

## ACADEMIC SENATE AGENDA

SEPTEMBER 17, 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
Vacant	Social & Behavioral Sciences	2024-2026
Patricia Gomez	Social & Behavioral Sciences	2023-2025
Myra Andrade	Student Services	2024-2026
Michelle Martinez	Student Services	2023-2025
Daniel Jacobo	Visual & Performing Arts	2024-2026
Leta Ming	Visual & Performing Arts	2023-2025
Sarah Chamberlain	Senator-At-Large	2024-2027
Tamari Jenkins	Senator-At-Large	2023-2026
Jackson Tropp	Senator-At-Large	2022-2025
Vacant	Adjunct Senator-At-Large	2024-2026
Tina Kuo	Adjunct Senator-At-Large	2023-2025
<b>Alternates</b>		
Jay Scott	Business & Applied Technology	2023-2025
Manar Hijaz	Chino Campus	2023-2025
Greg Creel	Fontana Campus	2023-2025
Lisa Doget	Health Sciences	2023-2025
Vacant	HFIC	2024-2026
Shelley Marcus	Instructional Support	2023-2025
Candice Hines-Tinsley	Kinesiology, Nutrition, & Athletics	2023-2025
Stephen Shelton	Language Arts	2024-2026
Justin Keller	Mathematics & Science	2024-2026
Louisa Villeneuve	Mathematics & Science	2024-2025
Vacant	Social & Behavioral Sciences	2024-2026
Melissa Johannsen	Student Services	2024-2026
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 17, 2024

**5. CONSENT AGENDA**

**5.1 Curriculum** is asking that the Academic Senate endorse the course modifications that are presented in the packet. See attachment titled "9-4-2024 Curriculum AS Endorsements"

**5.2 Sabbatical Report Subcommittee - Christina McPeck** (2023-2024 Academic Year)

- Jayne Clark-Frize, VN, HS
- Sean Connelly, English, ACD
- Lisa Doget, ADN, HS

**5.3 Faculty representatives that have been requested to serve on these selection/hiring committees:****5.3.1 Program Assistant, High School Partnerships**

Rebecca Brewer, Child Development and Education, PCS

**5.3.2 Instructor, Biology**

Sarah Chamberlain, Biology, STEM

Justin Keller, Biology, STEM

Sonia Diaz, Biology, STEM

Bradley Hughes, Astronomy, STEM

**5.3.3 Athletic Eligibility Specialist**

Elaine Martinez, Kinesiology, HW

**5.4 September 3, 2024 Meeting Minutes.** See attachment titled, "ACADEMIC SENATE MINUTES SEPTEMBER 3, 2024 DRAFT"

## 6. REPORT(S)

**6.1 President** - see page titled “Academic Senate President’s Report Tuesday, September 17, 2024” Also see the Academic Senate President’s Report, Supplemental found in the minutes from Tuesday September 3, 2024.

**6.2 President-Elect**

**6.3 Secretary/Treasure**

**6.4 Curriculum Chair**

**6.5 Classified Senate Liaison**

**6.6 Chaffey College Student Government Liaison**

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

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

**8.1 Discussion Item:** Strategies to connect with constituents regarding Academic Senate agenda items for discussion and voting.

**8.2 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.

**8.3 Action Item:** Selection of two senators to collaborate with CCFA to establish a procedure for selecting faculty members to serve on the advisory group for the \$20 million MacKenzie Scott endowment. This procedure will outline the steps for both initial faculty selection and replacement of members when necessary. The advisory group will consist of eight faculty, eight classified professionals, eight managers, representatives from the Executive Team, and three students, and at least three community members from the cities served by Chaffey College.

**8.4 Action Item:** Selection of two or three senators to work with Lissa Napoli to plan for the [Meritorious Service Award](#) Reception event scheduled for Tuesday November 12, 2024.

**8.5 Discussion Item:** Review the past practice of Academic Senate purchase of tickets to the annual [Report to the Community](#) Event. Should the Academic Senate purchase tickets, and if so, how many? If tickets are purchased, who should attend? The event is scheduled for Thursday November 7, 2024. Theme: Road to Student Success.

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

**9.1. Discussion/Possible Action Item Continued:** The Academic Senate discussion of the \$1 million endowment of the MacKenzie Scott gift, emphasizing the importance of engaging with faculty for input and perspectives.

