

## ACADEMIC SENATE AGENDA

MAY 7, 2024

RANCHO CAMPUS, FACULTY SUCCESS CENTER, ATL-110

CHINO CAMPUS, CONFERENCE ROOM, CHMB 102

FONTANA CAMPUS, CONFERENCE ROOM, FNAC 119

Nicole DeRose	President	2023-2025
Elizabeth "Liz" Encarnacion	Vice President	2023-2024
Robin Witt	Secretary/Treasurer	2023-2024
Angela Burk – Herrick	Curriculum Chair	2023-2025
Jonathan Polidano	Business & Applied Technology	2023-2025
Jay Scott	Business & Applied Technology	2022-2024
Robert Nazar	Chino Campus	2023-2025
Jinny Lee	Chino Campus	2022-2024
Anthony Guaracha	Fontana Campus	2023-2025
Vacant	Fontana Campus	2022-2024
Omar Estrada	Health Sciences	2023-2025
Terzah DePonte	Health Sciences	2022-2024
Tara Johnson	HFIC	2023-2025
Vacant	HFIC	2023-2025
Christina Holdiness	Instructional Support	2023-2025
Terezita Reyes Overduin	Instructional Support	2022-2024
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024
Phatana Ith	Language Arts	2023-2025
Elizabeth "Liz" Encarnacion	Language Arts	2022-2024
Robin Witt	Mathematics & Science	2023-2025
Mark Gutierrez	Mathematics & Science	2022-2024
Patricia Gomez	Social & Behavioral Sciences	2023-2025
Vacant	Social & Behavioral Sciences	2022-2024
Michelle Martinez	Student Services	2023-2025
Jackie Boboye	Student Services	2022-2024
Leta Ming	Visual & Performing Arts	2023-2025
Sheila Malone	Visual & Performing Arts	2022-2024
Tamari Jenkins	Senator-At-Large	2023-2026
Jackson Tropp	Senator-At-Large	2022-2025
Sarah Chamberlain	Senator-At-Large	2021-2024
Tina Kuo	Adjunct Senator-At-Large	2023-2025
Shelly R. Jackson	Adjunct Senator-At-Large	2022-2024
<b>Alternates</b>		
Vacant	Business & Applied Technology	2023-2025
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Fabiola Espitia	Student Services	2023-2025
Susanna Galvez	Student Services	2022-2024
Vacant	Visual & Performing Arts	2023-2025
Vacant	Adjunct Alternate Senator	2023-2025
Sarah Schmidt	Classified Senate Liaison	2023-2025
Ryan Thomas	Chaffey College Student Government	2023-2024

**Guests:**

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.)

**4. ADOPTION OF AGENDA**

- May 7, 2024

**5. CONSENT AGENDA**

**5.1** April 30, 2024 Meeting Minutes. See attachment titled, "Academic Senate Minutes DRAFT"

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

**5.2.1** Digital Media Lab Specialist, .475 (10-month)

Cabrina Alviar

**5.2.2** Library Clerk II, .475 (Chino)

Terezita Overduin

**5.2.3** Program Assistant, ACD, .475

Robert Ian Jones

**5.2.4** AAII, Business Services

Erik Kolb

**5.2.5** Dean, PCS

Angela Sadowski (Psychology)

Jessica Moronez (Sociology/Social Justice)

Luis Fernandez (History)

5.3 David Rentz - Revised Sabbatical Proposal for Approval- see attachment titled "David Rentz Revised Sabbatical Proposal 5.7.2024"

## 6. GUEST(S)/PRESENTATION(S)

- Presentation: Scholarship Recipients
- Presentation: Outgoing Senators
- Presentation: New/Renewing Senators

## 7. REPORT

7.1 President

7.2 Vice President

7.3 Secretary/Treasurer

7.4 Curriculum

7.5 Classified Senate Liaison, **President**, Sarah Schmidt

7.6 CCSG Liaison, **Director of Finance**, Ryan Thomas

8. **UNFINISHED BUSINESS** \*10 minutes max- None.

9. **NEW BUSINESS** \*10 minutes max per item - None.

10. **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.)

## 11. ANNOUNCEMENTS

11.1 Chaffey College Academic Senate

11.2 Academic Senate for California Community Colleges (ASCCC) Information

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

12. **ADJOURNMENT (1:50 P.M.)**

**Academic Senate will convene on Tuesday, August 13, 2024**

revised

David Rentz  
Music/ACD  
Spring 2025 Sabbatical Leave Request

### Purpose

The purpose of my sabbatical leave is to achieve professional growth as both an advisor/mentor for current Chaffey music students and as a composer of choral music.

