

# FACULTY SENATE MINUTES

April 9, 2013

## Members Present:

President .....	Ardon Alger
Vice President—Language Arts.....	Neil Watkins
Secretary/ Treasurer—Senator-at-Large.....	Angela Bartlett
Curriculum Chair .....	Marie Boyd
Business & Applied Technology .....	Joy Haerens
Business & Applied Technology .....	David Karp
Chino/ Fontana.....	Tim Greene
Health Sciences.....	Sue Paplanus
Health Sciences.....	Renee Ketchum
Instructional Support .....	Cindy Walker
Mathematics & Sciences.....	Alif Wardak
Social & Behavioral Sciences .....	Vera Dunwoody
Social & Behavioral Sciences .....	Angela Sadowski
Student Services .....	Susan Starr
Visual and Performing Arts .....	John Machado
Senator-at-Large.....	Jeff Brouwer
Adjunct Senator-at-Large.....	Gail Keith-Gibson

## Members Absent:

Chino/ Fontana.....	Karen Encinas
Instructional Support .....	Mary Jane Ross
Language Arts .....	Leona Fisher
Mathematics & Sciences.....	Nicole DeRose
Student Services .....	Maria Cuevas
Visual and Performing Arts .....	Cynde Miller
Senator-at-Large.....	Robin Ikeda

## Alternates Present:

Chino/ Fontana.....	Laurie Pratt
Instructional Support .....	Shelley Marcus
Language Arts .....	Doug Duno
Student Services .....	Diana Sanchez
Adjunct Alternate Senator .....	Laura Luszcz

I. P.E.

II. CALL TO ORDER

### III. APPROVAL OF MINUTES AND CONSENT AGENDA

Minutes of March 26, 2013, and consent agenda were approved 21-0 as amended.

### IV. CONSENT AGENDA

- Faculty representatives have been requested to serve as follows:
  - Facilities Maintenance Attendant Screening Committee (.475)  
Abel Chen, BA T
  - Resigned—Unable to Serve—Accreditation Oversight Committee  
Cathy Decker, LA

### V. REPORTS

- President
  - **Governing Board Report**—President Alger’s March report was included in Senate packets. This report detailed a number of faculty accomplishments. Faculty members who would like to be featured in an upcoming Board Report should email pertinent information (who, what, when, where, why, and please spell out all acronyms) to [ardon.alger@chaffey.edu](mailto:ardon.alger@chaffey.edu) in the Faculty Senate Office. Please remember that incomplete reports cannot be included.
  - Senate sends condolences to the family of retired English Professor Timothy O’Sullivan, who recently passed away.
  - Senate will not meet next week in lieu of the Faculty Lecturer of the Year.
- Vice President
  - **Senate Elections—Call for Nominations**—Vice President Watkins announced that Ardon Alger was nominated as President Elect and elected by acclamation. Tim Arner, Jeff Brouwer, Cathy Decker, and Doug Duno were nominated for Senator-at-Large. Baron Brown, Administration of Justice; Kevin Cameron, Political Science; Michelle Dowd, English; Joann Eisberg, Astronomy; David Karp, Business Administration/ Business Law; Cynthia Parker, Economics; and Kipp Preble, Communication Studies, were nominated for Faculty Lecturer of the Year. Congratulations to all of the nominees. Ballots will be distributed today via email. The deadline for voting is **4:30 pm on Monday, April 22, 2013.**
  - **Adjunct Senator Elections—Call for Nominations**—Vice President Watkins announced the following candidates for Adjunct Senator: Gail Keith-Gibson, Instructional Support; and Laura Luszcz Mayuga, Communication Studies. Ballots will be distributed via email to adjunct faculty today. Candidate statements will be attached to each ballot. Ballots must be received in the Faculty Senate Office by **4:30 pm on Monday, April 22, 2013** in order to be counted.
  - **Senate Elections—Expired Senate Terms**—Senator Fisher announced that Neil Watkins won re-election for the School of Language Arts. Vice President Watkins reminded Senators that school elections need to be completed by **Monday, April 22, 2013.**

