FACULTY SENATE MINUTES
October 21, 2014

Members Present:
President ...............................................................................Ardon Alger
Vice President—Language Arts..............................................Neil Watkins
Secretary/ Treasurer—Instructional Support ......................Cindy Walker
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
Language Arts.....................................................................Bonnie Spears
Language Arts.....................................................................Neil Watkins
Mathematics & Sciences......................................................Nicole DeRose
Mathematics & Sciences......................................................Alif Wardak
Social & Behavioral Sciences..............................................Vera Dunwoody
Student Services..................................................................Maria Cuevas
Student Services..................................................................Susan Starr
Senator-at-Large..................................................................Tim Arner
Senator-at-Large..................................................................Robin Ikeda
Senator-at-Large..................................................................Doug Duno
Adjunct Senator-at-Large....................................................Gail Keith-Gibson

Members Absent:
Curriculum Chair .................................................................Marie Boyd
Social & Behavioral Sciences..............................................Angela Sadowski
Visual and Performing Arts.................................................John Machado
Visual and Performing Arts .................................................Stan Hunter/ Sabbatical

Alternates Present:
Chino/ Fontana .....................................................................Daniel Bentum
Instructional Support .........................................................Shelley Marcus
Language Arts .....................................................................Cathy Decker
Mathematics & Science ......................................................Diana Cosand
Social & Behavioral Sciences..............................................Pak Tang
Student Services ...................................................................Donna Colondres
Visual & Performing Arts ....................................................Patrick Aranda
Adjunct ................................................................................Laura Mayuga
Guests:
Leona Fisher

I. P.E.

II. CALL TO ORDER

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of October 7, 2014, and consent agenda were approved 17-0 as amended.

V. CONSENT AGENDA
• Faculty representatives have been requested to serve as follows:
  ▪ Scholastics Standards Committee
    Celeste Mor, SS
• Faculty Representatives who can no longer serve:
  ▪ Resigned—Unable to Serve—Professional Development Committee
    Gail Keith-Gibson, IS

VI. REPORTS
• President
  ▪ Accreditation Oversight Committee Faculty Tri-Chair—Faculty Senate approved Dave Karp to serve as the faculty tri-chair on the Accreditation Oversight Committee, 19-0 with 1 abstention.
  ▪ Curriculum Committee Bylaws—President Alger distributed copies of the revised Curriculum Committee Bylaws and asked Senators to review for next week’s meeting.
  ▪ Governing Board Report—The Senate President’s October Board Report was included in the 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 heartfelt condolences to retired Mathematics Professor Karen Pender on the loss of her husband, John. In lieu of flowers, the family is requesting donations be made to Boy Scout Troop 107 chartered by St. John’s Episcopal Church. John Pender served as Scout Master. Senate authorized a donation in John’s memory to Boy Scout Troop 107 from the faculty of Chaffey College (CCFA and Senate).
• Vice President
  ▪ Senator Watkins noted that the issue of a 16-week semester emerged in a department meeting and asked Senators to let him know if other departments or faculty were interested in pursuing this issue. Providing
solutions for scheduling Fast Track in a 16-week semester would need to be discussed and presented if we pursued this conversation.

VII. OLD BUSINESS

- Welcome Reception—This year’s Welcome Reception was another big success. There was tremendous support from administrators, classified, and faculty in welcoming 63 new staff members to the Chaffey community. Senate sends a special thank you to the following individuals/groups for making this event such a great success:
  - the Bookstore, the Office of the Superintendent/President, and the Office of the Associate Superintendent of Instruction and Institutional Effectiveness for funding this elegant event;
  - Classified Senate for co-hosting and sponsoring the event;
  - the Foundation, for donating the beverages;
  - Facilities; Maintenance and Operations; Information Technology Services; Daniel Bentum, Maria Earlywine and the CulinArts team;
  - our set-up crew, bartenders, greeters, and clean-up crew: Ardon Alger, Candice Brock, Justin Caudill, Ruth Collins, Jill Cummings, Vera Dunwoody, Hope Ell, Renee Ketchum, Ashira Murphy, Melissa Sosa, Corrie Verhagen, Cindy Walker, and Alif Wardak.
Senate also sends a very special thank you to Senator Dunwoody for all of her efforts as the project coordinator and the interior designer of Chaffey’s new multi-purpose room. It’s a beautiful venue for hosting these types of activities/events.

