FACULTY SENATE MINUTES
November 20, 2007

Members Present:
President..........................................................................................Arden Alger
Vice President—Mathematics & Sciences..................................Cathie Keenan
Secretary/Treasurer—Mathematics & Sciences..................Diana Cosand
Curriculum Chair...........................................................................Sid Burks
Business & Applied Technology..........................James Kerr
Health Sciences........................................................................Renee Ketchum
Health Sciences.........................................................................Sue Bartell
Instructional Support..................................................Cecilia Best
Language Arts ........................................................................Laura Hope
Language Arts ........................................................................Neil Watkins
Social & Behavioral Sciences...........................................Karen Lyman
Social & Behavioral Sciences.............................Angela Sadowski
Student Services........................................................Bob Baiz
Visual, Performing, & Communication Arts...............Orville Clarke
Senator-at-Large..................................................Jeff Brouwer
Senator-at-Large..........................................................Robin Ikeda

Members Absent:
Business & Applied Technology.................................Joy Haerens
Instructional Support................................................Greg Creel
Social & Behavioral Sciences....................................Marylee Requa/Sabbatical
Student Services....................................................Monica Molina
Visual, Performing, & Communication Arts..........Tom deDobay/Sabbatical
Senator-at-Large..................................................Bob Toister
Adjunct Senator-at-Large.................................Vanessa Pitts-Ponder

Alternates Present:
Business & Applied Technology.................................Abel Chen
Language Arts........................................................Angela Bartlett
Mathematics & Sciences................................................Alif Wardak
Student Services........................................................Maria Mora
Visual, Performing, & Communication Arts........John Machado
Adjunct.................................................................Gail Keith-Gibson

I. P.E.

II. CALL TO ORDER
III. APPROVAL OF MINUTES AND CONSENT AGENDA
Consent agenda was approved 19-0 as amended.

IV. CONSENT AGENDA
- Faculty representatives have been requested to serve as follows:
  - Early Alert Planning Committee
    - Tim Arner, M&S
    - Ricardo Diaz, SS
    - Monica Molina, SS
  - Immigrant Education Work Group
    - Cecilia Best, Instructional Support
  - Plant Maintenance Mechanic Screening Committee
    - Chuck Hollenbeck, M&S
  - Radiologic Technology Instructor Screening Committee
    - Andrea Dutton, HS
    - Heather MacDonald, HS
    - Renee Ketchum, HS Alternate
    - Sid Burks, BAT
  - Resigned – Unable to Serve – Ethics Across the Curriculum Committee
    - Angela Bartlett, LA
  - Resigned – Unable to Serve – Professional Development Committee
    - Tim Greene, SBS

V. REPORTS
- President
  - November 6, 2007 minutes were approved via email; 16/0.
  - Corrections to November 6, 2007 minutes: date correction, Classified Appreciation Luncheon will be held on March 19, 2008; name correction, Daniel Kern.
  - Student Activities New Toy Drive—President Alger announced that Student Activities is preparing for its 16th Annual Night with Santa New Toy Drive. The toy drive benefits Chaffey College Student families who are in need of assistance. Toys are needed for children ages 2-12 with a minimum toy value of $10. Toy collection begins November 12 through December 6. Please drop toys off in Student Activities between the hours of 8:00 am and 6:00 pm Monday through Thursday and 8:00 am and 4:00 pm on Friday. Student Activities is also asking for donations to purchase Christmas trees. For additional information please contact Susan Stewart at Extension 6591.
  - Senators expressed concern for Governing Board Vice President Kathy Brugger on her recent surgery and authorized sending an acknowledgement and get-well wishes from faculty.
  - Faculty Senate sent speedy recovery wishes to Bob Toister after his recent surgery.
  - Senators also sent speedy recovery wishes to TerriAnn Linn-Watson after her recent surgery.
Senate sent get well wishes to Judy Lowman, who will be out for the remainder of the semester.
Senate sent its condolences to Bill Stanford on the recent loss of his mother.
Senate will not meet next week in lieu of sub-committee meetings.

- **Curriculum**
  - Chair Burks reported that the Curriculum Committee is looking at multicultural gender requirements and computer literacy, which we recommend dropping. The multicultural/multigender portion is badly written, and the Curriculum Committee would like to redefine it and bring it back to Senate. The Curriculum Committee will then look at PE/Wellness graduation requirements.

