



**ACADEMIC SENATE AGENDA  
SEPTEMBER 3, 2024**

**RANCHO CAMPUS, CENTER FOR THE ARTS, ROOM, CAA 211**

**CHINO CAMPUS, CONFERENCE ROOM, CHMB 102**

**CHINO EDUCATIONAL BUILDING, ROOM 107C**

**FONTANA CAMPUS, CONFERENCE ROOM, FNAC 119**

Nicole DeRose	President	2023-2025
Elizabeth "Liz" Encarnacion	Vice-President/President-Elect	2024-2025
Robin Witt	Secretary/Treasurer	2024-2025
Angela Burk – Herrick	Curriculum Chair	2023-2025
Joseph Lee	Business & Applied Technology	2024-2026
Jonathan Polidano	Business & Applied Technology	2023-2025
Hannah Carter	Chino Campus	2024-2026
Robert Nazar	Chino Campus	2023-2025
Sean Connelly	Fontana Campus	2024-2026
Anthony Guaracha	Fontana Campus	2023-2025
Jayne Clark Frize	Health Sciences	2024-2026
Omar Estrada	Health Sciences	2023-2025
Tara Johnson	HFIC	2023-2025
Vacant	HFIC	2023-2025
Terezita Reyes Overduin	Instructional Support	2024-2026
Christina Holdiness	Instructional Support	2023-2025
Robert Hadaway	Kinesiology, Nutrition & Athletics	2024-2026
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025
Laura Santamaria Brady	Language Arts	2024-2026
Phatana Ith	Language Arts	2023-2025
Jinny Lee	Mathematics & Science	2024-2026
Robin Witt	Mathematics & Science	2023-2025
Justin Keller	Mathematics & Science	2024-2026
Louisa Villeneuve	Mathematics & Science	2024-2025
Vacant	Social & Behavioral Sciences	2024-2026
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Leta Ming	Visual & Performing Arts	2023-2025
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Tamari Jenkins	Senator-At-Large	2023-2026
Jackson Tropp	Senator-At-Large	2022-2025
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Tina Kuo	Adjunct Senator-At-Large	2023-2025
<b>Alternates</b>		
Jay Scott	Business & Applied Technology	2023-2025
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Fabiola Espitia	Student Services	2023-2025
Vacant	Visual & Performing Arts	2023-2025
Vacant	Adjunct Alternate Senator	2023-2025
Sarah Schmidt	Classified Senate Liaison	2023-2025
Anthony Soliman	Chaffey College Student Government	2024-2025

**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**

- September 3, 2024

**5. CONSENT AGENDA****5.1 Faculty representatives that have been requested to serve on these selection/hiring committees:****5.1.1 AAII, Admissions and Records**

Donald Essex, Counselor, Counseling

**5.2 Faculty representatives that can no longer serve on these campus committees:****5.2.1 Rising Scholar Advisory Committee**

Angela Burk-Herrick, Chair, Curriculum

**5.3 Election Ratification****5.3.1 M&S Alternate Senators**

Justin Keller, Biology, STEM

Louisa Villeneuve, Biology, STEM

**5.4 August 27, 2024 Meeting Minutes.** See attachment titled, "Academic Senate Minutes DRAFT"**6. REPORT(S)**

**6.1 President** - see page titled "Academic Senate President's Report Tuesday, September 3, 2024"

**6.2 President-Elect** - see page titled "ZTC OER Committee Budget Proposal Recommendation Form"

**6.3 Classified Senate Liaison**

## 6.4 Chaffey College Student Government Liaison

### 7. GUEST(S)/PRESENTATION(S) - None.

### 8. UNFINISHED BUSINESS *\*10 minutes max*

**8.1. Possible Action Item Continued:** Academic Senate response to the Convocation F2024 MacKenzie Scott gift, \$1 Million endowment to Academic Senate.

**8.2 Discussion/Possible Action Item:** Academic Senate steps to improve effective participation, governance, and collegial consultation of the Academic Senate. Formation and selection of senators to serve on an Academic Senate workgroup tasked with selecting and recommending a governance handbook. Preliminary completion/report date is 10/1/24. The date may be extended as needed.

