FACULTY SENATE MINUTES
February 12, 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........................................................Joy Haerens
Business & Applied Technology........................................................David Karp
Chino/Fontana.....................................................................................Tim Greene
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
Student Services...................................................................................Maria Cuevas
Student Services...................................................................................Susan Starr
Visual and Performing Arts..............................................................John Machado
Senator-at-Large..................................................................................Jeff Brouwer
Senator-at-Large..................................................................................Robin Ikeda
Adjunct Senator-at-Large..............................................................Gail Keith-Gibson

Members Absent:
Chino/Fontana.....................................................................................Karen Encinas
Visual and Performing Arts..............................................................Cynde Miller

Alternates Present:
Business & Applied Technology.....................................................Thierry Brusselle
Chino/Fontana.....................................................................................Laurie Pratt
Instructional Support...........................................................................Shelley Marcus
Language Arts......................................................................................Doug Duno
Student Services..................................................................................Diana Sanchez
Visual and Performing Arts..............................................................Vacant
Adjunct Alternate Senator...............................................................Laura Luszcz
Guests:
Peggy Cartwright
Kelly Ford
Sheryl Herchenroeder

I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of February 5, 2013, and consent agenda were approved 23-0 as amended.

IV. CONSENT AGENDA

V. REPORTS
- President
  - Budget Forum—Dr. Shannon and College administrators will hold a discussion on the College budget next Tuesday, February 19 from 12:30-1:30 in HS 143. Unfortunately, this is during Senate’s regular meeting time. However, Senate usually doesn’t meet on the 4th Tuesday of the month in lieu of subcommittee meetings. Senate decided to use the 19th as an in lieu of date to allow Senators to attend the forum. Senate will reconvene on Tuesday, February 26.
  - Center of Excellence Workforce Research Analyst Screening Committee—Faculty Senate is seeking a faculty representative to serve on the hiring committee for this grant-funded position. Senator Dunwoody volunteered to serve.
  - Senate sends its congratulations and best wishes to Melissa Utsler, English Professor, on her recent marriage.
  - Senate sends its condolences to Linda Mundy, Emeritus Dental Assisting Professor, on the loss of her husband.
- Vice President
  - Chaffey Review – Vice President Watkins reported that Dr. Shannon and Dr. Guerrero have approved the following students’ version for the peel-off sticker for Chaffey Review Volume IX: This volume contains content that may be unsuitable for some viewers.

VI. OLD BUSINESS
- Meritorious Service Award—Call for Nominations—Senators reviewed nominations, discussed, and approved Dale DesLauriers, Mike Eskew, Chuck Hollenbeck, and Gail Theurer as recipients of the 2012-2013 Meritorious Service Award. The luncheon to honor this year’s recipients will be held on Tuesday, April 2 at 12:30 pm in the Sports Center provided courtesy of Jared Ceja in the Bookstore. The luncheon will be followed with a campus-wide
dessert reception from 2:00 pm-2:30 pm. The Senate looks forward to honoring these truly outstanding faculty.

- **Sabbatical Leave Requests—Joann Eisberg and Kathy Haddad**
  - **Joann Eisberg**—Senators Brouwer, Ikeda, and Walker have reviewed Joann Eisberg’s sabbatical request for the 2013/14 academic year and recommend approval as revised; Senate concurred 24/0.
  - **Kathy Haddad**—Sabbatical Readers Alger, Duno, and Machado have reviewed Kathy Haddad’s sabbatical request for Fall 2013 and recommend approval as revised; Senate concurred 24/0.

- **Board Policies & Administrative Procedures**
  - **BP/AP 3500 Campus Safety and BP/AP 3505 Emergency Operations Plan**—Senators Brusselle, Ikeda, and Karp reported that it is written very broadly. Senator Ikeda compared with the policies and procedures at other colleges and found that many of them, like Citrus College, have very specific APs. Senate approves the BPs but does not approve the APs because they are not adequately specific or informed by an appropriate emergency manager. We previously recommended using Citrus College as a model; however, that clearly has not been done.
  - **BP/AP 3510 Workplace Violence Prevention Plan**—Senator Dunwoody reported a concern about some of the language regarding reporting to an immediate supervisor and the campus police. If the immediate supervisor, however, is the perpetrator, then that is problematic. She recommends the report should always go to campus police, and the Director of Human Resources, and, when appropriate, local law enforcement.
  - **BP/AP 6800 Occupational Health and Safety (revised)**—Senator Fisher will report on this at the next meeting.
  - **AP 6850 Hazardous Materials (minor revision)**—Senator Fisher recommends approval; Senate concurred.

### VII. NEW BUSINESS

- **Chaffey’s Social Media**—Sheryl Herchenroeder, Public Information Specialist, provided Senate with an overview of the ways in which Chaffey College connects with students. In 2008, the college began using social media with Facebook, Twitter, FourSquare, Pinterest, and Instagram. Most followers come from Facebook, which Chaffey uses to give more general information. 40% of the 6,600 followers on Facebook fall between the ages of 18-34. Twitter allows Chaffey to put brief information out. FourSquare indicates a student’s location so he or she can “check in” and receive discounts on food or drinks (in partnership with the Bookstore and Auxiliary Services). The college uses Pinterest to set up boards according to student interests (veterans, sustainability, etc.). the college is partnering with other groups on campus to help populate the boards on Pinterest. The school has recently started using Instagram to showcase student photographs of Chaffey. The main focus is students, but Chaffey also communicates with faculty, staff, alumni, the community, and other colleges. Social media allows for two-way
communication between the college and the students. Sheryl responds in a
timely manner to questions/concerns. Chaffey is one of the few colleges that
does this. Every two weeks, the college also puts out “In the News.” If faculty
would like to add something to Facebook or “In the News,” they should use
the Media Request form at http://chaffey.edu/mediarequest. The Public
Information Specialists post general information, a calendar of events (as a
supplement to “In the News”), help desk information, and emergency alerts.
Senate thanks Sheryl and Peggy for all of their amazing work.

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