

**ACADEMIC SENATE MINUTES  
NOVEMBER 9, 2021**

Neil Watkins	President	2021-2023	P
Sarah Cotton	Vice President	2021-2022	P
Elizabeth “Liz” Encarnacion	Secretary/Treasurer	2021-2022	P
Angela Burk – Herrick	Curriculum Chair	2021-2023	P
Tracy Kocher	Business & Applied Technology	2020-2022	A
Bruce Osburn	Business & Applied Technology	2021-2023	P
Daniel Bentum	Chino/Fontana	2020-2022	P
Tara Johnson	Chino/Fontana	2021-2023	A
Lisa Doget	Health Sciences	2020-2022	P
Jayne Clark-Frize	Health Sciences	2021-2023	A
Christina Holdiness	Instructional Support	2020-2022	P
Mary Jane Ross	Instructional Support	2021-2023	A
Jeff Harlow	Kinesiology, Nutrition & Athletics	2020-2022	P
Elaine Martinez	Kinesiology, Nutrition & Athletics	2021-2023	P
Elizabeth “Liz” Encarnacion	Language Arts	2020-2022	P
Steve Shelton	Language Arts	2021-2023	P
Mark Gutierrez	Mathematics & Science	2020-2022	P
Elizabeth Cannis	Mathematics & Science	2021-2023	P
Dan Kern	Social & Behavioral Sciences	2020-2022	P
Pak Tang	Social & Behavioral Sciences	2021-2023	P
Jackie Boboye	Student Services	2020-2022	P
Michelle Martinez	Student Services	2021-2023	P
Erik Jacobson	Visual & Performing Arts	2021-2022	P
Patrick Aranda	Visual & Performing Arts	2021-2023	P
Robin Witt	Senator-At-Large	2019-2022	P
Tamari Jenkins	Senator-At-Large	2020-2023	A
Sarah Cotton	Senator-At-Large	2021-2024	P
Patty Peoples	Adjunct Senator-At-Large	2020-2022	P
John Glass	Adjunct Senator-At-Large	2021-2023	P
Alternates			
William 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
Candice Hines-Tinsley	Kinesiology, Nutrition, & Athletics	2021-2023	P
Leona Fisher	Language Arts	2020-2022	P
Diana Cosand	Mathematics & Science	2021-2023	P
Sergio Gomez	Social & Behavioral Sciences	2020-2022	A
Myra Andrade	Student Services	2021-2023	P
Leta Ming	Visual & Performing Arts	2021-2023	A
Vacant	Adjunct Alternate Senator	2021-2023	
Hope Ell	Classified Senate Liaison	2021-2023	P

**Guests:**

Angela Cardinale, Coordinator, DE

Sandra Collins, Biology, M&S

Nicole DeRose, (IPP) Faculty Senate, Accreditation Faculty Tri-Chair, Biology, M&S

Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness

Eric Houck, Executive Director, Information Technology

Lissa Napoli, Administrative Assistant, Academic Senate

Angela Ybarra, 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.)**

- Angela Ibarra asked questions regarding the mentorship program and hyflex program.
  - For the Mentorship handbook:
    - Is this going to be distributed to the students?
    - Will there be another mentorship for the faculty to staff ?
    - Will there be a staff gathering outside of Chaffey college to mentor students?
  - For the hyflex presentation:
    - Does the DE system change anything in the Canvas system this semester or is it an add on?

**4. APPROVAL OF AGENDA**

- November 9, 2021
- **Motion for Approval** - Senator Boboye moved to approve the 11.9.21 agenda. Senator Peoples seconded the motion. The motion was approved. 11.9.21, 22Y/0N/0A.

**5. APPROVAL OF MINUTES**

- November 2, 2021
- **Motion for Approval** - Senator Shelton moved to approve the 11.2.21 minutes with amendments. Senator Boboye seconded the motion. The motion was approved. 11.9.21, 18Y/0N/4A.

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

1. Administrator, Accounting, Nicole DeRose, Biology, M&S
- **Motion for Approval** - Senator Shelton moved to approve the 10.19.21 consent agenda. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 11.9.21, 22Y/0N/0A.

