FACULTY SENATE MINUTES
October 23, 2007

Members Present:
Vice President—Mathematics & Sciences .................Cathie Keenan
Secretary/Treasurer—Mathematics & Sciences ..........Diana Cosand
Curriculum Chair ..........................................................Sid Burks
Business & Applied Technology .............................Joy Haerens
Business & Applied Technology .............................James Kerr
Health Sciences .............................................................Renee Ketchum
Health Sciences .........................................................Sue Bartell
Instructional Support ...............................................Greg Creel
Language Arts .............................................................Laura Hope
Language Arts .............................................................Neil Watkins
Social & Behavioral Sciences .................................Karen Lyman
Student Services .......................................................Bob Baiz
Visual, Performing, & Communication Arts ............Orville Clarke
Senator-at-Large .........................................................Jeff Brouwer
Senator-at-Large .........................................................Bob Toister
Adjunct Senator-at-Large .........................................Vanessa Pitts-Ponder

Members Absent:
President .................................................................Ardon Alger
Instructional Support ................................................Cecilia Best
Social & Behavioral Sciences .................................Marylee Requa/Sabbatical
Social & Behavioral Sciences .................................Angela Sadowski
Student Services .....................................................Monica Molina
Visual, Performing, & Communication Arts ............Tom deDobay/Sabbatical
Senator-at-Large .........................................................Robin Ikeda

Alternates Present:
Business & Applied Technology ..............................Abel Chen
Instructional Support ................................................Rob Rundquist
Student Services ......................................................Carol Hutte
Student Services ......................................................Maria Mora

I.  P.E.

II.  CALL TO ORDER
III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of October 16, 2007 and consent agenda were approved 17-0 with the exception of the discussion of the academic calendar, which needs to be rewritten.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Box Office Technician, Visual, Performing, & Communication Arts Screening Committee
    - Bill Stanford, VPCA
    - Christa Havenhill, VPCA
  - Resigned—Unable to Serve—Tree, Plants, & Grounds Committee
    - Robin Ikeda, M&S

V. REPORTS
- President
  - Vice President Keenan is standing in for President Alger in his absence.
  - Academic Calendar – Vice President Keenan has not heard back from John Fay regarding an update on the Calendar Committee. Senate strongly feels a 17-week calendar works best for both students and faculty. Students preferred it and enrollments went up. Linda Howdyshell and Sherrie Guerrero have agreed to another Calendar Committee meeting to look at the modules. Senate requests the meeting time be scheduled at a time that faculty representatives can attend.
  - Faculty Get-Together – Vice President Keenan reminded Senators that the next Faculty Get-Together will be held on Tuesday, October 30 at McAlans Pub & Grill from 4:30 – 6:00 pm. McAlans is located at 6321 Haven Avenue in the Von’s Shopping Center-Northwest Corner. Senate encourages faculty members to drop by for some fun interaction with your colleagues.
  - Report to the Community – Vice President Keenan polled Senators on their interest in attending the 8th Annual Report to the Community Luncheon on Monday, November 5 at the Victoria Gardens Cultural Center Celebration Hall in Rancho Cucamonga. Senator Renee Ketchum will attend with Senators Machado, Molina, and President Alger.
  - Senate sent speedy recovery wishes to Daniel Kern’s wife after her recent surgery.
  - Senate will not meet next week in lieu of subcommittee meetings.
- Vice President
  - Senate Elections — Vice President Keenan announced that Greg Creel will replace Mary Jane Ross as the Senator from the School of Instructional Support because Mary Jane Ross cannot attend the meetings.
- Curriculum
  - Community Service — Chair Burks reported that Community Services has agreed to discuss the offerings with the Curriculum Committee before the schedule goes out. General education proposals need to be reviewed by a separate committee. The graduation requirements also need to be reviewed. The graduation requirements have not been revised since 1995,
and the existing criteria are too vague. Sid proposed that we go back and look at these requirements, either with the Curriculum Committee or a Senate Committee. Sid passed out Chaffey Graduation Requirements Curriculum Committee Review and Recommendations and Criteria for Meeting Associate Degree Requirements General Education to Senators. Sid proposed that a subcommittee of the Curriculum Committee be formed to review graduation requirements and the general education courses. The Senate voted to form such a subcommittee of the Curriculum Committee to review graduation requirements and the general education courses.

- Committees
  - Datatel — Cathie Keenan
    Faculty would be given code numbers to issue to students who want to add a class so that they can add online. Then the faculty will be given a list through ChaffeyView of the codes that were used for adding the class.
    Chaffey will be implementing fiscal independence and issuing paychecks from the District of payroll rather than through the county. It is extremely complex. Implementation is planned for the summer. They will do three parallel runs with the current system and the new system before it goes live (You’ll only get one paycheck!). There will be slight changes in the paycheck schedule for adjunct faculty. Adjunct faculty would be paid on the 9th of each month. Senators mentioned that some would like to have the option of a 12-month pay schedule. Cathie will bring that issue up at the next Datatel meeting.
    An outside agency will be contracted to allow students to be able to make monthly payments of their fees, rather than having to pay it all before classes start.
    The process of providing refunds to students is being automated. Previously, students only got money back after they requested it.
    Cathie emphasized to the Datatel Steering Committee that the Senate is very much interested in getting add-drop rosters on ChaffeyView.
    Discussion of identifying minors on class rosters was postponed.
  - Economic Development — Jim Kerr — After an hour and a half meeting, it was resolved that Community Services will be more open to the Economic Development Committee about the courses that they plan to offer. It was promised that the information will get out sooner and the Curriculum Committee will have access to the information before it is printed.

VI. OLD BUSINESS
- Sabbatical Reports — Alec Erkebaev & Bret McMurran — Alec is in the process of responding to subcommittee suggestions. It will be presented to the Senate at the next meeting along with Bret McMurran’s sabbatical report.
- Professional Development Committee — Senate reviewed the list of nominees and selected Joanne Osgood as the representative from the School of Business & Applied Technology, Tim Greene as the Social & Behavioral Science
representative, and Cecilia Best as the representative from the School of Instructional Support. Faculty Senate will put out a renewed call for a faculty representative from the School of Mathematics & Sciences.

VII. NEW BUSINESS

- **PE/Wellness Graduation Requirements—Bob Baiz & Jeff Moser** — Bob and Jeff stated that the Curriculum Committee had approved with an overwhelming majority to accept the proposal and forward it to the Senate. Senate was given an outline of the proposal. The goal of the proposal is to reinstate one of three units of activity under physical education, recreation and wellness, as existed in 1994.

The physical education department is requesting that the Faculty Senate amend the physical education requirement to include one mandatory unit of PEACT, PEAD, PETEAM, or DANCE instructed in a lab format in addition to one lecture course listed in the current requirement.

Cathie Keenan pointed out that she does not recall specific departments coming to the Senate with curriculum proposals. It was suggested that Senate review the issue when Ardon and Sid are present. Cathie stated that this issue should be handled by the Curriculum Committee, rather than bogging down the Senate with individual curriculum issues. Senate agreed to discuss the issue in two weeks when Sid and Ardon are present in the Senate.

- **Faculty Guidelines for Psychiatric Emergencies** — Senator Ketchum reported that the psychiatric emergency guidelines that delineate faculty responsibilities in the event of a psychiatric emergency will go before the Health and Safety Committee and then go to Karen Sanders for approval.

VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS

X. SUMMARY

XI. ADJOURNMENT

The meeting was adjourned at 1:55 p.m.

Respectfully submitted by,

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Donna Walker, Recording Secretary

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Diana Cosand, Secretary/Treasurer