

ACADEMIC SENATE MINUTES

OCTOBER 10 , 2023

| | | | |
|-----------------------------|-------------------------------------|-----------|---|
| Nicole DeRose | President | 2023-2025 | P |
| Elizabeth “Liz” Encarnacion | Vice President | 2023-2024 | P |
| Robin Witt | Secretary/Treasurer | 2023-2024 | P |
| Angela Burk – Herrick | Curriculum Chair | 2023-2025 | P |
| Vacant | Business & Applied Technology | 2023-2025 | |
| Jay Scott | Business & Applied Technology | 2022-2024 | P |
| Robert Nazar | Chino Campus | 2023-2025 | P |
| Jinny Lee | Chino Campus | 2022-2024 | P |
| Anthony Guaracha | Fontana Campus | 2023-2025 | P |
| Vacant | Fontana Campus | 2022-2024 | |
| Omar Estrada | Health Sciences | 2023-2025 | P |
| Terzah DePonte | Health Sciences | 2022-2024 | P |
| Tara Johnson | HFIC | 2023-2025 | P |
| Vacant | HFIC | 2023-2025 | |
| Christina Holdiness | Instructional Support | 2023-2025 | P |
| Terezita Reyes Overduin | Instructional Support | 2022-2024 | P |
| Annette Henry | Kinesiology, Nutrition & Athletics | 2023-2025 | P |
| Candice Hines-Tinsley | Kinesiology, Nutrition & Athletics | 2022-2024 | A |
| Phatana Ith | Language Arts | 2023-2025 | P |
| Elizabeth “Liz” Encarnacion | Language Arts | 2022-2024 | P |
| Robin Witt | Mathematics & Science | 2023-2025 | P |
| Mark Gutierrez | Mathematics & Science | 2022-2024 | P |
| Patricia Gomez | Social & Behavioral Sciences | 2023-2025 | P |
| Vacant | Social & Behavioral Sciences | 2022-2024 | |
| Michelle Martinez | Student Services | 2023-2025 | A |
| Jackie Boboye | Student Services | 2022-2024 | P |
| Leta Ming | Visual & Performing Arts | 2023-2025 | P |
| Sheila Malone | Visual & Performing Arts | 2022-2024 | A |
| Tamari Jenkins | Senator-At-Large | 2023-2026 | P |
| Vacant | Senator-At-Large | 2022-2025 | |
| Sarah Chamberlain | Senator-At-Large | 2021-2024 | P |
| Tina Kuo | Adjunct Senator-At-Large | 2023-2025 | P |
| Shelly R. Jackson | Adjunct Senator-At-Large | 2022-2024 | A |
| Alternates | | | |
| Vacant | Business & Applied Technology | 2023-2025 | |
| Manar Hijaz | Chino Campus | 2023-2025 | P |
| Greg Creel | Fontana Campus | 2023-2025 | A |
| Lisa Doget | Health Sciences | 2023-2025 | A |
| Vacant | HFIC | 2022-2024 | |
| Shelley Marcus | Instructional Support | 2023-2025 | P |
| Robert Hadaway | Kinesiology, Nutrition, & Athletics | 2023-2025 | A |
| Leona Fisher | Language Arts | 2022-2024 | A |
| Diana Cosand | Mathematics & Science | 2023-2025 | A |
| Vacant | Social & Behavioral Sciences | 2022-2024 | |
| Fabiola Espitia | Student Services | 2023-2025 | A |
| Susanna Galvez | Student Services | 2022-2024 | A |
| Vacant | Visual & Performing Arts | 2023-2025 | |
| Vacant | Adjunct Alternate Senator | 2023-2025 | |
| Sarah Schmidt | Classified Senate Liaison | 2023-2025 | A |

Guests:

