

**ACADEMIC SENATE MINUTES
FEBRUARY 14, 2023
RANCHO CAMPUS, ACADEMIC SENATE CONFERENCE ROOM, BEB-204
CHINO CAMPUS, CONFERENCE ROOM, CHMB 102
CHINO CAMPUS, OFFICE, CHMB 145A & 240D
CHINO INFORMATION TECHNOLOGY CENTER, CHTC 311
FONTANA CAMPUS, OFFICE, FNAC 100A & FNLC 126**

Neil Watkins	President	2021-2023	P
Nicole DeRose	Vice President/President-Elect	2022-2023	P
Elizabeth “Liz” Encarnacion	Secretary/Treasurer	2022-2023	P
Angela Burk – Herrick	Curriculum Chair	2021-2023	P
Bruce Osburn	Business & Applied Technology	2021-2023	A
Jay Scott	Business & Applied Technology	2022-2024	P
Tara Johnson	Chino/Fontana	2021-2023	P
Jinny Lee	Chino/Fontana	2022-2024	P
Jayne Clark-Frize	Health Sciences	2021-2023	P
Terzah DePonte	Health Sciences	2022-2024	P
Christina Holdiness	Instructional Support	2021-2023	P
Terezita Reyes Overduin	Instructional Support	2022-2024	A
Elaine Martinez	Kinesiology, Nutrition & Athletics	2021-2023	A
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024	A
Steve Shelton	Language Arts	2021-2023	P
Elizabeth “Liz” Encarnacion	Language Arts	2022-2024	P
Elizabeth Cannis	Mathematics & Science	2021-2023	P
Mark Gutierrez	Mathematics & Science	2022-2024	P
Pak Tang	Social & Behavioral Sciences	2021-2023	A
Vacant	Social & Behavioral Sciences	2022-2024	
Michelle Martinez	Student Services	2021-2023	A
Jackie Boboye	Student Services	2022-2024	P
Leta Ming	Visual & Performing Arts	2021-2023	P
Sheila Malone	Visual & Performing Arts	2022-2024	P
Tamari Jenkins	Senator-At-Large	2020-2023	A
Sarah Chamberlain	Senator-At-Large	2021-2024	P
Norma Leon	Senator-At-Large	2022-2025	A
Shelly R. Jackson	Adjunct Senator-At-Large	2021-2023	P
Vacant	Adjunct Senator-At-Large	2022-2024	

Alternates

William “Bill” O’Neil	Business & Applied Technology	2021-2023	P
Manar Hijaz	Chino/Fontana	2021-2023	P
Jordan Hung	Health Sciences	2021-2023	A
Shelley Marcus	Instructional Support	2021-2023	P
Annette Henry	Kinesiology, Nutrition, & Athletics	2021-2023	A
Leona Fisher	Language Arts	2022-2024	A
Diana Cosand	Mathematics & Science	2021-2023	A
Vacant	Social & Behavioral Sciences	2022-2024	
Myra Andrade	Student Services	2021-2023	A
Vacant	Student Services	2022-2024	
Nicole Farrand	Visual & Performing Arts	2021-2023	A
Vanessa Nunez	Adjunct Alternate Senator	2021-2023	A
Sarah Schmidt	Classified Senate Liaison	2021-2023	A

Guests:

Jonathan Ausubel, President, Chaffey College Faculty Association

Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness

Lissa Napoli, Administrative Assistant, Academic Senate

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:35 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.)

- Guest Laura Hope stated that there was a great CIM Graduation ceremony on Friday with 39 participants (42 graduates). CIM is looking to expand the program and possibly creating non-credit pathways.
 - Hoping to do analysis and evaluations on dual enrollment options for the remainder of this semester.

4. APPROVAL OF AGENDA

- February 14, 2023
- **Motion for Approval** - Senator Boboye moved to approve the 2.14.23 agenda. Senator Jackson seconded the motion. The motion was approved. 2.14.23, 19Y/0N/0A.

5. APPROVAL OF MINUTES

- February 7, 2023
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 2.7.23 minutes. Senator Shelton seconded the motion. The motion was approved. 2.14.23, 17Y/0N/2A.

