

ACADEMIC SENATE MINUTES

JANUARY 16, 2024

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	P
Jackie Boboye	Student Services	2022-2024	P
Leta Ming	Visual & Performing Arts	2023-2025	A
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	P
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	A
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	P
Ryan Thomas	Chaffey College Student Liaison	2023-2024	P

Guests:

Misty Burruel, Interim Associate Superintendent of Instruction and Institutional Effectiveness
Andrew Long, Dean of Instructional Support
Lissa Napoli, Administrative Assistant, Academic Senate
Jonathan Polidano, Auto Tech, MIT
Janeth Rodriguez, Executive Director, Enrollment Services and Student Support

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.)

4. ADOPTION OF AGENDA

- January 16, 2024
- **Motion for Approval** - Senator Chamberlain moved to adopt the agenda for 1.16.24. Senator Boboye seconded the motion. The motion was approved. 1.16.24, 20Y/0N/0A.

5. APPROVAL OF MINUTES

- January 9, 2023
- **Motion for Approval** - Senator Jenkins moved to approve the 1.9.24 amended minutes. Senator Boboye seconded the motion. The motion was approved. 1.16.24, 19Y/0N/1A.

6. CONSENT AGENDA

6.1 Faculty representatives that have been requested to serve on these selection/hiring committees:

6.1.1 Campus Police Coordinator

Steve Lux, Criminal Justice, PCS

6.1.2 AAII, High School Partnerships

Fabiola Espitia, Counselor, GPS Center

6.1.3 Outreach Specialist

Athena Corrales, Puente Counselor

- **Motion for Approval** - Senator Boboye moved to approve the 1.16.24 Consent Agenda. Senator Holdiness seconded the motion. The motion was approved. 1.16.24, 20Y/0N/0A.

7. REPORT

7.1 President

- Academic Issues Group (AIG): The Library resolution was discussed. An update about library staffing will be provided by the Administration at the January 23rd Academic Senate meeting.
- January 16th President's Cabinet Meeting:
 - The 2024-2025 Budget Development Calendar (draft) is attached.
 - Faculty Prioritization List
 - The Executive Team will look at all factors before deciding which positions will go out for recruitment, if any.
 - District Priorities/Externally Funded Positions: Ethnic Studies (2 positions)
 - Ranked List 1-10
 1. Biology (Chino)
 2. English as a Second Language
 3. Computer Information Systems
 4. Nursing: (VN) Vocational
 5. Aviation Maintenance Technology
 6. Economics
 7. Photo
 8. Mathematics
 9. Interior Design
 10. Computer Information Systems
 - The Faculty Obligation Number (FON) is 237 and we are currently at 249.
 - Campus Committees: Sarah Schmidt, Misty Burrue, and Nicole DeRose will work to reorganize/recategorize the list of committees on the [committees webpage](#).
 - Construction/Campus Wayfinding: Wayfindings change very quickly due to continuous construction work. Wayfinding arrows will be displayed on fencing to help students get to where they need to go. If we hear otherwise, let Troy Ament know.
 - Measure P update (see attachments):
 - Note that EOPS has moved to AD-151, and food services moved to the Sports Center. Student Health Services will move during spring break to CDC-A.
 - Once the fencing goes up, two-thirds of the shade structure will still be available for student use.
 - The Dining Commons area will be open so students can use the area as a study place and/or protection from the weather through the end of March.
 - Policies/Procedures
 - [AP 6620 Naming of Facilities](#) – removal of the limitation to forward names and adds more flexibility in the naming of facilities. The President's Cabinet moved to begin the sunshining process.
 - Results of Previous Sunshining
 - BP & AP 6540 Insurance
 - BP & AP 6700 Civic Center and Other Facilities Use
 - These APs will be updated on the webpage soon. The BPs will go through Governing Board review.

7.2 Vice President

- Elections are coming and must be concluded no later than March 21st.

7.3 Secretary/Treasurer - no report

7.4 Curriculum - no report

7.5 Classified Senate Liaison, President, Sarah Schmidt

- Fundraiser for Valentines' Day: candy apples
- Caring Campus: new name tags to faculty and staff as well as new lanyards to apprentices, student workers, and student employees. These items were needed because of the change from schools to ACCs.
- President Schmidt is working on an in-house directory to help with common queries.
- Scholarships for Classified Professionals engaged in continuing education. Deadline to apply is February 4th.