Misty Burruel, Interim Associate Superintendent of Instruction and Institutional Effectiveness
Bryant Dineros, Dental Assisting, HW
Sara Khair, Mathematics, STEM ACC
Lissa Napoli, Administrative Assistant, Academic Senate
Janeth Rodriguez, Executive Director, Enrollment Services and Student Support
Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications
Ryan Thomas, Director of Finance, CCSG Committee

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:44 P.M.)****2.1 Land Acknowledgement**

With respect and honor for the lands where Chaffey College resides and the leaders who came before us, we would like to take a moment to acknowledge the Gabrieleño-Tongva (GABRIEL-EN-YO TONG-VAH) Peoples, the original stewards of these sacred and unceded homelands. The Tongva people's history, language(s), cultural traditions, and legacy continue to shape this region and we recognize their continuing presence in their homelands.

2.2 Attendee Identification (Chino and Fontana Senators, cameras must be on and turn off all virtual backgrounds.)**3. PUBLIC COMMENT** (Reserved for Guests only and limited to two minutes.)

- Janeth Rodriguez is at today's Academic Senate meeting as a resource if any questions come up regarding transfer, financial aid, or dual enrollment.

4. ADOPTION OF AGENDA

- October 10, 2023
- **Motion for Approval** - Senator Boboye moved to adopt the agenda for 10.10.23. Senator Chamberlain seconded the motion. The motion was approved. 10.10.23, 19Y/0N/0A.

5. APPROVAL OF MINUTES

- October 3, 2023
- **Motion for Approval** - Senator Holdiness moved to approve the 10.3.23 amended minutes. Senator Jenkins seconded the motion. The motion was approved. 10.10.23, 20Y/0N/0A.

6. CONSENT AGENDA**6.1 Faculty representatives that have been requested to serve on these selection/hiring committees:**
see "[AP 7120 Committee Compositions](#)"**6.1.1 Program Assistant, Counseling Chino GPS Center**
Brent McLaren, Counseling, SS

6.1.2 Chief of Police/Director, Public Safety

Abel Chen, Business Administration & Business Law, BTH

6.1.3 FMA (2 Positions)

Jay Scott, Automotive Technology, MIT

6.1.4 Manager, Grounds

Andrew Smith, Kinesiology, HW

- **Motion for Approval** - Senator Boboye moved to approve the 10.10.23 Consent Agenda. Senator Holdiness seconded the motion. The motion was approved. 10.10.23, 20Y/0N/0A

7. REPORT

7.1 President

- New Scholarship for Native American California Community College Students
 - Thank you to Sharon Alton for the email regarding this scholarship
 - Will send out an email after the Academic Senate meeting
 - Application period is September 18, 2023- April 30, 2024
 - [Scholarship Guidelines](#)
 - [Opportunity Memo](#)
 - [Scholarship Application](#)
- Prison advisory meetings Tuesday | News | championnewspapers.com
 - Champion Newspaper October 7, 2023
 - Prison Advisory Meetings
 - The public is invited to attend the citizens advisory committee meeting for the California Institution for Men (CIM) and the citizens advisory committee meeting for the California Institution for Women (CIW) on Tuesday, Oct. 10 at the Chaffey College Chino Community Center, 5890 College Park Ave.
 - The women's advisory committee will meet at 8:30 a.m., followed by the men's advisory committee at approximately 9:15 a.m.
 - The warden and associate wardens of each prison will provide updates in their respective departments.
 - Meetings are held the second Tuesday every two months to give the public an opportunity to hear about prison happenings.

