

FACULTY SENATE MINUTES

September 25, 2018

Members Present:

President.....	Misty Burruel
Vice President.....	Robin Witt
Secretary/Treasurer.....	Nicole DeRose
Curriculum Chair.....	Marie Boyd
Business & Applied Technology.....	Dionne Henderson
Business & Applied Technology.....	David Karp
Business & Applied Technology.....	
Chino/Fontana.....	William Araiza
Instructional Support.....	Rose Ann Osmanian
Instructional Support.....	Mary Jane Ross
Language Arts.....	Kimberly George
Language Arts.....	Charmaine Phipps
Mathematics & Sciences.....	Mark Gutierrez
Social & Behavioral Sciences.....	Dan Kern
Social & Behavioral Sciences.....	Angela Sadowski
Student Services.....	Fabiola Espitia
Student Services.....	Jackie Boboye
Visual and Performing Arts.....	Pat Aranda
Visual and Performing Arts.....	Kelly Ford Kaminsky
Senator-at-Large.....	Doug Duno
Senator-at-Large.....	Robin Witt
Adjunct Senator-at-Large.....	Gail Keith-Gibson
Adjunct Senator-at-Large.....	Luke Gunderson

Members Absent:

Chino/Fontana.....	Daniel Bentum
Health Sciences.....	Renee Ketchum
Health Sciences.....	Sue Paplanus
Health Sciences.....	Sandy Clay
Mathematics & Science.....	Diana Cosand
Student Services.....	Donna Colondres
Visual and Performing Arts.....	Stan Hunter
Senator-at-Large.....	Garrett Kenehan
Adjunct Alternate Senator.....	Kenyon Callahan

Alternates Present:

Chino/Fontana.....	William O'Neil
Instructional Support.....	Shelley Marcus
Language Arts.....	Jonathan Ausubel
Social & Behavioral Sciences.....	Pak Tang

Guests:

Sharon Awad
Angela Cardinale
Terri Helfand
Lissa Napoli

I. P.E (12:30 P.M)

II. CALL TO ORDER (12:38 P.M.)

- a. Roll call

III. PUBLIC COMMENTS - None.

IV. APPROVAL OF MINUTES:

- a. September 18, 2018.

- **Motion for Approval** - Senator Boyd moved to approve. Senator Gunderson requested revising a paragraph on page 3 regarding the number of committees that report to the President, plus additional grammatical corrections. Senator Kern motioned to approve with the amendment, Senator Boyd seconded the motion. The minutes were approved 9.25.18, 23/0.

V. CONSENT AGENDA

- a. Faculty representatives who can no longer serve:

- Honors Committee, Melissa Utsler, LA-English Dept.
- Technology Committee, Melissa Utsler, LA-English Dept.

- b. Faculty representatives have been requested to serve as follows:

- Faculty Success Center Advisory, Melissa Utsler, LA-English Dept.
- Transfer Center Advisory Committee, Melissa Utsler, LA-English Dept.
- Trees, Plants, and Grounds Committee, Erik Kolb, M&S- Biology
- Facilities Maintenance Attendant, M&O Hiring Committee, Sherm Taylor, Automotive Technology

- **Motion for Approval** - Senator Boyd moved to approve, Senator Osmanian seconded the motion. The consent agenda was approved 9.25.18, 24/0.

VI. REPORTS

a. President:

- i. President Burruel attended the Institutional Effectiveness Partnership Initiative (IEPI); Building Diversity - Using Data for Hiring, in Irvine last week with Carol Dickerson, Professor of Accounting and Tri-Chair of President's Equity Council, as well as Adrienne Grayson, Director of Special Populations and Equity. The workshop focused on how employment and hiring data can be used to identify and address equity gaps. One slide from the PowerPoint presentation (included in the Senate Packet) served as the closing for the workshop and an invitation to develop next steps when thinking about our local processes as we address diversity and inclusiveness in our hiring practices. Equity and social justice ask fundamentally different questions than diversity and inclusiveness. Dafina-Lazarus Stewart's article, "Colleges need a language shift, but not the one you think," illustrates those differences as outlined in the table that was included in the packet.

b. Vice President:

- i. Notes from the AB 705 Regional Meeting, September 20, 2018 at San Bernardino Valley College. Senator Boyd and Vice President Witt attended.
 1. AB 705 is under the umbrella of Guided Pathways
 2. Accuplacer will be eliminated at the end of Fall 2019. GSP = Guided Self Placement (formally DSP) is best predictor (see handout)
 3. Although all students will be eligible for a college entry-level math class (Math 25, Math 4, Stat 10, and SocSc 10), students can elect to enroll in a pre-transfer math class. We may want to share sample assignments in the different courses to help students decide
 4. AB 1805 was signed by the governor on September 19, 2018 (https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB1805) which says we must inform students of their right to enroll in entry-level math and English

ii.

