FACULTY SENATE MINUTES
September 2, 2014

Members Present:
President ...............................................................................Ardon Alger
Secretary/ Treasurer—Instructional Support .....................Ardon Alger
Curriculum Chair .................................................................Marie Boyd
Business & Applied Technology ......................................Thierry Brusselle
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
Language Arts .................................................................Neil Watkins
Mathematics & Sciences ....................................................Alif Wardak
Social & Behavioral Sciences ............................................Vera Dunwoody
Student Services ...............................................................Maria Cuevas
Student Services ...............................................................Susan Starr
Visual and Performing Arts ..............................................John Machado
Senator-at-Large ...............................................................TBD
Senator-at-Large ...............................................................Robin Ikeda
Adjunct Senator-at-Large ....................................................Gail Keith-Gibson

Members Absent:
Vice President—Language Arts ........................................Neil Watkins
Mathematics & Sciences ....................................................Nicole DeRose
Social & Behavioral Sciences ............................................Angela Sadowski
Visual and Performing Arts ..............................................Stan Hunter/ Sabbatical
Senator-at-Large ...............................................................Tim Arner

Alternates Present:
Business & Applied Technology .......................................Carol Dickerson
Chino/ Fontana .................................................................Daniel Bentum
Instructional Support .........................................................Shelley Marcus
Student Services ...............................................................Vacant
Visual & Performing Arts ..................................................Vacant
Adjunct .................................................................Laura Mayuga

Guests:
Eric Bishop
Greg Creel
Daniel Keener
I. P.E.

II. CALL TO ORDER

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES AND CONSENT AGENDA
   Minutes of August 26, 2014, and consent agenda were approved 17-0 as amended.

V. CONSENT AGENDA
   • Approval of funds not to exceed $350 for cards and faculty incentives.
   • Approval of funds not to exceed $125 to open a purchase order with Sparkletts water for the 2014-2015 academic year.
   • Approval of funds not to exceed $250 for miscellaneous supplies for the new employee Welcome Reception.
   • Approval of funds not to exceed $100 for the addition of the 2014-2015 Faculty Lecturer of the Year to the perpetual sign.
   • Approval of funds not to exceed $300 for years of service pins for adjunct faculty.
   • Faculty representatives have been requested to serve as follows:
     ▪ 504 Compliance Committee
       Cherlou Opulencia, SS
     ▪ Accreditation Oversight Committee
       Joyce Oakdale, M& S
     ▪ Administrative Assistant II, Mathematics & Science Screening Committee
       Jeff Brouwer, M& S
     ▪ Administrative Assistant II, Radiologic Technology Screening Committee
       Andrea Dutton, HS Marlene Soto, HS
     ▪ Bookstore Accounting Assistant Screening Committee
       Thierry Brusselle, BAT
     ▪ Breeze Advisory Committee
       Mike Eskew, Adjunct/ LA Kathy Haddad, VPA
       Susan Starr, SS
     ▪ Child Development Center Teacher Screening Committee
       Monica Alexander, SBS
     ▪ Commencement Committee
       Tim Arner, M&S Robert Nazar, LA
       Monica Molina, SS
     ▪ Curriculum Committee
       Ardon Alger, Faculty Senate Charmaine Phipps, LA
       Wanda Baker, BAT Angela Burk-Herrick, M&S
       Michael Escobosa, HS Julie Song, SBS
       Stephen Calebotta, LA Jeff Moser, SS
- **EOPS Counselor Screening Committee**
  - Baron Brown, SBS  
  - Maria Cuevas, EOPS/ SS  
  - Diana Sanchez, EOPS/ SS
- **Executive Director, Foundation/ Governmental Relations Screening Committee**
  - Kristen Burleson, SS  
  - Bret McMurry, SBS
- **Faculty Success Center Advisory Committee**
  - Rose Ann Osmanian, IS  
  - Judith Weingartner, LA
- **Honors Program Committee**
  - Julie LaMay, LA
- **Instructional Assistant IV, Chino Success Center Screening Committee**
  - Tom Vitzelio, IS
- **Outcomes and Assessment Committee (OAC)**
  - Jade Lehar, Adjunct/ LA
- **Outreach Committee**
  - Joyce Oakdale, M & S
- **Printing Generalist Screening Committee**
  - Nicole Barbari, SBS
- **Program Assistant, Guiding Panthers to Success Screening Committee**
  - Cherlou Opulencia, SS  
  - Charles Prattella, GPS/ SS  
  - Fabiola Espitia, GPS/ SS  
  - Emily Versace, GPS/ SS
- **Program & Services Review Committee**
  - Annette Henry, KNA
- **Radiologic Technology Instructor Screening Committee**
  - Andrea Dutton, HS  
  - Marlene Soto, HS
- **Student Activities & Student Government Faculty Advisory Committee**
  - Mamta Agarwal, M & S  
  - Mercedes Limon, LA  
  - Tim Arner, M & S  
  - Jack Little, BAT  
  - Sergio Gomez, SBS  
  - Monica Molina, SS  
  - Sandy Hardie-Townsend, SBS  
  - Laurie Pratt, LA  
  - Timi Hayward, BAT  
  - Sherm Taylor, BAT  
  - Deckard Hodge, LA  
  - Vanessa Thomas, BAT
- **Transfer Center Director Screening Committee**
  - Wendy Whitney, SS  
  - Sonia Diaz, M & S
- **Transfer Center Program Assistant Screening Committee**
  - Nicole Barbari, SBS
- **Trees, Plants, and Grounds Committee**
  - Kyle Pennett, LA  
  - Meredith Montagne, Adjunct/ M & S
- **Faculty Representatives who can no longer serve:**
  - Resigned—Unable to Serve—Chaffey Review Advisory Committee  
    - Mohammad Shahisaman, Adjunct/ LA
  - Resigned—Unable to Serve—Ethics Across the Curriculum Committee  
    - Angela Cardinale (Bartlett), LA
  - Resigned—Unable to Serve—Faculty Success Center Advisory Committee  
    - Michael Escobosa, HS
Resigned—Unable to Serve—Honors Program Committee
Francisca Mejia, Adjunct/ LA
Resigned—Unable to Serve—Program & Services Review Committee
Victoria Tulacro, LA