**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 has been postponed to October, the exact date will be announced soon. 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)

### **11.3 Chaffey College**

**11.3.1** Save the Date! [Report to the Community 2024](#), Road To Student Success, Thursday, November 7, 2024. Chaffey College Chino Community Center, 11:00 AM.

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

**The next Academic Senate meeting will be on Tuesday, September 24, 2024**

## 1. Mid-Cycle Update Curriculum Proposals:

### PHYSICAL THERAPIST ASSISTANT PACKAGE

The faculty have determined in their Mid-Cycle Update Form that the following courses require no updates or changes for their mid-cycle review:

PTA-1	Introduction to Physical Therapy
PTA-11	Documenting Red Flags
PTA-12	Patient Care
PTA-13	Biophysical Agents and Modalities
PTA-14	Orthopedics
PTA-21	Professionalism and Ethics
PTA-22	Therapeutic Exercise
PTA-23	Acute Care
PTA-24	Neuromotor Development
PTA-31	PTA Licensure Preparation
PTA-32	Clinical I
PTA-33	Clinical II

The program modification for the Physical Therapy Assistant A.S. was completed in the summer in order to be included in the 2024-2025 Catalog Addendum.

### ANTHROPOLOGY PACKAGE

#### [Anthropology Program Presentation](#)

##### Course Modifications w/ DE:

ANTHRO-1	Introduction to Biological Anthropology
ANTHRO-1L	Laboratory for Biological Anthropology
ANTHRO-2	Introduction to Archaeology
ANTHRO-3	Introduction to Social and Cultural Anthropology
ANTHRO-5	Introduction to Linguistic Anthropology

##### Program Modifications:

Anthropology	AA-T
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### CRIMINAL JUSTICE PACKAGE

#### [Criminal Justice Program Presentation](#)

The faculty have determined in their Mid-Cycle Update Form that the following courses require no updates or changes for their mid-cycle review:

CJ-1	Introduction to the Criminal Justice System
CJ-4	Community and the Justice System
CJ-10	Violence in America
CJ-51	Introduction to Corrections
CJ-57	Probation and Parole
CJ-58	Social Equity and the Criminal Justice System

##### Course Modifications w/ DE:

CJ-2	Concepts of Criminal Law
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<b>CJ-3</b>	Criminal Court Process
<b>CJ-5</b>	Legal Aspects of Evidence
<b>CJ-53</b>	Correctional Law
<b>CJ-55</b>	Crime and Delinquency
<b>CJ-6</b>	Juvenile Procedures
<b>CJ-7</b>	Criminal Investigation
<b>CJ-9</b>	Crime Scene Management and Forensic Evidence

**Course Deactivations:**

<b>CJ-408</b>	Patrol Operations
<b>CJ-410</b>	Narcotics and Vice Investigation
<b>CJ-412</b>	Writing for Criminal Justice Professionals
<b>CJ-459</b>	Women and the Criminal Justice System
<b>CJ-52</b>	Supervision of Inmates
<b>CJ-54</b>	Public Relations and Corrections
<b>CJ-8</b>	Criminology
<b>HNS-10</b>	Introduction to Homeland Security
<b>HNS-11</b>	Intelligence Analysis and Security Management
<b>HNS-12</b>	Transportation and Border Security

**Program Modifications:**

<b>Administration of Justice for Transfer</b>	AS-T
<b>Correctional Science</b>	AS
<b>Correctional Science</b>	Certificate of Achievement
<b>Criminal Justice</b>	Certificate of Achievement

**Program Deactivations:**

<b>Homeland National Security</b>	Certificate of Achievement
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**2. Other Curriculum Proposals**

**AVIATION MAINTENANCE TECHNOLOGY PACKAGE**

**Course Modifications w/ DE:**

<b>AMT-15A</b>	Introduction to Aviation Maintenance for Airframe and Powerplant
<b>AMT-29A</b>	Powerplant: Aircraft Reciprocating and Turbine Engines
<b>AMT-39A</b>	Airframe Structures: Primary and Secondary Systems

## **HOSPITALITY MANAGEMENT PACKAGE**

### **New Courses w/ DE:**

<b>HOTFS-460</b>	Event Management
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### **Course Deactivations:**

<b>HOTFS-450</b>	Principles of Public Events and Convention Management
<b>HOTFS-451</b>	Social Events and Private Event Management
<b>HOTFS-452</b>	Event Sales, Marketing and Financial Management

### **Program Modifications:**

<b>Hospitality Management: Event Planning</b>	Certificate of Achievement
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## **MUSIC**