7.6 CCSG Liaison, Director of Finance, Ryan Thomas

- Club rush tomorrow (January 17th) in front of the MACC building. Please urge your students to go because clubs can make their academic life more fulfilling.

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

9. UNFINISHED BUSINESS *10 minutes max

9.1 Action Item: Academic Senate Representation and Constitutional Amendments. See attachment titled, "Academic Senate Representation Item, January 16, 2024"

- More amendments are needed due to inconsistencies in our constitution. See attachment for details.
- Senators discussed Options 1 and 2 for senate representation:
 - If senators choose Option 1 then no further constitutional amendment will be needed.
 - There are many unanswered questions with Option 2 and numerous additional amendments to the constitution will be needed.
 - Twenty year review of representation shows that the Senate has always followed the organizational chart when schools/units changed or departments/programs were moved around.
 - Senator Estrata compared the representation in Option 1 to the US Senate and Option 2 to the House of Representatives.
 - President DeRose reminded senators that the Academic Senate does not represent specific programs. The [10+2](#) is broad. Do larger ACCs need more representation?
 - Senator DePonte added that while the smaller groups might feel their voices are being lost in Option 1, individual voices can be lost in large groups as well.
 - Senator Gomez shared that faculty struggle with having time to attend in-person, which would lead to an issue with increasing representation. PCS is a large ACC, how will all of the voices be heard?
- **Motion for Approval** - Vice President Encarnacion moved to choose Option 1. Senator Chamberlain seconded the motion. The motion was not approved. 1.16.24, 9Y/11N/2A.
- Curriculum Chair Burk-Herrick mentioned that every time there is a reorganization or a department change, the Senate will have to debate this all over again and rewrite our constitution.

- Senator Holdiness suggested, if we go with Option 2, we could write the constitution to allow for those kinds of changes.
- **Motion for Approval** - Senator Estrada moved to present only Option 2 for a vote to the electorate. Senator Henry seconded the motion. The motion was not approved. 1.16.24, 2Y/20N/0A.
- Senator Chamberlain said we should let the electorate vote on both options.
- Senator Nazar asked if there will be pros and cons for each option given to the electorate. President DeRose said we can use the feedback list and hold an open forum.
- **Motion for Approval** - Senator Chamberlain moved to allow the electorate to choose between two options. Senator Boboye seconded the motion. The motion was approved. 1.16.24, 20Y/1N/1A.

10. NEW BUSINESS *10 minutes max per item

10.1 Discussion Item/Second Read: Proposed Academic Senate Resolution - Action Plan for Increasing Library Staffing in Accordance with Title 5. See attached title, Academic Senate Resolution for Increasing Library Staffing in Accordance with Title 5.”

- **Motion for Approval** - Senator Chamberlain moved to discuss and provide feedback on the Proposed Academic Senate Resolution - Action Plan for Increasing Library Staffing in Accordance with Title 5. Senator Overduin seconded the motion. The motion was approved. 1.16.24, 20Y/0N/0A.
- Senator Holdiness would like to see more Success Center instructional support in the library work group since the Library and Success Center on the Rancho campus will be sharing the same space.

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.)

