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
Chino/Fontana ................................................................. Tim Greene
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 ................................ Vera Dunwoody
Social & Behavioral Sciences .................................... Angela Sadowski
Student Services ......................................................... Maria Cuevas
Student Services ........................................................ Susan Starr
Visual and Performing Arts ...................................... Cynde Miller
Senator-at-Large ......................................................... Jeff Brouwer
Senator-at-Large ........................................................ Robin Ikeda
Adjunct Senator-at-Large .......................................... Gail Keith-Gibson

Members Absent:
Business & Applied Technology .......................... David Karp
Chino/Fontana ................................................................. Karen Encinas
Visual and Performing Arts ...................................... John Machado

Alternates Present:
Chino/Fontana ................................................................. Laurie Pratt
Social & Behavioral Sciences .................................... Pak Tang
Visual and Performing Arts ........................................ Vacant
Adjunct Alternate Senator ......................................... Laura Luszcz

Guests:
John Fay
Karen Pender
David Schlanger
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of November 6, 2012, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA

- Faculty representatives have been requested to serve as follows:
  - Wignall Museum Advisory Committee
    - Neil Watkins, LA
    - Misty Burruel, VPA
    - Kelly Ford, VPA
    - David Karp, BAT
    - Shelley Marcus, IS
    - Marie Boyd, IS
    - John Machado, VPA
    - Kathy Haddad, VPA
    - Paula Snyder, SBS
    - Rob Rundquist, IS

V. REPORTS

- President
  - Proposition 30 — Senate is pleased that this measure passed, and there will be a summer session for 2013. This proposition “stopped the bleeding,” so as we move forward, the college will continue to carefully consider the budget.
  - Sustainability Monitoring Report — President Alger distributed copies of the Sustainability Monitoring Report that is going to the Board for approval this week. This report can be accessed at the following link: http://www.chaffey.edu/governingboard/11-14-12_reg_study_session.pdf.
  - Food Pantry — The food pantry is in need of food items and grocery gift cards, especially given the upcoming holiday season. Grocery gift cards in $10 to $15 denominations are especially welcome. Contact Susan Stewart for more information.

- Committee
  - Enrollment and Success Management — Ardon Alger, Renee Ketchum, Mary Jane Ross, Cindy Walker, and Neil Watkins reported that there will be changes to enrollment priorities due to Title V changes/legislation from the SSTF. These changes will have to be implemented by Fall 2014, but may be implemented as early as next fall. Foster youth and active military, veterans who are fully matriculated and in good standing will have top priority. The second tier will be DPS and EOPS students who are fully matriculated and in good standing. The third tier includes continuing students in good standing and new, fully matriculated students. Chaffey has some flexibility to set priorities in the third tier and may add/include other behaviors/criteria. All students in the three tiers must be in good academic standing and have fewer than 100 units. The 100 unit threshold may include courses transferred from other colleges. There has been
discussion about having some sort of petition process for students who have more than 100 units, but only need one or two courses to complete their certificate/degree. 500-level classes won’t count towards the 100 units. There will be a Student Success Taskforce workshop during January Flex as well as some discussion/workshops in the Faculty Success Center in the spring which will address these and other changes from the SSTF legislation. Faculty are encouraged to attend as these issues will impact our college and our students in many ways.

- **Technology** — Nicole DeRose reported that adjunct email accounts are overfull and impacting the system. We should encourage adjuncts to delete the auto-forward emails; the committee will also be devising a proposal to address this problem. A new program has been purchased to reduce spam and phishing attempts. The new program will replace Sophos for spam and phishing, but Sophos will continue to be used as anti-virus protection.

VI. **OLD BUSINESS**

- **Math Recency, The Floor, and Success** — Jeff Brouwer, John Fay, Karen Pender, and Alif Wardak were present to discuss these issues. The department provided another overview of the data. One concern is that students don’t have access to courses. However, the data shows that students do indeed seem to be able to access the courses they need. There were some additional concerns about the data, which were addressed. The department would like a recency requirement of two years because research shows that this improves student success. They are also discussing options of a three-year requirement as well as infrastructure for ensuring students have acquired the necessary skills and knowledge. The requirement would also cover how recently assessment was done.

There was a reminder that federal financial aid has a different take on repeatability. They only allow two retakes, and they are only for Fs; they count Ds as passing.

There are many students who petition math classes, and the Math Department and the success centers have devised a system for addressing this. There was a request for data regarding these petitions. There was some concern about the importance of aligning workshop topics and levels with student need. Since many of the math instructors require students to utilize Success Center activities, it was suggested that they discuss the possibility of including supplemental learning requirements in the Success Center in certain courses (similar to English/Reading and Languages).

The department is also examining the 500 curriculum to create an assessment floor, where students who do not place would be directed to a 2-unit non-credit course to prepare them for the credit courses. There was a question about how many of these courses would be offered.
This has already been brought to the Enrollment and Success Management Committee; the department would like Senate’s approval to pursue a recency requirement. Senate approves, with one abstention, and encourages the department to move forward with a thoughtful, research-based approach.

VII. NEW BUSINESS

- **Chaffey College Career Center** – David Schlanger, Student Career Specialist, provided Senate with an overview of their services and workshops. The Career Center served over 5,300 students last year (628 one-on-one career counseling appointments; 1,725 group/workshop appointments; and 2,951 walk-in/lab services), plus assisted 452 student employees with on-campus employment processing through the Student Employment Office and enrolled 68 students through the Cooperative Education program. Career assessment helps students learn more about themselves and identify career goals so they can make educated, early decisions about their majors. They also provide career counseling, which helps students make sense of the assessment results. Appointments are difficult to obtain due to budget constraints. There are also career workshops, which are available at [www.chaffey.edu/careercenter/calendar](http://www.chaffey.edu/careercenter/calendar); there is a Facebook page as well. There may not be workshops after December due to budget constraints. There is also a career resources library, which features a book series called *Great Jobs For…* for every major. There are also books on job search skills and bilingual, ex-felon, and veteran career guides. Finally, they offer free copying and printing of job and career-related materials.

He also introduced Chaffey Connect, an online career services portal that was launched in February 2012. ASCC provided a start-up grant for this portal and we are one of the few community colleges to offer this service. Nearly 3,000 students are currently registered. The portal features a video library, local job postings, volunteering, and internship opportunities, and employer information, among other features. This portal is free to students and employers. Just by registering for Chaffey Connect, students will be alerted about new on-campus jobs. Faculty can also register.

The center also houses the Student Employment Office and hires more than 400 students to work on-campus each year. There are three different types of work-study programs, including Federal Work Study, Cal-Works, and “regular” hourly positions. The last is not dependent upon income.

The center additionally offers a Cooperative Education program. It is not a placement program; it is instead intended to assist students who already have jobs with building upon their skills to ensure a more satisfying work experience.
David encouraged faculty to incorporate career components into their assignments, refer students to the center, sign up for Chaffey Connect, “like” the center on Facebook, donate to their Foundation account, encourage employer contacts to post jobs, and volunteer for “What can I do with a major in…?” workshops. The Career Center has a very limited budget and appreciates all donations.

VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS

X. SUMMARY

XI. ADJOURNMENT
The meeting was adjourned at 2:00 p.m.

Respectfully submitted by,

_____________________________
Donna Walker, Recording Secretary

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Angela Bartlett, Secretary/Treasurer