **Marc Meyer**—Senators Bartlett, Fisher, and Ikeda reviewed Marc Meyer’s Fall 2014 Sabbatical Request and recommended approval. Senate concurred.
  - **Alec Erkebaev**—Senators Arner, Cosand, and Wardak have reviewed Alec Erkebaev’s 2014-2015 academic year Sabbatical Leave Request and recommend meeting with him to clarify some points.

One senator expressed a desire that faculty returning from sabbatical share the results of their sabbatical more consistently.

**VII. NEW BUSINESS**

- **Adjunct Faculty Recognition in Conjunction with Campus Equity Week**—Adjunct Senator Gail Keith-Gibson proposed the following proclamation: In recognition and appreciation of the dedication, talents, skills, and major contributions of the Adjunct/Part-Time Faculty to the outstanding performance and continued success of both Chaffey College and our students: The Chaffey College Faculty Senate hereby proclaims October 28 through November 1, 2013 as Adjunct and Part-Time Faculty Recognition Week. Senate approved the proclamation. Guest Denise Johnson proposed this be an annual event rather than a one-time proclamation. Senate approved this proposal as well. Interested parties should go to [http://campusequityweek.org](http://campusequityweek.org) for more information. Adjunct faculty are encouraged to attend State Senate and discuss this there as well.

- **ASCC Controversy**—Senator Machado spoke about the recent events surrounding the ASCC removal of their student body president, Kevin Coduto. He stated this would be an informational presentation, not a defense, because the ASCC Campus Council and their advisors have nothing to defend. His comments would also be limited in light of Mr. Coduto stating publicly that he is involved in litigation to have Senator Machado removed as ASCC advisor.

  Senator Machado presented three points: 1) parliamentary procedures, 2) the Brown Act, and 3) the need for greater collegiality. He gave an overview of his position as ASCC advisor and parliamentarian. He explained the process for the use and acceptance of parliamentary rules by the chair and body of an organization. ASCC enacts parliamentarian rules more strictly than some organizations because student government is a teaching environment.
Senator Machado distributed a memorandum from Dr. Sherrie Guerrero that was given to ASCC on October 25, 2013, outlining a violation of the Brown Act and explaining why the District cannot recognize the ASCC Campus Council's actions with regard to Mr. Coduto at this time. It was explained that all procedures in the ASCC by-laws were correctly followed by the students. The only action that was brought into question was the final vote for Mr. Coduto's removal, which had been conducted in a closed session. ASCC acted to protect student confidentiality, but the Brown Act does not allow for closed sessions by governing boards of local agencies; therefore any actions taken in closed session must be redone in an open session. Mr. Coduto as ASCC president had called a vote to conduct business in closed session six times this year, including the one for his removal from office.

The next ASCC meeting on Monday will begin the process of redoing actions previously conducted in closed session. Senator Machado clarified that his role to ASCC is only as an advisor, and that he has not been pressured by administration to tell ASCC what to do. ASCC is a student run campus organization.

There was some question about the nature of the conflict. Senator Machado explained that the ASCC removal of their student body president was not due to a political endorsement; it was related to behavior and decorum. Senator Machado also stated that he is concerned with a lack of collegiality in this matter and suggested that faculty should get more objective information before they make judgments.

In response to Senator Machado's presentation, there was a discussion about the Brown Act and its purpose of protecting the public interest. There was some clarification from Vice President Watkins that the newspaper hasn’t broken any laws. There was clarification that no faculty members have influenced students to write certain things in the newspaper or discuss the issues in a particular way at the recent Philosophy Club forum. There was a reminder from senators to teach students to think critically and seek information from multiple sources. Another senator shared the desire that we not unduly question the good faith of our students and colleagues.

VIII. ANNOUNCEMENTS

- President Alger distributed a document created by CCFA regarding the upcoming board election.

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