

FACULTY SENATE MINUTES

FEBRUARY 16, 2021

Nicole DeRose	President	2020-2021	P
Neil Watkins	Vice President/President Elect	2020-2021	P
Mark Gutierrez	Secretary/Treasurer	2020-2021	P
Angela Burk – Herrick	Curriculum Chair	2019-2021	P
Tracy Kocher	Business & Applied Technology	2020-2022	P
Karin Nelson	Business & Applied Technology	2020-2021	P
Daniel Bentum	Chino/Fontana	2020-2022	P
Manar Hijaz	Chino/Fontana	2019-2021	A
Lisa Doget	Health Sciences	2020-2022	P
Jayne Clark	Health Sciences	2019-2021	A
Christina Holdiness	Instructional Support	2020-2022	P
Mary Jane Ross	Instructional Support	2019-2021	P
Jeff Harlow	Kinesiology, Nutrition & Athletics	2020-2022	P
Vacant	Kinesiology, Nutrition & Athletics	2019-2021	
Elizabeth Encarnacion	Language Arts	2020-2022	P
Steve Shelton	Language Arts	2019-2021	P
Mark Gutierrez	Mathematics & Science	2020-2022	P
Nicole DeRose	Mathematics & Science	2019-2021	P
Dan Kern	Social & Behavioral Sciences	2020-2022	P
Angela Sadowski	Social & Behavioral Sciences	2019-2021	P
Jackie Boboye	Student Services	2020-2022	P
Jean Oh	Student Services	2019-2021	P
Vacant	Visual & Performing Arts	2020-2022	
Patrick Aranda	Visual & Performing Arts	2019-2021	P
Tamari Jenkins	Senator-At-Large	2020-2023	A
Robin Witt	Senator-At-Large	2019-2022	P
Sarah Cotton	Senator-At-Large	2020-2021	P
Luke Gunderson	Adjunct Senator-At-Large	2020-2022	P
Gail Keith-Gibson	Adjunct Senator-At-Large	2019-2021	P
Alternates			
David Karp	Business & Applied Technology	2020-2021	A
Robert “Ian“ Jones	Chino/Fontana	2019-2021	A
Shelley Eckvahl	Health Sciences	2019-2021	A
Shelley Marcus	Instructional Support	2019-2021	P
Vacant	Kinesiology, Nutrition, & Athletics	2019-2021	
Leona Fisher	Language Arts	2020-2022	P
Diana Cosand	Mathematics & Science	2019-2021	A
Sergio Gomez	Social & Behavioral Sciences	2020-2022	A
Donna Colondres	Student Services	2019-2021	A
Stan Hunter	Visual & Performing Arts	2019-2021	P
Stephen Villasenor	Adjunct Alternate Senator	2020-2021	A
Hope Ell	Classified Senate Liaison	2021	P

Guests:

Tara Johnson, Fashion Merchandising

Lissa Napoli, Administrative Assistant, Faculty Senate

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:38 P.M.)****2.1 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.) - None.****4. APPROVAL OF AGENDA****4.1 February 16, 2021**

- **Motion for Approval** - Senator Keith-Gibson moved to approve the amended Agenda. Senator Sadowski seconded the motion. The motion was approved. 2.16.21, 21/0.
- **Motion for Approval** - Senator Ross moved to move the approval of the February 2, 2021 minutes to immediately after 10.1.1 BP/AP Reporting.

5. APPROVAL OF MINUTES

- February 9, 2021
- **Motion for Approval** - Senator Boboye moved to approve the 2.9.21 minutes. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 2.16.21, 18/0/3.