Links to governance handbooks at other colleges:

- [Clovis College Governance Handbook](#)
- [Citrus College Governance Handbook](#)
- [Shared Governance booklet \(cerritos.edu\)](#)

Additional Resources:

- [Participating Effectively in District and College Governance](#) (ASCCC & CCLC, 1998)
- ASCCC's [Local Senates Handbook 2020 Revision](#)

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

**9.1. Action Item:** Selection of one (1) person to serve on the [Calendar Committee](#), term 2024-2026. See nominees and candidates statements on the page titled “Committee Nominees and Statements, Calendar Committee and Load Petition Committee”.

**9.2. Action Item:** Selection of four (4) people to serve on the [Load Petition Committee](#) (CBA, Article 18.3.5), term 2024-2026. See nominees and candidates statements on the page titled “Calendar Committee and Load Petition Committee Nominees”.

**9.3 Action Item:** Selection of a second Academic Senate Liaison to CCFA. The Liaison will attend CCFA meetings to answer questions that pertain to the Academic Senate and to report back relevant information from CCFA. Current Academic Senate Liaison to CCFA is Tina Kuo. The second position is to replace former Senator Jackie Boboye.

**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

**11.1.1** Save the Date! *Welcome Reception*, Tuesday, September 24, 12:30-2:00 PM, Faculty Success Center. Come celebrate and welcome the new faculty, staff, and managers. Light refreshments will be available.

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

**11.2.1** Save the Date! [ASCCC's annual Fall Plenary Session](#), November 7-9, 2024. This is a hybrid event taking place at the [Visalia Convention Center](#) 303 E Acequia Ave, Visalia, CA 93291. We hope that all local faculty leaders will plan to join us in Visalia!

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

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

**The next Academic Senate will be on Tuesday, September 10, 2024**

## Academic Senate President's Report Tuesday September 3, 2024

### QUESTIONS TO THE EXEC TEAM REGARDING THE CONVOCATION MACKENZIE SCOTT UPDATE

- What is the positional composition of the MacKenzie Scott advisory group? How will faculty be selected to serve on the advisory group? As with faculty appointments to college committees, Academic Senate would like to confirm that faculty to serve will be approved by the Academic Senate.
- What are the restrictions/limitations of the \$1M Academic Senate endowment planning and spending?

### AIG UPDATE

- AIG agenda items for 9/6 (from A.S.)
  - Follow up on the technology that removes students from the system when they graduate so they have to reapply or submit paperwork to be reinstated if they want to continue taking courses at Chaffey.
    - This was a prior agenda item at the 2/2/24 meeting. Screenshot of summary notes shown below. The second screenshot is from the 3/1/24 summary notes.

#### *(2) Curriculum Design, SCFF, & Applying for Graduation*

- The CC shared that a coordinator raised a question regarding students being advised by faculty that if they apply for graduation with a certificate they will be kicked out of the system, need to reapply and lose their financial aid. In some cases, this holds true. There is a technology clean up and solution in need. The CC is requesting priority that once this glitch is fixed she would like the word put out to students and faculty prior to the application for spring graduation.

#### *(3) Mackenzie Scott Gift reporting*

- The VPAS expressed appreciation for Superintendent/President Dr.

be more helpful to bring everyone together for discussion.

#### *(7) Other*

- IASIIIE shared that D1 will be joining the Academics Issues Group in place of Dean, Arts, Communication, and Design, Jason Chevalier
- Review of 2.2.24 Summary Notes
  - PAS asked if the IASIIIE could send over the Measure P list she requested at the last AIG meeting. IASIIIE stated that Troy Ament was contacted and Eva Ramirez is working on it.
  - CC had a follow up question regarding agenda item #2 and asked if there was an update on the validity of the report. ASSSSC shared that she will discuss this issue with D1 when he returns and report back to the CC.

- Is it true that students cannot download a copy of their own ed plan and that they have to have counselors download and send them a copy? If so, why wouldn't we have this feature turned on for students?
- Request for Information/Update on the Permanent CIO Recruitment

