FACULTY SENATE MINUTES  
March 4, 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 .............................. David Karp
- Chino/ Fontana ..................................................... Laurie Pratt
- Health Sciences ...................................................... Renee Ketchum
- Instructional Support ............................................ Mary Jane Ross
- 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:
- Business & Applied Technology .............................. Thierry Brusselle
- Chino/ Fontana ..................................................... Tim Greene
- Health Sciences ...................................................... Sue Paplanus
- Language Arts ...................................................... Leona Fisher

Alternates Present:
- Business & Applied Technology .............................. Carol Dickerson
- Chino/ Fontana ..................................................... Daniel Bentum
- Instructional Support ............................................. Shelley Marcus
- Language Arts ...................................................... Doug Duno
- Mathematics & Science ......................................... Diana Cosand
- Student Services .................................................. Donna Colondres
- Adjunct Senator-at-Large ....................................... Laura Mayuga

Guests:
- Angela Burk-Herrick
- Kevin Coduto, ASCC President
- Gregory Creel
- Amy Nevarez
I. P.E.

II. CALL TO ORDER

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of February 25, 2014, and consent agenda were approved 21-0 as amended.

V. CONSENT AGENDA

- Approval of funds not to exceed $310 to purchase plaques for the Meritorious Service Award recipients.
- Approval of funds not to exceed $200 to host a dessert reception for the Meritorious Service Award recipients.
- Approval of funds in the amount of $78 to purchase tape to cover the floor in the Sports Center for the Meritorious Service Award luncheon and dessert reception.
- Faculty representatives have been requested to serve as follows:
  - Financial Aid Advisor Screening Committee
    Maria Cuevas, SS
  - Outcomes & Assessment Committee
    Angela Burk-Herrick, M&S          Daniel Jacobo, VPA
    Tom Vitzelio, IS
  - President’s Equity Council
    Gina Carlson, Adjunct/ BAT
  - Resigned—Unable to Serve—Faculty Success Center Advisory Committee
    Eva Rose, LA
  - Resigned—Unable to Serve—Outcomes & Assessment Committee
    Karen Encinas, Chino            Victoria Tirado, LA
  - Resigned—Unable to Serve—President’s Equity Council
    Kate Lawson, Adjunct/ SBS

VI. REPORTS

- President
  - Faculty Get-Together—President Alger announced that the March 14 get-together will be held at the lovely home of Governing Board President Lee McDougal. This will be a great opportunity for the faculty to meet with the Governing Board President and Vice President. Details will be sent via email.
  - Governing Board Report—The Senate President’s February 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.

- Curriculum
  - Curriculum Committee Approvals
    - Senator Boyd sought Senate approval for BP/AP 4260 Prerequisites and Co-requisites. Vice President Watkins discussed limitations on enrollment for specialized programs, but there was some question about how this would impact cohorts, particularly Fast Tracks in the second half of the sequence. This was discussed in the Curriculum Committee, and it was determined that a cap can be set on enrollment for a cohort as long as the same class is open elsewhere. This will be discussed further in the Academic Issues Group and does not directly impact the administrative procedure for establishing prerequisites. Senate approved unanimously.
    - Course Deactivations
      - MUSIC 1, Fundamentals of Music – rolled into MUSIC 5
      - MUSIC 62B, Intermediate Community Concert Band – rolled into MUSIC 62
      - MUSIC 62C, Advanced Community Concert Band – rolled into MUSIC 62
      - Applied Music has been approved. Senator Boyd commends music faculty on their work on curriculum.
      - Senate approves the above unanimously.

VII. OLD BUSINESS
- Dean's Hiring Committees—Business & Applied Technology, Language Arts, and Visual & Performing Arts—Senate reviewed the list of recommended committee members and approved the following faculty representatives to serve on the Dean's hiring committees:
  - Business & Applied Technology—Andrea Dutton, HS; Terri Helfand, BAT; Larry Hultgren, BAT; and Dave Karp, BAT
  - Language Arts—Doug Duno, LA; Monica Molina, SS; Eva Rose, LA; and Bonnie Spears, LA
  - Visual & Performing Arts—Ardon Alger, VPA; Misty Burrue, VPA; and Christa El-Said, VPA

Several Senators representing faculty from affected disciplines as well as Senators from outside of the discipline requested that Vera Dunwoody be placed on the committee as the outside faculty representative, due to her unique and extensive experience in the School of Visual and Performing Arts.
- Draft Emergency Response Plan—Faculty Senate Feedback—Senator Ikeda provided an overview. In December, Senate vetted the November draft of the Emergency Response Plan (ERP), and Senator Ikeda discussed the concerns raised by Senate with the committee. General questions centered around orientation and training. Regarding orientation, the Emergency
Response Plan and the roles within it are prescribed by Government Code. The College is building the processes necessary to coordinate with local, regional, state, and federal (i.e. FEMA) resources as necessary should an emergency arise. College employees are receiving training; those with the greatest responsibilities are being trained first. One important question for training will be learning how to balance our legal role as Disaster Service Workers against personal concerns. We will learn in training that preparation is paramount and that our role is generally to help ensure the safety of others and to be helpful. More specific questions centered on instructions that implied a level of expertise that faculty may not possess; much of this has been revised in the current draft. The final questions centered on design elements of the document; the committee has accepted these suggestions and will amend the ERP accordingly. Overall, Senator Ikeda feels the institution is making meaningful, effective change. Senate appreciates the committee’s efforts on the ERP and the College’s efforts on emergency planning.