Through my time spent embedded in regional choral/vocal music and music education programs, attendance at one or more music education conferences, and subsequent development of a comprehensive guide to local/regional transfer options for Chaffey music students, I expect to increase my effectiveness as an advisor/mentor to students intending to pursue careers in the field.

I am an experienced composer, with over 15 works performed by ensembles across the United States (including one by the Chaffey Chamber Choir at last year's Report to the Community)! But it has been a very long time since I've been able to devote extended, focused time to composing, and I expect that doing so during my sabbatical will help me strengthen and deepen my craft.

### Objectives and Activities

The objectives of my proposed sabbatical activities are to help me grow professionally and to enhance and strengthen my educational program (music). My integrated activities and objectives are:

- 1a. Become more familiar with Southern California four-year (bachelors-granting) choral/vocal music and music education programs, the institutions that house them, and the faculty who run them by spending day-long residencies with several of them (e.g. CSUF, CSULB, University of Redlands, and comparable institutions), meeting with faculty and staff, attending rehearsals, etc. These would be organized directly by me – I would contact and arrange to spend a day “in residence” with each program, attending rehearsals, classes, and lessons, and speaking to instructors and students.
- 1b. Attend at least one state and/or national choral music education conference, e.g. California All-State Music Education Conference (15-18 Jan 2025; Sacramento) and/or American Choral Directors Association National Conference (18-22 March 2025; Dallas, TX), learning about new trends in instruction, technology, and DEIA, as well as staying current in professional pathways and practices relevant to Chaffey students.
- 1c. Organize my newly-acquired knowledge in an easily-accessed and -updated format that can be shared with current and future Chaffey students (likely a multi-section cloud-based document). As an instructor who teaches the only section of a class that all Music AA-T degree-seekers are required to take (Music 58), I will provide all of the music majors in the class access to the cloud-based document and offer them advising based on the information they review.
- 1d. Longer term (post-sabbatical) objective: to use both the knowledge and document above to advise and mentor Chaffey music students more effectively.
- 1e. Measurable outcome: Meet with every transfer applicant in vocal music (usually 8-12 per academic year) and advise them, using this tool as a reference.
- 2a. To compose a set of at least three choral works setting texts by Chaffey instructors, staff, and/or students, of a difficulty level appropriate to the Chaffey Chamber Choir by soliciting

Previously  
1b

Previously  
1c

revised

such texts from colleagues and students and then setting them to music and engraving (i.e. notating) them.

Previously  
2b;  
split

- 2b. Longer term (post-sabbatical) objective: to increase my visibility as a composer and give the students the opportunity to see the development of new work in action.
- 2c. Measurable outcome: Perform and record the pieces with the Chamber Choir.

#### Benefits to Students:

Ongoing access to more detailed and comprehensive transfer options in my educational program, as well as to an advisor/mentor with a deeper base of knowledge.

#### Benefits to District:

Increased completion and transfer results for students in my educational program; “internal” access to an “external” expert in regional programs; potential positive exposure with performances of collaborative “in-house” musical works.

#### Benefits to Me as an Educational Professional:

Increased efficacy as an advisor/mentor to students in my educational program; increased artistic range and ability as a composer.

Statement of support from Prof. Garrett Kenehan attached.

Original

David Rentz  
Music/ACD  
Spring 2025 Sabbatical Leave Request

#### Purpose

The purpose of my sabbatical leave is to achieve professional growth as both an advisor/mentor for current Chaffey music students and as a composer of choral music.

Through my time spent embedded in regional choral/vocal music and music education programs and subsequent development of a comprehensive guide to local/regional transfer options for Chaffey music students, I expect to increase my effectiveness as an advisor/mentor to students intending to pursue careers in the field.

I am an experienced composer, with over 15 works performed by ensembles across the United States (including one by the Chaffey Chamber Choir at last year's Report to the Community)! But it has been a very long time since I've been able to devote extended, focused time to composing, and I expect that doing so during my sabbatical will help me strengthen and deepen my craft.

