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
Language Arts .......................................................................Laura Hope
Language Arts .......................................................................Neil Watkins
Social & Behavioral Sciences.................................Karen Lyman
Social & Behavioral Sciences.................................Angela Sadowski
Visual, Performing, & Communication Arts ..............Orville Clarke
Senator-at-Large..............................................................Jeff Brouwer
Senator-at-Large..............................................................Robin Ikeda
Senator-at-Large..............................................................Bob Toister
Adjunct Senator-at-Large...............................................Vacant

Members Absent:
Social & Behavioral Sciences ................................Marylee Requa/Sabbatical
Student Services ...............................................................Bob Baiz
Student Services ...............................................................Monica Molina
Visual, Performing, & Communication Arts .............Tom deDobay/Sabbatical

Alternates Present:
Business & Applied Technology.................................Abel Chen
Student Services ...............................................................Carol Hutte
Visual, Performing, & Communication Arts .............John Machado
Adjunct .................................................................Vacant

I. P.E.

II. CALL TO ORDER

III. APPROVAL OF CONSENT AGENDA
Consent agenda was approved 18-0 as amended.
IV. CONSENT AGENDA

- Approval of funds not to exceed $250 for cards and faculty incentives.
- Approval of funds for Senate representative to attend Dr. Kane’s retirement dinner.
- Approval of funds for Senate’s retirement gift to Dr. Kane.
- Faculty representatives have been requested to serve as follows:
  - Administrative Assistant I, Language Arts Screening Committee
    Cindy Walker, LA
  - Administrative Assistant II, Mathematics & Sciences Screening Committee
    Jane Warger, M&S    Wes Tom, M&S
  - Alternative Media Access Coordinator Screening Committee
    Will Carrick, DPS/SS
  - Campus Police Officer (2 positions) Screening Committee
    Henry Rivas, SBS
  - College Book Committee
    Sharon Algozer, VPCA    Emily Avila, M&S
    Angela Bartlett, LA    Cathy Decker, LA
    Linda DeVillers, SBS    Sandy Hardie, SBS
    Angela Herrick, M&S    Deckard Hodge, Co-Chair/LA
    Julia Karet, LA    Mercedes Limon, LA
    Peggy Madden, LA    Robert Nazar, LA
    Cheryl Neece, LA    Robert Rundquist, LA
    Neil Watkins, Co-Chair/LA    Maggie Vizio, LA
    Judith Weingartner, LA
  - Counseling Office Coordinator Screening Committee
    DE Creasy Valdez, SS    Monica Molina, SS
  - Curriculum Committee
    Tracy Hegeman, BAT    Dianne Hagin, HS/BAT
    Sean Stratton, LA    Sariwan Tjandra, M&S
    Monica Carter, SBS    Daniel Jacobo, VPCA
  - Dean, Instruction & Academic Support Screening Committee
    Chris Flores, EOPS/SS    Ricardo Diaz, SS
    Sid Burks, BAT    Laura Hope, LA
  - Director/Curator, Museum/Gallery Screening Committee
    Ardon Alger, VPCA    Jan Raithel, VPCA
    John Machado, VPCA    Kathy Haddad, VPCA
    Maria Fitzpatrick, SBS    Misty Burruel, VPCA
  - Director, Distance Education & Professional Development Screening Committee
    Jon Ausubel, LA    Cynthia Parker, SBS
    Kathy Brindell, SBS    Doug Duno, Alternate/LA
  - Director, Fontana Center Screening Committee
    Cheryl Neece, LA    Cecilia Best, LA
    Lisa Padgett, M&S
  - Drafting Instructor Screening Committee
Cathie Keenan, M&S          Ted Jenkins, M&S
Mo Tavakoli, M&S          Sid Burks, BAT