- **Sabbatical Report—Kathy Haddad**—Senators Duno, Machado, and Starr have reviewed Kathy Haddad’s sabbatical report and recommend approval as revised. Senate concurred.

- **Expired Committee Terms**—Senate reviewed the list of interested faculty and approved the following faculty representatives:
  - **Faculty Success Center Advisory**—Mamta Agarwal, Daniel Bentum, Angela Burk-Herrick, Michael Escobosa, John Fay, Robin Ikeda, Angela Leontas, Laura Mayuga (Adjunct), Julie Song, Cindy Walker (Chair), and Melissa Utsler as continuing members and new member Rose Ann Osmanian.
  - **Financial Aid Appeals**—the continuation of Maria Cuevas and new members Kristen Burleson and Renee Ketchum.
  - **Green Earth Movement (GEM)**—the continuation of Ardon Alger, Greg Creel, and Bret McMurran.
  - **Honors Program**—Ardon Alger, Leona Fisher (Chair), Bonnie Khaw-Posthuma, Marc Meyer, Robert Nazar, Cynthia Parker, and Susan Starr as continuing faculty representatives.
  - **Integrated Planning**—Ardon Alger, Jackie Boboye, Marie Boyd, Sean Connelly, Doug Duno, Robin Ikeda, Renee Ketchum, Shelley Marcus, Charmaine Phipps, Rob Rundquist, Angela Sadowski, and Cindy Walker as continuing representatives and John Machado and Joyce Oakdale as new faculty representatives.

Senate continued its review of committees with expired terms and will put out open calls for the following committees: Marketing, Matriculation Oversight, One Book One College, Outcomes & Assessment, Outreach, and Professional Development.
VIII. NEW BUSINESS

- GPS (Guiding Panthers to Success) Center—Amy Nevarez, Dean, Counseling and Matriculation, discussed the GPS Center in AD-189 and AD-191 which has been open for a few months now during the same hours as Student Services. The purpose of the center is to offer a centralized location with computer access to obtain help with orientation, probation workshops, developing an educational plan, and registration. Success Guides and Counseling faculty work directly with students. This is a response to the requirements of the Student Success Act (SSA). The SSA has pushed all California Community Colleges, including Counseling, to respond to significant changes in a short time period.

Dean Nevarez provided Senate with an overview of services and a “Steps to Register at Chaffey College” handout. This will be included in New Student registration packets upon applying to Chaffey College. She distinguished between the needs of new and returning students. Returning students (who have been away for longer than one semester) must reapply; however, if they’ve already completed orientation, assessment, and planning, they do not have to redo it all. They will, however, generally still need to complete a comprehensive educational plan. All new students will be required to do orientation, assessment, and an educational plan. The goal is to help students complete these activities in two weeks. Orientation is now offered prior to assessment so students can plan for assessment and registration. Students must complete required processes before obtaining a student ID and a registration date. This could impact enrollment.

GPS will be open during additional hours at all campuses, at the same time as the Success Centers to provide students with additional access. IT is also working to support students, and a registration checklist will be provided to students through Chaffey View called “My Registration Priority Checklist.”

Super Saturdays will be returning as well. Super Saturdays are all-day registration events for students who have already applied. Senior Early Assessment is also being done at local feeder high schools. Participating students go through the entire process February-May each year. Online orientation is being developed, and students can schedule an in person orientation online.

The GPS Center is open year-round. GPS Center information and fliers will be published online and promoted this semester. There are continued concerns about how the SSA will impact students in specific categories, including probationary students, BOG waiver recipients, returning students with 100 units, etc. The 100-unit petition is on the admissions website.

The goal is to open a GPS Center in Chino & Fontana by summer. There was a discussion about how educational plans will be done for continuing students. Group educational planning sessions have begun for students with
no external transcripts. Students can continue to schedule one-on-one educational plan appointments in the Counseling Department.

IX. ANNOUNCEMENTS

X. FLOOR ITEMS

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

Respectfully submitted by,

______________________________
Donna Walker, Recording Secretary

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Angela Bartlett, Secretary/Treasurer
## Faculty Senate Voting Tally Sheet
### March 4, 2014

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<th>Consent Agenda</th>
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2/3 vote needed for a motion to carry (16)