

## ACADEMIC SENATE MINUTES SEPTEMBER 6, 2022

Academic Senate Conference Room

[Join ZOOM Meeting](#)

Rancho Campus, BEB Building, Room 204

Meeting ID: 917 2103 2344 Passcode: 2022

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	P
Vacant	Business & Applied Technology	2022-2024	
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	P
Elaine Martinez	Kinesiology, Nutrition & Athletics	2021-2023	P
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024	P
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	P
Dan Kern	Social & Behavioral Sciences	2022-2024	P
Michelle Martinez	Student Services	2021-2023	A
Jackie Boboye	Student Services	2022-2024	P
Leta Ming	Visual & Performing Arts	2021-2023	A
Sheila Malone	Visual & Performing Arts	2022-2024	P
Tamari Jenkins	Senator-At-Large	2020-2023	P
Sarah Chamberlain	Senator-At-Large	2021-2024	P
Norma Leon	Senator-At-Large	2022-2025	P
Shelly R. Jackson	Adjunct Senator-At-Large	2021-2023	P
Patty Peoples	Adjunct Senator-At-Large	2022-2024	P

### Alternates

William “Bill” O’Neil	Business & Applied Technology	2021-2023	A
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	P
Leona Fisher	Language Arts	2022-2024	P
Diana Cosand	Mathematics & Science	2021-2023	A
Hannah Lucas	Social & Behavioral Sciences	2022-2024	P
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
Hope Ell	Classified Senate Liaison	2021-2023	A

**Guests:**

Doug Duno, Spanish Department, LA

Lissa Napoli, Administrative Assistant, Academic Senate

Albert Rodriguez, Manager, Panther Care & Veterans Resource Center, Special Populations & Equity Programs

Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness

**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 (Remote) Attendee Identification** If on Zoom, please turn on camera when voting.**3. PUBLIC COMMENT** (Reserved for Guests only and limited to two minutes.)**4. APPROVAL OF AGENDA**

- September 6, 2022
- **Motion for Approval** - Senator Boboye moved to approve the 9.6.22 agenda. Senator Holdiness seconded the motion. The motion was approved. 9.6.22, 22Y/0N/0A.

**5. APPROVAL OF MINUTES**

- August 30, 2022
- **Motion for Approval** - Senator Shelton moved to approve the 8.30.22 minutes. Senator Jackson seconded the motion. The motion was approved. 9.6.22, 20Y/0N/2A.

**6. CONSENT AGENDA****6.1 Faculty representatives that have been requested to serve on these campus committees:****6.1.1 Educational Program Viability Review Committee - Fall 2022**

- Arts Management - Bruce Osburn, BAT
- Education - Pak Tang, Political Science, SBS
- Pharmacy Tech - Jayne Clark-Frize, VN, HS
- Engineering Tech - Elizabeth Cannis, Math, M&S
- Dance - Leta Ming, Art History, VPA
- Fashion Design - Tara Johnson, Fashion, HFIC

## AP 4021 - Educational Program Viability Review

### 6.2 Faculty representatives that can no longer serve on these campus committees:

#### 6.2.1 Guided Pathways Steering Committee

- Joann Eisberg, Astronomy, M&S
- **Motion for Approval** - Senator Shelton moved to approve the Consent Agenda. Senator Chamberlain seconded the motion. The motion was approved. 9.6.22, 22Y/0N/0A.

## 7. REPORTS

### 7.1 President

- Wignall Museum open in person
  - Sept. 27 at 4-7 pm there will be a larger performance and reception on the Wignall patio
- Wednesday, Sept. 14 New Hire Welcome. Details provided in 11.1.1
  - Volunteers needed to help for set up and clean up
    - Nikki, Liz, Christina, and Jackie

### 7.2 Vice President/President Elect

- Fall Plenary registration is now open. Details in 11.2.2
- Encourages members of the Academic Senate to attend New Hire Welcome.

### 7.3 Secretary/Treasurer

- No Report

### 7.4 Curriculum

- Ethnic Studies requirements into academic maps will be emailed to all faculty to receive feedback and then move to student planning to create changes on student facing documents. The goal is for the end of september.

### 7.5 Classified Senate Liaison, Hope Ell

- Not Present

### 7.6 Committee Reports

8. **GUEST(S)/PRESENTATION(S)** - Manager, Panther Care & Veterans Resource Center, Special Populations & Equity Programs, Dr. Albert Rodriguez, will share about the *Black/Brown Minds and Mattering Conference*, ways to engage and involve faculty, staff, students. Dr. Rodriguez will also share information about the equity plan and the future of CCSJ. (1:00 - 1:30 p.m.)
- Requested a volunteer from the Academic Senate to serve as a reader for Black/Brown Mind and Mattering Conference.