- Educational Services Generalist, Cashier’s Office Screening Committee
  Meng Khou, M&S
- Ethics Across the Curriculum Committee Chair
  Ryan Falcioni, SBS
- Facilities Maintenance Attendant (2 positions) Screening Committee
  Jeff Harlow, PE/Athletics
- Financial Aid Specialist Screening Committee
  DE Creasy Valdez, SS
- Instructional Assistant III Job Coach, DPS Screening Committee
  Bonnie Fuller, DPS/SS
- Instructional Assistant III (Hope Grant), Health Services Screening Committee
  Shelley Eckvahl, HS/BAT
- Library Technician I Screening Committee
  Shelley Marcus, LLR
- Library Technician II Screening Committee
  Shelley Marcus, LLR
- Nursing Counselor (Temporary 1 year) Screening Committee
  Barbara Hindman, HS/BAT, Renee Ketchum, HS/BAT
  Shelley Eckvahl, HS/BAT, Katherine Wilson, SS
- Nutrition Specialist, Child Development Screening Committee
  Daniel Swift, BAT
- Outreach Specialist, Marketing & Public Relations Screening Committee
  Susan Starr, SS
- Payroll Technician II, Accounting Services Screening Committee
  Teresa Williamson, BAT
- Program Assistant, EOPS Screening Committee
  Amy Nevarez, SS
- Reorganization Task Force
  Mike Deschamps, BAT, Cynthia Parker, SBS
  Mike Eskew, LA, Ardon Alger, VPCA
  Wes Tom, M&S, Renee Ketchum, HS/BAT
  Bob Baiz, PE/Athletics
- Resigned—Unable to Serve—College Book Committee
  Marie Boyd, LLR
- Resigned—Unable to Serve—Professional Development Committee
  Marie Boyd, LLR, Bruce Osburn, BAT
- Stage Technician Screening Committee
  Bill Stanford, VPCA, Kelly Ford, VPCA
- Student Activities & Government Faculty Advisory Board
  Tim Arner, M&S, Marie Boyd, LLR
  Beth Child, M&S, DE Creasy Valdez, SS
  Doug Duno, LA, Deckard Hodge, LA
V. REPORTS

- President
  - **New Faculty** — On behalf of Faculty Senate Ardon welcomed the following new full-time faculty members:
    
    | Name            | Department               |
    |-----------------|--------------------------|
    | Mamta Agarwal   | Chemistry                |
    | Catherine Bacus | Gerontology              |
    | Lynn Breegle    | Pharmacy Technology      |
    | Misty Burruel   | Art                      |
    | Stephen Calebotta | English              |
    | Sean Connelley  | English                  |
    | Brenda Dyar     | Accounting               |
    | Kelly Ford      | Theatre Arts             |
    | Sandy Hardie    | Child Development        |
    | Daniel Kern     | Philosophy               |
    | Jack Little     | Aeronautics              |
    | Christine Lively| American Sign Language   |
    | Marc Meyer      | Anthropology             |
    | Carmen Navarro  | Communication Studies    |
    | Candice Piper   | Vocational Nursing       |
    | Sharlene Smith  | Disabled Programs & Services |
    | Sherman Taylor  | Automotive Technology    |
    | Teresa Thompson | Accounting               |
    | Wendy Whitney   | Counseling               |

  - **Welcome Reception Superintendent/President** — President Alger reminded Senators that the Welcome Reception for Dr. Henry D. Shannon will be held tomorrow, September 5 during college hour in the Staff Dining Room. Refreshments will be provided by Daniel Swift and Dawn Taccone and the Hotel & Food Services Management Students courtesy of Eunice Clark, Director of Auxiliary Services, Bookstore.

  - **Dr. Shannon’s Request** — President Alger encouraged faculty and staff to respond to Dr. Shannon’s questions that were presented at the Fall Convocation: 1) Strengths of Chaffey College; 2) Challenges that Chaffey College will face in the next one to three years; and 3) Areas you think the new superintendent/president needs to focus on in the first year. The Office of Institutional Research has prepared a survey which may be completed online at the following website: [http://irsurvey.chaffey.edu/23292/23292.asp](http://irsurvey.chaffey.edu/23292/23292.asp). Please submit your input no later than **Friday, September 21, 2007**. If you are affiliated with an organization (chamber of commerce, educational organization, etc.), please share this with its members. Dr. Shannon is interested in hearing from members of our community as well. The survey is also available on the

- **Suggested Issues for 2007-2008**—Phones are needed in classrooms for security. This issue needs to be addressed. In addition, Senate expects to address the following issues at future Senate meetings: Adjunct Senator Elections; Adjunct Shared Office Space; Administrative Procedure: 5.6 Speech: Time, Place, & Manner; Basic Skills Initiative; Committee Attendance; Committee Expired Terms; Committee Reports; Community Services Schedule of Classes Review; Corrections & Consequences Task Force; Curriculum Chair/Graduation Requirements: English/Math/PE-Wellness; Curriculum Committee: Chair Elect/Vice Chair/Expanding Committee Membership; Email for Retired Faculty; End-of-the-Year Senate Report; Ethics Committee Chair; Ethics Statement; Faculty Get-Togethers; Faculty Guidelines for Psychiatric Emergencies; Faculty Handbook Committee; Faculty Handbook Revision & Expansion; Faculty Senate By-Law Revision; Intellectual Property Statement Committee; Mentoring New Faculty/Faculty Connections; Reception to Welcome New Superintendent/President, Dr. Henry Shannon; Safety/Disaster Preparedness; Senate Elections Best Practices; Senate-Multi Campus District; Senate Orientation; Senate Vice President/Secretary Treasurer Elections; State Academic Senate Resolutions; Student Academic Integrity/Student Behavior Codes & Violations Forms; Summer Pay; Technology Committee Tri-Chair; and Wignall Museum/Senate Support.