- Curriculum
  - Curriculum Committee, at the suggestion of our articulation officer, voted to accept a C-ID in lieu of comparable courses.
  - In cases where we have to write new “leveled” curriculum because of the elimination of repeatability, particularly for PE, the articulation officer said we should only require comparable courses for the first of the leveled courses and not for any of the second or third level courses.
- Committee
  - **Accreditation Oversight**—Marie Boyd reported that there was a workshop with Dr. Eva Conrad, a former ACCJC Commissioner, to review the Educational Master Plan (for which we recently received an award). Dr. Conrad suggests changes to the EMP because it functions more as a strategic plan than as a master plan. She said it needs to be more of a framework for planning rather than the planning itself. Dr. Conrad also made suggestions about PSR. For example, she suggested we collect all of the PSRs and create one document that analyzes the information college-wide. This overall document should then inform the strategic plan. The workshop provided insight and guidance for accreditation.

## VI. OLD BUSINESS

- **Meritorious Service Award**—Senate sends a special thank you to Jared Ceja, Auxiliary Services Director; and Maria Earlywine, Food Service Director, Chaffey Dining Services/ CulinArt Inc., for all of their efforts in coordinating and staging the luncheon so beautifully. Senate would also like to thank photographer Sheryl Herchenroeder, Technical Support Specialist Michael O’Bannon, Shirley Emilio, Maggie Van Riper, and Donna Walker for their help with this event. Once again the Meritorious Service Luncheon was a huge success thanks to the extraordinary efforts of Jared Ceja and CulinArt. Over 90 faculty, administrators, staff, and guests attended to honor Dale DesLauriers, Mike Eskew, Chuck Hollenbeck, and Gail Theurer. This year’s recipients have a combined 136 years of service to Chaffey College. Library plates should arrive soon and will be installed on the perpetual plaque just inside the Library’s entrance.
- **Board Policies & Administrative Procedures**
  - **BP/AP 3430 Prohibition of Harassment**—Senator Dunwoody reported that it was improved overall, but that there was an added problematic section about consensual relationships among staff, faculty, and students. Senate is concerned by a lack of due process. Senate does not approve at this point.
  - **AP 3435 Discrimination and Harassment Investigation**—Senator Dunwoody is meeting with HR to clarify some of the language. Senate does not approve at this point.
  - **BP/AP 3515 Reporting of Crimes**—Senator Dunwoody reported that this BP/ AP needs procedural updates. Senate does not approve at this point.

- **BP/AP 3530 Weapons on Campus**—Senator Dunwoody reported that this looks fine. Senate requests adding language about persons with guns needing to be registered with campus even if they are non-operational (such as for class demonstrations). Senate approves with the change to this language.
- **BP/AP 3540 Sexual and Other Assaults on Campus**—Senator Dunwoody reported that she needs to meet with HR about this. Senate does not approve at this time.
- **BP/AP 7270 Student Workers**—Senator Brouwer reported no issues with this BP/ AP. Senate approved as written.
- **AP 7346 Employees Called to Military Duty**—Senator Ketchum reported no issues with this BP/ AP. Senate approved as written.
- **BP/AP 7360 Discipline and Dismissal—Academic Employees**—Senator Ketchum and President Alger reported no issues with this BP/ AP. Senate approved as written.
- **BP/AP 7700 Whistleblower Protection**—Senator Dunwoody reported that there should be clarification at the beginning of the AP specifying “on/ off-campus district events” in addition to performance of duties. “Need to know basis” needs to be clarified. There can also be examples added to the section that discusses the type of conduct and the government agencies to report to at the end of the first section (prior to the legal language). Senate does not approve at this point.
- **Faculty Senate Scholarships**—President Alger encouraged non-contributing Senators to donate the suggested monthly payroll deduction of \$5 or make a one-time contribution to the Faculty Senate Scholarship Foundation Account. There needs to be some clarification about criteria, including how many units need to be completed by when, as well as which type of GPA to consider.