## 9. UNFINISHED BUSINESS

### 9.1 Action Item: Academic Calendars for 2023-2024 & 2024-2025

- **Motion for Approval** - Senator Leon moved to postpone action on academic calendars for 2023-2024 & 2024-2025 until the next Academic Senate meeting. Senator Encarnacion seconded the motion. The motion was approved. 9.6.22, 23Y/0N/1A.

### 9.2 Action Item: Student success and retention strategies

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the Student success and retention strategies with amendments to fix capitalization and add hyperlinks. Senator Boboye seconded the motion. The motion was approved. 8.6.22, 23Y/0N/1A.

## 10. NEW BUSINESS

**10.1 Action Item:** Sabbatical Leave Subcommittee Assignments: Call for senators to volunteer to read sabbatical reports. It is recommended that reader workgroups communicate with one another to assign a point person who will be contacting the individual being reviewed and gathering report materials to maintain consistency.

- Readers are required to immediately contact the writer, coordinate discussion amongst themselves, and bring recommendations, concerns, etc. to the Academic Senate NO LATER than September 27. The final voting date is Tuesday, October 4, and the final draft of the reports is due to the Office of Instruction by Friday, October 8.
  - Sean Connelly, English, LA - Senators Jenkins, Fisher, and Shelton
  - Jin Liu, Chinese, LA - Senators Malone, Gutierrez, and Curriculum Chair Burk-Herrick
- **Motion for Approval** - Senator Holdiness moved to approve the sabbatical committees. Senator Jenkins seconded the motion. The motion was approved. 9.6.22, 23Y/0N/1A.

## 11. ANNOUNCEMENTS

### 11.1 Chaffey College Academic Senate

11.1.1 In-person **Welcome Reception**, Wednesday, September, 14, 1:30 p.m., CAA-218. Together with Classified Senate, Academic Senate welcomes all new faculty and classified professional faces. The Welcome Reception has long time been the meet and greet event of the year. This year we invite all new employees that were hired in 2020, 2021 and 2022!!

11.1.2 There will be **NO Academic Senate meeting on Tuesday, September 13, 2022**. Meetings will resume on Tuesday, September 20, 2022.

### 11.2 Academic Senate for California Community Colleges (ASCCC) Information

11.2.1 With the **passage of AB 928** requiring a singular lower division general education pathway for transfer to both CSU and UC, the Academic Senate for California Community Colleges is

proposing the development of a general education pattern for the associate degree that could align with the singular lower division general education pathway required by AB 928. Please read the history and rationale included in the survey and then provide comments and feedback via the survey link. Your feedback will help to inform the pursuit of an updated associate degree general education pattern as well as the composition of an updated pattern.

All feedback is requested by September 30, 2022. There will be a series of webinars for discussion and to answer questions beginning September 12, 2022.

**[Access the Survey on Proposing a General Education Pattern for the Associate Degree](#)**

11.2.2 **[2022 Fall Plenary Session - Hybrid Event](#)**, Thursday, November 3 (8am) through Saturday, November 5 (5pm). The Academic Senate invites you to attend the 2022 Fall Plenary Session held at the Sheraton Grand Sacramento! Join us this November 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! *Click on the link for more information.*

11.2.3 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at [asccc.org](http://asccc.org)

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

- Volunteer for reader from the Academic Senate for the Black/Brown Mind and Mattering Conference.
  - Terezita Overduin

**13. ADJOURNMENT (1:55 P.M.)**

**The next Academic Senate meeting is scheduled for Tuesday, September 20, 2022.**

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**Lissa A. Napoli, Recording Secretary**

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**Elizabeth “Liz” Encarnacion, Secretary**



# BLACK AND BROWN MINDS & MATTERING

## INAUGURAL CONFERENCE

A Celebration of  
Black and Latino Culture

Chaffey  College

# SAVE THE DATE

TUESDAY, NOVEMBER 1, 2022

8 AM - 4 PM

Chaffey College  
Rancho Cucamonga, California



## CALENDAR OF EVENTS

# Join us as we celebrate



Patricia Gomez



Professor Zamora



### HISPANIC HERITAGE MONTH

All events will be Hybrid  
Questions? Contact Sandra.Galeas@chaffey.edu



Erick Galindo

### Thursday, September 15

ERICK GALINDO: WORKSHOP & LECTURE

Ask a Writer Workshop | HS-143 | 1:30-2:15pm  
[chaffeycollegepartnerships.formstack](http://chaffeycollegepartnerships.formstack)

The Journey to Funny | HS-143 | 2:30-3:30pm  
[chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)