#### Objectives and Activities

The objectives of my proposed sabbatical activities are to help me grow professionally and to enhance and strengthen my educational program (music). My integrated activities and objectives are:

- 1a. Become more familiar with Southern California four-year (bachelors-granting) choral/vocal music and music education programs, the institutions that house them, and the faculty who run them by spending day-long residencies with several of them (e.g. CSUF, CSULB, University of Redlands, and comparable institutions), meeting with faculty and staff, attending rehearsals, etc.
- 1b. To then organize my newly-acquired knowledge in an easily-accessed and -updated format that can be shared with current and future Chaffey students (likely a multi-section cloud-based document).
- 1c. Longer term (post-sabbatical): to use both the knowledge and document above to advise and mentor Chaffey music students more effectively.
- 2a. To compose a set of at least three choral works setting texts by Chaffey instructors, staff, and/or students, of a difficulty level appropriate to the Chaffey Chamber Choir by soliciting such texts from colleagues and students and then setting them to music and engraving (i.e. notating) them.
- 2b. Longer-term (post-sabbatical): Perform and record the pieces with the Chamber Choir, increasing my visibility as a composer and giving the students the opportunity to see the development of new work in action.

#### Benefits to Students:

- Ongoing access to more detailed and comprehensive transfer options in my educational program, as well as to an advisor/mentor with a deeper base of knowledge.

original

Benefits to District:

- Increased completion and transfer results for students in my educational program; “internal” access to an “external” expert in regional programs; potential positive exposure with performances of collaborative “in-house” musical works.

Benefits to Me as an Educational Professional

- Increased efficacy as an advisor/mentor to students in my educational program; increased artistic range and ability as a composer.

Statement of support from Prof. Garrett Kenehan attached.

## ACADEMIC SENATE MINUTES APRIL 30, 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	A
Jonathan Polidano	Business & Applied Technology	2023-2025	A
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	A
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	P
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	A
Leta Ming	Visual & Performing Arts	2023-2025	P
Sheila Malone	Visual & Performing Arts	2022-2024	A
Tamari Jenkins	Senator-At-Large	2023-2026	A
Jackson Tropp	Senator-At-Large	2022-2025	P
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
<b>Alternates</b>			
Vacant	Business & Applied Technology	2023-2025	
Manar Hijaz	Chino Campus	2023-2025	A
Greg Creel	Fontana Campus	2023-2025	A
Lisa Doget	Health Sciences	2023-2025	A
Vacant	HFIC	2022-2024	
Shelley Marcus	Instructional Support	2023-2025	P
Robert Hadaway	Kinesiology, Nutrition, & Athletics	2023-2025	A
Leona Fisher	Language Arts	2022-2024	P
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	A
Ryan Thomas	Chaffey College Student Liaison	2023-2024	P



**Guests:**

Fernando Melgar, Journalism Student, Chaffey College  
Lissa Napoli, Administrative Assistant, Academic Senate

**1. P.E. (12:30 P.M.)**

**2. CALL TO ORDER (12:52 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**

- April 30, 2024
- **Motion for Approval** - Vice President Encarnacion moved to adopt the agenda for 4.30.24. Senator Ming seconded the motion. The motion was approved. 4.30.24, 21Y/0N/0A.

**5. CONSENT AGENDA**

**5.1 Foundation Account:**

- 5.1.1 Approval of funds not to exceed \$400 for faculty incentives for the 2024-2025 academic year.
- 5.1.2 Approval of funds not to exceed \$200.00 to open a purchase order with Sparkletts water for the 2024-2025 academic year
- 5.1.3 Approval of funds not to exceed \$400.00 to open a purchase order with Picazo's Flower Designs for the 2024-2025 academic year
- 5.1.4 Approval of funds not to exceed \$200.00 to open a purchase order with Fast Signs for the 2024-2025 academic year (Perpetual plaques for Academic Senate Presidents and Faculty Lecture of the Year)
- 5.1.5 Approval of funds not to exceed \$600.00 to open a purchase order with Champion Awards & Specialties for the 2024-2025 academic year (Meritorious and Faculty Lecture of the Year plaques)
- 5.1.6 Approval of funds for miscellaneous food and supplies for the Senate Retreat (Convocation)
- 5.1.7 Approval of funds for miscellaneous food and supplies for the New Hire Welcome Reception
- 5.1.8 Approval of funds for miscellaneous food and supplies for the Faculty Senate/Curriculum/Holiday Celebration

5.2 April 23, 2024 Meeting Minutes. See attachment titled, “Academic Senate Minutes DRAFT”

5.3 **Faculty representatives that have been requested to serve on these selection/hiring committees:**  
see "[AP 7120 Committee Compositions](#)"

5.3.1 Director, Purchasing Services

Marlene Soto, Radiologic Technology, HS

5.3.2 Senior Accounting Technician

Naomi McCool, Sociology, PCS

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

5.4.1 Health and Safety Committee

Jianmei Wang, Chemistry, STEM

Lauren Lopez, ADN, HS

5.4.2 FSC Advisory Board

Jianmei Wang, Chemistry, STEM

5.4.3 Career Education Advisory Committee

Sarah Davila, Public Health, HS

- **Motion for Approval** - Vice President Encarnacion moved to approve the Consent Agenda for 4.30.24. Senator Ming seconded the motion. The motion was approved. 4.30.24, 21Y/0N/0A.