12. ANNOUNCEMENTS

12.1 Chaffey College Academic Senate

12.2 Academic Senate for California Community Colleges (ASCCC) Information

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

13. ADJOURNMENT (1:49 P.M.)

The Next Academic Senate is Scheduled for Tuesday, January 23, 2024

Lissa A. Napoli, Recording Secretary

Robin Witt, Treasurer / Secretary

CHAFFEY COMMUNITY COLLEGE DISTRICT
2024-2025 Budget Development Calendar*
DRAFT

Monday, November 27	Draft budget calendar presented to the Budget Advisory Committee
Wednesday, January 10	Governor releases the proposed 2024-2025 State budget
Tuesday, January 16	Budget calendar presented to President's Cabinet
Wednesday, January 17	ACCCA/ACBO Governor's Proposed State Budget Workshop
Friday, January 19	Budget calendar presented to the College Planning Committee
Thursday, January 25	Budget calendar presented to Governing Board
Tuesday, February 27	District budget forum (12 to 1pm)
Wednesday, February 28	Budget workshop for all staff (9 to 10:30am) Senior budget managers receive budget documents, including first run of budget via OneDrive
Friday, March 22	Senior budget managers' deadline to submit budget confirmations and/or changes to Budgeting & Fiscal Services
Friday, April 5	Budgeting & Fiscal Services office returns second run of budget to senior budget managers for review
Friday, April 12	Senior budget managers' deadline to submit any corrections and/or additional changes to the second run of the budget to Budgeting & Fiscal Services
Friday, May 17	Budgeting & Fiscal Services completes tentative budget draft
Thursday, June 27	Governing Board reviews and approves tentative budget
Friday, June 28	Tentative budget due to the County of San Bernardino
Thursday, August 22	Proposed adopted budget presented to Governing Board for approval
Thursday, October 10	Adopted budget submitted to the California Community Colleges Chancellor's Office
Friday, October 11	Adopted budget submitted to the County of San Bernardino

*Dates not mandated are subject to change
Reviewed by CPC/BAC 11/27/23
Reviewed by President's Cabinet 1/16/24

MEASURE P UPDATE TO PRESIDENT'S CABINET, JANUARY 16, 2024

DISTRICT-WIDE

Facilities Master Plan Update

Architect/consultant team on board to assess post-pandemic student enrollment data and future space needs. Draft plan completion and board presentation expected May 2024.

CHINO CAMPUS



Chino Campus Instructional Building

Project in construction. Nearing completion on exterior substrate; installation of interior walls; and mechanical, electrical and plumbing (MEP). Fiber lines to be installed soon. Rough ductwork for HVAC has been installed with some HVAC units ready for installation on the roof. Exterior grading to start next month.

FONTANA CAMPUS



New Fontana Campus Phase 1

Interviews scheduled for design-build entities (DBE) in mid-January. The evaluation team will review and make their selection. Preconstruction and design development for campus buildings to follow with the selected DBE after award of a contract.

ONTARIO CAMPUS



Ontario Campus Master Plan

The Master Plan for the new Ontario Campus was approved at the December 14, 2023 Governing Board meeting. Next steps are procurement of criteria architect and CEQA consultants.

RANCHO CUCAMONGA CAMPUS



ADA Barrier Removal

Project in construction for site work at the Rancho Cucamonga campus. Current work in process at 8 locations, including: C1.2B (Lot 4), C2.1B (VSS Bldg.), C5.0A (Between HS & PS, 3 locations in this area), C7.1A (Tennis Courts), C7.2A, C7.2B, and C7.2C (all 3 at stadium).

RANCHO CUCAMONGA CAMPUS (continued)



Swimming Pool Renovation

Project in construction. Steel wall framing, electrical, and plumbing work are ongoing. Masonry wall construction has started on the east side for the pool equipment, storage, and chemical rooms. Concrete pours for footings for new bleachers to begin soon.



Boiler Retrofit

Project in construction in multiple locations including: Library, Social Science, Center for the Arts E, Center for the Arts B, Student Services/Administration, and Vocational Education.



MACC Reno & Addition

Bid award schedule to start next week. Contractor to tentatively start construction in mid-April. Swing space activities as follows: Student Government moved to CCE last summer. Over winter break EOPS moved to AD-151, cafeteria food prep moved to CDC-B, and food services moved to the Sports Center. Over spring break Student Health Services will move to CDC-A.