  **Faculty that have additional issues that they would like the Senate to consider, please send to Ardon Alger via email at ardon.alger@chaffey.edu.**

- **Chaffey Tentative Budget**—Included in this week’s packet was information on the 2007-2008 Tentative Budget that was approved at the August 23, 2007 Governing Board meeting.

- **Academic Senate Spring Resolutions** — The Academic Senate’s Spring Resolutions are available online at http://www.asccc.org. A copy of the resolutions table of contents was included in the Senate packets.

- **Accrediting Commission for Community and Junior Colleges**—President Alger shared the report of the June 6-8, 2007 Commission meeting where actions were taken on 49 institutions, including comprehensive evaluations, midterm reports, progress reports, and substantive change reports. A copy of this report was included in this week’s Senate packet.

- **Adjunct Shared Office Space**—Included in this week’s packet was a copy of the survey the Senate Office conducted this summer with the deans listing available adjunct workspace/office space and a campus map showing these locations. This information was sent to the schools for distribution to adjunct faculty at their school meetings during FLEX. Ardon asked Senators to please let their adjunct faculty know where space is available for them to use. Ardon also discovered additional adjunct office space at the Chino Center; upstairs in Faculty Office 3. This space includes two computers, printer, phone, Scantron, and a copier.
Convocation Video—Senate approved the purchase of three (3) 2007 Convocation Videos featuring Dr. Shannon and Huell Howser. Videos will be available for check-out. If interested in viewing this year’s Convocation, please contact the Faculty Senate Office at Extension 6965.

Senate sends its condolences to Maria Mora, whose mother recently passed away.

Senate sends its condolences to the family of Emeritus Faculty member Jack Lincoln White, who recently passed away. Jack White was a professor at Chaffey from 1938-1976. In lieu of flowers, Senate authorized a donation from the faculty of Chaffey College to the Chaffey Foundation in Jack White’s memory.

Senate also sends its condolences to new faculty member Catherine Bacus, whose step-mother and brother recently passed away.

Faculty Accomplishments—President Alger’s Governing Board Report for May, June, and August were included in the Senate packets. These reports 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 in the Faculty Senate Office. Please remember that incomplete reports cannot be included. Faculty Accomplishments can now be viewed on the Faculty Senate website at http://www.chaffey.edu/facultysenate/announcements.shtml.

Governing Board—The Governing Board’s community linkages reflecting board members’ involvement in the community during the summer can be viewed online at the following website: http://www.chaffey.edu/governingboard/index.shtml.

Vice President

Adjunct Senator Elections—Call for Nominations—Vice President Keenan announced that nominations are now open for Adjunct Faculty Senator-At-Large and Alternate Adjunct Senator. Nomination memos will be distributed to all adjunct faculty via email and hardcopy tomorrow. Please forward all nominations to Vice President Keenan no later than Noon on Tuesday, September 11, 2007. Candidate statements are also due at this time. For additional information please contact the Faculty Senate Office at Extension 6965.

Curriculum

Chair Burks reported that a lot of the problems/issues with CurricUNET have been resolved. Curriculum Committee will consider establishing a Tech Committee to review proposals before they go before the full committee. Faculty that need help with their proposals can make an appointment with Rosa Montoya at Extension 6967 for one-on-one training. A training schedule will be established soon.
The Curriculum Committee needs to have one meeting a month to consider issues that are greater than one course. Courses need to be reviewed separately to see if they qualify for General Education.

We as a college can now approve our own stand-alone courses (courses that are not part of a degree or certificate program).

The Office of Instruction has moved print deadlines up, so it’s already too late to move on courses for spring. Courses get considered in the order they are submitted to the Curriculum Committee. The issue of the Office of Instruction having moved up the print deadlines was discussed. Faculty seem to be continually asked to move faster and faster. Ardon will look into the issue. It might make planning more difficult.

Committees

Datatel Colleague Steering—President Alger reported that faculty were concerned with the removal of creating New Hire/Application Forms for Electronic Submission from the list of Datatel projects. With so many hires and many of them at the last minute this would be a big help to a lot of areas.