**7. REPORTS**

## 7.1 President

- As of 4 pm, Wednesday, Nov. 3 92% of FT faculty had submitted proof and 82% of PT faculty had submitted proof of vaccination status.
- Tuesday, November 16, 6 pm - 7:30 pm - “COVID, Vaccines, and the Black Community.” Register: <https://chaffey-edu.zoom.us/meeting/register/tJwlf-6gqjMiEtbqtI7xfcprJtr5EhxbND>
- Fall 2021 Meetings: Nov. 23 there is no senate meeting.
  - Dec. 7 = last meeting of semester
    - Troy Ament is going to present to us on Dec. 7 to explain the COVID protocols, etc.
  - Dec. 14 there is no senate meeting because of finals week
- Spring 2022 academic senate meeting plans are as follows: January will be online, with the first meeting during Week 1. February & early March will be a hybrid format with in-person and online options. After spring break, we will discuss meetings being more focused on in person, and will continue conversations and review of the Brown Act MOU for online attendance.
  - Assembly Bill 361 does not end until 2024, voting monthly to maintain online meeting options will continue while “State of Emergency” is under effect.

## 7.2 Vice President

- No Report

## 7.3 Secretary/Treasurer

- No Report

## 7.4 Curriculum

- No Report

## 7.5 Classified Senate Liaison, Hope Ell

- [See’s Candy Fundraiser](#) has begun! Click on the link to order.

## 7.6 Committees

- 8. GUEST(S)/PRESENTATION(S)** - Coordinator, Distance Education, Angela Cardinale will provide a DE update and discuss Hyflex,
- Hyflex Instruction - Any aspect of a course that can be done “in-person” can also be done through distance learning. The modality of “Hyflex” can vary depending on the college’s recommendations.
    - IR is going to assess student and faculty needs, forming classroom policies, technology needs, and models at other colleges.
    - There is a commitment to having a TA in the hyflex courses to help assist students.
  - Senator Holdiness asked about involvement in the Hyflex meetings, which are held on Tuesday mornings at 10 am.
  - Senator Encarnacion asked if faculty would be able to “opt-in” to teaching the hyflex modality or if faculty would be given the classes, alongside “Hyflex training” prior to teaching in this modality. Angela Cardinale and Laura Hope emphasized that the current process is a trial phase to see what aspects must be negotiated in future contracts and specific needs of departments. There would be training and recommendation aspects prior to executing this modality on a large scale.

- Senator Cotton and Senator Collins asked if there would be curriculum approval for the additional modality, and certain elements within lab courses that might cause problems within the curriculum. Angela Cardinale stated that yes and that departments would need to take ownership to build further recommendations.
- President Watkins asked questions regarding the technicalities in terms of the video cameras that were recently added to classrooms and how students would choose the modalities they are interacting through.
- Senator Cotton asked about the camera and microphone needs for courses that use a lot of movement around the room. Angela Cardinale stated that this was a consideration that the group was working through in the pilot program for spring 2022.

## 9. UNFINISHED BUSINESS

**9.1 Action Item:** Sabbatical Leave Applications/Subcommittee: Readers are required to immediately contact the writer, coordinate discussion amongst themselves, and bring recommendations, concerns, etc. to Academic Senate NO LATER than Due by Tuesday, November 30. The final draft of the reports are prepared for the Office of Instruction by Friday, December 7.

- **Michelle Dowd**, English, LA - Spring 2023: Senators Fisher, Kern, and Ming
- **Melissa DiLorenzo**, Psychology, SBS - Fall 2022 - Spring 2023: Vice President Cotton, Senators Boboye and Tang
- Both review subcommittees stated that they will be prepared with recommendations at the next Senate meeting.

## 10. NEW BUSINESS

**10.1 Action Item:** Renewing online meeting format / [AB 361](#) till December 7 - the last meeting of the semester

- It is President Watkins' understanding that the Chaffey Academic Senate can vote to approve the continuation of teleconference meetings. This extends an emergency provision to continue until next year.
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved that Academic Senate and all standing subcommittees to continue teleconference meetings for the next 30 days in accordance to AB 361. Senator Holdiness seconded the motion. The motion was approved. 11.9.21, 23Y,0N,0A.

