FACULTY SENATE MINUTES
April 21, 2015

Members Present:
President.................................................................Ardon Alger
Vice President—Language Arts.................................Neil Watkins
Secretary/ Treasurer—Instructional Support ...............Cindy Walker
Curriculum Chair.......................................................Marie Boyd
Business & Applied Technology..............................David Karp
Chino/ Fontana...........................................................Tim Greene
Chino/ Fontana...........................................................Laurie Pratt
Health Sciences.........................................................Sue Paplanus
Language Arts............................................................Bonnie Spears
Mathematics & Sciences..........................................Nicole DeRose
Mathematics & Sciences..........................................Alif Wardak
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
Senator-at-Large......................................................Doug Duno
Adjunct Senator-at-Large.........................................Gail Keith-Gibson

Members Absent:
Business & Applied Technology...............................Thierry Bruselle
Health Sciences......................................................Renee Ketchum
Instructional Support .............................................Mary Jane Ross
Social & Behavioral Sciences.................................Vera Dunwoody
Social & Behavioral Sciences.................................Angela Sadowski

Alternates Present:
Business & Applied Technology..............................Carol Dickerson
Chino/ Fontana..........................................................Daniel Bentum
Health Sciences......................................................Sandy Clay
Instructional Support .............................................Shelley Marcus
Language Arts..........................................................Cathy Decker
Social & Behavioral Sciences.................................Pak Tang
Student Services......................................................Donna Colondres
Student Services......................................................Vacant
Adjunct.................................................................Laura Mayuga

Guests:
Carol Hutte
I. P.E.

II. CALL TO ORDER

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of April 7, 2015, and consent agenda were approved 21-0 as amended.

V. CONSENT AGENDA

- Faculty Representatives have been requested to serve as follows:
  - Program Assistant, Admissions & Records Screening Committee
    Susan Starr, SS
  - Program Assistant, Financial Aid Screening Committee
    Kristen Burleson, SS
- Faculty representatives who can no longer serve:
  - Resigned—Unable to Serve—Outcomes and Assessment Committee
    Jade Lehar, Adjunct/ LA

VI. REPORTS

- President
  - 2015-2018 Educational Strategic Plan—President Alger distributed copies of the 2015-2018 Educational Strategic Plan that will be going to the Governing Board for approval this Thursday, April 23, 2015.
  - Security Update—President Alger announced that the safety door locks have been installed at the Fontana Campus and are underway at the Rancho Campus.
  - Senate sends its congratulations to Kristen Burleson on the birth of her daughter.
  - Senate sends speedy get-well wishes to Sherrie Guerrero and Angela Cardinal, who are both recovering from recent surgeries.
- Vice President
  - Senate Elections—Vice President Watkins announced that the Faculty Senate ballots have been tallied, and Ardon Alger was elected as President-Elect; Garrett Kenahan was elected as Senator-at-Large for the 2015-2018 term; Robin Witt was elected as Senator-at-Large, completing Tim Arner’s term; and the 2015-16 Faculty Lecturer of the Year will be Robin Ikeda. Congratulations to all of the candidates.
    - Adjunct Senator Elections—Vice President Watkins also announced that Gail Keith-Gibson was elected as the Adjunct Senator-at-Large, and Laura Mayuga was elected as the Alternate Adjunct Senator-at-Large. Congratulations to all of the candidates.
    - School Elections—Vice President Watkins announced that Thierry Brusselle was re-elected by acclamation as the Senator representing the School of Business & Applied Technology (BAT), and Carol Dickerson was re-elected by acclamation as the BAT Alternate Senator; Laurie
Pratt was re-elected by acclamation as the Senator representing Chino/Fontana Campuses, and Daniel Bentum was re-elected by acclamation as the Alternate Senator for Chino/Fontana Campuses; Sue Paplanus was re-elected by acclamation as the Health Sciences (HS) Senator, and Sandy Clay was re-elected by acclamation as the Alternate Senator for HS; Mary Jane Ross was re-elected by acclamation as the Senator for Instructional Support (IS), and Shelley Marcus was re-elected by acclamation as the Alternate Senator for IS; Neil Watkins was re-elected as Senator representing Language Arts; Nicole DeRose was re-elected as Senator representing Mathematics & Science; Angela Sadowksi was re-elected by acclamation as the Senator representing Social & Behavioral Sciences; Maria Cuevas was re-elected by acclamation as the Senator for Student Services (SS), and Donna Colondres was re-elected by acclamation as SS Alternate Senator; Stan Hunter was re-elected by acclamation as the Visual and Performing Arts Senator.

- **Faculty Senate Constitution—Should Reference to Adjunct Faculty be Changed to Part-Time Faculty to Mimic the CCFA Contract?**—Senator Keith-Gibson surveyed current adjunct faculty and received 57 responses; 42 of the 57 preferred the term *adjunct*; 12 preferred the term *part-time*, with a few other responses receiving 1 or 2 votes. Senators voted to keep the term adjunct for now, based on the results of the survey.

