

FACULTY SENATE MINUTES MAY 11, 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	P
Lisa Doget	Health Sciences	2020-2022	A
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	Non-Service
Vacant	Visual & Performing Arts	2020-2022	
Patrick Aranda	Visual & Performing Arts	2019-2021	P
Tamari Jenkins	Senator-At-Large	2020-2023	P
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	P
Robert “Ian“ Jones	Chino/Fontana	2019-2021	A
Shelley Eckvahl	Health Sciences	2019-2021	P
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	P
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:

Monica Alexander, Education, SBS
Sharon Alton, Language Arts
Maritza Casillas, Chaffey College Student
Maria Cuevas, Counseling, EOPS
Omoeffe Edhere, Chaffey College Student
Cecilia Garcia, Chaffey College Student
Nicole Herrera, Chaffey College Student
Tara Johnson, Fashion Merchandising
Lissa Napoli, Administrative Assistant, Faculty Senate
Bill O'Neil, BAT/Electricity
Patty Peoples, Kinesiology, KNA
Jonathan Polidano, BAT
Lauren Sanders, President/Student Trustee
Keziah Thomas, Chaffey College Student
Angela Ybarra, Chaffey College Student

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:35 P.M.)****2.1 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.) - None.****4. APPROVAL OF AGENDA**

- May 11, 2021
- **Motion for Approval** - Senator Boboye moved to approve the 5.11.21 agenda as amended. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 5.11.21, 23/0.
- President DeRose and President-Elect Watkins made the Senate aware of the College's intent to move forward with filling the position of Dean of Institutional Effectiveness as a permanent position. A hiring committee has been shared.
- **Motion for Approval** - Senator Encarnacion moved to add the urgent item of the Dean of Institutional Effectiveness Hiring Committee to the agenda immediately after 7.1. Senator Shelton seconded the motion. The motion was approved. 5.11.21, 23/0.

5. APPROVAL OF MINUTES

- May 4, 2021
- **Motion for Approval** - Senator Keith-Gibson moved to approve the 5.4.21 minutes as amended. Senator Kern seconded the motion. The motion was approved. 5.11.21, 21/0/2.

6. CONSENT AGENDA

6.1 Faculty representatives that have been requested to serve as follows:

**these faculty were approved on 5/4/2021*

6.1.1 Professional Expert, Human Resources, Diversity, Equity, and Inclusion

Charles Williams, English, LA*

Elizabeth Encarnacion, Communication Studies, LA

6.1.2 Dean, Visual and Performing Arts

John Machado, Art History, VPA

Kathy Haddad, Photography, VPA

Cabrina Alviar, Art, VPA

Erik Jacobson, Cinema, VPA

Nicole Farrand, Art, VPA

Patrick Aranda, Music, VPA

- **Motion for Approval** - Senator Ross moved to approve the 5.11.21 Consent Agenda. Senator Aranda seconded the motion. The motion was approved. 5.11.21, 15/4/4.

7. GUEST(S)/PRESENTATION(S) - RECOGNITIONS AND ACKNOWLEDGEMENTS

7.1 Student Scholarship Recipients

Maritza Casillas

Omoefe Edhere

Cecilia Garcia

Nicole Herrera

Keziah Thomas

Professor Alton and Professor Alexander spoke very highly of student Maritza Casillas. Maritza expressed much gratitude to Professors Alexander and Alton and to the Senate for this scholarship opportunity.

Professor Eckvahl, Senator Boboye, and President/Student Trustee Lauren Sanders spoke very highly of student Omoefe Edhere. Omoefe expressed much gratitude to the Senate for this high honor. She is grateful for the amazing Chaffey professors.

Senators Nelson, Gunderson, Jenkins, and Counselor Cuevas spoke very highly of student Cecilia Garcia. Cecilia expressed much gratitude to Professor Nelson, Professor Gunderson, and Counselor Cuevas. She also expressed gratitude to the Senate for this award.

Senator Gomez spoke very highly of student Nicole Herrera. Nicole expressed much gratitude to Professor Gomez for his support and for providing an amazing learning experience.

Senator Cotton and Senator Holdiness spoke very highly of student Keziah Thomas. Keziah expressed much gratitude to God and the Senate for this amazing opportunity. She expressed gratitude to Professor Cotton and other professors for their support. She also expressed appreciation to Senator Holdiness, EOPS, Chaffey College, and the other scholarship recipients.

Urgent Item: Discussion of the Hiring Committee for the Dean of Institutional Effectiveness

The hiring committee for the Dean of Institutional Effectiveness includes Angela Burk-Herrick, Neil Watkins, Angela Cardinale, Melissa Sakoonphong, and Selena Pineda.