6. CONSENT AGENDA**6.1 Faculty representatives that have been requested to serve on these selection/hiring committees:**

6.1.1 Culinary Arts, (faculty), HFIC

Mark Forde, Culinary Arts, HFIC
Manar Hijaz, Chino Success Center
Jinny Lee, Earth Science/Geology, M&S
Grace Wong, Culinary Arts, HFIC

6.1.2 Hospitality Management, (faculty), HFIC

Daniel Bentum, Hotel & Food Service, HFIC
Tara Johnson, Fashion, HFIC
Elizabeth Cannis, Math, M&S
Michelle Martinez, Counseling, GPS Center

6.2 Faculty representatives that have been requested to serve on these campus committees:

6.2.1 Resource Allocation Committee

Charles Williams, English, LA

6.2.2 DE Committee

Becky Brister, Photography, VPA

6.3 Ardon Alger Conference Room Plaque Design

6.4 Curriculum is asking that the Academic Senate endorse the course modifications that Curriculum presented below:

Program Deactivations:

Aviation Maintenance Technology: Powerplant	AS
Aviation Maintenance Technology: Powerplant	Certificate of Achievement

New Courses w/ DE:

EMP-611 Essential Workplace Skills

- **Motion for Approval** - Senator Johnson moved to approve the curriculum presented and the consent agenda. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 2.14.23, 19Y/0N/0A.

7. REPORT

7.1 President

7.1.1 Commencement Role Nominations

- Volunteers for Faculty Marshalls

- Shelly Jackson
- Terzah DePonte
- Jay Scott
- Please complete the Cyber Security training
- Ardon Alger Memorial moved to Claremont Hall Presbyterian Church. Update email will be sent.

7.2 Vice President/President-Elect

- Faculty Lecturer of the Year, Faculty Senator at Large, and Adjunct Faculty at large nomination emails sent out

7.3 Secretary/Treasurer

- No Report

7.4 Curriculum

- No Report

7.5 Classified Senate Liaison, Sarah Schmidt

- Not Present

8. GUEST(S)/PRESENTATION(S) - CCFA, President, Jonathan Ausubel, will share information on Dual Enrollment Instructors / Negotiations Update.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

10.1 Discussion Item: Dual Enrollment Instructors

- Senator Encarnacion asked what the options Chaffey will be exploring, given the statement during Public Comments that were made from Laura Hope at the top of the meeting.
- Senator Malone asked a question regarding faculty versus high school instructors teaching dual enrollment courses.
- Senator Ming asked questions in regards to min quals for high school instructors, and where that counts towards the FTEF's, and pay allocation for an instructor that is teaching a Chaffey course in addition to teaching high school classes.
- Senator Shelton asked about head count in terms of dual enrollment and traditional chaffey enrolled students.
- Senator Encarnacion asked, generally, how many high school instructors meet min quals. Senator Encarnacion had a follow up question in regards to hiring procedures and evaluation requirements for those dual enrollment faculty.
- Senator Chamberlain asked if we are talking to other high school districts to expand the program.
- Senator Johnson mentioned being highly involved in the dual enrollment and wanted to become involved if representation from the senate was needed.

- Senator Holdiness mentioned these students being minors and the requirement of being a mandated reporter.
- President Watkins suggested forming a workgroup to work alongside CCFA and administration to continue discussions.

10.2 Discussion Item: Revisions to By-Laws

- **Motion for Approval** - Senator Chamberlain moved to form a workgroup to review the revisions to By-Laws. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 2.14.23, 19Y/0N/0A.
 - Workgroup Volunteers: Senator Jenkins, Chamberlain, Holdiness, Clark Frize, Jackson

11. ANNOUNCEMENTS

11.1 Chaffey College Academic Senate

- 11.1.1 **SAVE THE DATE**, You are invited to attend the [2022-23 Faculty Lecturer of the Year](#) Address by *Ava Nguyen*, Racial Triangulation: At the Intersection of Anti-Blackness and Asian Hate, Tuesday, April 18, 2023, 9:30 AM, Chaffey College Theatre

11.2 Chaffey College Campus

- 11.2.1 **Faculty Success Center Presents:** *Infusing Well-Being in the Classroom*, presented by Deanna Hernandez, Monday, February 27th, 12:30pm - 2:00pm, An Online Zoom Session. For more information, please contact FSC Champion Mark Gutierrez at mark.gutierrez@chaffey.edu

- 11.2.2 **Faculty Success Center Presents:** *Transforming Into Antiracist Educators Community of Practice*, Thursday, March 2, from 12:30pm - 2:00pm via Zoom. This is a recurring event that meets every first Thursday of each month. This event requires commitment to attend all sessions.

