FACULTY SENATE MINUTES
February 25, 2014

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......................................................Laurie Pratt
Health Sciences.....................................................Sue Paplanus
Health Sciences....................................................Renee Ketchum
Instructional Support .......................................Cindy Walker
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...........................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:
Chino/ Fontana..................................................Tim Greene
Instructional Support .....................................Mary Jane Ross
Language Arts..................................................Leona Fisher

Alternates Present:
Chino/ Fontana..................................................Daniel Bentum
Instructional Support....................................Shelley Marcus
Mathematics & Science...............................Diana Cosand
Student Services..........................................Donna Colondres
Adjunct..............................................................Laura Mayuga
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA

Minutes of February 18, 2014, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA

- Faculty representatives have been requested to serve as follows:
  - Plant Maintenance Mechanic (.475) Screening Committee
    - Bruce Osburn, BAT

V. REPORTS

- President
  - Economic Impact of Community Colleges—President Alger shared the following from InsideHigher Ed, the online source for news, opinion, and jobs for all of higher education, dated February 19, 2014: “America's community colleges and their students generated $809 billion of income in 2012, which was 5.4 percent of the nation’s gross domestic product, according to a report by the American Association of Community Colleges released this week. That figure includes the higher wages students earned that year, the increased output of business that employed the students and related multiplier effects. The report also found that students earn $4.80 in higher future wages for every $1 they invest in their community college education.” This article can be accessed at the following link:
    http://www.insidehighered.com/quicktakes/2014/02/19/economic-impact-community-colleges#ixzz2tuREypS
  - Accreditation Training—President Alger announced that a one-day Accreditation Training is scheduled for Friday, March 28.
  - Draft Emergency Response Plan (ERP)—President Alger distributed a summary of Senate’s concerns prepared by Senator Ikeda, Faculty Senate’s designee on the ERP Committee, and asked Senators to review for discussion next week. Senate thanks Senator Ikeda for her thorough work on this issue.
  - Sabbatical Report—Kathy Haddad—Kathy Haddad’s Sabbatical Readers, Senators Duno, Machado, and Starr, will report to Senate on Tuesday, March 4. Deadline to the Office of Instruction is Friday, March 7.
  - Senate sends its heartfelt condolences to the family of William O’Connor, Adjunct Economics Professor, who recently passed away.
  - Senate discussed creating informal opportunities to meet and discuss issues with board members.

- Vice President
  - There was a question about whether or not other coordinators have had trouble with the new scheduling tool. Other coordinators reported similar concerns. Additionally, the AA IIIs are not provided with adequate time to go in and fix the glitches. These issues need to be resolved as they create
significantly more work. One of the reasons might be that Excel can’t handle this type of task; it might be more appropriate to use a database program, like Access, for example. AA IIs should also be given a voice in this process.

- Curriculum
  - **BP/AP 4260 Prerequisites and Co-requisites**—Curriculum Chair Boyd reported that she needs two volunteers to read and report back to Senate. Senators Brusselle and Watkins volunteered.

- Committee
  - **Academic Issues Group**—President Alger, Senator Bartlett, and Vice President Watkins reported the following:
    - We discussed faculty prioritization and the accreditation process. There is the sentiment that this year’s process will be more effective given the new process.
  
  - **Enrollment & Success Management (ESM)**—President Alger, Senators Ikeda, Keith-Gibson, Ketchum, Walker, and Vice President Watkins reported on the following:
    - **President’s Equity Council** is researching four issues in regards to equity issues (ethnicity, gender, disability, etc.) in order to see if there is any disproportionate impact (or positive impact): Fast Track, Supplemental Instruction (SI), Hope and Mindset, and group counseling and orientation. ESM includes President’s Equity Council so that the committee can now take action on their findings.
    - **RD (Report Delayed) Grades**: Currently students are given an RD grade when instructors don’t turn in a grade before the deadline. Shortly after, it is turned into an F. The ESM Committee discussed ways that this policy might be changed so that the students are not penalized for the instructor’s failure to submit the grade. In addition to a policy change, Senate discussed that deans and coordinators should be mindful to include chronic tardiness in submitting grades when doing faculty evaluations.
    - **Math and English First**: This program will be put on hold for now because it hasn’t been working as hoped. Before making changes to the program, the ESM Committee decided to put it on hold due to the implementation of the Student Success Act and other changes to curriculum.
    - **There is a new GPS (Guiding Panthers to Success) Center** in AD-189. This center will support students in transitioning to college, learning how to use the online degree audit tool, and supporting students in various aspects of the Student Success Act matriculation process.