**10.2 Action Item:** Calendar of religious holidays and observances

- President Watkins spoke with Laura Hope and recommended that the Calendar Committee work in collaboration with the Equity Council.
  - This calendar would . . . List the many holidays and religious observances that reflect the diversity of our campus community. Foster a greater sense of belonging for students and employees from diverse religious and cultural backgrounds. Encourage faculty to make allowances or adjustments as needed if students miss a class or need an extension because of a holiday. Allow faculty to plan field trips or other significant activities so that they do

not coincide with these holidays. And increase awareness among colleagues of each other's holidays and observances.

- Other campuses that have similar calendars:
  - <https://www.csub.edu/equity-inclusion-compliance/religious-holiday-calendar>
  - <https://www.scu.edu/diversity/events/guide-to-religious-holidays/>
  - [https://newscenter.sdsu.edu/sdsu\\_newscenter/news\\_story.aspx?sid=77338](https://newscenter.sdsu.edu/sdsu_newscenter/news_story.aspx?sid=77338)
  - <https://students.ucsd.edu/sponsor/ethics-spirit/holidays.html>
- **Motion for Approval** - Senator Encarnacion motioned to form a workgroup to explore options and opportunities regarding the creation and execution of a culturally and religiously inclusive calendar separate from the academic calendar. Senator Kern seconded the motion. The motion was approved. 11.9.21, 22Y/0N/0A.
  - Senator Obsurn recommended not using the word “holiday” which has a specific definition as per the contract.
  - Senator Cotton expressed that the use of the word “holiday” is important in terms of understanding the cultural and religious impact on the individuals that celebrate them.
  - Senator Kern asked a question in regards to what cultural or religious holidays will be put on the calendar and what will happen if students come forward stating that their religious or cultural observances are not listed on said calendar.
  - Curriculum Chair Burk-Herrick emphasized that the work of all committees should include elements of DEI advancement, and therefore the calendar committee might need to expand their purview under the advice of PEC.
  - Senator Hijaz emphasized the importance of showcasing these cultural and religious holidays as equal and not separate to other calendar holidays.
  - Senator Osburn stated that Article 17 in the contract references the purview of the calendar committee to consider in developing the DEI calendar.
  - Workgroup Members: Manar Hijaz, Sarah Cotton, Lisa Doget, Erik Jacobson, Nicole DeRose

## 11. ANNOUNCEMENTS

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

- 11.1.1 [2021 Mentorship Handbook](#):** ASCCC recognizes that mentorship is a key component to the success of new faculty, both for those employed full-time or part-time, as well as for those seeking employment opportunities in the California community colleges. In response to two resolutions from Spring 2016: Resolution Number 01.01 and Fall 2020: Resolution Number 01.02, this handbook was developed by the ASCCC Part-time Committee in 2021 to provide a

written guide and repository of resources for the development of mentorship programs at California community colleges. While this handbook was initially developed in response to the aforementioned resolutions to provide mentor resources for part-time faculty, it became clear that these materials and practices could be used more broadly for all faculty seeking equity-minded professional growth and empowerment. The intent of this handbook is to provide tools and model practices for all faculty and local and district leaders in the creation of mentor programs as well as support to mentor and mentees in community college mentorship programs.

**11.1.2. [November 2021 Senate Rostrum](#)** is now available! Just click on the link. Articles include "What Is Hyflex, and Why Do I Keep Hearing About It?," "Getting to the Truth of It All: The Role and Impact of Critical Race Theory on Community Colleges," "She, They, He, Us: Transforming Campus Inclusivity Through the Use of Pronouns" and more! The November Rostrum articles are now available on the [ASCCC website](#). The Entire Publication can be viewed as a [PDF](#). Don't miss it!

**11.1.2 [CTE Coffee Hour](#)**, November 16, 2021, 11:00 am to noon, Noncredit to Credit - hosts Leticia Barajas and Stephanie Clark. At these gatherings, faculty will meet virtually to share ideas and successes, discuss issues and/or concerns. This professional learning gathering will be a conversation of discipline experts to help CTE faculty better serve CTE students. Join us!