VI. REPORTS

• President

Faculty Numbers—President Alger reported that 47 new adjunct faculty have been hired for the 2014 fall semester bringing the total number of adjunct faculty to 649 for the 2014 fall semester. President Alger also reported that the total number of full-time faculty is 205 (this includes 3 temporary full-time faculty). The highest number of adjunct faculty in the past was 667 in fall 2013 with a high of 237 for full-time faculty in spring 2009.

Senate Guests—President Alger announced that Dr. Shannon will visit Senate on Tuesday, September 16, at 1PM, and Dr. Guerrero will visit Senate next week, Tuesday, September 9, at 1PM. President Alger advised Senators to email with specific questions and/or topics that they would like Dr. Shannon and Dr. Guerrero to address during their visits.

Online Faculty Handbook—President Alger reminded Senators about the Online Faculty Handbook. This is a one-stop resource for faculty that is continually being updated and revised to meet faculty needs. The online handbook includes the following sections: Introduction and College Structures, Faculty Senate and CCFA, Faculty Information, Adjunct Faculty Information, District Information, Classroom Procedures, College Services, Curriculum and Schedules, Committees, Policies and Procedures, Emergency Procedures, Staff Directory, Resources, and the Library. The handbook can be accessed at http://www.chaffey.edu/fac-handbook. It can also be accessed from the Chaffey College home page (www.chaffey.edu) under Campus Life.

Adjunct Shared Office Space Locations—A copy of the adjunct shared office space and maps indicating these locations was passed around. This information was emailed to adjunct faculty during flex. Ardon asked Senators to please let their adjunct faculty know where space is available for them to use. The document can be accessed in the faculty handbook under adjunct faculty information at the following link: http://www.chaffey.edu/fac-handbook/c/pdf/AdjunctOfficeSpace_Fall_2014.pdf.

Senate sends its heartfelt condolences to the family of Larry Johnson, Retired/ Emeritus Aeronautics Professor, who passed away on Monday, September 1, 2014.

• Committee

Trees, Plants, and Grounds—Senator Ikeda updated the Senate on the repair of irrigation systems serving trees on the Rancho campus. The M&O crew worked extra days throughout the summer and has repaired the irrigation in nearly all of the areas of concern. In spite of the ongoing drought, there has been no further tree mortality. In fact, many of the trees
are looking better than they have looked in years. The college is to be commended for making the resources available to undertake this important task.

One senator asked if there were any plans for the large dirt area near Math. Senator Ikeda reported that plans for landscaping that area have been discussed. To her knowledge, they are on hold for the present.

VII. OLD BUSINESS

- **Lockdown Discussion Follow-up**—One senator remarked that he appreciated the letter that Dr. Shannon sent out as it demonstrated a realization on administration’s part that improvements are needed. During last week’s senate meeting, this realization was not as apparent. He suggested that the college consider creating a task force that includes faculty and staff to plan and debrief emergency incidents. Apparently, Lisa Bailey plans to create a checklist to use in future emergencies to ensure that all communications and responses are followed properly.

Another senator expressed concern about pulling campus police officers from Chino and Fontana and how this might impact future events that involve more than one campus. Some senators felt that administrators were treating the incident as a PR issue more than looking at faculty and staff as stakeholders in the issue. One senator observed that some of the administrators exhibited an “epistemological cocoon” in last week’s meeting by demonstrating that they didn’t know what they didn’t know.