7.2 Vice President - no report

7.3 Secretary/Treasurer - no report

7.4 Curriculum - no report

7.5 Classified Senate Liaison, Sarah Schmidt

8. GUEST(S)/PRESENTATION(S)*15 minutes max - None

9. UNFINISHED BUSINESS *10 minutes max

9.1 Action Item/Second Read: Develop Academic Senate recommendations for Rising Scholars and Turning Point programs

- **Motion for Approval** - Vice President Encarnacion moved to have Academic Senate involvement in the advisory committee for Turning Point and Rising Scholars. Senator Holdiness seconded the motion. The motion was approved. 10.10.23, 21Y/0N/0A
- Senator Jenkins requested clarification on the advisory committee's involvement. President DeRose pointed to last week's packet and read the advisory committee description. There are three current Academic Senators on the committee. Vice President Encarnacion amended the motion to add that there be intentional reporting back to the Academic Senate. Senator Hijaz announced that Michelle Martinez was removed from the FOSA. Senator Lee shared that, in the email from Alisha Rosas to faculty teaching in the Turning Point program, if faculty need anything then reach out to Alisha Rosas as the point person. Various Senators asked questions surrounding the Turning Point FOSA. Senator Hijaz asked for clarification on who to reach out to for questions, stating she used to reach out to Michelle Martinez, and asked if Rob Rundquist was still a point person. Guest Rosas clarified that she was the Administrative point of contact going forward. Guest Rosas stated they will re-fly the FOSA for Turning Point. Senator Lee asked if the current student cohorts will finish. Guest Rosas replied yes. Senator Johnson asked if maybe a FOSA is not the right model for those programs. Guest Rosas said it will fly as a FOSA but with different support. Senator Boboye asked for the vision of the program. Guest Rosas replied that the vision is to mend the relationship with the programs. They also want to talk with the students to make improvements. Guest Rosas explained that the program is not working well and is currently under restructuring. This will not work without faculty. Even though it is housed in Student Services there will be involvement with instruction. Senator Hijaz emphasized restructuring the FOSA to dedicate more faculty time. For example, if you are an Instructional Specialist, you can't run the success center at 50%. Vice President Encarnacion suggests an instructional coordinator or full-time faculty role. Guest Burruel reminded everyone that counseling faculty have been the leaders thus far. Moving forward, there needs to be a larger support team. Onboarding of students requires Student Services. Vice President Encarnacion expressed the need for involvement from both Student Services and Instruction to be 50-50. Guest Burruel said the office of instruction will continue to support these programs, help solve the structural issues, and activate the Advisory Group. President DeRose brought it back to the motion and asked if we want representatives beyond the three from the Academic Senate, periodically report back to the Academic Senate, and requested to have faculty involvement in the selection in FOSA hiring.

9.2 Action Item/Second Read: DEI workgroup to lead efforts on institutional definitions for equity terminology in partnership with other committees/entities on campus.

- **Motion for Approval** - Vice President Encarnacion moved to approve the DEI workgroup to lead efforts on institutional definitions for equity terminology in partnership with other committees/entities on campus. Senator Holdiness seconded the motion. The motion was approved. 10.10.23, 20Y/0N/1A
- Senator Ming emailed Tomeka Carter and Albert Rodriguez asking about institutional definitions. They replied with the request to allow them time to discuss and will get back to Senator Ming. Vice President Encarnacion said that the Academic Senate can provide suggestions outside the purview of specific departments/programs. Senator Chamberlain added that this is an Academic Senate issue because it is very important to academic matters. Curriculum Chair Burk Herrick said that there is a precedent to

have several groups work toward a common goal. President DeRose shared at the ASCCC/ACCJC Accreditation Institute 2023 that anti-racism is being put in Accreditation.

10. NEW BUSINESS *10 minutes max per item

10.1 Discussion Item/First Read: Formation of an Academic Senate workgroup charged with the development of faculty resources to more thoroughly understand Artificial Intelligence (AI), respond to its impacts on their teaching, and engage with students on the best use of these tools in their disciplines. The workgroup would work with other constituent groups as necessary, and present recommendations to the Academic Senate for consideration no later than November 14, 2023. (See [September 12 meeting minutes](#))