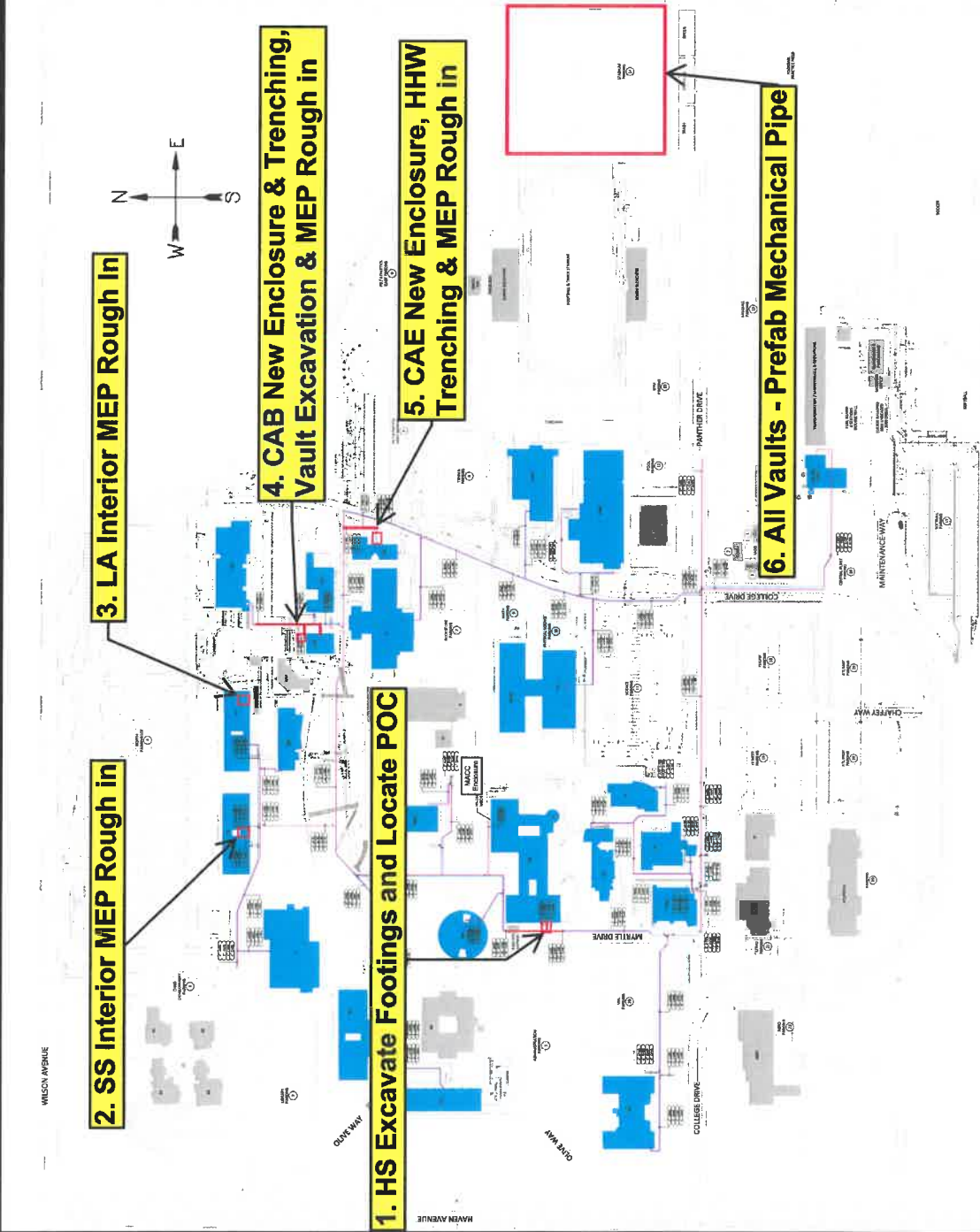


Library Learning Commons

Project in construction. Increment 2 (building package) on hold until the old underground electrical cables are replaced with new conduit/cables for two circuits that provide power to all campus buildings. Also under construction is the new underground feed for LLC building power needs, as well as the replacement of the existing gear to a new 12KV switchgear.

CHAFFEY COLLEGE BOILER RETROFIT

3 Week Look Ahead



SITE INFORMATION

1. **HS Excavate Footings and Locate POC**
Duration: 2 Weeks remaining
Impact: Fencing around trenches. Construction noises.
2. **SS Interior MEP Rough in**
Duration: 1 Week remaining
Impact: Not disturbance to campus..
3. **LA Interior MEP Rough in**
Duration: 1 Week remaining
Impact: Not disturbance to campus.
4. **CAB New Enclosure, Trenching + Vault Excavation & MEP Rough in**
Duration: 3-4 Weeks remaining
Impact: Fencing around enclosure & trenches. Construction Noises.
5. **CAE New Enclosure, HHW Trenching & MEP Rough in**
Duration: 2 Weeks remaining
Impact: Fencing around enclosure & trenches. Construction Noises.
6. **All Vaults - Prefab Mechanical Pipe**
Duration: 1 Week remaining
Impact: Construction Noises.

