FACULTY SENATE MINUTES
January 19, 2016

Members Present:
President ................................................................. Ardon Alger
Vice President—Language Arts .............................. Neil Watkins
Secretary/ Treasurer—Instructional Support .......... Cindy Walker
Curriculum Chair ......................................................... Marie Boyd
Business & Applied Technology ............................ David Karp
Chino/ Fontana .......................................................... Laurie Pratt
Health Sciences .......................................................... Sue Paplanus
Health Sciences .......................................................... Renee Ketchum
Language Arts ........................................................... Bonnie Spears
Mathematics & Sciences ......................................... Nicole DeRose
Mathematics & Sciences ......................................... Alif Wardak
Social & Behavioral Sciences ............................... Vera Dunwoody
Social & Behavioral Sciences ............................... Angela Sadowski
Student Services ....................................................... Maria Cuevas
Visual and Performing Arts ................................. John Machado
Senator-at-Large ...................................................... Doug Duno
Senator-at-Large ...................................................... Garrett Kenehan
Adjunct Senator-at-Large ................................. Gail Keith-Gibson
Adjunct Senator-at-Large ................................. Sheila Scott

Members Absent:
Business & Applied Technology ........................... Thierry Bruselle
Chino/ Fontana .......................................................... Tim Greene
Instructional Support ............................................... Mary Jane Ross
Visual and Performing Arts ................................ Stan Hunter
Senator-at-Large ...................................................... Robin Witt

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
Adjunct ................................................................. Luke Gunderson

Guests:
Terri Helfand
Laura Hope
I. P.E.

II. CALL TO ORDER

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of December 8, 2015, were approved 19-0, and consent agenda was approved 21-0 as amended.

V. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Accounting Technician II, Accounting Services Screening Committee
    Carol Dickerson, BAT
  - Child Development Center Teacher (3 positions) Screening Committee
    Angela Sadowski, SBS
  - Director, Special Populations & Equity Program, Student Services Screening Committee
    Carol Dickerson, BAT
  - Educational Program Assistant, Counseling and Matriculation Screening Committee
    Misty Burrue, VPA Ricardo Diaz, C&M
  - Grounds Maintenance Attendant Screening Committee
    Jeff Harlow, KNA
  - Instructional Assistant IV, Instructional Support/ Language Success Center Screening Committee
    Greg Creel, IS
  - Library Advisory Committee
    Rocio Garcia, Adjunct/ C&M
  - One Book One College (OBOC) Committee
    Deanna Hernandez, LA
  - Program Assistant, Disability Programs and Services Screening Committee
    Patricia Powell, DPS/ C&M
  - Senior Accounting Technician Screening Committee
    Rob Kopp, M&S
- Faculty representatives who can no longer serve:
  - Resigned—Unable to Serve—Accreditation Oversight Committee
    Dan Kern, SBS
  - Resigned—Unable to Serve—Child Development Center Teacher Screening Committee
    Sergio Gomez, SBS
  - Resigned—Unable to Serve—EOPS/ CARE Advisory Committee
    Melissa Utsler, LA
VI. REPORTS

