FACULTY SENATE MINUTES
April 7, 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
Health Sciences ....................................................... Renee Ketchum
Instructional Support ............................................. Mary Jane Ross
Language Arts ......................................................... Bonnie Spears
Mathematics & Sciences ......................................... Nicole DeRose
Mathematics & Sciences ......................................... Alif Wardak
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
Senator-at-Large .................................................... Doug Duno
Adjunct Senator-at-Large ....................................... Gail Keith-Gibson

Members Absent:
Business & Applied Technology ............................. Thierry Bruselle
Social & Behavioral Sciences ................................. Vera Dunwoody

Alternates Present:
Instructional Support ............................................. Shelley Marcus
Language Arts ....................................................... Cathy Decker
Social & Behavioral Sciences ................................. Pak Tang
Student Services ..................................................... Donna Colondres
Student Services ..................................................... Vacant
Adjunct ................................................................. Laura Mayuga

I. P.E.

II. CALL TO ORDER
III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of March 24, 2015, were approved as amended 17-0, and consent agenda was approved 18-0.

V. CONSENT AGENDA
• Approval of funds to cover the cost of the commemorative pins and the reception for the Adjunct Service Awards.
• Faculty representatives have been requested to serve as follows:
  • Program Assistant, Admissions & Records (2 part-time positions) Screening Committee
    Susan Starr, SS
  • Faculty Representatives who can no longer serve:
    • Resigned—Unable to Serve—Gem Committee
      Melissa Utsler, LA

VI. REPORTS
• President
  • Mt. San Jacinto College Trustees Select Dr. Sherrie Guerrero to Fill Board Vacancy—President Alger shared the public information notice that was sent by the Mt. San Jacinto College’s Public Information & Marketing Office announcing the appointment of Dr. Sherrie Guerrero by the Mt. San Jacinto College Board to fill the Trustee Area 1 vacancy. Trustee Area 1 is one of five Trustee Areas for Mt. San Jacinto College in Cherry Valley. The vacant seat that Dr. Guerrero filled expires in 2016.
  • Safety Door Locks—President Alger reported that an installation plan has been developed for the estimated 280 door lock locations. The door locks being replaced are those which are not currently on the SiPass automated door lock system. The install will begin this week on the Fontana Campus, and it is estimated to take two to three months to complete the entire project.
  • Faculty ID Cards—President Alger shared the mockup of the Chaffey College Employee ID Card with the Senate.
  • Adjunct Service Awards Reception—President Alger reported that the Foundation has generously donated beverages for the Adjunct Service Awards Reception. He also stated that the email responses he’s received regarding this event have been very positive from both the adjunct faculty and the deans and were shared with the Senators.
  • Governing Board Report—The Senate President’s March 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.
Senate will not meet next week in consideration of the Faculty Lecturer of the Year and subcommittee meetings.

Senate sends its heartfelt condolences to the family of Herb Adams, Retired Basic Skills, Learning Disabilities Professor, who recently passed away. Senate also authorized a donation in his memory to the American Cancer Society from the Faculty of Chaffey College (Faculty Senate/ CCFA).

Vice President

Senate Elections—Call for Nominations—Vice President Watkins announced that Ardon Alger, VPA, and Angela Cardinale (Bartlett), English, were nominated for President Elect. Cathy Decker, English; Rod Elsdon, Mathematics; and Robin Witt, Mathematics, were nominated for Senator-at-Large (1-year term); Cynde Balent (Miller), Art; Robin Ikeda, Biology; and Garrett Kenahan, Math Success Center, were nominated for Senator-at-Large (3-year term); and Cathy Decker, English; Robin Ikeda, Biology; and Dan Kern, Philosophy, were nominated for Faculty Lecturer of the Year. Congratulations to all of the nominees. Ballots for the Senate Elections and the proposed amendments to the Senate Constitution will be distributed on Thursday, April 9, 2015. The deadline for voting is 4:30 pm on Monday, April 20, 2014.

Adjunct Senator Elections—Call for Nominations—Vice President Watkins announced the following candidates for Adjunct Senator: Gail Keith-Gibson, Instructional Support, and Laura Mayuga, Communication Studies. 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 20, 2015, in order to be counted.

School Elections—Expired Senate Terms—Vice President Watkins reminded Senators that school elections need to be completed by Monday, April 20, 2015.