Updated
01/11/2024



**Policies and Procedures to President's Cabinet
January 16, 2024**

First Reading and Information

Board Policies	Administrative Procedures
Chapter 6 – Business and Fiscal Affairs	

AP 6620 Naming of Facilities

Second Reading and Approval

Board Policies	Administrative Procedures
Chapter 6 – Business and Fiscal Affairs	

BP 6540 Insurance

AP 6540 Insurance

BP 6700 Civic Center and Other Facilities Use

AP 6700 Civic Center and Other Facilities Use

Academic Senate Representation Item, January 16, 2024

Proposed Constitutional Amendments, Spring 2024

January 9, 2024 Academic Senate meeting amendment to change the representative description.

This amendment was proposed by Academic Senate at the January 9 meeting. The amendment will be put out to the Electorate for voting, date TBD.

- Article IV Section 1: The Academic Senate as authorized in Title 5, section 53201 and 53202*2 shall be composed of two elected representatives, each with staggered two-year terms, from each ~~school and~~ unit, three elected members-at-large for three-year terms, two members-at-large representing the adjunct faculty for two-year terms, the President for a two-year term plus one preceding year as President-Elect for a total of three years, and the Chair of the Curriculum Committee for a two-year term.

Constitutional Amendments to correct inaccuracies

- Article VI: There is no section 4. This article jumps from section 3 to section 5. Update section 5 to section 4, and section 6 becomes section 5.
- a. Article IV Section 5c: Members of the faculty may attend any meeting of the Academic Senate. Individuals who are not ~~members~~ members of the Chaffey College faculty are welcome to attend any open Senate meeting. ~~However, the Sente may close any meeting or portion thereof to all but members of the Electorate by a majority vote of the attending Senators.~~ NOTE: This is a Brown Act violation. Academic Senate may not close any portion of the meeting for any reason. Closed sessions are reserved for litigation and employment discussions, neither of which fall under Academic Senate purview.
- Article V Section 3.3: If a vacancy or resignation occurs during a Senate ~~officer's~~ member's term ~~of office~~, an election ~~shall~~ may be held to fill the remainder of the term. (Following the appropriate procedure).
- Article V Section 8 (last sentence): Likewise, the Secretary-Treasurer of the senate shall be elected from within and by the membership of the Senate for a one-year term of office beginning July 1. ~~Voting shall be by secret ballot unless a candidate for an office is unopposed in which case the nominee is elected by acclamation.~~ NOTE: This is a Brown Act violation. Any voting that takes place during Academic Senate meetings must be recorded publicly.

Constitutional Amendment to change representation

Option 1. Aligns with the current practice of equal representation for each unit.

- Two senators plus an alternate per unit.
- **No Constitutional amendment needed:** With the Constitutional amendment to Article IV, Section 1 this would become the representation structure if Option 2 is not selected.

Option 2. Allows for representation based on size of an area/unit.

- Number of senators is dependent upon the number of departments within an ACC.
- Based on feedback received from ACC/Area meetings, there are questions about this model that remain unanswered. (See end of this document for the compiled feedback).
- **Requires additional Constitutional Amendments** (if this representation is selected):

- Article IV Section 2: For the purpose of providing Senate representation, each educational unit or school shall elect **two** senators.
 - Need language to address the number of senators for ACCs with three senators
 - Need language to address the number of senators for ACCs with four senators
- Article V Section 3: A senator shall be elected to a **two (2) year term of office** beginning on July 1, with the following exceptions:
 - Senators-at-Large, who shall be elected to a three (3) year term of office.
 - Alternate Senators (see Section 4 and Section 5) shall be elected for a term of office which **shall not exceed two years**.
 - Unanswered questions:
 - How long will alternate senator terms be? The same, regardless of the number of senators?
 - Will the alternate term length change if the ACC has three senators?
 - Will the alternate senator term length change if the ACC has four senators?
 - If a vacancy or resignation occurs during a Senate officer's term of office, an election shall be held to fill the remainder of the term. (Following the appropriate procedure).
 - Already addressed in the correct inaccuracies proposed amendment (see above).
- Article V Section 4: Each unit shall elect **two** Senators and **up to two** Alternate Senators. The Vice President or President-Elect of the Senate shall notify each unit of an election not later than 60 days before the end of the Spring semester. The senator whose term is not expiring shall administer its election. The election shall be completed no later than thirty days before the end of the Spring semester. Absentee ballots shall be provided to those unit members who are unable to vote in person.
 - As with Article V, Section 3 this article will need revisions.