VI. OLD BUSINESS

Administrative Procedure 5.6 Speech: Time, Place, and Manner—Senate formed a subcommittee of Senators Hope & Sadowski to review the revised draft Administrative Procedure 5.6 Speech: Time, Place, and Manner. After review, the subcommittee will bring back their recommendations to Senate for presentation at Cabinet.

Committee Expired Terms—Senate discussed expired terms on campus committees. Many campus-wide committees are structured based on school representation or not having too many representatives from the same area. Senate reviewed the list of committees and after discussion agreed to extend current committee terms for all committees except the Calendar Committee until the reorganization is finalized. Senate will address expired terms in the spring. Senate feels the Reorganization Task Force should remain the same throughout the reorganization process, as with hiring committees.

VII. NEW BUSINESS

Faculty Connections—New Faculty—The Faculty Connections Program links first-year faculty with mentors. Experienced faculty and new faculty working together will encourage dialoging, mentoring, and bonding among peers across disciplines. Senate reviewed last year’s successes, discussed this year’s list and added several mentors. Senate agreed to consult during the upcoming week in order to finalize this year’s connections. Ardon would like the process to be faster this year.

Faculty Get Together—Senate discussed hosting a faculty “get together”. This activity would provide an opportunity for faculty from across campus to get together informally to exchange ideas and experiences. Several ideas and
suggestions were discussed. Senate decided to host the first ‘get-together’ at Mc Alans Pub & Grill on Taco Tuesday — 50 cent taco night. Senate to host the first get-together on September 11 at 4:30 pm. Senate encourages faculty members to drop by for some fun interaction with your colleagues. For additional information please contact the Senate Office at Extension 6965.

- **Senate Elections — Vice President & Secretary/Treasurer** — Constitution Article IV Section 5b — Senator Keenan was nominated as Vice President; she accepted with thanks. Senators nominated Diana Cosand as Secretary/Treasurer; she happily accepted.

- **Calendar Committee Expired Terms** — Two-year terms have expired for faculty representatives on the Calendar Committee. Two faculty representatives are needed. Senate to put out a call. Interested faculty are urged to contact the Faculty Senate Office at Extension 6965 and have their name added to the list.

- **Technology Committee Faculty Tri-Chair** — Senate to put out a call for a faculty tri-chair to serve on the Technology Committee. Interested faculty should contact their Senator or the Faculty Senate Office at Extension 6965. The purpose of the Technology Committee is to provide a mechanism for communication, review of standards, and recommendations regarding the technology needs of the District. These areas include hardware, software, data, voice, and network usage. The Technology Committee meets on the 2nd Thursday of the month from 2:00 - 4:00 pm in the Information Services Conference Room.

- **Program & Services Review Committee (PSRC) — Size and Areas of Representation** — Management would like to reduce the size of this committee and adjust the areas of representation. Senate reviewed the original committee charter established in 1994. The original charter included 29 members and at the end of the first year added 4 additional seats for a total of 33 members. There are significantly more programs to evaluate now than when PSRC was initially established. Senate is not convinced that reducing the number of committee members is a good idea because of the volume of programs to evaluate and recommends the committee membership remain the same; 33 members.

- **Honorary Degrees/Titles Committee** — Chaffey College’s Administrative Procedure 4.6.3 Honorary Degrees/Titles is a process of conferring honorary degrees/titles upon worthy recipients. As part of this process, a nominations committee shall be established comprised of faculty, staff, and administrators and chaired by the Faculty Senate President. All nominations of individuals considered for an honorary degree/title shall be forwarded to this committee for review. The board can designate worthy people with honorary degrees. Senator Sadowski and Senator Hope volunteered to serve as faculty representatives on the Honorary Degrees/Titles Committee.

- **Closed Captioning** — The Senate wants to commend Joe Jondreau, Director of Disability Programs & Services, for his fast and excellent response to the issues around closed captioning. There will be a meeting on September 12 at
12:30 pm (college hour) in SSA Room 208 to discuss any additional issues/concerns.

- **Early Alert—Laura Hope**—It is a new program to communicate with students about their progress. It will be easily accessible. The faculty need to be involved in its development. There is a pilot group that is going to initiate a pilot program in the spring. Ricardo Diaz will be the point person for the pilot group. It should be customizable. Senator Hope will keep the Senate apprised of progress on the issue. Senate discussed some of the privacy issues that might arise from such a tool.

VIII. ANNOUNCEMENTS

IX. FLOOR ITEMS

X. SUMMARY

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

Respectfully submitted by,

_______________________________
Donna Walker, Recording Secretary

_______________________________
Diana Cosand, Secretary/Treasurer