• President
  ▪ Aspen Prize for Community College Excellence—Chaffey received a letter notifying us that we are in the top 150 colleges out of more than 1,000 community colleges eligible for the $1 million Aspen Prize for Community College Excellence. Chaffey was invited to submit an application for Round 2 of the Aspen Prize selection process.
  ▪ President’s Cabinet—President Alger shared the following information from the December 15 President’s Cabinet meeting:
    o Measure L Build Out Plan
      • Theatre Wings Renovation – East and West
      • Museum Renovation
      • Campus Center East Plaza (Lot 7 re-purpose)
      • Planetarium Renovation
      • Campus Center Shade Structure
      A contract for architectural design services has been executed with the DLR Group, from Riverside. Preliminary meetings will be set up to start the design and programming aspects of the projects.
    o Student Equity Plan—This year’s allocation of $1,848,676 is nearly double last year’s amount.
    o Title IX—As part of Title IX, colleges are now required to train all students and all responsible employees (Chaffey has determined that all employees are responsible employees) regarding sexual misconduct laws. Dr. Eric Bishop and the HR department have been working with JPA (Joint Powers Authority) on a new online training module, which is expected to be ready in early spring. The college is also in the process of identifying deputy coordinators who will serve as points of contact. Once the training module is ready, the college will send an email notice to students regarding the mandatory training; however, there are no consequences to students at this time for not completing the training. JPA is paying for our training module. For the moment, this is one-time training, and the online training module, which is approximately 40 minutes in length, may be completed in sections.
    o Solar—The College will be sending out a Request for Proposals early this year for direct purchase or power purchase agreements.
    o High School Partnership—Dr. Shannon shared that Chaffey College has established partnerships with ten other high schools so that students from these high schools are able to complete their first year of college courses by the summer following their senior year.
    o Food Services at Chino and Fontana—Dr. Shannon shared that a small group from Chaffey took a trip to a shipping container conversion site to investigate options for food services space at Chino and Fontana.
    o Men of Color Online Training Program—Dr. Guerrero shared that through our HSI (Hispanic Serving Institution) grant, an online training program on how to teach men of color was purchased and is available through the Faculty Success Center.
Achievement Gap—Jim Fillpot reported that the college’s achievement gap is improving. Data was recently completed for the college’s Equity Plan, and it was found that many areas have greatly improved. Several areas that were shown as disproportionately impacted are no longer so.

- Student Headcount—President Alger reported that the student headcount for Fall 2015 was 22,000. This is a 9.3% increase from Fall 2014.

- Governing Board Report—The Senate President’s December 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.

Committee

- Green Earth Movement (GEM)—President Alger reported the following:
  - Sustainability Update:
    - The TES (Thermal Energy Storage) tank hook-up occurred during the winter break.
    - The District will now use unbleached towels, which will result in a cost savings of approximately $2,500 a year. This idea was suggested by Medina Cheatle, Physics Professor.

- Outcomes and Assessment—Curriculum Chair Boyd reported that the OAC will share two reports with the campus community: 1) Report on Learning, which was last released in 2012 and indicates how programs are doing with their course SLO assessment efforts; and 2) the revised institutional operational plan for SLOs, formerly titled Pathways to Proficiency and renamed Proficiency: Exceeding Expectations to reflect the college’s progress with SLOs.

VII. OLD BUSINESS

- Success and Retention Rates in Distance Education (DE) Courses—Terri Helfand, Faculty Tri-Chair, and Laura Hope, Management Tri-Chair, DE Committee, visited Senate to discuss its concerns regarding DE courses.
  - Dean Hope distributed a data review of DE success rates. The DE committee set a benchmark of no more than a 10% difference in success rates for online and traditional courses (the 10% mark is used, but not mandated, at the state level as well). If departments want a course to be reinstated, they can submit a reinstatement form demonstrating how the course has met the reinstatement criteria. Classes are placed on watch (“parked”) when they have more than a 10% disparity. Departments are encouraged to discuss and strategize ways to reinvigorate the online courses. After two years of having a larger than 10% disparity, the DE committee decided to put a hold on offering those “parked” courses online until the department can strategize how to improve the success in those courses. Courses considered in “parking lot” status would not be offered for a year in order for the department to examine the online course, rethink
the strategies for teaching the course, and document those changes for the DE committee.

- Senators requested that the DE committee send a formal notification to the department when courses in that department go on “watch” or “parked” status.

- Dean Hope reiterated that the bar is no longer access but success. The college cannot add additional obstacles or restrictions to providing access to particular modalities such as online courses. The DE committee has provided some recommendations regarding which students might be ready to take an online course. Instructors are encouraged to build strategies to help their online students understand best practices for succeeding in an online class. The DE committee is looking into a new tool that the state of California has developed to assess students’ ability to take online classes.