Dean Rob Rundquist is currently serving as the Interim Dean of Institutional Effectiveness and Instructional Support. Instructional Support will be moved to KNA and will be overseen by Dean Michael McClellan.

Senators expressed disappointment with the Administration for the lack of communication to the impacted groups.

President DeRose shared the College's plan for structure reorganization. President DeRose also shared the plans to hire the following positions:

Dean of Health Sciences
Dean of Institutional Effectiveness
Dean of VPA
EOPS Director
Dean of Counseling
Director of DPS
Director of Marketing & Communications
Director of M&O
Executive Director, IT
Director of DEI

Due to time constraints, the meeting ended and all other business items may be moved to the next meeting scheduled for Tuesday, May 18.

7.2 New and Returning Senators

New Senators

Bruce Osburn, Business & Applied Technology
William O'Neil, Business & Applied Technology *Alt.*
Tara Johnson, Chino/Fontana
Jordan Hung, Health Sciences *Alt.*
Elaine Martinez, KNA
Elizabeth Cannis, Mathematics & Science
Pak Tang, Social & Behavioral Sciences
Michele Martinez, Student Services
Myra Andrade, Student Services *Alt.*
John Glass, Adjunct Senator-at-Large
Patty Peoples, Adjunct Senator-at-Large *Alt.*

Returning Senators

Manar Hijaz, Chino/Fontana *Alt.*
Jayne Clark-Frize, Health Sciences
Mary Jane Ross, Instr. Sppt. (Sec./Tres.)
Shelley Marcus, Instructional Support *Alt.*
Steve Shelton, Language Arts
Diana Cosand, Mathematics & Science *Alt.*
Patrick Aranda, Visual & Performing Arts
Sarah Cotton, Senator-at-Large (VP)
Neil Watkins, President
Angela Burk-Herrick, Curriculum Chair

7.3 Outgoing Senators

Karin Nelson, Business & Applied Technology
David Karp, Business & Applied Technology *Alt.*
Robert “Ian” Jones, Chino/Fontana *Alt.*
Angela Sadowski, Social & Behavioral Sciences
Jean Oh, Student Services
Donna Colondres, Student Services *Alt.*
Stan Hunter, Visual & Performing Arts
Gail Keith-Gibson, Adjunct Senator-at-Large
Stephen Villasenor, Adjunct *Alt.* Senator
Nicole DeRose, Acting President

8. REPORTS

8.1 President

8.2 Vice President/President-Elect

8.3 Secretary/Treasurer - Budget Report

8.4 Curriculum

8.5 Classified Senate Liaison, Hope Ell

8.6 Portal Vendor Selection Update, Senators Kocher, Shelton, Curriculum Chair Burk-Herrick, and President DeRose.

9. UNFINISHED BUSINESS - None.

10. NEW BUSINESS

10.1 Action Item: Sabbatical Handbook - Seeking approval to add the flow diagram and the sabbatical checklist.

11. ANNOUNCEMENTS

11.1.1 Empowering Students Online Leadership & Career Conference, Saturday, May 15, 2021, 10:00 - 2:00 PM, Zoom meeting ID: 977 7413 6597, for more information contact Professor Jackie Boboye at jackie.boboye@chaffey.edu or Club President, Jennifer Flores at jflores7401@panther.chaffey.edu or Club Vice-President, Alonso Lopez at alopez3531@panther.chaffey.edu

12. FLOOR ITEMS

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

The next Faculty Senate meeting is scheduled for Tuesday, May 18, 2021.

Lissa A. Napoli, Recording Secretary

Mark Gutierrez, Secretary - Treasurer

Portal Vendor Selection Update May 11, 2021

The process:

- A list of desirables was developed by workgroup members
- A scoring guide was made and used for each demonstration
- Portal vendors were selected to give demonstrations, which were recorded, and available for those that could not attend
- The workgroup consisted of faculty (Rose Ann Osmanian, Melissa Sakoonphong, Steve Shelton, Tracy Kocher, Angela Burk-Herrick, and Nikki DeRose), classified, and managers. Members used the scoring guide for each vendor.
- The Student Design Team also reviewed the same demonstrations and used the scoring guide for each vendor.
- A selection was made based on the #1 ranking among the workgroup and the Student Design Team.
-

Portal Rankings

	WGM Scores		SDT Scores		COMBINED Scores
1 ST	Campus App 45.2	1 ST	Campus App 45.6	1 ST	Campus App 45.4
	Ex Libris CampusM 45.2		Ready Ed. 45.3		Ex Libris CampusM 45.0
3 rd	Unifyed Student Engage 41.6	3 rd	Ex Libris CampusM 44.9	3 rd	Unifyed Student Engage 42.8
4 th	Ellucian Experience 42.3	4 th	Unifyed Student Engage 43.9	4 th	Ready Ed. 42.4
5 th	Ready Ed. 39.6	5 th	Ellucian Experience 39.2	5 th	Ellucian Experience 40.8

Presently:

- The #1 ranked vendor is being explored based on pricing and satisfaction from other colleges.