6. CONSENT AGENDA**6.1 Curriculum is asking that the Faculty Senate endorse the course modifications as presented below:**

1.1. PACKAGES:
Aviation Maintenance Technology Package
New Courses w/ DE:

AMT-15A	Introduction to Aviation Maintenance for Airframe and Powerplant I
AMT-25A	Powerplant: Aircraft Reciprocating Engines I
AMT-26A	Powerplant: Engine Instrumentation, Lubrication, Electrical I
AMT-27A	Powerplant: Reciprocating Engine Fuel & Auxiliary Systems I
AMT-35A	Airframe Structures: Fabrication, Inspection and Repair I
AMT-36A	Airframe Primary Systems I
AMT-37A	Airframe Secondary Systems I

New Courses:

AMT-15B	Introduction to Aviation Maintenance for Airframe and Powerplant Laboratory
AMT-25B	Powerplant: Aircraft Reciprocating Engines Laboratory
AMT-26B	Powerplant: Engine Instrumentation, Lubrication, Electrical Laboratory
AMT-27B	Powerplant: Reciprocating Engine Fuel & Auxiliary Systems Laboratory
AMT-35B	Airframe Structures: Fabrication, Inspection and Repair Laboratory
AMT-36B	Airframe Primary Systems Laboratory
AMT-37B	Airframe Secondary Systems Laboratory

Program Modifications:

Aircraft Electrical and Avionics Technician	Certificate of Achievement
Aviation Maintenance	Certificate of Achievement
Aviation Maintenance Technology: Airframe	A.S.
Aviation Maintenance Technology: Airframe	Certificate of Achievement
Aviation Maintenance Technology: Powerplant	A.S.
Aviation Maintenance Technology: Powerplant	Certificate of Achievement

Business Technology: Medical Billing and Coding Package

Course Deactivations:

BUSTECM-408	Coding of Body Systems for Medical Billing and Coding
BUSTECM-410	CPT Current Procedural Terminology
BUSTECM-420	Basic ICD-10-CM Coding
BUSTECM-430	Intermediate Level ICD-10-CM, ICD-10-PCS Coding
BUSTECM-440	Medical Billing, Reimbursement, and Compliance
BUSTECM-475	Med Office Procedures

Program Deactivations:

Electronic Health Records Specialist	Certificate of Achievement
Inpatient Medical Coder Specialist	Certificate of Achievement
Medical Biller Specialist	Certificate of Achievement
Medical Insurance Billing Specialist	Certificate of Achievement
Outpatient Medical Coder Specialist	Certificate of Achievement

DPS Package

Course Deactivations:

DPS-523	Beginning Job Readiness Skills
DPS-524	Intermediate Job Readiness Skills
DPS-525	Advanced Job Readiness Skills
DPS-526	Mastery of Job Readiness Skills
DPS-530	Basic Computer Skills for Students with Disabilities
DPS-576	Beginning Job Skills Practicum Lab
DPS-577	Intermediate Job Skills Practicum Lab
DPS-578	Advanced Job Skills Practicum Lab
DPS-579	Mastery of Job Skills Practicum Lab
DPS-651	Job Placement Practicum for Students with Disabilities

Pharmacy Technician Package

Course Deactivations:

PHARMT-401	Pharmacology of the Body Systems I
PHARMT-402	Pharmacology of the Body Systems II
PHARMT-403	Principles of Community Pharmacy Practice
PHARMT-404	Principles of Institutional Pharmacy Practice
PHARMT-405	Sterile Products
PHARMT-410	Over-The-Counter Products
PHARMT-415	Pharmaceutical Calculations
PHARMT-421	Community Pharmacy Operations
PHARMT-421L	Community Pharmacy Operations Laboratory
PHARMT-431	Institutional Pharmacy Operations
PHARMT-431L	Institutional Pharmacy Operations Laboratory
PHARMT-481	Clinical Externship Seminar
PHARMT-481L	Clinical Externship

Program Deactivations:

Pharmacy Technician	A.S.
Pharmacy Technician	Certificate of Achievement

Technical Theatre Package

New Courses w/ DE:

THEATRE-31	Introduction to Design
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Program Modifications:

Technical Theatre	Certificate of Achievement
Theatre Arts	AA-T

Theatre Package

Course Deactivations:

THEATRE-20	Directing for the Stage
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Program Modifications:

Theatre Performance	A.A.
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1.1. NONPACKAGES:

New Courses:

RADTEC-601	Radiology Skills Directed Study
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Course Modifications w/ DE:

BUSMGT-480	Principles of Supervision
CISNTWK-435	Introduction to the Linux Operating System
DRAFT-78	Advanced Mechanical Design Applications
ENGL-1B	Advanced Composition and Critical Thinking
NF-471	Dietetic Service Supervisor I
NF-471L	Dietetic Service Supervisor: Supervised Clinical Laboratory I
NF-472	Dietetic Service Supervisor II
NF-427L	Dietetic Service Supervisor II: Supervised Clinical Laboratory
PHOTO-11	Intermediate Photography
PHOTO-12	Studio Lighting
PHOTO-430	Fine Art Photography Portfolio
PHOTO-436	Studio Lighting Portfolio
PHOTO-438	Photography for Media Portfolio
PHOTO-439	Wedding, Quinceañera, and Event Photography
THEATRE-37	Musical Theatre Performance II

Course Deactivations:

LIFE-670	Transition Skills and Well-Being
PHOTO-677	Workforce Preparation in Photography

6.2 Faculty representatives that can no longer serve as follows:

6.2.1 Distance Education Committee, Brynna Bynum, English, LA

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 2.16.21 Consent Agenda and endorse the Curriculum as presented. Senator Shelton seconded the motion. The motion was approved. 2.16.21, 21/0/1.

7. GUEST(S)/PRESENTATION(S) - None.

8. REPORTS

8.1 President

Grand Marshall Selection - After the meeting today, Administrative Assistant Napoli will send Faculty Senate a link which will be used to vote for Grand Marshall. The nominees and descriptions will be included. Voting will close by 4:00 pm on Friday, February 19, 2021. Our names will be used to avoid duplicate voting.

AP 4105 - CCFA will review and identify concerns. President DeRose requested that CCFA President Ausubel and Distance Education Coordinator Cardinale join her in evaluating concerns and revise the draft (if necessary) before bringing AP 4105 back to Faculty Senate.

Urgent Item from February 2, 2021 Meeting - The Constitution work group apologizes for the surprise introduction of such an important topic and looks forward to discussing it with the full Senate as a regular agenda item in the future.

8.2 Vice President/President Elect - Election Update, Simply Voting

Electorate should have been sent their electronic ballot for voting on the Constitution. When voting, please take caution to read each amendment carefully.

8.3 Secretary/Treasurer - No report.

8.4 Curriculum: Ethnic Studies Work Group

Anyone interested in serving on the Ethnic Studies Workgroup should reach out to Curriculum Chair Burk-Herrick.

Due to the catalog moving to a digital format, Curriculum updates will be needed from faculty.

8.5 Guided Pathways: Scale of Adoption Report

A progress report of Guided Pathways is provided here. For more information or questions, please reach out to Curriculum Chair Burk-Herrick.

<https://docs.google.com/document/d/1zuFYBgV7o8r6lFQkHFoR8JDNmrEyNkMGeW9rjJ1g8Dk/edit?usp=sharing>

8.6 Faculty Hiring Practices Work Group

The work group sent out a questionnaire and received 4 responses. Senate plans to review these responses and vote during the next scheduled meeting on Tuesday, February 23, 2021.

8.7 Senator(s):

8.7.1 Course Description in the Class Schedule: Senators Witt and Jenkins will share information from the meeting in regard to course descriptions and listings (ex: "TBA" and "Room C") in ChaffeyView and the Schedule of Classes.

While there will be no changes in the class schedule for summer 2021, we hope to see improvements for fall 2021. Possible changes to the language in the class schedule may be "Online class. Check Canvas."

Interim Dean of Institutional Effectiveness and Intersegmental Partnerships Rundquist shared that

starting in fall 2021, the college will move to Self-Service and will change how faculty add students to classes. Instead of faculty issuing add codes, students will give faculty their student ID.

8.8 Classified Senate

Please see report provided in Senate packet.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

10.1 Action Item: BP/AP Faculty Senate Review and Reporting Timeline.

BP & AP Faculty Senate First Reading and Sunshining of Board Policies (BP) and Administrative Procedures (AP) Under Consideration. Faculty Senate to complete review and provide feedback. The Board Policies and Administrative Procedures under consideration can be found here:

[Items Under Consideration | Policies and Procedures | Chaffey College](#)