Faculty Lecturer of the Year—Should Nominators Submit a Letter Summarizing Why the Nominee is a Good Candidate?—Senators recommended that nominators should include a brief explanation of why they believe the nominee should be faculty lecturer of the year. The nominators’ statements (without the nominators’ names) will be included in the ballot starting next year.

Faculty Senate Constitution—Should Reference to Adjunct Faculty be Changed to Part-Time Faculty to Mimic the CCFA Contract?—Tabled

Curriculum

Curriculum Committee Approvals

New Programs

- General Business

New Courses

- CISGAME 1, Fundamentals of Game Development
- CISHDSP 40, Microcomputer Hardware

Coordinators

Some areas are scheduling a six-week course at local high schools.
Committee
- **Calendar**—Senator Ketchum distributed drafts of the proposed calendar for fall 2016 and spring 2017. A discussion ensued regarding the day selected for faculty speaker. The senate suggested a Thursday for this event. This suggestion will be taken to the Calendar Committee. Senator Ketchum explained the rationale for President’s weekend (formerly Monday and Friday) being changed to allow for another Friday holiday to observe Caesar Chavez’s Day on March 31.

**VII. OLD BUSINESS**
- **Faculty Senate Scholarships**—Because there were so many scholarship applications this year, Senate established a subcommittee to review the applications. Senators Sadowski, Boyd, and Ross volunteered to serve. The subcommittee will present its recommendations to the full Senate on **Tuesday, April 21**.
- **Academic Senate Resolutions**—Included in this week’s Senate packet were resolutions and amendments added after the area meetings.
- **Expired Committee Terms**—Senate reviewed the list of interested faculty and made the following committee appointments:
  - **Outcomes and Assessment**—Senate approved the continuation of Marie Boyd (Chair), Angela Burk-Herrick, Daniel Jacobo, and Tom Vitzelio, and approved Marlene Soto as a new faculty representative on the Outcomes and Assessment Committee.
  - **President’s Equity Council**—Senate approved the continuation of Ardon Alger, Donna Colondres, Carol Dickerson (Tri-Chair), and Kyle Pennett, and approved new member Michelle Martinez as faculty representatives on President’s Equity Council.
  - **Professional Relations**—Senate approved the continuation of Michael Fong, Tim Greene, and David Karp, and approved new member Nicole DeRose to serve as faculty representatives on the Professional Relations Committee.
  - **Program and Services Review**—Senate approved the continuation of Emily Avila, Marie Boyd, Marlene Cianchetti, Doug Duno, Sue Herman, and Michelle Tardiff, and approved new Adjunct Faculty Member Lynde Peralta.

Senate continued its review of committees with expired terms and will put out open calls for the following committees: Resource Development, Scholastics Standards, Technology, and Transfer Center Advisory.

**VIII. NEW BUSINESS**
- **2015-2016 Faculty Inquiry Team (FIT)**—Secretary/ Treasurer Walker reported that applications are now being accepted for next year’s Faculty Inquiry Team. Next year’s FIT **Panthers Taking the Leap: Promoting Success in First-Generation College Students** will focus on researching our first-generation students, their needs, characteristics, and how the college can remove barriers and provide improved support for these students. Applications are due by **Friday**, March 31.
April 17, 2015 at 2pm. For more information go to the Faculty Success Center website at www.chaffey.edu/fsc.

- **2015 Faculty Summer Institute (FSI)** – Secretary/Treasurer Walker announced this year’s FSI is called *Teaching through the Kaleidoscope* and it will focus on creating a successful learning environment for our diverse student population by examining unconscious bias, stereotype threat, microaggressions, and culturally responsive teaching. Applications are due by **Monday, April 20, 2015 at 2pm.** For more information, visit the FSC website at www.chaffey.edu/fsc - click on FSI, click on the title of the FSI, and click Register.

- **Program & Services Review Committee Chair**—Faculty Senate unanimously approved Misty Burrue as the 2015-2017 Program & Services Review Committee Chair, 23-0.

