FACULTY SENATE MINUTES
August 31, 2010

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.........................................................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.................................Angela Sadowski
Student Services..................................................Bob Baiz
Student Services....................................................Susan Starr
Visual, Performing, & Communication Arts..............Orville Clarke
Visual, Performing, & Communication Arts.............Tom deDobay
Senator-at-Large......................................................Jeff Brouwer
Senator-at-Large.....................................................Robin Ikeda

Members Absent:
Curriculum Chair.......................................................Marie Boyd
Health Sciences.........................................................Beverly Cox
Social & Behavioral Sciences..............................Vera Dunwoody
Adjunct Senator-at-Large........................................Gail Keith-Gibson

Alternates Present:
Business & Applied Technology.........................Thierry Brusselle
Health Sciences........................................................Sue Bartell
Instructional Support..............................................Rob Rundquist
Language Arts.........................................................Cathy Decker
Mathematics & Sciences...................................Diana Cosand
Social & Behavioral Sciences........................Pak Tang
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 August 24, 2010, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA

- Faculty representatives have been requested to serve as follows:
  - One Book One College Committee
    Shelley Marcus, LLR  Eric Odegaard, Adjunct/LA
    Denise Johnson, Adjunct/VPCA

V. REPORTS
- President
  - President Alger reminded Senators that Dr. Shannon will be visiting Senate next week and that Dr. Guerrero will be visiting the following week, September 14. Senators were advised to email President Alger with any issues/concerns or topics that they would like Dr. Shannon and/or Dr. Guerrero to address during their visits.
  - Accreditation Update — President Alger shared a memo from the President of the Academic Senate for California Community Colleges, Jane Patton. Both President Patton and the Chancellor received a letter from the US Department of Education. This letter provided their findings on the investigation of the two complaint letters received last spring—one from the Consultation Council’s Accreditation Task Group and one from the Academic Senate. The complaints had to do with the processes that ACCJC (Accrediting Commission for Community and Junior Colleges) uses for selecting commissioners. Their findings were that ACCJC has not been transparent and compliant in its processes and must take corrective action and report back to the Department of Education by November.
  - Honorary Degree — President Alger, Sherrie Guerrero, and Henry Shannon along with the Governing Board members presented Mary Hirose Watanabe with her Honorary Associate of Arts Degree in an emotional ceremony at last week’s board meeting. Ms. Watanabe was attending Chaffey College when she was forced to leave her postsecondary studies as a result of federal Executive Order 9066 which caused the incarceration of individuals of Japanese ancestry during World War II. Ms. Watanabe was studying business at Chaffey during this time and was evacuated, forcing her to put her education on hold.
▪ **Headcount/Enrollment Count**—President Alger reported that the active headcount and enrollment count as of the end of business on Monday, August 30 was:
  
  Headcount: 20,061  
  Enrollments: 59,035  

By way of comparison, at a comparable point in time last semester we had 21,890 students who were generating 64,228 enrollments. This represents an 8.4% decline in unduplicated student headcount and an 8.1% decline in enrollments. This is a planned reduction in headcount and enrollments and parallels the reduction in sections (1,821 as of 8/31/10 this semester, 1,986 on a comparable date (9/8/09) last fall, an 8.3% reduction).

As students add late start classes or withdraw from current courses, headcount and enrollments will fluctuate. The major “snapshot” the Institutional Research Department takes is at first census (09/07/10) and at the end of the semester once all course activity is finalized.

▪ **Campuses Scrap Online Deal**—President Alger announced that the Chancellor’s Office has terminated the MOU with Kaplan University and shared with Senators newspaper articles that appeared in the Los Angeles Times and New York Times. The Academic Senate for California Community Colleges (ASCCC) released the following press statement: *The faculty in the community colleges appreciates the Chancellor’s decision to exercise the option to terminate the MOU with Kaplan University. We have been concerned about potential negative effects on students—particularly the fact that Kaplan courses could not later be carried with them to other universities. Terminating the MOU was the right thing to do.*

▪ **Manager, Governmental Relations**—President Alger announced that Cid Pinedo has hired a professional expert to assist him with his government relations duties. Lorena Corona has been hired as Manager, Governmental Relations. Lorena recently completed her Bachelors and Masters at Harvard University and is “eager to give back to the community that has given her so much.” Lorena will work with Cid to track legislation, attend legislative meetings and hearings, assist with organizing student advocacy efforts, and help develop partnerships and alliances. The position is being funded with non-operating dollars (auxiliary funds).