- **Motion for Discussion** - Vice President Encarnacion moved to discuss the formation of an Academic Senate workgroup charged with the development of faculty resources to more thoroughly understand Artificial Intelligence (AI). Senator Boboye seconded the motion.
- Senator Lee added that the Distance Education (DE) Committee is involved in AI practices so this committee should partner with DE. Vice President Encarnacion added that the student government should be involved as well since this impacts students. Senator Henry added that KNA met with Angela Cardinale which was really helpful since Angela shared resources and best practices. Senator Boboye reminded everyone of the webinar on November 7 titled “Regenerative AI As A Tool for Teaching and Learning.” Senator Lee says DE Coaches are meeting with individual departments to help develop AI department-specific resources. Senator Overduin suggests maybe we could develop a Senate resolution.
- [Distance Education HUB Teaching with AI Resource Page](#)

11. FLOOR ITEMS *10 minutes max (Reserved to raise concerns within the Academic Senate scope. The Senate will hear your concerns/questions, but may not respond. If requested, the concern can be included on a future agenda.)

- Senator Holidness asked about following up with restructuring representation given the new ACC structure. President DeRose said it will be back on the agenda in the near future.
- Senator Overduin announced that sabbatical reports do not go to the library. Lissa Napoli reminded everyone that hard copies are in the Academic Senate office.

12. ANNOUNCEMENTS

12.1 Chaffey College Academic Senate

12.2 Academic Senate for California Community Colleges (ASCCC) Information

12.2.1 [2023 Fall Plenary Session](#), Thursday, November 16 through Saturday, November 18. Westin South Coast Plaza. The 2023 Fall Plenary will be a hybrid event with an in-person option (\$550) and a virtual-only option (\$385). Registration In-Person Deadline: November 3, 2023 at 10AM. Registration Virtual-Only Deadline: November 8, 2023 at 5:00 PM. Click on the link for more information.