SABBATICAL PROCESSES

Proposal

Applicant's Proposal Responsibilities Include:

Attend Sabbatical Orientation (recommended),
Write a Proposal,
Submit Proposal to Human Resources, Work
with Academic Senate Review Subcommittee*

Proposal Step 1.
Applicant Submits Proposal to Human Resources by
10/1

Proposal Step 2.
Human Resources Submits Proposal to First Level
Manager for Review

Proposal Step 3
Applicant Submits Proposal to Academic Senate
Office by 11/1

*Proposal Step 4.
Academic Senate Subcommittee Review and
Recommendation to Academic Senate

Report

Applicant's Report Responsibilities Include:

Write the Report,
Submit Report to Academic Senate Office, Work
with Academic Senate Review Subcommittee
Present to Governing Board

Report Step 1.
Sabbatical Returnee Submits Report to the
Academic Senate Office no later than the
Friday of the 4th Week of Instruction

*Report Step 2.
Academic Senate Subcommittee Review
and Recommendation to Academic Senate

Is the Subcommittee recommendation to Academic Senate:

ACCEPTABLE?



Continue to Next Step

ACCEPTABLE WITH
CLARIFICATION?



The sub-committee will work
with the applicant to work
toward an acceptable
proposal*

UNACCEPTABLE?



Proposal Step 5.
Academic Senate Office Submits Proposal to
CIO Office by 1/15

Proposal Step 6.
CIO Presents Proposal to Governing Board at
March Meeting

Report Step 3.
Academic Senate Office Submits Report to
CIO Office no later than Friday of the 8th
Week of Instruction

Report Step 4.
Sabbatical Returnee Presents to the
Governing Board

*The Academic Senate sub-committees review the proposals and reports to make a recommendation to Academic Senate. If the sub-committee does not recommend approval, **the process stops**.

SABBATICAL PROCESS CHECKLIST

Your name: _____

Sabbatical Checklist (for your use only to keep track of events, timelines, due dates, etc.)

A. THE PROPOSAL

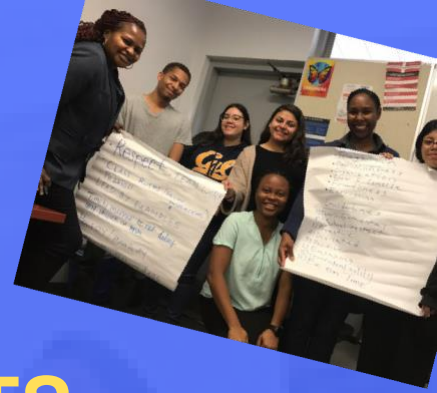
1. Attend a sabbatical orientation session (recommended)
 - a. Contact the Academic Senate office/Lissa Napoli for orientation dates
2. Contact your FLM and department to:
 - a. Inform of your plan to apply for a sabbatical. Include leave dates and duration.
 - b. Work with your FLM to evaluate potential impact on the Educational Program **prior to** writing/submitting your sabbatical proposal
3. Review prior proposals (optional)
 - a. **Under development** – not yet available for online review.
 - b. Contact Lissa Napoli for assistance to see prior proposals
4. Follow the sabbatical proposal and review process flow diagram for application submission due dates and review process and timeline
 - a. Work with the Academic Senate sabbatical proposal subcommittee assigned to review your proposal
5. Getting ready to go on Sabbatical
 - a. Meet with CCFA and Academic Senate (a joint meeting) to discuss next steps, including:
 1. Bond acquisition
 2. Revising the sabbatical request/objectives/activities (if applicable)
 - b. Seek a support network: colleagues that have taken sabbatical previously and know who your Academic Senate contact person is (see B2)

B. DURING THE SABBATICAL

1. Keep track of your progress
 - a. Document activities
 - b. Take notes
2. Seek support (if necessary) from colleagues that have previously taken sabbatical (see A5b)
3. Have your sabbatical plans or objectives changed (due to unforeseen circumstances, new opportunities, etc.)?
 - a. No – keep going!!!
 - b. Yes – contact Academic Senate to submit a sabbatical proposal modification for Faculty Senate review and approval. Wait for Faculty Senate to contact you with questions or the ok to integrate the changes.