c. Secretary-Treasurer:

- i. President Burruel, Lissa Napoli, and Secretary DeRose met last week to review and organize the information for the funding accounts, account balances, and activity. More details will be provided in a future report.

d. Curriculum:

Curriculum Approvals:

New Programs:

Heating, Ventilation, Air Conditioning and Refrigeration Level 2	Certificate of Competency
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Course Modifications with DE:

CHIN-1	Elementary Mandarin Chinese I
CHIN-18	Chinese Civilization and Culture
CHIN-2	Elementary Mandarin Chinese II
COMSTD-74	Intercultural Communication

Course Modifications:

HIST-10	History of Asian Civilizations II
IET-411	Programmable Logic Controllers
IET-415	Advanced Electricity Laboratory
IET-419	DC Variable Speed Drive
IET-420	Fundamentals of Control Systems Technology
IETELMT-432	Electrical Control of Hydraulic Systems

Course Deactivations:

SPAN-16	Spanish Composition
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Program Modifications:

Associates in Computer Science for Transfer	AS-T
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PACKAGE: Accounting and Financial Services

New Course with DE:

ACCTGFS-30	Personal Finance
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Course Deactivations:

ACCTGFS-440	Introduction to Financial Planning
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Program Modifications:

Financial Planning	Certification of Career Preparation
Small Business Entrepreneur	A.S.
Small Business Entrepreneur	Certificate of Achievement

PACKAGE: Mechatronics

New Courses with DE:

IETMECH-400	Introduction to Mechatronics
IETMECH-401	Robotics and Sequencing
IETMECH-402	Mechatronics Troubleshooting

Course Reactivations:

IETELMT-436	Pneumatics Fundamentals
IETELMT-438	Electrical Control of Pneumatic Systems

New Programs:

Mechatronics	A.S.
Mechatronics Level I	Certificate of Achievement
Mechatronics Level II	Certificate of Career Preparation

- **Motion for Approval** - Senator Karp moved to approve, Senator Kern seconded the motion. The motion was approved 9.25.18, 24/0.

- i. **Chemistry AS-T:** The Curriculum Committee is tasked with ensuring that all curriculum at Chaffey College is compliant with state laws regarding curriculum. In 2010, SB-1440 was approved for Community Colleges to create Associate Degrees for Transfer.

Chaffey College has complied with this portion of the law for all degrees affected, except the Chemistry AS-T. Only two of the chemistry courses, CHEM-75A and CHEM-75B, are over the unit count by one unit each, meaning the courses do not fit into the TMC template. Since the Chemistry AS-T template became available on February 1, 2015, the Curriculum Office and the Articulation Officer have attempted to work with the Chemistry faculty in obtaining the AS-T degree. Chemistry faculty do not want to adjust the units to fit the template. As a result, the development of the AS-T is at a standstill. Joyce Oakdale attended the September 19, 2018 Curriculum Committee meeting to share that the Physics courses are also above the unit count on the Chemistry AS-T. Joyce stated that the Chemistry Department is willing to adjust the units of those two organic chemistry courses if the Physics department adjusts the units of their courses on the Chemistry AS-T as well. The Physics Department does not feel the need to adjust their courses as they have their own Physics AS-T, and the Physics courses fit that template. The Curriculum Chair observed that since the Physics Department has a successful AS-T that has been approved by the state, they should not have to adjust their courses for the Chemistry AS-T. Since the Chemistry AS-T is only over by two units according to the IGETC pattern, the Curriculum Chair thinks the responsibility lies within the Chemistry Department only to obtain the Chemistry AS-T. The Chair shared the Chancellor's Office chart that lists all the ADT's that have been approved within our region. Norco College has the Chemistry AS-T which is likely drawing students to their campus instead of ours.

The Curriculum Chair shared that the Articulation Officer stated that several colleges have O-Chem at 4 units--the same C-ID approved courses as Chaffey's Chem-75A and 75B--and those courses still articulate to the UC. He

advised that the reduction of the units would allow the AS-T, to pass under the IGETC for STEM pattern.

Since the production of the Chemistry AS-T is at a standstill, thus resulting in non compliance of SB-1440, the Curriculum Committee motioned 16/0/4 to take the issue to Faculty Senate to report that discipline faculty do not want to lower the organic chemistry units; therefore, the template cannot be completed.

