FACULTY SENATE MINUTES
February 5, 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......................................................................................Karen Encinas
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:
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
Student Services..................................................................................Lucy Serrano
Visual and Performing Arts.................................................................Vacant
Adjunct Alternate Senator..................................................................Laura Luszcz
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of January 22, 2013, and consent agenda were approved 24-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Accreditation Oversight Committee
    Marie Boyd, Tri-Chair/IS
  - Administrative Assistant II, Curriculum Office Screening Committee
    Marie Boyd, Curriculum/IS Charmaine Phipps, LA

V. REPORTS
- President
  - Academic Issues Group (AIG) – Ardon Alger and Angela Bartlett reported on this meeting. There needs to be a strategic communication plan for communicating upcoming curriculum changes to students. There is some concern about how TMC degrees are being advertised.

The students who don’t place into the lowest level of the revised English courses will be directed to speak with a counselor, who will work with DPS to determine if the student has an ability to benefit from college courses. If they do, they will be directed to take a study skills course and reassess. If they do not, they will be directed to community resources.

Regarding adjunct offices, there will be an answer next year, depending on how many people we hire.

By Fall 2013, the portal will replace ChaffeyView.

- Meritorious Service Award – Call for Nominations – President Alger reminded Senators the deadline to submit nominations for the 2012-13 Meritorious Service Award is this Friday, February 8, 2013.
- Senate sends speedy recovery wishes to Emeritus Music Professor Tom deDobay, who is recuperating from brain surgery.
- Senate sends its condolences to Governing Board Member Katie Roberts on the loss of her husband, Gordon Edward Roberts. In lieu of flowers, Senate
authorized a donation to the American Cancer Society from the faculty of Chaffey College.

- **Vice President**
  - **Faculty Values: PRIDE** – Vice President Watkins reported that the PRIDE statement will be included in all future hiring notices, and applicants will be asked to speak to it.

- **Curriculum**
  - Curriculum Chair Boyd reported that curriculum issues are becoming complicated, so they have begun to include Curriculum Committee minutes in Senate packets to communicate more effectively with faculty. Senators were urged to share information from the Faculty Senate meetings with their constituents. Please see addendum following the minutes.
  - In addition, Chair Boyd reported that the Curriculum Committee voted to revise the graduation requirements to reflect the new English curriculum. The Curriculum Committee voted to combine items I and II on page 33 of the current catalog to the following: I Writing and Reading – Successful completion of English 1A. She provided Senate with a page from the catalog that covers the Reading and Writing sections under Basic Skills Competency to point out the location of the revision. This reflects the curriculum that we have already adopted. There was some concern about how current students would be impacted by these changes, which were resolved. Senator Brouwer also noted that the Math courses need revising in the Mathematics requirements for next year’s catalog. A resolution was made and passed unanimously.

### VI. OLD BUSINESS

- **Sabbatical Leave Requests**
  - **Baron Brown** – Senators Dunwoody, Luszcz, and Starr have reviewed Baron Brown’s sabbatical leave request for Fall 2013 and reported that Baron has decided to pull his request to strengthen his program since he is the only full-time faculty member. He will resubmit his request next year.
  - **Kathy Haddad** – Senators Alger, Duno, and Machado have reviewed Kathy Haddad’s sabbatical leave request for Fall 2013 and recommend revision before approval. Senator Boyd suggested Kathy interview faculty in the related discipline before any changes are made to curriculum.
  - **Daniel Kern** – Senators Bartlett, Greene, and Ross have reviewed Daniel Kern’s sabbatical leave request for Fall 2013/Spring 2014 and recommend approval as revised; Senate concurred 24/0.

### VII. NEW BUSINESS

- **Chaffey Review** – The issue should be resolved. It was a “learning experience” for management, faculty, and students, and there will not be any repercussions. There will be an advisory sticker designed by students. One senator said the Review staff might have anticipated this and put a label on the review preemptively. There is some concern that the administration and Board
do not clearly understand 1st Amendment issues. In the future, we suggest implementing a plan to bring this to the AIG and the instructor involved before any action is decided upon.

- **Sherrie Guerrero, Associate Superintendent, Instruction and Student Services**—Dr. Guerrero updated Senate on a few items. This year, we purposely built the schedule conservatively because of budget concerns. Because Proposition 30 passed, the plan is to offer 500 sections this summer at all 3 sites; last year there were only 200 sections. The priority for summer is to meet the needs of students who haven’t been able to get courses in the last couple of years. The push is to “max out” Chino and Fontana to preserve center status and funding. There was a question about whether or not there will be night classes in the summer as well. The priority right now is to get the 2013-2014 schedule finalized before these decisions are made. The summer schedule will be finalized by March/April.

Next year was built conservatively, and about half of available FTES will be restored; in summer 2014 we will capture the remaining FTES. Dr. Guerrero is open to hybrid courses being offered in the summer, and she looks forward to guidance from the DE Committee to make a decision on this issue. There is some conversation about reinstituting Friday and/or Saturday classes, mostly in Fast Track. There was a concern about the limited nature of Fast Track courses offered the 2nd half of the current semester. There is some discussion about how to improve this going forward, but there are limitations on module scheduling.