11.3 Academic Senate for California Community Colleges (ASCCC) Information

- 11.3.1 [2023 Spring Plenary Session](#), Thursday, April 20, 8am - Saturday, April 22, 5pm, Registration In-Person: \$550; In Person Registration Deadline is Friday, April 12, 2023 - 5:00pm. Virtual Only Registration: \$400; Virtual Registration Deadline is Monday, April 17, 2023 - 5:00pm. The Academic Senate invites you to attend, held at the **DoubleTree by Hilton Hotel Anaheim - Orange County!** Join us this April to attend impactful breakout sessions, discuss statewide matters, vote on important Resolutions, and to network and engage with faculty across our system. Registration Information Coming Soon!

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

12. FLOOR ITEMS (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.)

13. ADJOURNMENT (1:50 P.M.)

The next Academic Senate meeting is scheduled for Tuesday, February 21, 2023.

Lissa A. Napoli, Recording Secretary

Elizabeth “Liz” Encarnacion, Secretary

Academic Senate By-Laws Workgroup, Spring 2023

Objective: To develop and propose revisions to the current Academic Senate By-Laws for the following

- Review (and possibly revise) responsibilities for School/Unit, At-Large (FT and PT), and alternate senators
- Add the existing meeting decorum guidelines
- Add a section to describe the process to add new schools/units
- Add a section to describe how 10+2 items are handled when faculty are off contract (summer)
 - Use past practice as the model
- Add election processes for all senators, Faculty Lecture of the Year, and the President-Elect
 - Use past and current practices to write the process
 - Will replace a previous Best Practices document
- Add and describe the process to be used if the current president resigns when there is no President-Elect (new person) or the President-Elect is also the current president
 - Detail the past practice to add to the By-Laws

Suggested workgroup composition:

- Nikki DeRose, facilitator
- 5-6 additional senate members. Suggestions include
 - At least one full-time At-Large senator
 - At least one recently elected senator
 - At least one less recently elected senator

Timeline for Completion: To present to the Academic Senate for review, discussion, and voting no later than April 4, 2023.

		Present	Approval of Agenda 2.14.23	Approval of 2.7.23 Minutes	Approval of the Curriculum and the Consent Agenda
<i>Alternate Senators Italicized</i>					
Representation	Name				
President	Neil Watkins	Y			
Vice President/President Elect	Nicole DeRose	Y	Y	Y	Y
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y
Business & Applied Technology	Bruce Osburn				
Business & Applied Technology	Jay Scott	Y	Y	Y	Y
<i>*Business & Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>	Y	Y	Y	Y
Chino/Fontana	Tara Johnson	Y	Y	Y	Y
Chino/Fontana	Jinny Lee	Y	Y	Y	Y
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>	Y	-	-	-
Health Sciences	Jayne Clark-Frize	Y	Y	Y	Y
Health Sciences	Terzah DePonte	Y	Y	Y	Y
<i>*Health Sciences Alternate</i>	<i>Jordan Hung</i>				
Instructional Support	Christina Holdiness	Y	Y	Y	Y
Instructional Support	Terezita Overduin				
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y	Y	Y	Y
Kinesiology, Nutrition, & Athletics	Elaine Martinez				
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley				
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Annette Henry</i>				
Language Arts	Steve Shelton	Y	Y	Y	Y
Language Arts	Elizabeth Encarnacion				
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>				
Mathematics & Science	Elizabeth Cannis	Y	Y	Y	Y
Mathematics & Science	Mark Gutierrez	Y	Y	Y	Y
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>				
Social & Behavioral Sciences	Pak Tang				
Social & Behavioral Sciences	Vacant				
<i>*Social & Behavioral Sciences Alternate</i>	<i>Vacant</i>				
Student Services	Michelle Martinez				
Student Services	Jackie Boboye	Y	Y	A	Y
<i>* Student Services Alternate</i>	<i>Myra Andrade</i>				
<i>* Student Services Alternate</i>	<i>Vacant</i>				
Visual and Performing Arts	Leta Ming	Y	Y	Y	Y
Visual and Performing Arts	Sheila Malone	Y	Y	Y	Y
<i>*Visual and Performing Arts Alternate</i>	<i>Nicole Farrand</i>				
Senator-At-Large	Tamari Jenkins				
Senator-At-Large	Sarah Chamberlain	Y	Y	A	Y
Senator-At-Large	Norma Leon				
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y	Y	Y
Adjunct Senator-at-Large	Vacant				
<i>*Adjunct Alternate Senator</i>	<i>Vanessa Nunez</i>				
Classified Senate Liaison	Sarah Schmidt				
RED indicates reported absence		PURPLE indicates reported tardy/leave early			
Total Yes Votes		21	19	17	19
Total No Votes			0	0	0
Total Abstentions			0	2	0

- = Not available during meeting to vote

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

24 Present at this meeting = 21 members, 3 visitor

2.14.23 Academic Senate Meeting