- AIG membership since 2019

<b>Academic Year</b>	<b>Faculty Senate/Academic Senate Officers</b>	<b>Administrators</b>	<b>Comments</b>
2019-2020	<ul style="list-style-type: none"> <li>• President: Nicole DeRose</li> <li>• President-Elect: Baron Brown</li> <li>• Secretary-Treasurer: Mark Gutierrez</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Laura Hope</li> <li>• Dean: Jason Chevalier</li> <li>• Dean: Michael McClellan</li> </ul>	
2020-2021	<ul style="list-style-type: none"> <li>• President: Nicole DeRose</li> <li>• Vice President: Robin Witt/replaced by President-Elect: Neil Watkins</li> <li>• Secretary-Treasurer: Mark Gutierrez</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Laura Hope</li> <li>• Dean: Jason Chevalier</li> <li>• Dean: Michael McClellan</li> <li>• VPSS: Alisha Rosas</li> </ul>	The Associate Superintendent of Student Services was added between 9/20 and 11/20
2021-2022	<ul style="list-style-type: none"> <li>• President: Neil Watkins</li> <li>• Vice President: Sarah Chamberlain</li> <li>• Secretary-Treasurer: Liz Encarnacion</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Laura Hope</li> <li>• Dean: Jason Chevalier</li> <li>• Dean: Michael McClellan</li> <li>• VPSS: Alisha Rosas</li> </ul>	
2022-2023	<ul style="list-style-type: none"> <li>• President: Neil Watkins</li> <li>• President-Elect: Nicole DeRose</li> <li>• Secretary-Treasurer: Liz Encarnacion</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Laura Hope</li> <li>• Dean: Jason Chevalier</li> <li>• VPSS: Alisha Rosas</li> </ul>	Summary notes only indicate one dean attended meetings.
2023-2024	<ul style="list-style-type: none"> <li>• President: Nicole DeRose</li> <li>• Vice President-Elect: Liz Encarnacion</li> <li>• Secretary-Treasurer: Robin Witt</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Misty Burruel</li> <li>• Dean: Jason Chevalier, later Michael McClellan</li> <li>• Dean: Eric Sorenson</li> <li>• VPSS: Alisha Rosas</li> </ul>	CIO&VPSS replaced Jason Chevalier with Michael McClellan in 3/24
2024-2025	<ul style="list-style-type: none"> <li>• President: Nicole DeRose</li> <li>• President-Elect: Liz Encarnacion</li> <li>• Secretary-Treasurer: Robin Witt</li> <li>• Curriculum Chair: Angela Burk-Herrick</li> </ul>	<ul style="list-style-type: none"> <li>• CIO: Michael McClellan</li> <li>• Dean: Alisha Serrano</li> <li>• Dean: Eric Sorenson</li> <li>• VPSS: Alisha Rosas</li> </ul>	

- [Prior AIG agenda item list](#) (compiled by Liz) Take a look to see what has been brought to AIG from the 2022-2023 & 2023-2024 academic years.
- AIG's first meeting 9/26/2011, agenda item #2 Participatory Governance Handbook (below is a screenshot of agenda item #2 in the summary notes)

Academic Issues Group Summary Notes	
<b>Date:</b> September 26, 2011 <b>Time:</b> 1:30-2:30pm <b>Place:</b> SSA-208	<u>Committee Members Present</u> <input checked="" type="checkbox"/> A. Alger <input checked="" type="checkbox"/> E. Bishop <input checked="" type="checkbox"/> A. Bartlett <input checked="" type="checkbox"/> S. Guerrero <input checked="" type="checkbox"/> N. Watkins <input type="checkbox"/> L. Hope
<b>Others Present:</b> Hope Ell, Recorder	
<p>Sherrie thanked group members for agreeing to participate and for their willingness to try this new model of meeting.</p> <p><u>Accreditation</u>            The college must submit a mid-term report in March of 2013 which means we need to get working on that report soon. Committees need to review standards that affect them and need to keep evidence of what they do in meeting minutes. Sherrie hopes to convene the Accreditation Oversight Committee soon; that committee will look at what worked and what didn't during our last accreditation cycle. Accreditation should be an ongoing cycle, not a last minute rush. The ACCJC stated that we need a better planning process; we are good at documenting what we are doing but we don't have plans showing where all these things lead. These are things we need to work on for the mid-term and future reports.</p> <p><u>Participatory Governance Handbook</u>            Sherrie is participating in an accreditation site visit at Reedley College. Reedley has something called a Participatory Governance Handbook that she thought might be useful here at Chaffey. The handbook talks about the types of committees on campus, clarifies their roles, reporting relationships, and membership composition. It has been a while since Chaffey has looked at the viability of committees. We may have some committees that are no longer needed and others that need to be established. This would be a good start to that process. A suggestion was made to clarify Senate versus union issues in this document. Another suggestion was to possibly create a rubric or criteria for committees.</p>	

# ZTC OER Committee Budget Proposal Recommendation Form

\* Required

\* This form will record your name, please fill your name.