### Wednesday, September 21

Corridos: My Heritage & How I Learn | WH-142 | 3-4pm  
[chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)

### Thursday, September 22

Herencia Latino America: Exploring Latin  
American Heritage & Culture | HS-143 | 2-3pm  
[chaffey-edu.zoom.us/j/93211386421](http://chaffey-edu.zoom.us/j/93211386421)

### Monday, October 3

Ethnic Studies: Explained w/ Professor Zamora | WH-102 | 11-12pm  
[chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)

### Thursday, October 6

The Non-Traditional First-Generation College Student Experience:  
A Woman of Color Perspective #YoSoyChaffey (TedTalk) by Professor  
Gomez | WH-102 | 11-12pm | [chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)

### Monday, October 10

On Two Fronts: Latinos & Vietnam Film Screening  
HS-143 | 2-4PM | [chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)

### Thursday, October 13

Multidimensional Identities: October Heritage Celebrations  
HS-143 | 2-3pm | [chaffey-edu.zoom.us/j/93211386421](http://chaffey-edu.zoom.us/j/93211386421)

### Friday, October 14

Chavela Movie Screening | HS-143 | 2-4pm  
[chaffey-edu.zoom.us/j/97190774114](http://chaffey-edu.zoom.us/j/97190774114)



**Chaffey College**

Center for Culture and Social Justice

# FARMER'S MARKET



**SPONSORED BY**

**Chaffey**  **College**

**Panther Care**

**THURSDAYS**

August 18th

September 1st, 15th, 29th

October 6th, 20th

November 3rd, 17th

December 1st, 15th

**10AM - 2PM**

**LOCATION**

East side of the  
Administration building

**Open to students, faculty, and staff.**

**Payment options: Cash, Card, EBT,  
Zelle, Cash App, and Venmo.**







**Veterans Resource Center**

# **OPEN HOUSE**

**Thursday, September 8**

**2:00 – 4:30 pm**

**AD-125 Rancho Campus**

**Stop by to learn who we are  
& what we offer!**

Questions?

Please email [VRC.staff@chaffey.edu](mailto:VRC.staff@chaffey.edu)



**Chaffey College**

**Veteran Services**



## Strategies to Increase Success & Retention

Retaining students in classes should be a top priority so that they continue in the subsequent semester. Your enthusiasm, clear instruction, quick replies to messages, and consistent support can all increase student engagement whether you are teaching online or in person.

### Please consider implementing these ideas in your current courses:

- Email students before the first class to welcome them to your course.
- Reach out to students who registered but did not attend on the first day; encourage them to attend and continue in the course.
- Learn your students' names and some information about who they are as soon as possible.
- Check in with students who miss class, assignments, or exams; encourage them to attend, participate, and continue in the course.
- Incorporate instructional support resources into your course. Research shows that students who use the [Library](#) and [Success Centers](#) have higher success and retention rates.
- Work with the Library to incorporate library research and use of librarian instruction into your course, or embed a librarian in your Canvas shell.
- Incorporate Directed Learning Activities into your courses; encourage or require attendance at a Success Center workshop. Direct students to [Supplemental Instruction](#), PALs, etc.
- Connect your course content to students' career goals by integrating [ACES-ILO](#) employability skills assessment and badging into your classes.
- Tell students, “Before you think about dropping a course, please speak to me. I am here to help you.”  
Let them know that you are there to support them or work with them if they have any challenges.
- Modify how you talk to students: “you matter” / “you belong here” / “thank you for being here.”
- Share your pronouns in Zoom, Canvas, email signatures, and syllabi to foster an inclusive educational environment for the LGBTQIA+ community on campus.
- Encourage students to register for fast-track 2 courses and the next semester.
- Remind students about the deadlines for [UC](#) / [CSU](#) apps in the fall semester (Nov. 30); remind them about the [FAFSA](#) / [CA Dream Act](#) deadlines in the spring semester (March 2).

## Please consider these ideas for future semesters:

- Examine the success and retention rates within your department; develop discipline-specific strategies to increase those rates.
- Use zero-cost textbooks. Research shows that students in [ZTC](#) sections have higher success and retention rates.
- Complete the [POCR](#) training and align your courses (alignment is for fully-online courses only). Research shows that students in POCR-aligned courses have higher success and retention rates.
- Volunteer to teach dual enrollment sections or at Turning Point (CIM & CIW).
- Explore equity-based grading and competency-based learning / instruction.

## The MOU between the CCFA and district for 2022-2023 includes the following provisions:

“Within the first week of instruction, faculty will reach out to students who are absent or have not logged in on the first day of class meetings and urge them to attend/log-in and participate in class.”

“Faculty will include a statement in their syllabi encouraging students to speak to the instructor before dropping a class.”