The Faculty Senate President shared that the Curriculum Representative for Mathematics and Science, Angela Burk-Herrick, will meet with the chemistry faculty this Friday to further discuss the AS-T. Senate will discuss further once a report on the results of that meeting is presented at next Tuesday's Faculty Senate meeting.

- ii. Curriculum Chair, Boyd shared that the Course Identification Numbering System (C-ID) is initiating the 5-year review of the descriptors and transfer model curriculum (TMC) for 6 disciplines during the fall 2018: Accounting; Communication Studies; Economics; Film, Television, and Electronic Media; Nutrition and Dietetics; and Psychology.

e. Coordinators

f. Committees (committee reports tabled for next meeting)

- i. Academic Issues Group
 - 1. Secretary DeRose, Vice President Witt, & President Burruel
- ii. Guided Pathways
- iii. Outcomes and Assessment (OAC)
- iv. Faculty Senate Retreat (sub-committee)
 - 1. Senators Boboye, Osmanian, Duno, and President Burruel
- v. Guidelines for Standing Committee Tri-chairs (sub-committee)
 - 1. Tentative volunteers include Senators Karp, Kenehan, Osmanian, and Gunderson.
- vi. Faculty Prioritization (sub-committee)
 - 1. Senator Sadowski and Angela Burk-Herrick
- vii. Sabbatical Leave (sub-committee)
 - 1. Senators Kern, Boyd, Boboye, and President Burruel
- viii. Sabbatical Rubrics (sub-committee)
 - 1. Senators, Boyd, Ross, and George
- ix. 2018-2019 Professional Development Opportunities

VII. OLD BUSINESS

- a. Elections: Update (tabled for next meeting)

- i. Business & Applied Technology, Alternate Senator
- ii. Student Services, Senator - Fabiola Espitia

VIII. NEW BUSINESS

- a. Meritorious Service Awards- Call for Nominations (tabled for next meeting)
- b. 2018 Educator of the Year (tabled for next meeting)
- c. Presenters: Jonathan Ausubel; Angela Cardinale, and Terri Helfand, will present on Distance Education.

The Distance Education (DE) facilitators, Jon Ausubel and Angela Cardinale, and Training and Course Development Specialist, Teri Helfand introduced themselves and their roles. Teri Helfand sent out an email on Monday September 24 announcing one-on-one appointments that can be made with her. Everyone is available via phone, video call, etc. Please contact them for assistance.

Angela Cardinale provided an overview of changes/challenges in DE (changes in management, lack of budget, DE staff changes). Their focus this semester is on switching to Canvas, getting people trained, and beginning to build community among online instructors, building resources, as well as establishing procedures via the DE Committee for making decisions. Their focus next semester and going forward is on longer-term planning, increased DE professional development opportunities for all faculty, increased workshops/trainings. Things to look out for now-- deadlines for training, and all faculty will be surveyed regarding DE needs to establish the bigger picture about how faculty want to use DE rather than how they want to use Canvas.

Previously, the support and management for DE has not been robust enough to meet the needs of the college, which resulted in a movement for change. The positive changes now include release time, clear allocation, and clear roles for DE assistance. Presently there is no approved budget. Other community colleges have implemented multiple resources for their DE programs, which has contributed to a reduction in the retention and success gaps. It would be beneficial to model or work with other colleges as DE evolves at Chaffey College.

Growth has occurred, yet funding and facilitators are not certain for the long term, and will require an intentional focus in Spring 2019 to identify solutions to these challenges.

Jonathan Ausubel stated that DE education needs to be separated from the Learning Management System (LMS) support, which is more of an IT issue than a DE issue. DE support would focus on assistance to instructors for the development and design of courses, and to meet pedagogical needs.

The DE Hub is managed by Adriana Arce. All faculty have access to the DE Hub now. There will also be resources in the hub which will be Canvas specific, with some

emphasizing technical and others emphasizing pedagogical. The DE Hub also plans to separate faculty information from the website and relocate that to the DE Hub. The website will be student focused, with faculty focuses at the DE Hub.

The DE presenters will also develop a rubric for the use of LTIs that are available for Canvas.

- d. Sabbatical Reports, Policies and Procedures (tabled for next meeting)
- e. Communications Committee Update, Senator George (tabled for next meeting)

IX. ANNOUNCEMENTS

- a. Measure P (tabled for next meeting)

X. FLOOR ITEMS

XI. ADJOURNMENT (1:50 P.M.)

Lissa A. Napoli, Recording Secretary

Nicole DeRose, Secretary - Treasurer