Compiled Representation Feedback

- Can the senate provide a list of pros and cons for both option 1 & option 2?
- Counseling, will they have less representation than all the other areas? Is that fair?.There are a lot of counselors.
- There have been very large school and very small schools. Two senators seems to have been working. What evidence suggests that a large ACC is losing out on representation which would require an increase in representation?
- If the number of senators increases because an ACC has more programs than other ACCs, then the larger ACCs will have a larger voice in Academic Senate than other ACCs.
- If an ACC has vacancies now and faculty don't want to fill the positions, why would those ACCs be offered more spots like in Option 2?
- The 10+2 are broad academic areas of faculty purview, nothing related specifically to programs. Increasing the number of senators for ACCs with lots of programs suggests that programs are in need of faculty representation. If the 10+2 are not program specific, why would ACCs with more programs need more representation?
- For ACCs with three senators, will the senator terms for those ACCs become three years instead of two years?
- How long will the terms be for ACCs with four senators? Do two expire one year, and the other two expire another year?
 - Only the FT Senator-At-Large terms are for three years, staggered. All other terms are two years, and are staggered.
 - Staggered terms look like this:

Two-year staggered terms						
Senator A	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
	Senator B	Year 1	Year 2	Year 1	Year 2	Year 1
Three-year staggered terms						
Senator A	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
	Senator B	Year 1	Year 2	Year 3	Year 1	Year 2
		Senator C	Year 1	Year 2	Year 3	Year 1

- If, the terms are changed to three years for ACCs with three senators, the following areas of the Constitution will require amendments:
 - Article IV Section 1
 - Article IV Section 2
 - Article V Section 3
 - Article V Section 4

Other feedback (from the Jan. 9meeting):

Representation of part-time faculty in the second example, in the second model which is based on population size, the adjunct faculty are approximately 700. Possible increase up to four senators. Not based on people, but departments.

If the number of seats increases, the quorum also goes up.

There is general confusion about what the representation was for, like why we need Academic Senate?

Several schools that merged into one. HW for example. ACD is another example.

Academic Senate Resolution- Action Plan for Increasing Library Staffing in Accordance with Title 5

Whereas, the Academic Senate of California Community Colleges supports that “Librarians are central to education as they provide a safe and inclusive environment for students to bring questions about their courses, explore new ideas, and learn to become information literate in a quickly changing world,” [\[1\]](#) and research indicates library resources and instruction are related to improved student success and retention;

Whereas Chaffey College BP4040 states that the district will provide “library and learning support services that are an integral part of the institution’s educational program” [\[2\]](#);

Whereas the ASCCC Standards of Practice for California Community College Library Faculty and Programs states, “The library is an educational facility [...] as such, it cannot operate without library faculty in place. A library, like a classroom, should not be in use unless library faculty are available to provide service and facilitate student learning” [\[3\]](#);

Whereas Chaffey College libraries have not been staffed in accordance with California Code of Regulations, title 5, §58724 [\[4\]](#) for at least 10 years, which sets forth the minimum staffing levels for certificated and classified staffing in libraries and media centers, and that the minimum number of staff for a library serving 13,000 FTES is 15.0 staff while Chaffey College Libraries have 5.5 staff;

Whereas libraries are required to have a certificated librarian present during all hours the library is open by Chaffey College AP 4040 [\[5\]](#), California Education Code [\[6\]](#), and the ASCCC Standards of Practice for California Community College Library Faculty and Programs [\[3\]](#);

Whereas Chaffey College Administrative Procedure 4040 states that Chaffey College Library will comply with the California Code of Regulations [\[5\]](#);

Whereas Chaffey College is continually growing to include new locations, buildings, and services that need to be adequately staffed per regulations;