“Faculty agree to publish, no later than the first day of instruction based on the academic calendar, and maintain a course shell in the District learning management system for all assigned classes that includes an electronic copy of the syllabus, an up-to-date gradebook, and information about how office hours (if applicable) will be conducted and times of availability. For this purpose, District-sponsored certification for Distance Education instruction is not required for face-to-face classes (non-distance education), though it is recommended.”

		Present	Approval of Agenda 9.6.22	Approval of 8.30.22 Minutes	Approval of the Consent Agenda 9.6.22	To postpone the academic calendars for 2023-2024 & 2024-2025	To approve the Student Success and Retention Strategies.	To approve the sabbatical report subcommittees		
<i>Alternate Senators Italicized</i>										
<b>Representation</b>	<b>Name</b>									
President	Neil Watkins	Y								
Vice President/President Elect	Nicole DeRose	Y	Y	Y	Y	Y	Y	Y		
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y	Y	Y	Y		
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	Y	Y		
Business & Applied Technology	Bruce Osburn	Y	-	-	-	Y	Y	Y		
Business & Applied Technology	Vacant									
<i>*Business &amp; Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>									
Chino/Fontana	Tara Johnson	Y	Y	Y	Y	Y	Y	Y		
Chino/Fontana	Jinny Lee	Y	Y	Y	Y	Y	Y	Y		
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>	Y								
Health Sciences	Jayne Clark-Frize	Y	Y	Y	Y	A	Y	Y		
Health Sciences	Terzah DePonte	Y	Y	Y	Y	Y	Y	Y		
<i>*Health Sciences Alternate</i>	<i>Jordan Hung</i>									
Instructional Support	Christina Holdiness	Y	Y	A	Y	Y	Y	Y		
Instructional Support	Terezita Overduin	Y	Y	Y	Y	Y	Y	Y		
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y								
Kinesiology, Nutrition, & Athletics	Elaine Martinez	Y	Y	Y	Y	Y	Y	Y		
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley	Y	-	-	-	Y	Y	Y		
<i>Kinesiology, Nutrition, &amp; Athletics Alternate</i>	<i>Annette Henry</i>	Y	Y	Y	Y	-	-	-		
Language Arts	Steve Shelton	Y	Y	Y	Y	Y	Y	Y		
Language Arts	Elizabeth Encarnacion									
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	Y								
Mathematics & Science	Elizabeth Cannis	Y	Y	Y	Y	Y	Y	Y		
Mathematics & Science	Mark Gutierrez	Y	Y	Y	Y	Y	Y	Y		
<i>Mathematics &amp; Science Alternate</i>	<i>Diana Cosand</i>									
Social & Behavioral Sciences	Pak Tang	Y	Y	Y	Y	Y	Y	Y		
Social & Behavioral Sciences	Dan Kern	Y	Y	Y	Y	Y	A	Y		
<i>*Social &amp; Behavioral Sciences Alternate</i>	<i>Hannah Lucas</i>	Y								
Student Services	Michelle Martinez									
Student Services	Jackie Boboye	Y	Y	Y	Y	Y	Y	Y		
<i>* Student Services Alternate</i>	<i>Myra Andrade</i>									
<i>* Student Services Alternate</i>	<i>Vacant</i>									
Visual and Performing Arts	Leta Ming									
Visual and Performing Arts	Sheila Malone	Y	Y	Y	Y	Y	Y	A		
<i>*Visual and Performing Arts Alternate</i>	<i>Nicole Farrand</i>									
Senator-At-Large	Tamari Jenkins	Y	-	-	-	Y	Y	Y		
Senator-At-Large	Sarah Chamberlain	Y	Y	A	Y	Y	Y	Y		
Senator-At-Large	Norma Leon	Y	Y	Y	Y	Y	Y	Y		
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y	Y	Y	Y	Y	Y		
Adjunct Senator-at-Large	Patty Peoples	Y	Y	Y	Y	Y	Y	Y		
<i>*Adjunct Alternate Senator</i>	<i>Vanessa Nunez</i>									
Classified Senate Liaison	Sarah Schmidt									
RED indicates reported absence	PURPLE indicates reported tardy/leave early									
<b>Total Yes Votes</b>		<b>30</b>	<b>22</b>	<b>20</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>0</b>	<b>0</b>
<b>Total No Votes</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Abstentions</b>			<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
- = Not available during meeting to vote										
<b>38 members total - up to 27 voting at any given time. The President is a non-voting member. Curriculum Chair now votes per 8.25.20 meeting.</b>										
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										
35 Present at this meeting = 30 members, 5 visitors										
<b>9.6.22 Academic Senate Meeting</b>										