1. Department \*

2. Contact Information of person(s) submitting proposal (Name and email) \*

3. Type of Resource being requested \*

- ☐ Book (physical)
- ☐ Book (digital)
- ☐ Database
- ☐ Required Certification Course (registration fees)
- ☐ Other

4. Please provide a description of the resource \*



5. Please review the ASCCC OER By Discipline resource list: <https://asccc-oeri.org/open-educational-resources-by-discipline/>

Explain the reasons why the available OER/ZTC resources do not meet the needs of this course. (if no OER/ZTC resources are available, please note that in your response).

\*

6. Explain the rationale for the purchase request of this resource. \*

7. Has the primary course this resource is associated with completed a cohort within the Textbook Transformation Project? \*

☐ Yes

☐ No

☐ In the next Cohort Cycle - focus groups for the course have been planned

8. Explain the sustainability of the resource \*

Describe how the department plans to use this resource across courses within the discipline.

Is the resource going to be used across multiple courses or a single course?  
Is the resource going to be used across multiple sections?

9. Explain the sustainability of the resource \*

Describe the longevity of investment that this resource will provide (i.e. the length of time this resource can be reused for future classes/students)

How long can the one purchase request of the resource support the department's needs?

10. Explain the sustainability of the resource \*

Provide the average number of students enrolled in the course(s) this resource will be used for per semester.

Consider the total number of students that circulate through this department/course in addition to the need for purchased resources given the availability of ZTC/OER resources in the subject.

11. Explain the sustainability of the resource \*

Provide the cost of the resource and the length of time that cost is associated with. (I.e., a textbook that costs \$200 per copy and can be re-used in the department for 5 years before replacing with a new edition).

The smaller the overall cost, the more favorable it is to the evaluators

12. Faculty Commitment to Investment \*

Does the department have a current commitment to being ZTC/LCT for this course? If not, does the department plan to create a commitment?

The higher the faculty commitment (PT and FT) the more favorable it is to the evaluators

13. Faculty Commitment to Investment \*

Explain how the department plans to promote faculty commitment to using this resource across course sections.

Getting a commitment in writing or through a department vote is more substantial than word of mouth

14. Faculty Commitment to Investment \*

Roughly, how many faculty within the department have already, or will commit to using this resource if provided?

☐ 100%

Part time and full time

☐ 90% - 99%

☐ 80% - 90%

☐ 70% - 80%

☐ 60% - 70%

☐ Under 60%

15. Faculty Commitment to Investment \*

Name the faculty that have committed to using the purchased material

16. If the resource being requested is a physical resource (physical book, for example) has the department discussed where this physical resource will be housed and how it will be distributed? \*

If the resource is a physical resource, how will the resource be housed and distributed to students? Who will be responsible for the resource?

Note: The Campus Store cannot house \*free\* resources and must use low cost rental programs to maintain overhead costs.

## Committee Nominees & Statements

### ***Calendar Committee – ONE position available. Nominees:***

#### Maryline Chemama

As the faculty/coordinator teaching lecture and lab combo classes, I am interested in joining the Calendar Committee to ensure that the academic calendar meets the specific needs of these courses. My role gives me insight into how start and end dates, holidays, and exam schedules impact faculty and students, particularly in maintaining the flow and quality of instruction. By participating in the committee, I aim to contribute a perspective that supports the effective scheduling of these classes, ultimately enhancing the overall educational experience for our college community.

#### Tamari Jenkins

I nominate myself, Tamari Jenkins, for the Calendar Committee. With nearly 23 years of experience as a faculty member, my role as an ASCC Senator-At-Large, and my recent position as the Faculty Success Center Facilitator, I am well-prepared to contribute meaningfully to this committee.

I pride myself on being a strong communicator who builds positive relationships with colleagues and students alike. My teaching experience spans all modalities—face-to-face, hybrid, and asynchronous—as well as various terms, including full-term, late-start, fast-track, and summer sessions of both 6-week and 8-week formats. This extensive background has equipped me with a comprehensive understanding of how the college calendar affects student enrollment, retention, and success.