- Email Retention—Adjunct Senator Keith-Gibson reported that she met with Michael Fink and Melanie Siddiqui to discuss options for email retention that would work well for adjunct faculty. They were open to the options and programs that Gail provided. More information and training will be provided in the future.

VIII. NEW BUSINESS

- Faculty Prioritization—Leona Fisher, Interim Dean, Fontana Campus, facilitated a discussion regarding the faculty prioritization process. One senator mentioned the need to have data that identifies high demand career paths that we don’t currently offer. It would also be helpful to know what majors/academic pathways/career pathways students are interested in pursuing and the impact of those preferences on specific departments and courses. Perhaps looking at the majors students identify on their educational plans would help us determine these factors. Another senator wanted to make sure that we include positive attendance and SARS data for non-instructional faculty positions. Faculty need all the necessary data to inform the PSR requests for faculty positions. Having this data during the PSR process would allow for department-wide discussions related to faculty positions and enable faculty to include this information in the PSR request. Senate also recommended adding numbers or letters to the criteria to make it easier to reference each criterion.
For this semester, it seems reasonable to give faculty two weeks to discuss the data before the school meeting. Data should be sent to the coordinators and deans and then forwarded to each faculty member in the school/department. Each department should follow specific best practices in determining their rankings for faculty positions. Faculty Senate will create a set of best practices for departments to follow as they rank their hiring preferences.

School-wide rankings following a set of best practice guidelines would be completed in December and made available college-wide sometime in January, prior to the meeting of the deans, the Faculty Senate President, the CCFA President, and Dr. Guerrero to determine the final prioritization rankings. Dr. Shannon and Dr. Guerrero would meet as soon as possible after the Governor’s January budget forum to determine the number of positions that could be hired. If the Governor’s budget decisions are delayed, Senators suggested that we post positions as “contingent upon funding” and continue to move forward so that we get the best candidate pool possible. Ideally, if the process moves forward as planned, we would be able to post faculty positions by the end of January.

In order to improve transparency, Senate suggested that it would be helpful to have minutes for the final faculty prioritization meeting among the deans, the Senate and Union presidents, and Dr. Guerrero and to send the minutes out campus-wide.

Dean Fisher reported that until the Governor’s budget for next year is available, there is no definitive answer as to how many faculty positions we can fill next year.

- **Academic Senate Resolutions**—President Alger distributed a table of contents of the Academic Senate Resolutions that will be discussed at the October Area meetings. The resolutions can be accessed on the Academic Senate’s website at the following link: [http://www.asccc.org/events/2014/11/2014-fall-plenary-session](http://www.asccc.org/events/2014/11/2014-fall-plenary-session).

**IX. ANNOUNCEMENTS**

X. **FLOOR ITEMS**

- **Faculty Advising**—Senator Ikeda reported that the Faculty Advising Advisory Committee reviewed applicants for the prototype Faculty Advising program on October 7. Administration notified advisors of their selection early last week, and training began on Friday, October 17. The Faculty Advising Team for 2014-15 is: Mamta Agarwal, Chemistry; Emily Avila, Biology; Baron Brown, Administration of Justice; Sharon Brown, Vocational Nursing; Angela Cardinale, English; Sean Connelly, English; Carol Dickerson, Accounting; Christa El-Said, Theatre; Robin Ikeda, Biology; Garrett Kenahan, Instructional Specialist/ Math; Bruce Osburn, Automotive Technology; and Laurie Pratt, Communication Studies.
• **Curriculum**—Senators discussed the need for a sub-committee to help negotiate issues in discipline assignment for disputed courses. Some senators were also concerned about the impact of having part-time articulation officers due to the overwhelming amount of work involved in the position.

**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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Cindy Walker, Secretary/ Treasurer