- **Draft 2015-2020 Information Technology Plan—Response to Senate’s Recommendations**—President Alger shared the following responses from Melanie Siddiqi, Vice President, Administrative Affairs, to Senate’s feedback (in bold print below) on the Draft 2015-2020 Information Technology Plan:

  1. **Include action plans for each item and an assessment of progress toward goals.**
     The response from the Technology Committee is that specific action/implementation plans will be developed for each initiative, once particular initiatives for an upcoming year are prioritized. The action/implementation plan for each project/initiative will include specific steps to be completed, as well as an assessment component.

  2. **Clarification on technology replacement plans (e.g. when will replacements occur and how will equipment that is out of warranty be replaced?)**
     The procedure/practice for replacing technology is actually addressed in the college’s Technology Replacement Plan and not the Strategic Technology Plan. Additionally, a spreadsheet is maintained by the Information Technology Services Department that identifies all technology-related equipment (e.g. computers, servers, printers, smart classroom technology set-ups, network equipment, etc.) and the year in which that equipment is scheduled to be replaced.

  3. **Use more specific terms for some of the vague language (e.g. improve, reinforce, resolve, etc.)**
     The Technology Committee noted that the plan, itself, stipulates that it is “not intended to dictate specific operations solutions....” As noted in the response to item #1, above, more specific action/implementation plans will be developed for each initiative that will include measurable outcomes and an assessment component. Committee members feel that the current verbiage for the initiatives in the plan is appropriate and provides greater flexibility, as priorities may change over time.
VIII. NEW BUSINESS

- Faculty Prioritization—President Alger reported that the Faculty Prioritization Committee met last week and prioritized 30 positions; Dr. Shannon reported that we would move forward with hiring the first fifteen prioritized faculty positions as well as the categorically funded positions. The following draft prioritized list was included in the Senate packets:
  1. Correctional Science
  2. Industrial Electrical Technology
  3. Vocational Nursing
  4. Communication Studies
  5. Psychology
  6. Chemistry
  7. Broadcasting
  8. Astronomy
  9. Accounting
 10. English-Fontana
 11. Mathematics
 12. Instructional Designer
 13. Mathematics-Statistics
 14. Anthropology-Chino
 15. Radiological Technology
 16. Biology
 17. Child Development
 18. Librarian
 19. Economics
 20. CIS-Chino
 21. Fashion Merchandising
 22. Art-Fontana
 23. CIS
 24. Transfer Counselor-Chino/Fontana
 25. Automotive Technology
 26. Correctional Science
 27. Chemistry
 28. Associate Degree Nursing
 29. Transfer Counselor-Rancho
 30. Philosophy

Categorically Funded Positions:
  1. Instructional Specialist (Equity Funding)
  2. Foster Youth Counselor (Equity Funding)
  3. Veteran’s Counselor (Equity Funding)
  4. At-Risk Counselor (Equity Funding)
  5. DPS Counselor-Chino/Fontana (SSSP)
  6. EOPS Counselor (SSSP)
  7. General Counselor-Fontana (SSSP)
  8. General Counselor-Chino (SSSP)
9. EOPS Counselor (SSSP)
10. Career Counselor (SSSP)
11. DPS Counselor-Rancho (SSSP)

- **Moodle Performance First Week of School**—Some faculty members reported that Moodle did not perform well during the first week. Senators noted that additional support is needed for DE as we continue to add online sections.

- **Spring FLEX Welcome**—One senator expressed concern over the cost of paying for speakers and wanted to see convocation/welcome back keynote speakers (including those from Chaffey) be more inspiring. The decision to invite Jane Elliott did not go through the Professional Development (PD) Committee. Senators recommended that decisions about future speakers be run by the PD Committee early in the process so that the committee can plan accordingly. Some senators felt that Jane Elliott’s abrasive approach and disparaging remarks took away from the important message. Some senators were able to take some positive elements from Ms. Elliott’s presentation—some who felt mistreated or disparaged were able to recognize that many of our students of color experience those feelings every day. Another senator remarked that the presentation prompted her to think about how to stand up for those who have been disparaged or mistreated. Senators recommended using Jane Elliott’s presentation as a learning opportunity and would like the President’s Equity Council to offer a forum to debrief and grow from the experience.

**IX. ANNOUNCEMENTS**

**X. FLOOR ITEMS**

**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
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