10.1.1 Action Item: BP/AP Review Reporting for February 16, 2021

- AP 3510 Workplace Violence, Mark Gutierrez
- BP & AP 3725 Information and Communications Technology Accessibility and Acceptable Use, Dan Kern
- BP/AP 4020 Program, Curriculum, and Course Development, Angela Burk-Herrick
- AP 4022 Course Approval, Angela Burk-Herrick
- AP 4024 Credit Hours and Units, Angela Burk-Herrick
- AP 4101 Independent Study, Angela Burk-Herrick
- BP & AP 4226 Multiple and Overlapping Enrollments, Mary Jane Ross
- BP & AP 4231 Grade Changes, Tamari Jenkins
- AP 4232 Pass/No Pass, Luke Gunderson
- BP & AP 4240 Academic Renewal, Liz Encarnacion
- BP/AP 4500 Student News Media, Neil Watkins

Senators shared and discussed recommended changes, if any, for each BP/AP.

- **Motion for Approval** - Senator Gunderson moved to approve BP/AP 3510, 3725, 4020, 4022, 4024, 4101, 4226, 4232, 4500. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 2.16.21, 21/1.
- Approval of Minutes from February 2, 2021
- Senate discussed different options for what to include in the minutes from February 2, 2021. Senators discussed whether to include the chat messages in the minutes.

- **Motion for Approval** - Senator Ross moved to approve the 2.2.21 minutes without including detailed comments and chat messages. Senator Kern seconded the motion. The motion was approved. 2.16.21, 18/0/3.

Due to time constraints, the meeting ended and all other business items will be moved to the next meeting scheduled for Tuesday, February 23.

10.2 Action Item: LGBTQIA+ Inclusivity Statement workgroup: Resolution and Update - Robin Witt

10.3 Discussion Item: Message of support for students

11. ANNOUNCEMENTS

11.1 Academic Senate for California Community Colleges (ASCCC) Information

11.1.1 2021 Spring Plenary Session - Virtual Event, Thursday, April 15 through Saturday, April 17.
Early Registration Deadline: Monday, March 15 by 5:00 PM. \$275.00. If you register after 5:00 PM on March 15 the cost is \$350.00.

11.1.2 2021 Faculty Leadership Institute - Virtual Event, Thursday, June 17 through Saturday, June 19.
Early Registration Deadline: Monday, May 17 before 5pm is \$200.00. If you register after 5:00 PM on May 17 the cost is \$250.00.

12. FLOOR ITEMS

13. ADJOURNMENT (2:00 P.M.)

The next Faculty Senate meeting is scheduled for Tuesday, February 23, 2021.

Lissa A. Napoli, Recording Secretary

Mark Gutierrez, Secretary - Treasurer

Classified Senate Liaison Report

February 16, 2021

- Classified Senate will be awarding student scholarships. We hope to award eight scholarships for \$400 each. The application is planned to go out to students on February 23.
- Classified Senate is working on two resolutions:
 - There is a movement making its way through the state to refer to classified employees as classified professionals. Chaffey has already adopted the use of this terminology on an informal basis. Classified Senate is creating a resolution that seeks to make that nomenclature formal within the District.
 - The statewide Classified Senate, California Community Colleges Classified Senate (4CS), is focusing on diversity, equity, and inclusion as well as anti-racism this academic year. Chaffey College's Classified Senate is proposing a resolution pledging our support to that effort.
- Thank you to Robin Witt, Manuel Durazo, and Patty Peoples for attending last week's Classified Senate meeting. We were happy to have you and encourage others to join us as well. Special thanks to Robin for sharing information about elections software. Classified Senate is planning to adopt the same elections software used by the Faculty Senate.

Chaffey College Faculty Senate Support for Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersexual, Asexual or Allied+ Students and Staff

Whereas, The Academic Senate for California Community Colleges is consistent in its unflagging efforts for student success for all students and has a long-standing tradition of support for underrepresented minority students in the State of California;

Whereas, Chaffey College also supports efforts in student success for all gender identities and sexual orientations;

Whereas, Each community college's support of the psychological health of every student in the California community colleges is important;

Whereas, Research demonstrates that prejudice against and the invisibility of lesbian, gay, bisexual, transgender, queer or questioning, intersexual, asexual or allied+ (LGBTQIA+) people has adverse effects on both LGBTQIA+ students and the campus community as a whole; and