I am particularly interested in exploring equitable adaptations to our calendar that would benefit our diverse student population. If appointed as an ASCC representative, I commit to effectively conveying the concerns and insights of our electorate and ensuring they are kept informed about relevant issues that allow us to share our perspectives.

I respectfully ask for your support in my nomination for the Calendar Committee. Thank you for your consideration.

#### Bob Baiz

Please accept this message my nomination for myself to be on the calendar committee. I have been at Chaffey since 1998 and have seen many different versions of the academic calendar. I understand the importance if different dates for faculty and students. I believe my experience on multiple committees and knowledge as being a past coordinator of my department is beneficial. Let me know if you need anything further from me.

#### Bruce Osburn

I think the work of this committee is important as the academic calendar can impact individuals in many ways – both positive and negative. I believe a willingness to spend the time to research those impacts is critical to establish academic dates that consider as many individuals specific situations as possible.

***Load Petitions Committee – FOUR positions available. Nominees:***

Lisa Doget

Hello, My name is Lisa Doget, and I am running to represent the faculty on the load petition committee. As an active faculty member in the Associate Degree Nursing Program on the Chaffey Campus, I understand our students' needs and the disparity in load factors that must be fairly addressed. As the current director of the ADN program, I am familiar with rubrics and standards as they may be applied to load factors and promise to be fair to all parties if chosen. Thank you!

Elaine Martinez-Hu

To Whom It May Concern:

I am expressing my interest to serve on the Load Petition Committee.

With a background in Kinesiology, Nutrition and Athletics, I would bring knowledge of the disparity affecting these disciplines as well as an understanding of the importance this concern is to any discipline being affected. I will be a fair and unbiased committee member who will take all applications from across disciplines with the lens of equity and due diligence.

To exemplify experience, a colleague and I provided documentation and reasoning to the CCFA for equitable consideration during previous negotiations. Additionally, as a resource, I have contacts across the state in CCC Kinesiology departments which often includes Athletics, Nutrition and Dance. I feel this will serve well since KNA is the lowest with .8 FTEF at Chaffey.

Thank you for your time and consideration.

Elaine Martinez-Hu, Kinesiology

Jayne Clark-Frize

I would like to be considered to work on the Load Petition Committee. This is a committee I am interested in and will have impact on the Vocational nursing department. I have been with Chaffey college since 2012 first as adjunct then full time temp and now I am a tenured faculty member. Several of our faculty work in the skills lab and I am interested in learning about the load petition. I Believe this an important subject for myself and coworkers and all campus employees who are currently working in the lab.

Regards

Jayne Clark-Frize, MSN-ed., PHN.

Annette Henry

Greetings Academic Senate:

I would like to express my interest in joining the Load Petition Committee.

During my time here at Chaffey, I have been involved in many areas of the college and have worked with faculty across multiple disciplines. As a past departmental coordinator for 10 years, I have a full understanding of faculty load and part time hourly pay. I have written and updated many new courses in my area and have worked with other departments on the collaboration of new curriculum.

For many years I sat on the curriculum committee and I am in my second year as an Academic Senator for KNA. Over the years I have continued to have an open and positive working relationship with all colleagues. In past negotiations, I worked with CCFA negotiators providing them with documentation on course load averages from other community colleges. If I am selected for this committee, I will have a fair and unbiased approach when reviewing applications to be considered for load increases.

Thank you for your time and consideration.

Annette Henry

Department of Kinesiology

Jonathan Polidano

Hello,

I'm interested in serving as an academic senate representative on the Load Petitions Committee. As the campus CTE Liaison and coordinator for lab-based CTE programs, I am well-positioned to represent our faculty. I've closely followed the faculty contract changes that led to this committee's formation and have engaged with CCFA negotiators and administrative members about load parity issues. My direct experience with lab course management and understanding of faculty challenges will help me contribute effectively. I am passionate about advocating for fair compensation and am eager to support our faculty through this role.

Thank you for considering my application.