## 6. REPORT

6.1 **President** - see attachment titled “Academic Senate President Report for April 30, 2024”

6.2 **Vice President** - no report

6.3 **Secretary/Treasurer** - see attachment titled “Technology Needs”

6.4 **Curriculum** - no report

6.5 **Classified Senate Liaison, President**, Sarah Schmidt - no report

6.6 **CCSG Liaison, Director of Finance**, Ryan Thomas

- Voter Party for students in the Rancho campus quad on Monday, May 6, 12:30-2pm. There will be a food truck and Kona Ice! Encourage your students to register to vote.

7. **GUEST(S)/PRESENTATION(S)\*15 minutes max** - Senator Polidano will present the CEAC Committee Report and Discussion about the Equivalency Process ([AP 7211](#)) at Chaffey. See attachment titled "Career Education Advisory Committee (CEAC) Update and AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies"

- Senators are asked to read through these materials. We will re-visit in the Fall.
- The Career Education Advisory Committee (CEAC) is looking for more faculty to join.
- Senators expressed concern that the faculty equivalency process is not well advertised.

## 8. UNFINISHED BUSINESS \*10 minutes max

**8.1 Discussion/Action Item:** Meritorious Service Award nominations and recipient selection. See each attachment for nominations titled “Donna Colondres, John Machado, Eva Rose and Sherm Taylor.”

- Each of these super stars contributed to our community in different ways. We are excited to honor them on November 12, 2024.
- **Motion for Approval** - Senator Johnson moved to Approve Meritorious Service Award nominations and recipient selection. Senator Chamberlain seconded the motion. The motion was approved. 4.30.24, 21Y/0N/0A.

**8.2 Discussion Item/Possible Action Item:** Draft Diversity, Equity, Inclusion, Anti-Racism and Accessibility (DEIAA) definitions for endorsement. See attachment titled, “DRAFT: Academic Senate endorsed DEIAA definitions, for review April 23, 2024.”

- Accessibility section edits:
  - Replace “effectiveness“ with “equally effective”
  - Change “person” to “person’s”
  - Spell out “ICT” which stands for “Information and Communication Technology”
- **Motion for Approval** - Vice President Encarnacion moved to endorse Draft DEIAA with the suggested edits. Senator Holdiness seconded the motion. The motion was approved. 4.30.24, 21Y/0N/0A.

**8.3 Sabbatical Resource Workgroup Update** - Sabbatical Handbook Revisions. See attachment titled, SABBATICAL LEAVES: PROCEDURES AND DOCUMENTATION, Revised Spring 2024.

- The sabbatical resources will be housed in the Academic Senate Canvas shell.
- **Motion for Approval** - Vice President Encarnacion moved to approve Sabbatical Handbook Revisions. Senator Henry seconded the motion. The motion was approved. 4.30.24, 19Y/0N/0A.

## 9. NEW BUSINESS \*10 minutes max per item

**9.2 Information Item:** CBA 18.3.5 Petition for Increased Load for Lab, Studio, or Activity (Lab-Based) Courses - Description and selection of the future standing Load Petition Committee. See attachment titled "18.3.5 Petition for Increased Load for Lab, Studio, or Activity (Lab-Based) Courses."

- A call for faculty to serve on the Load Petition Committee will be sent this Fall 2024.

**10. 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.)

- On Faculty Lecture of the Year, April 16, 2024 the dean allowed the library to be open with no faculty present (faculty were attending the lecture and other flex workshops).
- Distance Education (DE) coaches will not be continued.

- Ethnic Studies Summit is Tuesday, May 7 in WH-142.
- Next Senate meeting will be in the Faculty Success Center (ATL-109). We will honor student scholarship recipients, welcome new senators, and say goodbye and thank you to outgoing senators.

## 11. ANNOUNCEMENTS

### 11.1 Chaffey College Academic Senate

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

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

## 12. ADJOURNMENT (1:50 P.M.)

**The Next Academic Senate is Scheduled for Tuesday, May 7, 2024**

**in the Faculty Success Center (ATL-110)**

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**Lissa A. Napoli, Recording Secretary**

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**Robin Witt, Treasurer / Secretary**