FACULTY SENATE MINUTES
December 11, 2007

Members Present:
President ......................................................... Ardon Alger
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 ....................................... Cecilia Best
Instructional Support ....................................... Greg Creel
Language Arts ................................................. Neil Watkins
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
Senator-at-Large ............................................. Bob Toister

Members Absent:
Language Arts .................................................. Laura Hope
Social & Behavioral Sciences ............................... Karen Lyman
Social & Behavioral Sciences ............................... Marylee Requa/Sabbatical
Student Services ............................................. Monica Molina
Visual, Performing, & Communication Arts .......... Tom deDobay/Sabbatical
Adjunct Senator-at-Large .................................. Vanessa Pitts-Ponder

Alternates Present:
Business & Applied Technology .......................... Abel Chen
Language Arts .................................................. Angela Bartlett
Mathematics & Sciences .................................. Alif Wardak
Student Services ............................................. Carol Hutte
Adjunct .......................................................... Gail Keith-Gibson

I. P.E.

II. CALL TO ORDER

III. APPROVAL OF MINUTES AND CONSENT AGENDA
Minutes of December 4, 2007 and consent agenda were approved 20-0 as amended.

IV. CONSENT AGENDA
V. REPORTS

∞ President

▪ Maintenance Repair & Review Committee—Clarification to the December 4, 2007 minutes: The Maintenance Repair & Review Committee is about prioritizing maintenance, repair, and small projects that need to be done across the campus. It is not the job of this committee to determine the specifics and details of what a job entails but to provide a timeline and people-power to complete tasks. If a task requires input from other entities, such as the Tree Committee, the biology department, the Art Committee, etc., that will still happen.

▪ President Alger announced that the Chaffey College Foundation Telethon has been rescheduled for the weekend of January 11-13. If you are able to volunteer to help with the telethon, please contact Marie Edmison at Extension 6543 or email at marie.edmison@chaffey.edu.

▪ Academic Calendar—A draft 2008-2009 academic calendar was distributed to Senators. We are still debating on how we will do finals.

▪ Proposition 92—Community Colleges. Funding. Governance. Fees.—President Alger distributed information on Proposition 92 from the Legislative Analyst’s Office. Proposition 92 lowers community college education fees from $20 per unit to $15 per unit; significantly limits the state’s authority to increase fee levels in future years; changes current minimum education funding requirement into two separate requirements: one for K-12 and one for community colleges; formally establishes the community colleges in the State Constitution; and increases the size of the community colleges’ state governing board and the board’s administrative authority. Faculty and staff are encouraged to investigate this proposition and to vote. For additional information about Proposition 92, visit the February 5, 2008, Presidential Primary Election Official Voter Information Guide at the following website: http://www.sos.ca.gov/elections/vig_02052008.htm

▪ Senate sent condolences to retired faculty member Harley Ross, whose son recently passed away.

∞ Curriculum

▪ Chair Burks reported that the Curriculum Committee had voted to refer the proposal to add a one unit activity requirement to the Chaffey graduation requirement for Physical Education, Recreation and Wellness to the Curriculum subcommittee reviewing all of the Chaffey graduation requirements. Chair Burks stated that he would recommend that the subcommittee approach locally imposed graduation requirements in three steps. The first step would be to clarify guidelines for graduation requirements. The second step would be to clarify the intent of existing graduation requirements, and the third step would be to develop criteria for courses to be included in each of the requirements. The subcommittee would report to the Curriculum Committee, and the Curriculum Committee would report to the Senate at completion of each step. At President Alger’s request, input from the faculty will be solicited at each step.

∞ Committees

▪ Datatel/Colleague Steering—Cathie Keenan—Payroll changes will be implemented on Datatel. The students are getting refunds in a timely manner now. There will be an initial financial hit for the district in so far as the District has been holding those funds. There are regular rosters and
add/drop rosters available on ChaffeyView. There may be flex workshops on identifying minors. We currently still have the original gold and white colored rosters; however, they are investigating the possibility of going to paperless online rosters. They need to be easy to import on to the instructor’s spread sheets. It might be possible for them to give instructors the data in the form of spread sheets for immediate use. The Senate would prefer that the online rosters are ready to immediately load into Excel.

- **President’s Cabinet—Ardon Alger**—Steve Menzel reported that the new Gym/Basketball Stadium has been approved by DSA (Davison of the state Architect). The New Campus West is expected to be approved by DSA in May or June. The bids for the new VPCA building are expected on January 17. The architect for Phase III of the Fontana Center has been selected.

**VI. OLD BUSINESS**

- **Adjunct Shared Office Space**—The adjunct shared office space survey was sent out via email to all adjunct instructors. The Senate Office has already received several responses. Adjunct faculty are asked to please submit completed surveys to the Faculty Senate Office before leaving for winter break.

- **Professional Development Committee**—Senate to put out a renewed call for faculty representatives from the Schools of Mathematics & Sciences and Social & Behavioral Sciences. The Professional Development Committee’s purpose is to establish professional development goals and objectives as identified by their college constituents, identify the activities to be pursued by the Professional Development Office, support and sponsor those activities conducted, and conduct an annual review of the committee’s progress. The committee meets on **Thursdays from 3:00 – 4:30 pm in the EEC Faculty Senate Conference Room**. The committee is scheduled to meet on the following dates during the spring semester: January 17 & 31, February 14 & 28, March 13 & 27, April 10 & 24, and May 8.

- **Senate Holiday Party**—Senate discussed the details regarding the holiday party and it was decided to hold the holiday party at President Alger’s home on December 18 at 5:00 pm.

**VII. NEW BUSINESS**

- **Accreditation**—Inge Pelzer, Executive Assistant to the Superintendent/President visited Senate to address accreditation. Because we are opening a new center at Chino, we need to do a Substantive Change Report and go to the Commission Board to get approval. The Change report includes: why we opened a new center, why we picked that location and who we are going to serve. We need to explain what the educational services and programs will be and how they relate to the operations of the main campus. We need to look at staffing of the center, consider whether we can afford operation of the college, whether we have health and safety coverage, and whether services are accessible. Are we providing services to those students that would not otherwise be available? Inge has met with the VPs and Dr. Shannon and the VPs will address certain parts of the report, which is looking at the management perspective of the center. In January the report goes to the commission and then it will come back for changes. We are on the board calendar for April. Six months after the approval they will come and visit us. It will be like a mini-accreditation for the Chino Center. There is a
faculty staffing plan, but we are not yet sure how that plan is going to be funded. Vague allusions will be made in the Substantive Change Report for the areas yet to be worked out. We’ll see what happens when the plan comes back from the Commission. The faculty positions may first be opened to be filled by faculty from the main campus. We need to tell the Commission that we have the faculty plan and that we are working on the funding. We will use the same procedures that are currently used on the main campus. Faculty at the main campus can identify themselves as preferring to work in Chino or may be asked to work there. Management of Chino will also be discussed in the report. There has been discussion of redoing the mission statement. The accreditation process has changed significantly. By 2009 our self-study has to go to the commission. Inge is in charge of the management learning outcomes for this campus as well. If you come across references to management learning outcomes, please send them to Inge Pelzer at inge.pelzer@chaffey.edu. Chino is currently a center. We are working on getting Chino Campus status, but that needs to go through Sacramento to get approval. We need to make sure that the faculty stays a community, even though some of them will be in Chino. We will need to have some of our meetings in Chino, and we need to make sure that we remain one college.

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