- **Committee**
  - **Enrollment and Success Management**—Senators Dickerson, Ikeda, Keith-Gibson, Ketchum, Secretary/Treasurer Walker, and Vice President Watkins reported the following:
    - Senator Ikeda reported on some of the preliminary findings from the Student Pathways Faculty Inquiry Team.
      - The FIT received the highest number of student surveys for any FIT (over 500 student responses).
      - A large percentage of students reported having difficulty enrolling in courses due to waitlists or closed classes. Students had to delay enrollment in those courses for an average of 2 semesters.
      - 30% of these students also reported a delay or disruption in financial aid due to problems with enrolling in courses.
    - ESM also discussed enrollment trends over the past year. Due to a decrease in fill-rates and efficiency, the college needed to add some sections to the summer schedule in order to meet the FTES base.
  - **Technology**—Senator DeRose reported the following:
    - The Technology Committee is reviewing the technology survey results to compare with the Strategic Technology Plan in an attempt to identify items from the survey that were not identified by the plan. Identified items will be addressed separately.
    - Over 9,000 students have set up their student email accounts. The committee discussed ways to help inform students about the need to
use their Chaffey email account for essential communication related to the college.
  o Both faculty and students can get Microsoft Office 365 for free with their .edu email account.

VII. OLD BUSINESS

- **Faculty Lecturer of the Year**—Senate sends a special thank you to those individuals and departments that put forth the extra effort to make this year’s Faculty Lecturer of the year a huge success. The lecture wouldn't have been possible without the extraordinary group efforts of the following:
  - Ardon Alger and Donna Walker in the Faculty Senate Office
  - Cherie Ventola in Graphic Services
  - Robbie Sullivan and the Lithography Department
  - Peggy Cartwright and the Marketing Department
  - Gary Reinschmidt and the Theatre Assistants: Christopher Dievendorf and Ryan Massar
  - Michael O’Bannon in Information Technology Services
  - Maria Kort in Facilities
  - Lauren Heil and the Chaffey College Student Ambassadors: Leslie Liiles, Peter Torpey, Ann Tran, and Sara Wobil
  - And, of course, our lecturer Marc Meyer

- **Adjunct Service Awards Reception**—President Alger reported that the first annual Adjunct Service Awards Reception was a tremendous success. Senate and CCFA presented commemorative pins and certificates to adjunct faculty for 10, 20, or 30 years of service. Senate would like to send a special thank you to the following groups and individuals:
  - Chaffey College Foundation
  - Chef Isaac Moritz
  - Maintenance & Operations
  - Michael O’Bannon, ITS
  - Maria Kort, Facilities
  - Maria Earlywine, CulinArts
  - Justin Caudill, PE/ Athletics
  - Ruth Collins, EOPS

Senate would also like to thank everyone else who attended this year's reception. There was a tremendous turn out from faculty and administration including Governing Board President Gary George and Governing Board Vice President Paul Gomez in support of this event—we were at room capacity. Congratulations again to our adjunct faculty on their years of service to Chaffey College.

- **Faculty Senate Scholarships**—Senate reviewed and discussed the Scholarship Subcommittee's recommendations and unanimously selected Josh Dansie and
Adriana Guzman-Hernandez as this year’s Faculty Senate Scholarship recipients. The scholarship recipients will each receive a $1,000 scholarship, which will be presented at the Installation of Officers luncheon on Tuesday, May 12, 2015, in AD-151. The senators who reviewed the scholarships recommended revising the selection rubric. Senators Decker, Greene, and Sadowski volunteered to review the rubric and bring recommendations to Faculty Senate.

VIII. NEW BUSINESS

- **Curriculum Committee Chair 2015-2017**—Faculty Senate unanimously approved Marie Boyd as the 2015-2017 Curriculum Committee Chair.
- **Library Updates**—Carol Hutte, Library Coordinator, provided the following updates:
  - The Library website has been updated and has multiple access points.
  - Instructors can add permalinks to full-text articles to their online courses or websites through the Chaffey Online Library.
  - The library is going through a major deselection of textbooks that are out-of-date and/or have very low check-out rates. The librarians are creating a list of books marked for deselection; these lists will be sent to the discipline experts for final review.
  - The library has some money for one-time purchases and/or subscriptions. Please forward requests to Carol Hutte.
  - The library is going to move from ERES to CampusGuides. This new system will save the college money and provide better support for large document files. CampusGuides also allows for more flexibility in use; the limit on document size is 10MG. There will be a FLEX session on the new system in the fall. Both systems will be available next year to allow for a transition year.

IX. ANNOUNCEMENTS

- Senator Karp announced that this is Legal Week, and they have already had great attendance at the events so far.

X. FLOOR ITEMS

XI. ADJOURNMENT

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

Respectfully submitted by,

____________________________________
Donna Walker, Recording Secretary

____________________________________
Cindy Walker, Secretary/ Treasurer
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