Whereas, The invisibility, both by omission and by design, of the LGBTQIA+ community and issues involving curricula, co-curricular activities, and campus practices perpetuates prejudice against and negatively impact LGBTQIA+ individuals and promotes heterosexism;

Resolved, That Chaffey College Faculty Senate reviews their curricula, co-curricular activities, and campus practices for inclusion of LGBTQIA+ community;

Resolved, That Chaffey College Faculty Senate employs appropriate venues to increase awareness of the issues affecting LGBTQIA+ community;

Resolved, That Chaffey College Faculty Senate amend its diversity policy to include gender identity and expression in the policy's description of diversity;

Resolved, That Chaffey College Faculty Senate urges the institution to review their curricula, co-curricular activities, campus practices, employ appropriate venues to increase awareness of the issues affecting LGBTQIA+ community, and

Resolved, That Chaffey College Faculty Senate urges the institution to amend its diversity policy to include gender identity and expression in the policy's description of diversity.

Senators		Present	Approval of amended Agenda 2.16.21	Approval of 2.9.21 Minutes as amended	Approval of Consent Agenda 2.16.21 and endorsement of Curriculum as presented
<i>Alternate Senators Italicized</i>					
Representation	Name				
President	Nicole DeRose	Y			
Vice President/President Elect	Neil Watkins	Y	Y	Y	Y
Secretary/Treasurer	Mark Gutierrez	Y	Y	Y	Y
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y
Business & Applied Technology	Tracy Kocher	Y			A
Business & Applied Technology	Karin Nelson	Y	Y	Y	Y
<i>*Business & Applied Technology Alternate</i>	<i>David Karp</i>				
Chino/Fontana	Daniel Bentum	Y	Y	Y	Y
Chino/Fontana	Manar Hijaz				
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>				
Health Sciences	Jayne Clark				
Health Sciences	Lisa Doget	Y	Y	A	Y
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>				
Instructional Support	Christina Holdiness	Y	Y	Y	Y
Instructional Support	Mary Jane Ross	Y	Y	Y	Y
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y			
Kinesiology, Nutrition, & Athletics	Jeff Harlow	Y	Y	Y	Y
Kinesiology, Nutrition, & Athletics	Vacant				
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Vacant</i>				
Language Arts	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y
Language Arts	Steve Shelton	Y	Y	Y	Y
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	Y			
Mathematics & Science	Mark Gutierrez				
Mathematics & Science	Nicole DeRose				
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>				
Social & Behavioral Sciences	Dan Kern	Y	Y	Y	Y
Social & Behavioral Sciences	Angela Sadowski	Y	Y	Y	Y
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>				
Student Services	Jackie Boboye	Y	Y	Y	Y
Student Services	Jean Oh	Y	Y	A	Y
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>				
Visual and Performing Arts	Vacant				
Visual and Performing Arts	Patrick Aranda	Y	Y	A	Y
<i>*Visual and Performing Arts Alternate</i>	<i>Stan Hunter</i>	Y	Y	Y	Y
Senator-At-Large	Sarah Cotton	Y	Y	Y	Y
Senator-At-Large	<i>Tamari Jenkins</i>				
Senator-At-Large	Robin Witt	Y	Y	Y	Y
Adjunct Senator-at-Large	Luke Gunderson	Y	Y	Y	Y
Adjunct Senator-at-Large	Gail Keith-Gibson	Y	Y	Y	Y
<i>*Adjunct Alternate Senator</i>	<i>Stephen Villasenor</i>				
Classified Senate Liaison	Hope Ell	Y			
RED indicates reported absence	PURPLE indicates reported tardy				
Total Yes Votes		25	21	18	21
Total No Votes			0	0	0
Total Abstentions			0	3	1

- = Not available during meeting to vote

35 members total - up to 26 voting at any given time. The President is a non-voting member. Curriculum Chair now votes per 8.2

President ONLY votes to break a tie.

A quorum shall consist of two-thirds of the voting members of the Faculty Senate

18 members are needed for QUORUM

27 Present at this meeting = 25 members, 2 visitors

2.16.21 Faculty Senate Meeting

Guests:					
Tara Johnson					
Lissa Napoli					