**VI. OLD BUSINESS**

- **Faculty Prioritization**—This year input was expanded and each school prioritized requests from their own areas in response to Faculty Senate’s request for more input in the Faculty Prioritization process. Each department submitted justifications, and data used in the process was standardized.
Twenty positions were prioritized; however, we do not yet know how many faculty positions will be hired. The following prioritized list was included in the Senate packets:

1. Accounting
2. DPS Counselor
3. Instructional Specialist, Rancho Multidisciplinary Center
4. Vocational Nursing
5. Counselor
6. Music
7. Chemistry
8. Radiologic Technology
9. Chinese
10. Math
11. Automotive Technology
12. Physics
13. Librarian
14. Communication Studies
15. Administration of Justice
16. Associate Degree Nursing
17. History
18. Anthropology
19. Earth Science/Geology
20. English

- **Dean’s Hiring Committees**—Senate reviewed the list of faculty interested in serving on the Dean’s hiring committees, and forwarded the following faculty names to Sherrie Guerrero:

  - **Business & Applied Technology**—Jon Ausubel, LA; Marie Boyd, IS; Jackie Boboye, SS; Thierry Brusselle, BAT; Abel Chen, BAT; Doug Duno, LA; Andrea Dutton, HS; Terri Helfand, BAT; Larry Hultgren, BAT; Dave Karp, BAT; Julie LaMay, LA; Jack Little, BAT; Renee Ketchum, HS; Bruce Osburn, BAT; Charmaine Phipps, LA; and Sherm Taylor, BAT

  - **Language Arts**—Jon Ausubel, LA; Jackie Boboye, SS; Marie Boyd, IS; Sean Connelly, LA; Doug Duno, LA; Andrea Dutton, HS; Deckard Hodge, LA; Julie LaMay, LA; Monica Molina, SS; Robert Nazar, Chino/LA; Charmaine Phipps, LA; Eva Rose, LA; Bonnie Spears, LA; and Melissa Utsler, Chino/LA.

  - **Visual & Performing Arts**—Ardon Alger, VPA; Jackie Boboye, SS; Marie Boyd, IS; Misty Burruel, VPA; Vera Dunwoody, SBS; Andrea Dutton, HS; Christa El-Said, VPA; Nicole Farrand, VPA; Kathy Haddad, VPA; Denise Johnson, Adjunct/VPA; Julie LaMay, LA; Charmaine Phipps, LA; Mitchell Syrop, VPA; and Annette Young, IS.

- **Brown Act**—As of January 1, 2014, all legislative bodies must report any action taken and how each member voted. The new legislation affects all legislative bodies on campus, including the Board, Student Council, Faculty Senate, and standing committees. Senate discussed various ways of reporting the vote in the minutes and decided to keep a running tally on each issue.
• **Voting by Email**—Senate only votes by email two times a year and only to approve the minutes of the last meeting in order to disseminate the information to the campus community before faculty leave for winter and summer breaks. If minutes are not approved via email, they will not be approved and distributed for 15 weeks during the summer break and 6 weeks during the winter break. This extended delay in approving action items is unacceptable especially if the College needs to move forward on them (i.e. Board Policies & Administrative Procedures, etc.). We need to figure out a way to hold a quick meeting before breaks to approve the minutes in person. One suggestion is to make the final meeting of the semester an approval of the minutes and to notify senators of a meeting time in the case of emergency decisions.

• **Adjunct Faculty on Committees**—Adjunct faculty are welcome to serve on most campus committees. Many adjunct faculty are teaching at several schools with long commutes, which makes it a challenge to serve on campus committees. We don’t want adjunct faculty to feel pressured to serve on committees in order to teach at Chaffey. All adjunct faculty members who are selected to serve on campus committees must fill out a Volunteer Form every year even if the committee terms are longer. The committee chair should notify adjunct faculty that they need to complete the form.

**VII. NEW BUSINESS**

• **Sabbatical Modification**—Dan Kern—This will be discussed at the next meeting.

**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