Because there were so many scholarship applications this year, Senate established a subcommittee to review the applications. Senators Starr, Sadowski, and Duno volunteered to serve. The subcommittee will present its recommendations to the full Senate on Tuesday, April 23.

- **Expired Committee Terms**—Senate reviewed the list of interested faculty and made the following committee appointments:
  - **Enrollment & Success Management**—Senate approved the continuation of the following faculty representatives: Carol Dickerson, John Fay, Renee Ketchum, Jeff Moser, Bruce Osburn, Mary Jane Ross, Vanessa Thomas, Neil Watkins, and Robin Witt, and approved Robin Ikeda as a new faculty representative.
  - **Ethics Across the Curriculum**—Senate approved the continuation of Stephen Calebotta and new members Angela Bartlett and Cathy Decker.
  - **Health & Safety**—Senate approved the continuation of Russ Baty, Sandra Collins, Timi Hayward, Cheryl Hodge, Sue Paplanus, and Sara Seol as faculty representatives on the Health & Safety Committee.
  - **High School Petitions**—Senate approved Monica Molina (Chair) as the continuing faculty representative on the High School Petitions Committee.

- **Honors Program**—Senate approved the continuation of Sean Connelly, Richard May (Adjunct), Francisca Mejia (Adjunct), and Eva Rose, and approved Monica Carter as a new faculty representative on the Honors Program Committee.
- **One Book One College**—Senate approved the continuation of the following faculty representatives: Angela Bartlett, Leona Fisher, Joy Haerens, Sandy Hardie-Townsend, Deckard Hodge, Mercedes Limon, Shelley Marcus, Robert Nazar, Charmaine Phipps, Neil Watkins, and Judith Weingartner. Senate approved Sean Connelly, Bonnie Khaw-Posthuma, and Eva Rose as new faculty representatives.

Senate continued its review of committees with expired terms and will put out open calls for the following committees: Outcomes & Assessment; Perkins Grant Advisory; President's Equity Council; Professional Development; Scholastics Standards; Technology; Transfer Center Advisory; and Trees, Plants, and Grounds.

## VII. NEW BUSINESS

- **Academic Senate Final Resolutions for Discussion at Plenary**— Senate discussed the final resolutions that will be voted on at the Academic Senate Spring Plenary Session, April 18-20, 2013.
- **Academic Senate Proposed Resolutions**
  - **Dance TOP Codes**—TOP codes have been added in vocational areas so that Dance programs will now qualify for VTEA money.
  - **Support of Local Control of Noncredit Program**—Local control needs more clarification.
  - **C-ID**—This resolution sought to clarify C-ID policies and establish timeframes, which currently do not exist.
  - **Transfer Model Curriculum (TMC)**—This resolution acknowledges the value of TMC, but urges continuation of local authority to offer locally approved degrees.
  - **Certification of Faculty to Teach Distance Education Courses**—This resolution calls for a white paper to be written to study best practices in training and certifying faculty for effective instruction delivered via distance education courses.
  - **Alternative Methods for Awarding College Credit**—This resolution calls for examination of different opportunities for students to earn college credit in order to move through the community college more quickly.
- **Adjunct Commencement**—Due to the importance of the inclusion of all faculty in commencement, Student Activities has once again agreed to offer **thirty seats** to part-time faculty on a first-come-first-served basis at this year's commencement ceremony on Thursday, May 23, 2013. In addition, Faculty Senate has purchased regalia that will be available on loan to adjunct faculty participating in the commencement ceremony who do not have their own cap and gown. Adjunct faculty interested in participating in this year's

commencement ceremony must contact the Faculty Senate Office at Extension 6965 by **Friday, May 3, 2013**.

**VIII. ANNOUNCEMENTS**

**IX. FLOOR ITEMS**

**X. SUMMARY**

**XI. ADJOURNMENT**

The meeting was adjourned at 2:00 p.m.

Respectfully submitted by,

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Donna Walker, Recording Secretary

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Angela Bartlett, Secretary/ Treasurer