FACULTY SENATE MINUTES  
September 18, 2012

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 .................................................................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 .......................................Vera Dunwoody
Social & Behavioral Sciences .......................................Angela Sadowski
Student Services ..........................................................Maria Cuevas
Student Services ..........................................................Susan Starr
Visual and Performing Arts ...........................................Cynde Miller
Senator-at-Large ............................................................Jeff Brouwer
Senator-at-Large ............................................................Robin Ikeda
Adjunct Senator-at-Large ...............................................Gail Keith-Gibson

Members Absent:
Chino/Fontana .................................................................Karen Encinas
Health Sciences ............................................................Beverly Cox
Visual and Performing Arts .........................................John Machado

Alternates Present:
Chino/Fontana .................................................................Laurie Pratt
Language Arts ...............................................................Doug Duno
Social & Behavioral Sciences .......................................Pak Tang
Student Services ..........................................................Diana Sanchez
Visual and Performing Arts ........................................Vacant
Adjunct Alternate Senator ..............................................Vacant

Guests:
Sherrie Guerrero
I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of September 11, 2012, and consent agenda were approved 22-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Enrollment & Success Management Committee
    Nicole Barbari, SBS
  - Resigned—Unable to Serve—Chino Academic Planning (CAP) Committee
    Judith Weingartner, LA

V. REPORTS
- President
  - Report to the Community — The 13th Annual Report to the Community Luncheon will be held on Tuesday, October 16, from 11:30 am – 1:00 pm at the Double Tree Hotel located at 222 Vineyard Avenue, Ontario. The cost is $35 per person; $280 per table of eight. Senator Ketchum volunteered to represent Faculty Senate.
  - Integrated Planning Model Revisions — President Alger distributed the suggested revisions to the first page of the Integrated Planning Model document for review. Senate reviewed and approved the changes.
  - Carmen Navarro expressed her thanks to the Senate for the acknowledgement she received on the passing of her father.
  - Senate will not meet next week in lieu of subcommittee meetings.
- Vice President
  - We are still looking for nominations for the Alternate Adjunct Senator. The deadline is Friday, September 21.
- Curriculum
  - Curriculum Chair Boyd reported there will be a regional curriculum meeting on September 29 from 10am to 3pm. State Senate is coming to discuss major curriculum issues, including repeatability.
- Committee
  - Colleague Steering — President Alger presented the Colleague report in Bev Cox’s absence. The Colleague committee reviewed submitted project requests and prioritized the following projects to be worked on this academic year:
    - Implement email functionality on faculty rosters (will give faculty the ability to easily email one or more students directly via the roster in My ChaffeyVIEW)
    - Develop and implement a priority registration program to comply with recent Title 5 mandated changes
- Create a new screen in Colleague to identify and track institutional cohorts (special populations)
- Modify the repeatability program to comply with recent Title 4 mandates regarding “participatory” courses
- Modify the official transcript to include additional items
- Modify the unofficial My ChaffeyVIEW transcript to include additional items
- Develop a new screen to facilitate the verification of eligibility for EOPS applicants
- Investigate the feasibility of automatically (programmatically) conferring degrees/certificates
- Develop a program to programatically upload data from the college’s scheduling tool into Colleague to facilitate the creation of sections
- Investigate options for utilizing data from student educational plans to facilitate the development of future class schedules/course offerings
- Implement modifications to the positive attendance system to facilitate the tracking of success guide activities

- **Green Earth Movement (GEM)** — Ardon Alger distributed handouts to Senate on Gem’s mission statement, description, responsibilities and focus areas, green building projects, curriculum/learning opportunities, and internal/external communication.

- **Technology** — Nicole DeRose reported on the committee’s most recent meetings. The student wireless network will be turned over to a 3rd party, and a contract to do that has already been signed. We are all encouraged to get Office 2010.

### VI. OLD BUSINESS

- **BP/AP 3050 Institutional Code of Ethics** — The BP/AP was resubmitted to Senate without the area referring to BPs/APs not yet approved and with the SLO statement removed. Ardon Alger recommended approval as revised; Senate concurred.

- **BP/AP 3810 Claims Against the District** — David Karp recommended approval; Senate concurred.

- **Economic Development Committee** — Senate reviewed the list of interested faculty and approved Elmano Alves, Sue Herman, James Kerr, Joanne Osgood, and Teresa Thompson as continuing members and appointed Jacque Wall as a new member to the Economic Development Committee.

- **Green Earth Movement (GEM) Committee** — Faculty Senate appointed Ardon Alger, Greg Creel, Andrea Dutton, and Bret McMurran as continuing members on GEM and approved Marlene Soto as a new GEM faculty representative.