▪ Senators expressed their deep appreciation to Senator Diana Cosand for her service as Faculty Senate’s Secretary/Treasurer for the last three years and presented her with a plaque for her extraordinary service and dedication.

▪ **Cathie Keenan Update**—President Alger reported that Cathie Keenan is in good spirits, has been walking using the parallel bars, and would welcome visitors. She is rehabilitating at the Reche Canyon Rehabilitation & Health Center at 1350 Reche Canyon Road, Colton, telephone is 909.370.4411.
• Coordinators
  ▪ Administrators may want to revise scheduling deadlines to avoid overloading administrative assistants with Datatel entry. For example, this semester there is only one week between the approval of the tool and the download date.

VI. OLD BUSINESS
• Academic Accommodations Committee—A Senator is needed to serve on the Academic Accommodations Committee. The purpose of this committee is to recommend reasonable academic accommodations for students with documented disabilities and meets on an as-needed basis. Senator Jeff Brouwer volunteered to serve and was unanimously approved.
• Compressed Calendar—Senate will investigate the impact on classroom space to provide for a more informed conversation on this topic.

VII. NEW BUSINESS
• Smoking—Senate requests Health and Safety Committee to discuss the issue of banning smoking on-campus.
• Priority Registration for Honors—Leona Fisher, Honors Program Director—Honors students have difficulty registering for honors classes, discouraging them from continuing in the program. Non-honors students are also disadvantaged by the current system as they often unwittingly sign up for these classes and then are overwhelmed by the amount of work. Senator Fisher proposed at the request of the Honors Committee that honors students get priority registration. While honors contracts ostensibly offer a solution as they are available to students in any transfer-level class, contracts by their very nature are not comparable to the stand-alone honors course experience; moreover, many of the institutions with which we have transfer agreements prefer that the students enroll in stand-alone classes. Also, in the cases in which a contract is necessary, it would be preferable for students to enroll in classes with professors who have a history of allowing contracts, and here again, priority registration would be helpful. Honors students transfer in higher numbers than the rest of the college’s population. Because honors students are having so much difficulty completing their 18 units of honors classes, they often have to choose between on-time transfer and completing the program (which means deferring their transfer one more year). They have a choice, in effect, of either voiding their own hard work in the Honors Program and the work of the honors faculty or being held back for wanting to take on more demanding work. Several senators expressed concern about further priority registration limiting access and creating an inequity among students. Senate decided to table the issue to provide for a more extensive discussion on this subject. Senators should discuss this with their departments and return to Senate with feedback.
• **Distance Education – Terri Helfand, Distance Education Coordinator and Laura Hope, Instructional Support Dean**—The Blackboard contract ends on December 21, 2010, after which the college will transition to Moodle. Savings from the transition will be used to further develop and support the program. More faculty will eventually have access to Moodle than they did to Blackboard. There is no budget for a 24/7 help desk, so we are providing additional extended hours of 7am-8pm help desk service with trained IT apprentices during key points in the semester (the beginning, mid-terms, and finals). DE encourages students to contact Kim with Blackboard questions, and Terri with Moodle questions. The fall training schedule for Moodle includes several sessions for orientation, online and hybrid instruction, enhanced instruction, and open labs. The schedule and sign-up forms can be found on the College DE Web page. If additional training sessions and/or support are needed they will be added. Kim will transition tests and other material for instructors. There will be a deadline to request this service near December 1. Online training schedule and registration can be accessed at [http://www.chaffey.edu/onlineed/faculty/training.html](http://www.chaffey.edu/onlineed/faculty/training.html).

• **Faculty Get-Together – Dine to Donate**—The Faculty Success Center and Faculty Senate will co-host the first fall Faculty Get-Together with a Dine-to-Donate fundraiser at Applebee’s in Rancho Cucamonga on **Tuesday, September 21, 2010 from 4:00 pm – 8:00 pm**. Senate will provide appetizers. A percentage of all sales that night will go to help support the Faculty Success Center. This will be a great way to start the school year. Please join us for some food and fun interaction with your colleagues.

VIII. **ANNOUNCEMENTS**

IX. **FLOOR ITEMS**

X. **SUMMARY**

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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Angela Bartlett, Secretary/Treasurer