FACULTY SENATE MINUTES
April 12, 2011

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 ...................................................... Beverly Cox
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 ................................................. Susan Starr
Visual, Performing, & Communication Arts .......... Tom deDobay
Senator-at-Large ................................................... Jeff Brouwer
Senator-at-Large ................................................... Robin Ikeda
Adjunct Senator-at-Large ..................................... Gail Keith-Gibson

Members Absent:
Student Services .................................................. Bob Baiz
Visual, Performing, & Communication Arts .......... Orville Clarke/Medical Leave

Alternates Present:
Chino/Fontana ....................................................... Laurie Pratt
Instructional Support ........................................... Rob Rundquist
Social & Behavioral Sciences ........................... Pak Tang
Student Services ................................................ Maria Cuevas
Visual, Performing, & Communication Arts .......... John Machado

Guests:
Terri Helfand
Laura Hope
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of March 29, 2011, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA

V. REPORTS

- President
  - Correction to March 15, 2011 Minutes — Distance Education (DE) — The minutes should read: It’s much more difficult to drop online students for non-attendance than it is for face-to-face courses.
  - Medical update — Orville Clarke is recovering and is in good spirits.
  - Distance Education — Some of the concerns have been addressed, especially in the area of shared governance.
  - Campus Climate — President Alger suggests we continue respectful, open dialogue on-campus while fostering effective decision-making.
  - STRS Update — Faculty are encouraged to follow the proposed changes in the STRS pensions. A good document that lists Governor Brown’s proposed changes and also mentions Former Assemblymember Roger Niello’s attempt to get an initiative on the ballot to make changes to our pensions, is titled A Defining Moment from the Community College League of California. You can access this document on the “Z” drive at Z:\Faculty Senate\Public\A Defining Moment 04.01.11.doc (Z drive, Faculty Senate, Public Folder, A Defining Moment 04.01.11).
  - Meritorious Service Award Recipient Bob Toister’s lovely thank you notes were shared with Senate.
  - Senate sends its condolences to the family of former faculty member Rick Koehler, Professor of Aeronautics, who recently passed away.
  - Senate will not meet next week in lieu of the Faculty Lecturer of the Year.

- Vice President
  - Senate Elections — Call for Nominations — Vice President Watkins announced that Ardon Alger was nominated as President Elect and elected by acclamation. Angela Bartlett and Baron Brown were nominated for Senator-at-Large. Jeff Brouwer, Mathematics; Carol Dickerson, Accounting; Michelle Dowd, English; Vera Dunwoody, Psychology; and Karen Encinas, Fashion Design & Merchandising were nominated for Faculty Lecturer of the Year. Congratulations to all of the nominees. Ballots will be distributed today via email. The deadline for voting is 4:30 pm on Monday, April 25, 2011.
  - Adjunct Senator Elections — Call for Nominations — Vice President Watkins announced the following candidates for Adjunct Senator: Dolores Blanton, Business & Office Technologies; Arnaldo Ferreira, Biology; Gail Keith-Gibson, Psychology; Liz Parks, English; Lynn Savitzky, Psychology;
and Carolyn Ward, Psychology. Ballots will be distributed via email to adjunct faculty today. Candidate statements will be attached to each ballot. Ballots must be received in the Faculty Senate Office by **4:30 pm on Monday, April 25, 2011** in order to be counted.

- **Senate Elections – Expired Senate Terms** – Senator Fisher announced that Neil Watkins was re-elected as the Language Arts representative. Senator Walker announced that Mary Jane Ross was re-elected as the Instructional Support Representative with Shelley Marcus as the Alternate Senator for Instructional Support. Senator Greene reported that Karen Encinas is the Chino/Fontana Representative by acclamation. Vice President Watkins reminded Senators that elections for expired Senate terms need to be completed by **Monday, April 25, 2011**.

- **Committee**
  - **Budget Advisory** – In September, Sherrie Guerrero provided Senate with a detailed accounting of the changes in staffing and hiring in both Instruction and Student Services. Senate has for sometime been trying to get the same type of information for Management, Classified that are not Student Services, and other job categories at Chaffey. President Alger provided Senate with this information. This document can be accessed on the “Z” drive at [Z:\Faculty Senate\Public\Budget Advisory Committee Minutes 03.08.11.pdf](Z:\Faculty Senate\Public\Budget Advisory Committee Minutes 03.08.11). Senate would like to thank Steve Menzel and Anita Undercoffer for providing this information.

**VI. OLD BUSINESS**

- **Academic Senate Resolutions** – Senate discussed 5.0 regarding funding for simultaneous infrastructure and growth. Mandatory student success courses were also discussed (15.02). While we all support student success, some areas of concern are high-unit majors and a “one size fits all” course that doesn’t meet the needs of a diverse student population. Many four-year institutions have this course, as do community colleges. There is no accounting for this in SB 1440, which may be problematic. EOPS students currently are required to take a similar course that will be submitted for Area E in General Education under SB 1440, and this will likely be transferrable. Resolutions 13.0 and 13.1 focus on the needs of behavioral intervention teams, a concern that has been raised at Chaffey College. Senator Boyd reported that they discussed the many resolutions that have come through curriculum, and that it is difficult for the Curriculum Committee to implement all of these changes in an effective, timely manner. Resolution 9.02 (cap on total units) may have a negative impact on students who need to return to school or obtain additional units due to their needs. Resolution 9.07 discusses outsourcing aspects of some courses to Community Education. There is a concern about how these decisions would be made through shared governance and best practices.