- **Committees**
  - **Calendar**— Renee Ketchum reported that the Calendar Committee is back to step one. We are considering two options. Option one is to continue with the calendar we currently have. Option two is to have our finals on the last week of class and classes would meet at their usual times during the 17th week.

  During spring flex each school will have time to discuss which of the two options is best for student learning. This is a great chance for a good academic discussion about the most effect learning environment for finals.

  Senators will bring back to Senate feedback from each school. Senate will also request feedback from Student Government.

  - **Outdoor Furniture**— Ardon Alger reported that some of the outdoor furniture for the new buildings, SSA, EEC, and the Science buildings, have been identified and plans for installation are moving forward.

  - **Reorganization**— Ardon Alger and Renee Ketchum shared several possible reorganization plans from the Reorganization Task Force with the Senate. There were concerns expressed about each of the plans. Senate continues to ask for a campus-wide forum of the reorganization plans and the reasons behind each one.

  Several areas emerged as issues that Senators hoped would be addressed in the new organizational structure; adequate support of vocational programs, keeping the layers of management to a minimum, making sure Deans and Coordinators had expertise in their areas of responsibility, people who were really doing the work in an area be compensated, the current break up of the health areas, and what will the Chino staffing be.

  Others felt we needed to make minor changes to the current structure because this did not seem like a good time to reorganize with all of the other issues going on. Additional concern was expressed as to whether we would advertise for new managers in time to get the best candidates.
Technology — Ardon Alger reported that there should be some hotspots on campus where we will have wireless access at the start of the spring semester.

VI. OLD BUSINESS

• PE/Wellness Graduation Requirement — Bob Baiz and Jeff Moser brought forward a proposal from the Curriculum Committee to include a PE/Wellness activity class as a requirement for graduation. Senate has some additional questions about this proposal and asks the Curriculum Committee to address these questions; the vote was 11/7.

Curriculum Chair Burks stated that the Curriculum Committee would give this request top priority and begin to work on the questions at their next meeting. In conjunction with PE’s proposal the Curriculum Committee will look at graduation requirements that have not been looked at since 1994-1995 as well as the new state requirements to increase Math and English competencies in graduation requirements.

• Professional Development Committee — Adjunct faculty interest in serving on the Professional Development Committee was high. To maintain a balance on this committee, Senate is limited in the number of adjunct representatives. Senate reviewed the list of nominees and selected Scott Critchfield (BAT), Diana Jackson (LA), Gail Keith-Gibson (SBS), Charles Moore (M&S), and Denise Johnson (VPCA) to serve as adjunct representatives. Senate thanks all of the adjunct faculty members that expressed an interest in serving on the Professional Development Committee.

• Faculty Get-Together — Senate discussed possible dates and locations for the next Faculty Get-Together and decided to meet on Wednesday, November 28 from 4:30 – 6:00 pm at Stuft Pizza Café located at 7251 Haven Avenue; corner of Baseline & Haven. Faculty Senate will provide the pizza for this event.

• Sabbatical Leave Request — Doug Duno — Senators Neil Watkins, Laura Hope, and Greg Creel have reviewed Doug Duno’s sabbatical request and request more time to consider it.

VII. NEW BUSINESS

• Health and Safety Committee — Russell Baty — The mission of the Health and Safety Committee is to identify hazards, correct them and adopt emergency plans. The committee is only advisory in nature and can only make recommendations. They discuss training and workshops. The Senate is concerned about the potential for campus emergencies and appropriate response. The Health and Safety Committee has started a sub-committee to address NIMS (National Incident Management System). The first step in compliance is to come up with a NIMS organizational chart. Faculty Senate members asked Russell Baty to ask the Health and Safety Committee about the status of phones in the classrooms, status of the injury and illness prevention plan and if the hazardous condition report is on the web or just the “Z’ drive.
VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS

X. SUMMARY

XI. ADJOURNMENT
The meeting was adjourned at 1:50 p.m.

Respectfully submitted by,

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Donna Walker, Recording Secretary

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Diana Cosand, Secretary/Treasurer