12.2.2 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at asccc.org

13. ADJOURNMENT (1:47 P.M.)

The Next Academic Senate is Scheduled for Tuesday, October 17, 2023

Lissa A. Napoli, Recording Secretary

Robin Witt, Treasurer / Secretary

| | | Present | Adoption of Agenda 10.10.23 | Approval of 10.3.23 Minutes | Approval of Consent Agenda 10.10.23 | AS involvement in the advisory committee for TP and RS |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------|-----------------------------|-----------------------------|-------------------------------------|--------------------------------------------------------|
| <i>Alternate Senators Italicized</i> | | | | | | |
| Representation | Name | | | | | |
| President | Nicole DeRose | Y | | | | |
| Vice President | Elizabeth "Liz" Encarnacion | Y | Y | Y | Y | Y |
| Secretary/Treasurer | Robin Witt | Y | Y | Y | Y | Y |
| Curriculum Chair | Angela Burk-Herrick | Y | Y | Y | Y | Y |
| Business & Applied Technology | Vacant | | | | | |
| Business & Applied Technology | Jay Scott | Y | Y | Y | Y | Y |
| <i>Business & Applied Technology Alternate</i> | <i>Vacant</i> | | | | | |
| Chino Campus | Robert Nazar | Y | Y | Y | Y | Y |
| Chino Campus | Jinny Lee | Y | Y | Y | Y | Y |
| <i>Chino Campus Alternate</i> | <i>Minar Hijaz</i> | Y | | | | |
| Fontana Campus | Anthony "Tony" Guaracha | Y | Y | Y | Y | Y |
| Fontana Campus | Vacant | | | | | |
| <i>Fontana Campus Alternate</i> | <i>Greg Creel</i> | N | | | | |
| Health Sciences | Omar Estrada | Y | Y | Y | Y | Y |
| Health Sciences | Terzah DePonte | Y | Y | Y | Y | Y |
| <i>*Health Sciences Alternate</i> | <i>Lisa Doget</i> | N | | | | |
| HFIC | Tara Johnson | Y | Y | Y | Y | Y |
| HFIC | Vacant | | | | | |
| HFIC Alternate | Vacant | | | | | |
| Instructional Support | Christina Holdiness | Y | Y | Y | Y | Y |
| Instructional Support | Terezita Overduin | Y | Y | Y | Y | Y |
| <i>Instructional Support Alternate</i> | <i>Shelley Marcus</i> | Y | | | | |
| Kinesiology, Nutrition, & Athletics | Annette Henry | Y | Y | Y | Y | Y |
| Kinesiology, Nutrition, & Athletics | Candice Hines-Tinsley | N | | | | |
| <i>Kinesiology, Nutrition, & Athletics Alternate</i> | <i>Robert Hadaway</i> | | | | | |
| Language Arts | Phatana Ith | Y | Y | Y | Y | Y |
| Language Arts | Elizabeth Encarnacion | | | | | |
| <i>*Language Arts Alternate</i> | <i>Leona Fisher</i> | | | | | |
| Mathematics & Science | Robin Witt | | | | | |
| Mathematics & Science | Mark Gutierrez | Y | | Y | Y | Y |
| <i>Mathematics & Science Alternate</i> | <i>Diana Cosand</i> | N | | | | |
| Social & Behavioral Sciences | Patricia Gomez | Y | Y | Y | Y | Y |
| Social & Behavioral Sciences | Vacant | | | | | |
| <i>*Social & Behavioral Sciences Alternate</i> | <i>Vacant</i> | | | | | |
| Student Services | Michelle Martinez | N | | | | |
| Student Services | Jackie Boboye | Y | Y | Y | Y | Y |
| <i>* Student Services Alternate</i> | <i>Fabiola Espitia</i> | | | | | |
| <i>* Student Services Alternate</i> | <i>Susanna Galvez</i> | | | | | |
| Visual and Performing Arts | Leta Ming | Y | | | | Y |
| Visual and Performing Arts | Sheila Malone | N | | | | |
| <i>*Visual and Performing Arts Alternate</i> | <i>Vacant</i> | | | | | |
| Senator-At-Large | Tamari Jenkins | Y | Y | Y | Y | Y |
| Senator-At-Large | Vacant | | | | | |
| Senator-At-Large | Sarah Chamberlain | Y | Y | Y | Y | Y |
| Adjunct Senator-at-Large | Tina Kuo | Y | Y | Y | Y | Y |
| Adjunct Senator-at-Large | Shelly R. Jackson | N | | | | |
| <i>*Adjunct Alternate Senator</i> | <i>Vacant</i> | | | | | |
| Classified Senate Liaison | Sarah Schmidt | | | | | |
| | PURPLE indicates reported tardy/leave early | | | | | |
| | RED indicates reported absence | | | | | |
| Total Yes Votes | | 24 | 19 | 20 | 20 | 21 |
| Total No Votes | | | 0 | 0 | 0 | 0 |
| Total Abstentions | | | 0 | 0 | 0 | 0 |
| - = Not available during meeting to vote | | | | | | |
| 35 members total - up to 27 voting at any given time. The President is a non-voting member, but counts as quorum. Curriculum Chair now vo | | | | | | |
| President ONLY votes to break a tie. | | | | | | |
| A quorum shall consist of two-thirds of the voting members of the Academic Senate | | | | | | |
| 18 members are needed for QUORUM | | | | | | |
| 31 Present at this meeting = 24 members, 7 visitors | | | | | | |
| 10.10.23 Academic Senate Meeting | | | | | | |