- **Adjunct Commencement**—Due to the importance of the inclusion of all faculty in commencement, Student Activities has once again agreed to offer limited seating to temporary contract and part-time faculty on a **first-come first-served basis** at this year’s commencement ceremony on **Thursday, May 21, 2015.** In addition, Faculty Senate has purchased regalia that will be available on loan to faculty participating in the commencement ceremony who do not have their own cap and gown. Faculty interested in participating in this year’s commencement ceremony must contact the Faculty Senate Office at Extension 6965 by **Friday, May 1, 2015.**

- **College Planning Council**—Chaffey has established a new important committee called the College Planning Council. The purpose of this council is to ensure that the following occurs:
  - Review and evaluate college planning processes to ensure they are integrated and effective and recommend changes as appropriate
  - Review shared governance processes for breakdowns/changes needed and develop new processes as needed
  - Review current trends and labor market data
  - Review results of planning (PSR, RAC, OAC, Prioritization Processes)
  - Recommend the development of new programs and/or deactivation of programs
  - Evaluate and document institutional performance on strategic plans and scorecards
  - Develop institutional set standards and metrics for accreditation and the Chancellor’s Office
  - Develop budgetary recommendations that support institutional planning
  - All recommendations are to the Superintendent/President

Membership includes the following:
- Leadership team for this committee will be One Manager, One Faculty member, One Classified Member, and the Director of Institutional Research
- Executive Team (all)
- Deans – CTE, Chino, Fontana, Rancho
- Faculty Senate Executive Committee plus 3 at large faculty members (6)
- Classified Senate Executive Committee plus 2 at large classified members (6)


- **Committees**
  - Curriculum—Faculty Chair
  - Outcomes and Assessment—Faculty Chair
  - Program and Services Review—Tri Chairs
  - Resource Allocation Committee—Tri Chairs
  - President’s Equity Council—Tri Chairs
  - Technology Committee—Tri Chairs
  - Health and Safety Committee—Chair (expand to tri-chairs?)
  - Resource Allocation Committee—Tri Chairs
  - Economic Development
  - ASCC?
  - Resource Development—Chair
  - Facilities—Administrator of Maintenance and Operations

Senate reviewed and discussed the list of interested faculty and appointed the following faculty to serve on the College Planning Council: Shelley Eckvahl, Bruce Osburn, and Rob Rundquist.

- **Community Education Advisory Committee (Formerly known as Economic Development Advisory Committee)**—With the College’s creation of the Resource Development Committee which addresses grant opportunities, the Economic Development Advisory Committee has revised its scope considerably over the past year and a half. The committee elected to take another direction at its February 2015 meeting. The committee changed its name and revised its purpose and scope. The purpose of this committee is to support and/or enhance Chaffey College’s not-for-credit Community Education Program. **The committee meets on an as needed basis as Community Education programs are developed and ready for review/discussion. Typical meeting day/time is Tuesday from 3:00-4:00pm; date and location to be determined.** Senate put out an open call for faculty representatives to serve on the Community Education Advisory Committee. Faculty interested in serving are urged to contact the Faculty Senate Office at Extension 6966 and ask to be added to the faculty interest list.

- **Health and Safety Committee, Tri-Chairs**—Senate recommended having tri-chairs for this committee for improved shared governance.

- **Automatic Awarding of Degrees and Certificates**—Automatic awarding of degrees and certificates can be problematic for students receiving financial aid, so Senate recommends not pursuing this at this time.

**IX. ANNOUNCEMENTS**

- Senator Ikeda encouraged full-time faculty to apply to be a faculty advisor next year. Faculty Advisor Applications are due this Thursday, April 9, 2015.

- Senator Karp announced that the Business Department is hosting Legal Week April 20-23, 2015. They will have several presentations for students and the community on family law (April 20), immigration law (April 21) and criminal law (April 22). These presentations will be in WH-102. Legal Week culminates on Thursday April 23, with Legal Night. Students and community members can receive free legal advice from licensed attorneys in the area of worker’s
compensation, general criminal law, criminal record expungement, estate planning, corporate, probate, bankruptcy, family law, personal injury, construction defects, construction contracts, and medical malpractice. Legal Night takes place at the BE Building. Interested individuals should register at www.chaffey.edu/legalweek.

- Senator Machado announced that the Student Invitational 2015 will be on display at the Wignall Museum of Contemporary Art April 13 - May 14. There will be a reception for the artists on April 14 from 6-8pm and a panel discussion with the artists on April 21 at 5pm.

X. FLOOR ITEMS

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

Respectfully submitted by,

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Donna Walker, Recording Secretary

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Cindy Walker, Secretary/ Treasurer