Johnny Polidano

## ACADEMIC SENATE MINUTES AUGUST 27, 2024

Nicole DeRose	President	2023-2025	Y
Elizabeth “Liz” Encarnacion	Vice-President/President-Elect	2024-2025	Y
Robin Witt	Secretary/Treasurer	2024-2025	Y
Angela Burk – Herrick	Curriculum Chair	2023-2025	Y
Joseph Lee	Business & Applied Technology	2024-2026	Y
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Vacant	Adjunct Alternate Senator	2023-2025	
Sarah Schmidt	Classified Senate Liaison	2023-2025	Y
Anthony Solomon	Chaffey College Student Government	2023-2024	Y

**Guests:**

Amanda Admire, Institutional Research  
Tina Altis, Senior Accounting Technician, Budgeting and Fiscal Services  
Shireen Awad, Curriculum Specialist, Curriculum  
Jackie Boyobe, Counselor, International Students  
Lisa Bruchet, Accountant, Budgeting and Fiscal Service/ Academic Senate Liaison  
Patrick Cabildo, Executive Director, Business Services  
Angela Cardinale, Coordinator, Distance Education  
Heather Decauwer, Director Budget & Grant Compliance  
Melissa Diaz, Senior Accounting Technician, Budgeting and Fiscal Services  
Justin Keller, Biology, STEM  
Steven Lux, Criminal Justice, PSC&S  
Michael McClellan, Interim, Associate Superintendent, Instruction and Institutional Effectiveness  
Lissa Napoli, Administrative Assistant, Academic Senate  
RoseAnn Osmanian, Instructional Specialist, Rancho Success Center  
Albert Rodriguez, Manager, Panther Care & Veterans Resource Center  
Janeth Rodriguez, Executive Director, Enrollment Services and Student Support  
Alicia Rosas, Associate Superintendent, Student Services and Strategic Communications  
Lymari Salazar, Cite Rep. Coordinator, CSEA  
Louisa Villeneuve, Biology, STEM

**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.)

- Heather Decauwer, the Director of Budgeting and Grant Compliance since October, stated that she worked in a CPA firm before coming to Chaffey. Heather has a Certified Public Accounting License and has worked in an industry where public confidence and business ethics is upheld. Last week they presented the MacKenzie Scott reconciliation at the Board of Trustees meeting, and she wants to make sure everybody received a copy. If not, she will get you a copy. Heather shares a desire for transparency. She is offering, if the Academic Senate is interested, quarterly reports of the MacKenzie Scott funds.

- Albert Rodriguez, Executive Director of Student Engagement, Student Life, Equity and Engagement, stated that the annual Black and Brown Minds Mattering Conference is on October 30th. He is seeking 2 faculty to help review the proposals. This includes reading the proposals and scoring with rubrics. In addition, they are hosting a debate inside the Student Life Lounge on September 10th, so they are seeking a faculty member to facilitate a conversation prior to the debate itself, from 5:30pm to 6pm. The faculty member would speak about the importance of being civically engaged and the impact. Please email me the faculty names in the next week or two. Sonya Juarez is reaching out to the Debate and Speech Club for volunteers as well.
- Alicia Rosa, Associate Superintendent, Student Services and Strategic Communications would like the Academic Senate to provide some recommended names for the upcoming MacKenzie Scott Advisory Group. As we mentioned at Convocation and at the last Board meeting, the college is interested in starting this fall. It is also on our website where we are hoping to have students, faculty, staff, and some community members at large participate in the advisory group to determine funding commitments as well as the fundings future. So at your earliest convenience, provide some names of who you would like to represent the Academic Senate.
- Michael McClellan, Interim Associate Superintendent of Instruction and CIO liaison to the Academic Senate, stated having an excitement for this year. He believes in collegial consultation, and is approachable and fair. He is looking forward to working with the faculty. He spent 17 years as a tenured faculty professor and spent a lot of time in the Academic Senate honing his skills and understanding what the college is all about. He is putting a consultation work group together which includes faculty, staff, as well as students. He is asking the Academic Senate to please recommend some faculty to get it started. He is looking forward to a really positive year and keeping students at the forefront of everything that we do.
- Angela Cardinale shared the following concerns regarding cost-saving at the expense of quality, stability, morale, and innovation:
  - Lisa Bailey's recent apology to the Governing Board may result in some more transparent processes, but her apology attempted to place blame for mismanagement and lack of transparency on the former Executive Team members, assumed to be Laura and Misty. The entire Executive Team bears responsibility for major decisions, processes, and operations of the College, and hopefully going forward the entire Executive Team accepts this responsibility and does not engage in future scapegoating efforts. Some examples of the College's approach to cost-saving at the expense of quality, stability, morale, and innovation are:
    - Continual collapsing of dean positions, which has continued on well after ACCs were implemented and Laura and Misty left. Many other comparably sized colleges have Associate Deans for key areas. Many dean positions at Chaffey change multiple times per year, and when deans suddenly leave, this is often not communicated with us directly. While this may save money, insufficient personnel infrastructure is not an effective way to strategically run programs or innovate.
    - There are currently approximately 70 vacant staff positions, with no apparent plan to backfill. These vacancies in Admissions & Records and Financial Aid in particular impact services and enrollment.