Resolved that the Chaffey College Academic Senate advocates for an action plan to reach district compliance with the library staffing minimum standards set forward in California Code of Regulations, title 5, §58724; such an action plan should be created by a work group established by March 2024 which is comprised of library managers, library faculty, and library staff, with said action plan finalized no later than October 2024;

Resolved that the Chaffey College Academic Senate recommends that the district hire an additional 2.0 FTE classified library clerk II positions by Fall 2024 to work in good faith towards said compliance;

Resolved that the Chaffey College Libraries will not be opened nor remain open unless at least one (1) classified library clerk and one (1) library faculty are concurrently present in the building in accordance with said California regulations, CCC policies, and Chaffey College procedures.

[1] See ASCCC paper titled "The Role of the Library Faculty in the California Community Colleges, p. 2 found at https://www.asccc.org/sites/default/files/Role_of_Library_Faculty.pdf.

[2] Chaffey College Board Procedure 4040:

<https://www.chaffey.edu/policiesandprocedures/docs/bps/4040-bp-482.pdf>

[3] See ASCCC Standards of Practice for California Community College Library Faculty and Programs, p.4 found at

https://www.asccc.org/sites/default/files/publications/Library-paper-fall2011_0.pdf

[4] Code of Regulations, title 5, §58724:

<https://casetext.com/regulation/california-code-of-regulations/title-5-education/division-6-california-community-colleges/chapter-9-fiscal-support/subchapter-8-community-college-general-apportionment-funding/article-3-credit-instructional-services/section-58724-tables-of-minimum-standards-for-libraries-and-media-centers> or

[https://govt.westlaw.com/calregs/Document/I6C46F7744C6911EC93A8000D3A7C4BC3?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Document/I6C46F7744C6911EC93A8000D3A7C4BC3?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default))

[5] Chaffey College Administrative Procedure 4040:

<https://www.chaffey.edu/policiesandprocedures/docs/aps/4040-ap.pdf>

[6] California Code, Education Code - EDC § 78103:

<https://codes.findlaw.com/ca/education-code/edc-sect-78103/>

		Present	Adoption of Agenda 1.16.24	Approval of 1.9.24 Minutes	Approval of Consent Agenda 1.16.24	To move forward with Option 1	To move forward with Option 2
<i>Alternate Senators Italicized</i>							
Representation	Name						
Business & Applied Technology	Vacant						
Business & Applied Technology	Jay Scott	Y	Y	Y	Y	Y	N
<i>Business & Applied Technology Alternate</i>	<i>Vacant</i>						
Chino Campus	Robert Nazar	Y	Y	Y	Y	N	N
Chino Campus	Jinny Lee	Y	Y	Y	Y	N	N
<i>Chino Campus Alternate</i>	<i>Manar Hijaz</i>	Y					
Fontana Campus	Anthony "Tony" Guaracha	Y	Y	Y	Y	N	N
Fontana Campus	Vacant						
<i>Fontana Campus Alternate</i>	<i>Greg Creel</i>						
Health Sciences	Omar Estrada	Y	Y	Y	Y	N	Y
Health Sciences	Terzah DePonte	Y	Y	Y	Y	N	Y
<i>*Health Sciences Alternate</i>	<i>Lisa Doget</i>						
HFIC	Tara Johnson	Y	Y	Y	Y	Y	N
HFIC	Vacant						
<i>HFIC Alternate</i>	<i>Vacant</i>						
Instructional Support	Christina Holdiness	Y	Y	Y	Y	N	N
Instructional Support	Terezita Overduin	Y	Y	Y	Y	Y	N
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>						
Kinesiology, Nutrition, & Athletics	Annette Henry	Y	Y	Y	Y	N	N
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley						
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Robert Hadaway</i>						
Language Arts	Phatana Ith	Y				N	N
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	Y	N
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>						
Social & Behavioral Sciences	Patricia Gomez	Y	Y	A	Y	N	N
Social & Behavioral Sciences	Vacant						
<i>*Social & Behavioral Sciences Alternate</i>	<i>Vacant</i>						
Student Services	Michelle Martinez	Y	Y	Y	Y	Y	N
Student Services	Jackie Boboye	Y	Y	Y	Y	N	N
<i>* Student Services Alternate</i>	<i>Fabiola Espitia</i>						
<i>* Student Services Alternate</i>	<i>Susanna Galvez</i>						
Visual and Performing Arts	Leta Ming						
Visual and Performing Arts	Sheila Malone						
<i>*Visual and Performing Arts Alternate</i>	<i>Vacant</i>						
Senator-At-Large	Tamari Jenkins	Y	Y	Y	Y	Y	N
Senator-At-Large	Vacant						
Senator-At-Large	Sarah Chamberlain	Y	Y	Y	Y	A	N
Adjunct Senator-at-Large	Tina Kuo	Y				N	N
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y	Y	Y	A	N
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
President	Nicole DeRose	Y					
Vice President	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y	Y	N
Secretary/Treasurer	Robin Witt	Y	Y	Y	Y	Y	N
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	N
Classified Senate Liaison	Sarah Schmidt	Y					
Chaffey College Student Government	Ryan Thomas	Y					
	PURPLE indicates reported tardy/leave early						
	RED indicates reported absence						
Total Yes Votes		26	20	19	20	9	2
Total No Votes			0	0	0	11	20
Total Abstentions			0	1	0	2	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 votes per 8.2							
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 = 26 members, 5 visitors							
1.16.24 Academic Senate Meeting							