Senate acknowledged that they have faith in Steve Lux and his promise to follow through on correcting problems and that there have been improvements in campus security under his leadership. However, senate would like to make sure that the college research the campus community’s response to the recent incident and include faculty, staff, and student input in decision-making related to campus safety.

Senators suggested putting together a list of questions for administration related to the lockdown. Senators also hope that there will be a campus-wide forum and a student forum to discuss the lockdown incident. It would also be important to have an anonymous survey to allow for faculty and staff to provide feedback without fear of repercussions. Other suggestions included possible required training for all faculty; practicing with unannounced mock-incidents may be helpful to prepare us for future events.

Since Lisa Bailey expressed a desire for feedback during last week’s meeting, Senate proposed and approved the creation and distribution of a campus-wide survey to gather feedback anonymously and promptly. Senate would like to review the survey before dissemination.
VIII. NEW BUSINESS

- Student Success and Support Program (SSSP) and Student Equity Plan—Dr. Eric Bishop, Interim Vice President, Student Services, related some important points about the SSSP and Student Equity Plan. The SSSP requires colleges to create core services for students (assessment, orientation, placement, counseling/advising, and educational planning). The Student Equity Plan is a subset of SSSP. The last time we submitted an equity plan was in 2005, and it was not used in any meaningful way in the Chancellor’s Office. Even though the Chancellor’s Office didn’t use the equity data, Chaffey has incorporated the equity data in decisions and initiatives overseen by the Enrollment and Success Management Committee. Now that it is part of the SSSP, the equity plan will be more meaningful and have more impact in decision-making in the Chancellor’s Office.

Dr. Bishop will be replacing Jim Fillpot as tri-chair of the President’s Equity Council (PEC). The committee will be working to reframe the purpose and mission of the PEC. The PEC does not currently have all schools represented, so he asked the senate to look at the membership of the committee and expand where needed to be fully representative. Dr. Bishop suggested that the campus might want to have a campus-wide forum to discuss the recent Ferguson events. Dr. Bishop has created two open forums for the campus to discuss the college equity plan: Wednesday, September 10, 2014, from 12:30–2pm in HS-143, and Wednesday, October 1, 2014, from 12:30–2pm in HS-143. Forum questions have been provided to help faculty and staff prepare for the discussion. Questions include:

- What do we know?
- What are we already doing? As a college, school, program, individual faculty member/staff member.
- What is working?
- What is not working?
- How do you/we ensure equity?
- How do we define “at risk?” How do we intervene?

- Sustainability Visioning Session—Three faculty representatives are needed to participate in a one-day sustainability visioning workshop as part of the development of a Facilities Master Plan. The workshop will be held on September 24, from 1:30 – 4:00 pm in SSA 227. Senate approved Ardon Alger, Bret McMurran, and Dan Loomis to serve due to their long-standing involvement with the Green Earth Movement (GEM)/Sustainability Committee.

- Welcome Reception—President Alger announced that Faculty Senate and Classified Senate will host and sponsor the 2014-2015 Welcome Reception for all new staff members on Wednesday, September 24, from 12:30 to 1:30 pm in the newly renovated multi-purpose room, AD-151. Refreshments will be provided courtesy of the Bookstore, Offices of the Superintendent/President, and Associate Superintendent of Instruction/Institutional Effectiveness. Beverages provided courtesy of the Foundation. Everyone is invited to attend.
President Alger asked for Senate volunteers to work the beverage bar and to assist with set-up, welcoming, and serving; Senators Ketchum and Walker volunteered to greet.

- Faculty Senate Foundation Account—Solicitation Letter—Senator Ross volunteered to rewrite the letter and bring it back to Senate next week for approval.

IX. ANNOUNCEMENTS

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
<table>
<thead>
<tr>
<th>Senators</th>
<th>Present</th>
<th>Minutes</th>
<th>Consent</th>
<th>Agenda</th>
<th>Sustainability</th>
<th>Visioning</th>
<th>Session</th>
<th>Emergency</th>
<th>Response</th>
<th>Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ardon</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Neil</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marie</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thierry</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carol</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tim</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laurie</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daniel</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renee</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sue</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sandy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Jane</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cindy</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shelley</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bonnie</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cathy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nicole</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alif</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diana</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vera</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Angela</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pak</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maria</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Susan</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donna</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tim</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robin</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gail</td>
<td>X Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laura</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Yes Votes</td>
<td>17</td>
<td>17</td>
<td>17</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total No Votes</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Abstentions</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motion Carries</td>
<td>Y Y Y Y Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2/3 vote needed for a motion to carry (16)