- **Program & Services Review Committee (PSRC)** — Senate approved Julie LaMay to PSRC and will put out a renewed call to fill the remaining two vacancies.
- **Technology Committee**—Senate reviewed the list of interested faculty and approved Nicole DeRose, Terri Helfand, and Cindy Parker as continuing faculty representatives on the Technology Committee.

**VII. NEW BUSINESS**

- **Dr. Sherrie Guerrero, Associate Superintendent of Instruction and Student Services**—Dr. Guerrero discussed the Integrated Planning Model (IPM). The IPM will directly drive and change processes at Chaffey. The confusing chart at the back was taken out and will be revised, and the final draft will be published soon.

The Accreditation Oversight Committee recently had its first meeting, which was successful. Dr. Guerrero and Marie Boyd are optimistic about the new process established in Moodle by Dr. Guerrero. We are also working on getting a Resource Allocation Committee (RAC) together. The RAC will be the new group that will manage and allocate all funds after requests are sent forward by PSR. The group will also look at requests that weren’t addressed in the first two years of the process. Requests from this year will get addressed next year, and then we should be on a more timely schedule.

The pressure is still on regarding SLOs. When Dr. Shannon returns, there will be meetings with departments who have not moved forward on SLOs. If SLOs are not addressed, programs will fall out of funding and other opportunities; this will be evaluated by the Outcomes and Assessment Committee. This committee contains diverse representation. The group meets every other Wednesday. PSR is trying to get requests out earlier for more effective funding.

The Chancellor’s Office is very serious about the repeatability when it comes to curriculum. An example of this might be stretching levels too far without addressing changes in a meaningful way via curriculum. “Families” also shouldn’t be defined too narrowly. The Department of Finance is very powerful in terms of shaping our regulations and funding. There was some discussion about the Chancellor’s Office not giving us well-defined parameters. Dr. Guerrero advised us to do our best job and allow it to let it go through the peer-reviewed process. The regulations are changing very quickly. There was some discussion about number of units versus repeatability. “Stacking of classes” will also be under scrutiny (beginning, intermediate, and advanced). There were questions and discussion about different hypothetical scenarios. Several faculty members expressed their dismay; however, the state is changing the rules, and we need to address the changes.

Fast track classes will be “ramped up” to 20% of our offerings, given that students are very successful in those courses. The Calendar Committee needs to address the lack of grading time between fast-track classes. There was some
discussion about the academic calendar. Dr. Guerrero doesn’t think that the 16-week calendar is a real possibility. The amount of Flex days is something that will also be on the table for several reasons, including the existence of the Faculty Success Center.

Dr. Guerrero is supportive of faculty not over-enrolling for pedagogical reasons. In spite of this, a few people significantly over-enroll. Coordinators are trying to address the issue. There were some questions and discussion of specific examples.

Dr. Guerrero discussed three-year scheduling. This is not how many sections we’re offering; it’s only what courses we can commit to over the next three years to help counselors and students plan more effectively. This will be printed in the schedule and placed on the web. Counseling stated that it would be helpful to know whether these would be offered day or night to help night students. This new process should be more efficient for coordinators and AAs as well.

The state-level discussion about priority enrollment will be a “game-changer.” For those who get priority enrollment, we will have to get clarification on many related issues, like whether or not these students get early registration every semester.

There are also upcoming changes to materials fees and certain materials will be expressly excluded; all programs will have to address the way we justify materials fees in the future. We are waiting for more information to move forward on this issue.

She said we will make the changes work, so we can continue with the quality learning that takes place at this college; that is the Chaffey way.

Senate thanks Dr. Guerrero for her visit.

- **Distance Education (DE) Committee**—Faculty Senate put out a call for faculty representatives to serve on the Distance Education Committee. The DE committee is a working committee charged with addressing key improvement areas outlined in the FIT (Faculty Inquiry Team) recommendations and from the new ACCJC standards and DOE standards. This year the focus will be on planning and action. The DE Committee meets on the third (3rd) Wednesday of the month in SSA 227 from 12:30 pm - 2:00 pm. If you are interested in serving on the DE Committee, please contact your Senator or the Faculty Senate Office at Extension 6965.

**VIII. ANNOUNCEMENTS**

- Eva Rose, Joy Haerens, and Sabrina Wilhelm will be hosting a Faculty Success Center event tomorrow called “Exploring the College: Fear Factor.” Students
will express their concerns and suggestions regarding what it is like to be a community college student.

- The Faculty Success Center is now subscribed to Magna Commons, which provides online teaching resources.

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