		To move forward with both option 1 and 2	to discuss and provide feedback on the Proposed Academic Senate Resolution - Action Plan for Increasing Library Staffing in Accordance with Title 5				
<i>Alternate Senators Italicized</i>							
Representation	Name						
Business & Applied Technology	Vacant						
Business & Applied Technology	Jay Scott	Y	Y				
<i>Business & Applied Technology Alternate</i>	<i>Vacant</i>						
Chino Campus	Robert Nazar	Y	Y				
Chino Campus	Jinny Lee	Y	Y				
<i>Chino Campus Alternate</i>	<i>Manar Hijaz</i>						
Fontana Campus	Anthony "Tony" Guaracha	Y	Y				
Fontana Campus	Vacant						
<i>Fontana Campus Alternate</i>	<i>Greg Creel</i>						
Health Sciences	Omar Estrada	A	Y				
Health Sciences	Terzah DePonte	Y	Y				
<i>*Health Sciences Alternate</i>	<i>Lisa Doget</i>						
HFIC	Tara Johnson	Y	Y				
HFIC	Vacant						
<i>HFIC Alternate</i>	<i>Vacant</i>						
Instructional Support	Christina Holdiness	Y	Y				
Instructional Support	Terezita Overduin	Y	Y				
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>						
Kinesiology, Nutrition, & Athletics	Annette Henry	Y	Y				
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley						
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Robert Hadaway</i>						
Language Arts	Phatana Ith	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				
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>						
Social & Behavioral Sciences	Patricia Gomez	Y	Y				
Social & Behavioral Sciences	Vacant						
<i>*Social & Behavioral Sciences Alternate</i>	<i>Vacant</i>						
Student Services	Michelle Martinez	Y	Y				
Student Services	Jackie Boboye	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						
Visual and Performing Arts	Sheila Malone						
<i>*Visual and Performing Arts Alternate</i>	<i>Vacant</i>						
Senator-At-Large	Tamari Jenkins	Y	Y				
Senator-At-Large	Vacant						
Senator-At-Large	Sarah Chamberlain	Y	Y				
Adjunct Senator-at-Large	Tina Kuo	Y	Y				
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y				
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
President	Nicole DeRose						
Vice President	Elizabeth "Liz" Encarnacion	Y	Y				
Secretary/Treasurer	Robin Witt	Y	Y				
Curriculum Chair	Angela Burk-Herrick	N	Y				
Classified Senate Liaison	Sarah Schmidt						
Chaffey College Student Government	Ryan Thomas						
	PURPLE indicates reported tardy/leave early						
	RED indicates reported absence						
Total Yes Votes		20	22	0	0	0	0
Total No Votes		1	0	0	0	0	0
Total Abstentions		1	0	0	0	0	0
- = Not available during meeting to vote							
35 members total - up to 27 voting at any given time. The President is 5.20 meeting.							
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 = 26 members, 5 visitors							
1.16.24 Academic Senate Meeting							