C. THE REPORT

1. Upon return, write the report. Submit to Academic Senate office no later than Friday of the 4th week of instruction
 - a. Work with the Academic Senate sabbatical proposal subcommittee assigned to review your report
2. Present to the Governing Board (usually in November)
 - a. Presentation will be short, approximately 5 to 10 minutes
 - b. Returnees will be notified in advance of the Governing Board meeting date/time as well as guidance to prepare for the presentation



EMPOWERING STUDENTS

ONLINE LEADERSHIP & CAREER CONFERENCE

HIGHLIGHTS ON CAREERS, LEADERSHIP, AND MENTORING HOSTED BY MULTICULTURAL CLUB

JOIN US FOR A END OF THE SEMESTER **CELEBRATION** AS WE
TALK ABOUT POTENTIAL CAREER PATHS AND LEADERSHIP SKILLS/EXPERIENCES
PARTICIPATE AND **WIN PRIZES**
AS YOU LEARN ABOUT CAREER PATHS YOU MIGHT WANT TO TAKE



DATE: SATURDAY, MAY 15, 2021
TIME: 10:00 AM TO 2:00 PM
ZOOM MEETING ID: 977 7413 6597

FOR MORE INFORMATION
CONTACT **PROFESSOR JACKIE BOBOYE** AT JACKIE.BOBOYE@CHAFFEY.EDU
CLUB PRESIDENT **JENNIFER FLORES** AT JFLORES7401@PANTHER.CHAFFEY.EDU
CLUB VICE-PRESIDENT **ALONSO LOPEZ** AT ALOPEZ3531@PANTHER.CHAFFEY.EDU



Senators		Present	Motion to modify agenda to add hiring comm.	Approval of modified Agenda 5.11.21	Approval of 5.4..21 Minutes	Approval of Consent Agenda 5.11.21	
Representation	Name						
<i>Alternate Senators Italicized</i>							
President	Nicole DeRose	Y					
Vice President/President Elect	Neil Watkins	Y	Y	Y	Y	Y	
Secretary/Treasurer	Mark Gutierrez	Y	Y	Y	Y	N	
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	
Business & Applied Technology	Tracy Kocher	Y	Y	Y	Y	Y	
Business & Applied Technology	Karin Nelson	Y	Y	Y	Y	Y	
<i>*Business & Applied Technology Alternate</i>	<i>David Karp</i>	Y					
Chino/Fontana	Daniel Bentum	Y	Y	Y	Y	Y	
Chino/Fontana	Manar Hijaz	Y	Y	Y	Y	Y	
<i>*Chino/Fontana Alternate</i>	<i>Robert "Ian" Jones</i>						
Health Sciences	Jayne Clark						
Health Sciences	Lisa Doget						
<i>*Health Sciences Alternate</i>	<i>Shelley Eckvahl</i>	Y	Y	Y	Y	Y	
Instructional Support	Christina Holdiness	Y	Y	Y	Y	A	
Instructional Support	Mary Jane Ross	Y	Y	Y	Y	N	
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y					
Kinesiology, Nutrition, & Athletics	Jeff Harlow	Y	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	Y	
Language Arts	Steve Shelton	Y	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	Y	
Social & Behavioral Sciences	Angela Sadowski	Y	Y	Y	Y	N	
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>	Y					
Student Services	Jackie Boboye	Y	Y	Y	Y	A	
Student Services	Jean Oh						
<i>* Student Services Alternate</i>	<i>Donna Colondres</i>						
Visual and Performing Arts	Vacant						
Visual and Performing Arts	Patrick Aranda	Y	Y	Y	A	Y	
<i>*Visual and Performing Arts Alternate</i>	<i>Sian Hunter</i>	Y	Y	Y	A	Y	
Senator-At-Large	Sarah Cotton	Y	Y	Y	Y	A	
Senator-At-Large	Tamari Jenkins	Y	Y	Y	Y	A	
Senator-At-Large	Robin Witt	Y	Y	Y	Y	Y	
Adjunct Senator-at-Large	Luke Gunderson	Y	Y	Y	Y	N	
Adjunct Senator-at-Large	Gail Keith-Gibson	Y	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		28	23	23	21	15	0
Total No Votes			0	0	0	4	0
Total Abstentions			0	0	2	4	0

- = 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 8.25.20 meetin

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

44 Present at this meeting = 28 members, 16 visitors

5.11.21 Faculty Senate Meeting