| <i>Alternate Senators Italicized</i> | | To endorse DEI workgroup to lead efforts on institutional definitions for equity terminology in partnership with other committees/entities | | | | |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|
| Representation | Name | | | | | |
| President | Nicole DeRose | | | | | |
| Vice President | Elizabeth "Liz" Encarnacion | Y | | | | |
| Secretary/Treasurer | Robin Witt | Y | | | | |
| Curriculum Chair | Angela Burk-Herrick | Y | | | | |
| Business & Applied Technology | Vacant | | | | | |
| Business & Applied Technology | Jay Scott | Y | | | | |
| <i>Business & Applied Technology Alternate</i> | <i>Vacant</i> | | | | | |
| Chino Campus | Robert Nazar | Y | | | | |
| Chino Campus | Jinny Lee | Y | | | | |
| <i>Chino Campus Alternate</i> | <i>Minar Hijaz</i> | | | | | |
| Fontana Campus | Anthony "Tony" Guaracha | Y | | | | |
| Fontana Campus | Vacant | | | | | |
| <i>Fontana Campus Alternate</i> | <i>Greg Creel</i> | | | | | |
| Health Sciences | Omar Estrada | Y | | | | |
| Health Sciences | Terzah DePonte | Y | | | | |
| <i>*Health Sciences Alternate</i> | <i>Lisa Doget</i> | | | | | |
| HFIC | Tara Johnson | Y | | | | |
| HFIC | Vacant | | | | | |
| HFIC Alternate | Vacant | | | | | |
| Instructional Support | Christina Holdiness | Y | | | | |
| Instructional Support | Terezita Overduin | Y | | | | |
| <i>Instructional Support Alternate</i> | <i>Shelley Marcus</i> | | | | | |
| Kinesiology, Nutrition, & Athletics | Annette Henry | Y | | | | |
| Kinesiology, Nutrition, & Athletics | Candice Hines-Tinsley | | | | | |
| <i>Kinesiology, Nutrition, & Athletics Alternate</i> | <i>Robert Hadaway</i> | | | | | |
| Language Arts | Phatana Ith | Y | | | | |
| Language Arts | Elizabeth Encarnacion | | | | | |
| <i>*Language Arts Alternate</i> | <i>Leona Fisher</i> | | | | | |
| Mathematics & Science | Robin Witt | | | | | |
| Mathematics & Science | Mark Gutierrez | Y | | | | |
| <i>Mathematics & Science Alternate</i> | <i>Diana Cosand</i> | | | | | |
| Social & Behavioral Sciences | Patricia Gomez | Y | | | | |
| Social & Behavioral Sciences | Vacant | | | | | |
| <i>*Social & Behavioral Sciences Alternate</i> | <i>Vacant</i> | | | | | |
| Student Services | Michelle Martinez | | | | | |
| Student Services | Jackie Boboye | Y | | | | |
| <i>* Student Services Alternate</i> | <i>Fabiola Espitia</i> | | | | | |
| <i>* Student Services Alternate</i> | <i>Susanna Galvez</i> | | | | | |
| Visual and Performing Arts | Leta Ming | A | | | | |
| Visual and Performing Arts | Sheila Malone | | | | | |
| <i>*Visual and Performing Arts Alternate</i> | <i>Vacant</i> | | | | | |
| Senator-At-Large | Tamari Jenkins | Y | | | | |
| Senator-At-Large | Vacant | | | | | |
| Senator-At-Large | Sarah Chamberlain | Y | | | | |
| Adjunct Senator-at-Large | Tina Kuo | Y | | | | |
| Adjunct Senator-at-Large | Shelly R. Jackson | | | | | |
| <i>*Adjunct Alternate Senator</i> | <i>Vacant</i> | | | | | |
| Classified Senate Liaison | Sarah Schmidt | | | | | |
| | PURPLE indicates reported tardy/leave early | | | | | |
| RED indicates reported absence | | | | | | |
| Total Yes Votes | | 20 | 0 | 0 | 0 | 0 |
| Total No Votes | | 0 | 0 | 0 | 0 | 0 |
| Total Abstentions | | 1 | 0 | 0 | 0 | 0 |
| - = Not available during meeting to vote | | | | | | |
| 35 members total - up to 27 voting at any given time. The President is a rtes per 8.25.20 meeting. | | | | | | |
| President ONLY votes to break a tie. | | | | | | |
| A quorum shall consist of two-thirds of the voting members of the Academic S | | | | | | |
| 18 members are needed for QUORUM | | | | | | |
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| 10.10.23 Academic Senate Meeting | | | | | | |