#### 4. ADOPTION OF AGENDA

- August 27, 2024



- Point of clarification: the 5.1 committees are for hiring committees which have been noted in the minutes.
- **Motion for Approval** - Senator Gomez moved to adopt the agenda for 8.27.24. Senator Holdiness seconded the motion. The motion was approved. 8.27.24, 17Y/0N/0A.

## 5. CONSENT AGENDA

### 5.1 Faculty representatives that have been requested to serve on these campus hiring committees:

#### 5.1.1 Outreach Specialist, Outreach

Brent McLaren, Counseling, Student Services

#### 5.1.2 Coordinator, Financial Aid

Cherlou Opulencia, Counseling, Student Services

#### 5.1.3 Advisor, Financial Aid

Garrett Kenehan, Commercial Music, ACD

#### 5.1.4 Administrative Assistant II, Workforce and Economic Development

Bryant Dineros, Dental, HS

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

#### 5.2.1 Outcomes and Assessment Committee

Jordan Hung, Vocational Nursing, HS

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

#### 5.3.1 Outcomes and Assessment Committee

Stephen Callebota, English, ACD

Jeff Laguna, Gerontology, HS

Matthew Vincent, Psychology, PCS

### 5.2 August 20, 2024 Meeting Minutes. See attachment titled, "Academic Senate Minutes DRAFT"

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 8.27.24 Consent Agenda. Senator Shelton seconded the motion. The motion was approved. 8.27.24, 17Y/0N/0A.

## 6. REPORT(S)

### 6.1 President - see page titled "Academic Senate President's Report Tuesday August 27, 2024." In addition, the following items came in after the agenda and packet was emailed.

- The Math & Science (M&S) Alternate, Diana Cosand, has retired. Justin Keller will finish out the term and Louisa Villeneuve will serve as a second alternate for M&S. The Academic Senate Constitution, Article V, Section 4, says we can have up to 2 alternate senators per unit.
- A call for faculty to serve on two committees was emailed but one has a correction. Only one position is needed for the Calendar Committee, not two. We have 4 nominees for the Calendar Committee and only two so far for the Load Conditions Committee. Both committees begin in Fall.
- Yesterday (8/26/24) a link to the Governing Board meeting with time stamps was sent to all senators so they can watch the MacKenzie Scott gift report and Lisa Bailey's statement.

## 6.2 Classified Senate Liaison

- At the Classified Senate meeting last week, both Alicia Rosas and Lisa Bailey attended stating that Classified Professionals are to be included in discussions and decisions. Thank you to President DeRose for all of your support for the Classified Senate. Her voice has made it clear that all groups are working together now and it is making a difference. We, as Classified Professionals, attend the Academic Senate meetings because we want to support faculty too. Thanks to President DeRose we have learned a lot on how we can support each other.

## 6.3 Chaffey College Student Government Liaison - no report

## 7. GUEST(S)/PRESENTATION(S) - None.

## 8. UNFINISHED BUSINESS \*10 minutes max

### 8.1. Action Item: Academic Senate response to the Convocation F2024 MacKenzie Scott gift, \$1 Million endowment to Academic Senate

