FACULTY SENATE MINUTES
March 27, 2012

Members Present:
President.............................................................................Ardon Alger
Vice President—Language Arts.................................Neil Watkins
Secretary/Treasurer—Senator-at-Large..................Angela Bartlett
Business & Applied Technology.................................Joy Haerens
Business & Applied Technology...............................David Karp
Chino/Fontana................................................................Karen Encinas
Chino/Fontana..............................................................Tim Greene
Health Sciences..............................................................Beverly Cox
Health Sciences.............................................................Renee Ketchum
Instructional Support.............................................Cindy Walker
Language Arts..............................................................Leona Fisher
Mathematics & Sciences...........................................Alif Wardak
Social & Behavioral Sciences.............................Angela Sadowski
Student Services.........................................................Maria Cuevas
Student Services........................................................Susan Starr
Visual and Performing Arts.................................John Machado
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:
Curriculum Chair..........................................................Marie Boyd
Instructional Support.............................................Mary Jane Ross
Mathematics & Sciences........................................Nicole DeRose
Social & Behavioral Sciences................................Vera Dunwoody

Alternates Present:
Chino/Fontana...............................................................Laurie Pratt
Instructional Support..............................................Shelley Marcus
Mathematics & Science........................................Diana Cosand
Student Services........................................................Vacant
Visual and Performing Arts................................Vacant

I. P.E.

II. CALL TO ORDER
III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of March 13, 2012, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA

V. REPORTS

• President
  ▪ 2012 Alumni of the Year & Athletic Hall of Fame Dinner—Ardon polled senators on their interest in attending this year’s Alumni of the Year & Athletic Hall of Fame Dinner on Thursday, April 5, at the Doubletree Hotel in Ontario. Senator Machado and Annette Henry will represent Senate at this event.
  ▪ Senate will not meet next week in lieu of Meritorious Service Awards.

• Vice President
  ▪ April 9 is the deadline for nominations for Faculty Lecturer of the Year and at-large Senator. Please send any nominations to neil.watkins@chaffey.edu. School representative nominations and elections are also quickly approaching.
  ▪ Santa Monica College is implementing a two-tiered program for tuition fees, giving students who pay more priority registration for classes. State Academic Senate has come out against this.

• Coordinators
  ▪ Neil Watkins is seeking volunteers for a subcommittee to develop best practices for instructor drops of students.

VI. OLD BUSINESS

• Administrative Procedure 5075 Course Adds and Drops—Neil Watkins discussed some concerns. The procedure was revised to be more organized to differentiate procedures “before census” and “after census.” Ed Code doesn’t explicitly address procedures after census; this is a local policy, and we need to clarify this fact within this administrative procedure. Senate approves these proposed changes, and they will be taken to the Academic Issues Group for review as well. Another concern is the lack of an “MW” grade (military withdrawal) at Chaffey. According to Ed Code, these types of withdrawals cannot be assigned an “FW.” Since Ed Code includes this, we need to include it at Chaffey as well. Susan Starr will discuss with Kathy Lucero and report back to Senate next week.

• Board Policies and Administrative Procedures
  ▪ BP/AP 4010 Academic Calendar—Renee Ketchum reported that these are acceptable; Senate approved.
  ▪ BP/AP 4040 Library Services—President Alger reported that this BP/AP has been put on hold, waiting for an update to see what legally required language the CCLC provides.
  ▪ BP/AP 4050 Articulation—Marie Boyd will report next week.
• BP/AP 4226 Multiple and Overlapping Enrollments — Jeff Brouwer reported that these are acceptable; Senate approved.
• BP/AP 6200 Budget Preparation — Ardon Alger reported that these are acceptable; Senate approved.
• BP/AP 6800 Occupational Health and Safety — Thierry Brusselle will report next week.
• AP 6850 Hazardous Materials — Leona Fisher will report back later.
• BP/AP 7120 Recruitment and Selection — Ardon Alger reported that these are acceptable; Senate approved.
• BP/AP 7150 Evaluation — Cindy Walker reported that these are acceptable; Senate approved.
• AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies — Ardon Alger reported that these are acceptable; Senate approved.
• AP 7212 Temporary Faculty — Karen Encinas and Ardon Alger reported that these are acceptable; Senate approved. Senate did have concerns as how the AP applied to temporary faculty who replace retired faculty, and faculty positions that have been filled by temporary faculty (not by the same faculty member) for more than one year.

VII. NEW BUSINESS
• State Academic Senate Resolutions — Included in the Senate packets was a table of contents of the resolutions that will be discussed and voted on at the Academic Senate Spring Plenary Session, April 19-21, 2012. The resolutions can be accessed at the Academic Senate’s website at the following link: http://www.asccc.org/materials. Resolution 6.01 states that federal student aid should only be provided to students enrolled in private, non-profit or state institutions. Senate approves this resolution, 9/7. Resolution 9.04 reminds us that Ed Code grants Faculty Senate “the primary responsibility in making recommendations in terms of curriculum and academic standards.”
• Faculty Senate Scholarships — Senate discussed and reviewed the Faculty Senate Scholarship criteria and application form and agreed to award two scholarships in the amount of $800 each. The due date for Senate to receive scholarship applications is Monday, April 9.
• Expired Committee Terms — Senate reviewed the list of expired committee terms and decided to announce open calls for the following campus committees in order to have faculty representatives in place at the beginning of the Fall semester: Academic Accommodation, Early Alert Planning, Honors Program, One Book One College, and Program & Services Review.
• Board Policies and Administrative Procedures — Senate and faculty members volunteered to review the following BPs/APs:
  ▪ BP/AP 5012 International Students — Leona Fisher
  ▪ BP/AP 5035 Withholding of Student Records — Ardon Alger
  ▪ BP/AP 5050 Matriculation — Cindy Walker
  ▪ BP/AP 5052 Open Enrollment — Ardon Alger
• **BP/BP 5110 Counseling** — Susan Starr
• **BP/AP 5700 Athletics** — Annette Henry

- **Professional Relations Committee — Expired Terms** — The following three-year terms on the Professional Relations Committee expire in June: David Karp, Renee Ketchum, Michael Fong, and Tim Greene. The Professional Relations Committee provides confidential guidance and facilitation toward the resolution of professional and interpersonal relations among faculty members by enhancing communication and fostering mutual understanding of faculty roles and responsibilities. Participation in the Professional Relations process is voluntary, involving only those parties willing to work with one or more committee members through a process designed to either (1) work one-on-one with a faculty member to help them resolve a concern, or (2) to bring the faculty members together and work with both of them to resolve the concern. If you are interested in serving on the Professional Relations Committee, please contact your Senator or the Faculty Senate Office at Extension 6965 and ask to be added to the list of interested faculty.

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

____________________________________
Angela Bartlett, Secretary/Treasurer