- **Distance Education (DE)** – Laura Hope, Dean of Instructional Support, and Terri Helfand, Distance Education Coordinator, wanted to discuss faculty
concerns as well as “the next steps” as the relate to the reinstatement of DE offerings. The decisions about reducing specific distance education offerings have not been personal, but have instead been driven by fiscal concerns as well as an increased demand for accountability. Historically, Distance Education planning has not included critical analysis. One result of this is that the Chancellor’s Office has been paying attention to DE. The state has released two very large reports on DE as well as a DE certification process to community colleges and increased scrutiny through the accreditation process.

The data introduced as part of the decision to temporarily cut some distance education courses was based on data initially circulated to the DE Committee in October 2011. DE Committee will send the meeting minutes to all faculty from now on. There are troublesome trends in certain areas, and these need to be addressed. The DE Committee is in the process of developing a best practices guide for faculty; this should be finished by the end of the year. Terry and Laura encouraged more faculty to participate in the work of the DE Committee. In the past 18 months, infrastructure has been in a development phase (i.e. Moodle and Smart Thinking). Much of the dialogue currently occurring should have happened 10 years ago, which may be why we have run into problems. A faculty inquiry team will be created to advise administrators to address the concerns with DE, including student success and course completion. Students might be included on this team.

One of the major concerns Senate has had was how data has been used to make decisions, including sample size and success rates. Social Science had an issue with the different measurements being used to make decisions for online versus on-campus courses, with potentially flawed data. How it was done and the methods that were used are what faculty are concerned with. Unfortunately, we have not reflected on this data for all of these years and now we need to. We can be aware of our own success rates and figure out a way to improve our teaching. The result of this in the Math Department was that everyone is addressing the concerns directly and attempting to improve their own teaching. Offering developmental courses online is another concern.

Senate expressed a desire to understand the decision-making process to avoid the seemingly abrupt decision-making in the future. State and federal governments are examining online education very closely. Senate expressed the hope that everyone who teaches DE will have the opportunity to participate in the process moving forward.

- **Senate Scholarships** — Senate reviewed and discussed the scholarship applications and selected Gus Alcaraz and Marilou Santos as this year’s Faculty Senate Scholarship recipients. The scholarship recipients will receive an $800 scholarship, which will be presented at the Installation of Officers luncheon on Tuesday, May 17, 2011.
• **Meritorious Service Award**—Senate sends a special thank you to Jared Ceja, Auxiliary Services Director, for all of his efforts in the coordinating and staging of this year’s Meritorious Service Award Luncheon. Senate would also like to thank photographer Sheryl Herchenroeder and Technical Support Specialist Michael O’Bannon for their help with this event. Senate would also like to thank Melissa Moreno generously donating her delicious mini-cupcakes for the campus-wide dessert reception. Once again the Meritorious Service Luncheon was a huge success thanks to the extraordinary efforts of Jared Ceja. Over eighty-three faculty, administrators, staff and community members attended to honor Ginny Downie, Maureen Hyams, and Bob Toister. Ginny, Maureen, and Bob have a combined 76 years of service to Chaffey College. Library plates should arrive soon and will be installed on the perpetual plaque just inside the Library’s entrance.

• **Faculty Get-Together**—Senator Walker has volunteered to host an area get-together for Fontana faculty and surrounding cities on Sunday, May 1, 2011.

VII. NEW BUSINESS

• **Enrollment & Success Management Committee**—Senator Walker reported that there has been discussion regarding changes to regular full-term classes in Fall 2011. The last day to drop would be changed from 75% of the last day of the term (the maximum) to 61%, which would be 8-10 days earlier. This encourages students to commit to the course and improves student success rates. This change would not impact financial aid or any other administrative issues. Faculty need to provide early, frequent feedback so students can make an informed decision.

• **Adjunct Commencement**—Due to the importance of the inclusion of all faculty in commencement, Student Activities has once again agreed to offer **thirty seats** to part-time faculty on a first-come-first-served basis at this year’s commencement ceremony on Thursday, May 26, 2011. In addition, Faculty Senate has purchased regalia that will be available on loan to adjunct faculty participating in the commencement ceremony who do not have their own cap and gown. Adjunct faculty interested in participating in this year’s commencement ceremony must contact the Faculty Senate Office at Extension 6965 by **Thursday, May 5, 2011**.

• **Professional Relations Committee—Expired Terms**—The following two-year terms on the Professional Relations Committee expire in June: Sue Bartell, Greg Creel, Robin Ikeda, Tamari Jenkins, Bruce Osburn, and Sariwan Tjandra. The purpose of the Professional Relations Committee is to provide confidential guidance and facilitation toward the resolution of professional and interpersonal disputes 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 dispute, or (2) to bring the faculty members together and work
with both of them to resolve the dispute. 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.

- **Technology Committee — Expired Terms** — The following two-year terms on the Technology Committee expire in June: Tri Chair Steve Siedschlag, Candice Piper, and Sariwan Tjandra. The purpose of this committee is to provide a mechanism for communication, review of standards, and recommendations regarding the technology needs of the District. These areas include hardware, software, data, voice, and network usage. The committee meets on the **2nd Thursday of the month from 2:00 -4:00 pm in the Information Services Conference Room**. If you are interested in serving on the Technology Committee, please contact your Senator or the Faculty Senate Office at Extension 6965.

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

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   Angela Bartlett, Secretary/Treasurer