- Senators clarified that the Endowment means only the interest can be spent, not the principal amount of \$1 million.
- **Motion for Approval** - Senator Johnson moved to rescind the offer of \$1 million of the MacKenzie Scott funds to the Academic Senate in an endowment. Senator Overduin seconded the motion.
- Discussion from the senators on the motion included:
  - A reason to reject the offer is the lack of transparency on how we are allowed to use the funds and that students need the funds more than faculty.
  - It is disingenuous to call for faculty to join an advisory group when decisions have already been made.
  - The money could go to marginalized groups on campus or to increase the infrastructure for social activities and the campus life environment.
  - The money could also go to help pay adjunct faculty for their participation in the Academic Senate.
  - We could give back the money with restrictions. Instead of putting the gift in general funds, it should go directly to the students. It could go to student clubs or pay for books. Have they surveyed students in the classrooms?
  - Instead of rejecting the money, we should go back with clarification. It looks like we can use the money to do things in alignment with the 10 point plan.
  - Faculty may not be comfortable with any promises or communication from administration. The feeling of mistrust and uneasiness surrounding the money might persist.
  - Rejecting money could mean the administration keeps the money and continues to mismanage it.
  - Could the money be put towards scholarships for students?
  - What assurances are written down or in policy that the interest from this money will not be rescinded at whim whenever administration wants?
  - The integrity of this group is in question by the administration. If we accept the money then we are saying it is ok to only spend interest that accrues on the \$1 million. Senators want to spend the gift on students, as intended.
  - There has been no transfer yet so we are rejecting not rescinding.

- Senator Shelton moved to amend the motion to replace “rescind” to “reject.” Vice President Encarnacion seconded the amendment. The discussion continued:
  - It is hard to get money to do things so we have an opportunity to set an example of how to handle a situation like this.
  - What is our desired outcome? The outcome can guide us to accept or reject.
  - Could we send a statement that explains why we are rejecting the money? Could we meet with the administration to work this out?
- The amended motion was not approved. 8.27.24, 5Y/19N/2A.
- **Motion for Approval** - Senator Chamberlain moved to postpone this discussion on the MacKenzie Scott gift to next week. President DeRose will inquire for clarification on restrictions. Senator Jenkins seconded the motion. The motion was approved. 8.27.24, 26Y/0N/0A.

## 8.2 Discussion/Possible Action Item: Academic Senate steps to improve effective participation, governance, and collegial consultation of the Academic Senate.

Links to governance handbooks at other colleges:

- [Clovis College Governance Handbook](#)
- [Citrus College Governance Handbook](#)
- [Shared Governance booklet \(cerritos.edu\)](#)

Additional Resources:

- [Participating Effectively in District and College Governance](#) (ASCCC & CCLC, 1998)
- ASCCC’s [Local Senates Handbook 2020 Revision](#)
- The Academic Senate would like to partner with the Classified Senate and Student Government (CCSG) on governance processes which may include a governance handbook.
- These 3 stood out because they are either one college district or a small multi-college district. We can consider adopting Clovis’s handbook with modifications.
- **Motion for Approval** - Vice President Encarnacion moved to form a subgroup of the Academic Senate to create a draft of a governance handbook and then collaborate with the Classified Senate, CCSG, and other constituent groups. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 8.27.24, 26Y/0N/0A.
- Volunteers for this Governance Handbook subgroup are Senators Holdiness, Lee, Chamberlain, Santamaria Brady, and Vice President Encarnacion. This will be ratified at the next meeting and then we will assign a point person.
- Governance handbooks often contain AP 2510. A group of faculty and classified professionals are meeting to revise AP 2510 and then revisions will be brought to the student government. Recommendations will be brought to the Academic Senate before moving on to the administration. So the AP 2510 group will work in parallel to the subgroup that is working on the governance handbook.

## 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.)

- Senator Overduin reported that last Tuesday there was an attempted robbery to steal a painting in the Library on the Rancho campus. In addition, at the Library on the Fontana Campus Friday there was a disturbance (screaming and pounding on doors). Campus Police were called. The next business day Senator Marcus was told to open the Library on the Fontana campus alone without any other staff on

duty. There continues to be a problem with only one staff or faculty person present in the Library. A communication email regarding these incidents only went to librarians and library clerks only. For example, Distance Education, which is also located in the library, was not informed.

- Let's explore holding Academic Senate meetings in a larger room.

## 11. ANNOUNCEMENTS

### 11.1 Chaffey College Academic Senate

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

**11.2.1** Save the Date! [ASCCC's annual Fall Plenary Session](#), November 7-9, 2024. This is a hybrid event taking place at the [Visalia Convention Center](#) 303 E Acequia Ave, Visalia, CA 93291. We hope that all local faculty leaders will plan to join us in Visalia!

**11.2.2** 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.)

Moved to adjourn at 1:49 pm by Senator Chamberlain and seconded by Senator Santamaria Brady.

**The next Academic Senate will be on Tuesday, September 3, 2024**

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**Lissa A. Napoli, Recording Secretary**

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**Robin Witt, Treasurer / Secretary**