Although the budget is better, there are still significant limitations. The governor has proposed a 5% increase for all educational institutions, which means a 33% restoration of previously cut funds. Our administrators need to determine the Faculty Obligation Number before making any decisions about how many faculty members will be hired. The range should be 4-6 new permanent faculty positions. Dr. Guerrero supports hiring as many permanent faculty members as possible. There needs to be more stability in faculty, dean, and classified positions going forward. The 3rd year of PSR is wrapping up right now, and Dr. Guerrero is looking at using the whole 3-year cycle of PSR to inform the allocation of positions. There was a request that the previously developed hiring criteria be applied to the hiring decisions. Last year, we hired 4 permanent, tenure-track and 5 temporary faculty members.

Dr. Guerrero thanked Senate for the PRIDE statement, and says it authentically reflects who we are as faculty. It will be included in all future hiring notices, and applicants will be asked to speak to it.

There is an accreditation mid-term report due soon. It is meant to address the recommendations both from the team and in the self-evaluation. Dr. Guerrero
is proud of the Accreditation Oversight Committee’s hard work in creating the infrastructure for this process.

There is a concern about funding summer scheduling for science classes. Dr. Guerrero is committed to offering classes with full support/resources. There is a separate summer budget that will be used for this. The new, more efficient scheduling tool will be tested when developing the summer schedule. There will likely be a 4/10 schedule again.

- **ACCJC SLO Report**—Curriculum Chair Boyd provided Senate with an SLO report. Senator Boyd commends faculty on their hard work. SLOs have become institutionalized, and we need to continue the good work. Senate is grateful to Marie for her excellent work.
- **Board Policies & Administrative Procedures**—Senators volunteered to review the following BPs/APs and provide recommendations at next week’s meeting:
  - **BP/AP 3500 Campus Safety**—Senators Ikeda, Karp, and Brusselle
  - **BP/AP 3505 Emergency Operations Plan**—Senator Ikeda, Karp, and Brusselle
  - **BP/AP 3510 Workplace Violence Prevention Plan**—Senator Dunwoody
  - **AP 3516 Registered Sex Offender Information**—Senator Dunwoody
  - **BP/AP 3518 Child Abuse Reporting**—Senator Dunwoody
  - **BP/AP 6800 Occupational Health and Safety (revised)**—Senator Fisher
  - **AP 6850 Hazardous Materials (minor revision)**—Senator Fisher

VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS
There was some discussion about the RAC community.

X. SUMMARY

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

Respectfully submitted by,

____________________________________
Donna Walker, Recording Secretary

____________________________________
Angela Bartlett, Secretary/Treasurer
Addendum

- Curriculum
  I. **AA-T and AS-T Verification Form Sent to Chancellor’s Office** — The verification form that was requested by the Chancellor’s Office on what the college plans to offer by Fall 2014, was distributed to the committee to review. The form included the 9 already approved transfer degrees: Administration of Justice, Communication Studies, English, Geology, Mathematics, Political Science, Psychology, Sociology and Theatre Arts. The school is planning and in the process of creating the following 10 transfer degrees for Fall 2014: Anthropology, Art History, Business Administration, Computer Science, Early Childhood Education, Geography, History, Kinesiology, Physics and Studio Arts.
  
  II. In accordance with Title V, the committee has determined that effective Fall 2013 the graduation competency in reading competency will be met by the satisfactory completion of ENGL-1A or an equivalent course at another accredited college.
  
  III. **Updating Graduation Requirements for English/Reading** — The committee approved the change of the graduation requirements on page 33 of the catalog. They would combine numbers 1 and 2 together into Writing and Reading and keep the wording as it currently is but combined together. Approved 20/0
  
  IV. **Discuss Strategy to Update English/Reading Pre-Reqs to Reflect the New Curriculum** — Deb Reed distributed two lists to the committee, one with courses that contain Engl/Reading pre-requisites and the other with Engl/Reading advisories. All of these courses will need modifications in order to update the pre-requisite or advisory with the appropriate new English course. Modifications to these courses will need to be launched by the end of March 2013, in order to be ready for the Fall semester.

  An issue was brought up about ESL-450 not being equivalent to the new ENGL-475 course. Charmaine will check with the ESL discipline to see about processing a modification to update it so that it will be equivalent to ENGL-475.

  V. **Update the Revision of the Repeatability/Repetition Form to Reflect New Title 5 Language** — Tabled

  VI. **Jenny Dannelley — SB1440 Update** — Jenny shared with the committee that 110 of our students have indicated that they intended to complete a transfer degree prior to their transfer to a CSU in Fall 2013. The students were divided into the following transfer degrees:
  - Administration of Justice — 20
  - Communication Studies — 24
  - Mathematics — 3
  - Political Science — 8
  - Psychology — 30
  - Sociology — 21
  - Theatre Arts — 4
VII. Curriculum Inventory Update—Approved Items

- ENGL-475
- ENGL-575
- ENGL-675
- English AA