[Register for Noncredit to Credit](#)

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

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

**The next Academic Senate meeting is scheduled for Tuesday, November 16, 2021.**

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**Lissa A. Napoli, Recording Secretary**

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**Elizabeth "Liz" Encarnacion, Secretary-Treasurer**

Senators		Present	Approval of Agenda 11.9.21	Approval of 11.2.21 Minutes	Approval of Consent Agenda 11.9.21	Approval of Michelle Dowd's Sabbatical Leave Request	Approval of Melissa DiLorenzo's Sabbatical Leave Request	Renewal of Online Mtng. Format/AB361 till Dec. 7	Approval of formation of a workgroup to explore Calendar of Religious Holidays/Obss
<i>Alternate Senators Italicized</i>									
<b>Representation</b>	<b>Name</b>								
President	Neil Watkins	y							
Vice President/President Elect	Sarah Cotton	y	y	y	y	not yet	not yet	y	y
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	y	y	y	y			y	y
Curriculum Chair	Angela Burk-Herrick	y	y	y	y			y	y
Business & Applied Technology	Tracy Kocher								
Business & Applied Technology	Bruce Osburn	y	y	a	y			y	y
<i>*Business &amp; Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>								
Chino/Fontana	Daniel Bentum	y	y	y	y			y	y
Chino/Fontana	Tara Johnson								
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>	y	y	a	y			y	y
Health Sciences	Lisa Doget	y	y	y	y			y	y
Health Sciences	Jayne Clark-Frize								
<i>*Health Sciences Alternate</i>	<i>Jordan Hung</i>								
Instructional Support	Christina Holdiness	y	y	y	y			y	y
Instructional Support	Mary Jane Ross								
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	y	y	y	y			y	y
Kinesiology, Nutrition, & Athletics	Jeff Harlow	y	y	y	y			y	y
Kinesiology, Nutrition, & Athletics	Elaine Martinez	y	y	y	y			y	y
<i>Kinesiology, Nutrition, &amp; Athletics Alternate</i>	<i>Candice Hines-Tinsley</i>	y							
Language Arts	Elizabeth "Liz" Encarnacion								
Language Arts	Steve Shelton	y	y	y	y			y	y
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	y							
Mathematics & Science	Mark Gutierrez	y	y	y	y			y	y
Mathematics & Science	Elizabeth Cannis	y	y	y	y			y	y
<i>Mathematics &amp; Science Alternate</i>	<i>Diana Cosand</i>	y							
Social & Behavioral Sciences	Dan Kern	y	y	y	y			y	y
Social & Behavioral Sciences	Pak Tang	y	y	y	y			y	y
<i>*Social &amp; Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>								
Student Services	Jackie Boboye	y	y	y	y			y	y
Student Services	Michelle Martinez	y	-	-	-				
<i>* Student Services Alternate</i>	<i>Myra Andrade</i>	y	y	y	y			y	y
Visual and Performing Arts	Erik Jacobson	y	y	y	y			y	y
Visual and Performing Arts	Patrick Aranda	y	y	a	y			y	-
<i>*Visual and Performing Arts Alternate</i>	<i>Leta Ming</i>								
Senator-At-Large	Robin Witt	y	y	y	y			y	y
Senator-At-Large	Tamari Jenkins								
Senator-At-Large	Sarah Cotton								
Adjunct Senator-at-Large	Patty Peoples	y	y	a	y			y	y
Adjunct Senator-at-Large	John Glass	y	-	-	-			y	y
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>								
Classified Senate Liaison	Hope Eil	y							
<b>RED indicates reported absence</b>	<b>PURPLE indicates reported tardy/leave early</b>								
<b>Total Yes Votes</b>		<b>28</b>	<b>22</b>	<b>18</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>22</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>Total Abstentions</b>			<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
- = Not available during meeting to vote									
<b>37 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 Faculty Senate									
18 members are needed for QUORUM									
Present at this meeting = members, visitors									
<b>11.9.21 Academic Senate Meeting</b>									