### **Course Modifications w/ DE:**

<b>MUSIC-20</b>	Applications of Digital Audio Workstations
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## **BUSINESS**

### **Program Modifications:**

<b>Retail Management</b>	Certificate of Achievement
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## Academic Senate President's Report Tuesday September 17, 2024

### AIG Meeting 9/6/24 - UPDATE

\*\*AS = Academic Senate items/ET = Executive Team items

- (AS) 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.
  - “Students who graduate have one term where they can still register without reapplying since registration occurs well in advance of the graduation term ending.”
    - “When students graduate, they retain access to their student account for up to two years without application or registration.”
    - “When students graduate, have no other active program, and allow one term to elapse between graduation and registration activity, they’ll be blocked from registration only.”
    - Solution- reapply.
  - “The portal accounts of students who haven’t applied to or take a course at Chaffey for two years are deactivated (after two years)”
    - Solution- reapply.
  - After two years of non-enrollment/activity at Chaffey, student accounts are deactivated, regardless of status.
- (AS) 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?
  - Answer: Students CAN download their Ed Plan in the **Student Planning Tab**.
- (AS) Request for Information/Update on the Permanent CIO Recruitment
  - Recruitment will need to occur when faculty are on contact.
  - Will seek faculty input about when during the academic year is good.
  - Will place as a future agenda item.
- (ET) AIG membership configuration change
  - Lisa Bailey attended AIG and told the group the composition will change. The deans have been removed and replaced with the Associate Superintendent of Business Services and the Associate Superintendent of Administrative Services.
  - The composition now includes all Academic Senate officers and all Associate Superintendents. It was not discussed if the CEO will become a member.
- (AS) Mental Health and Student Support Staff
  - Dr. Jennifer Henry is on leave. Services are still being provided to students.
- (ET) Nursing at CIM
  - A mental health clinical rotation was scheduled to begin at CIM in November 2024. The Executive Team placed a hold on that rotation. A meeting with the H&W dean and nursing faculty to discuss was scheduled for later the same day.
  - At that later meeting, the ET asked questions that were needed for insurance and risk management. Answers were provided, and an update will be given to the AND program about the continued use of CIM as a mental health clinical rotation, likely within two weeks.
- (ET) Chaffey Pilot with CJUHSD
  - A meeting was scheduled for 9/9/24 with the ET, Leona Fisher, CCFA President Jon Ausubel, and Academic Senate President Nicole DeRose. The meeting will provide updates to the pilot and any potential future changes to the Dual Enrollment CJUHSD program.



- (AS) Changes to early 14-week availability in SP25
  - An error with the end date resulted in the need to cancel and rebuild all early 14-week classes. Students received notification.
  - Affected student Ed Plans ONLY, not registration.
  - Difficulty is that students may not know which class on their Ed Plan was canceled and rebuilt.
- (ET) Consultation workgroup
  - The Academic Senate President sent an email to the Interim CIO asking three questions about the proposed consultation workgroup. The questions and answers are provided below.
  - 1. Purpose of the workgroup: The purpose of this proposed workgroup is to improve consultation and communication between the Academic Senate and the District administration.
    - a. What specific issues or topics will this workgroup address? The District is interested in listening to concerns, clarifying decision-reaching expectations between the District and the Academic Senate, creating processes and practices that support collegial consultation, and improving communication and feedback methods as they relate to shared governance matters.
    - b. What are the main objectives or goals for this workgroup? The District's main objectives/goals for this workgroup is to ensure that expectations are clearly articulated and that processes and practices are in place to support collegial consultation as they relate to shared governance matters.
  - 2. Expected outcomes:
    - a. What are the desirable results from this workgroup?
      - The desirable results include clarified roles and responsibilities, improved consultation processes and practices, effective communication methods, and documentation of these efforts as they relate to shared governance matters.
    - b. How will the workgroup's findings or recommendations be used?
      - The workgroup's efforts will be used to strengthen collaboration and mutual respect among the College's leaders and constituents as well as formalize and document consultation processes for future use.
  - 3. Composition of the workgroup:
    - a. Which constituent groups will be included in the group?
      - The District is hopeful that the Academic Senate will identify a diverse group of representatives.
    - b. Are there any criteria for selecting members or a minimum number of members?
      - In the interest of seeking broad but manageable representation, the District proposed Academic Senate and the Administration each identify 3 to 5 individuals to sit on this workgroup.
  - At AIG, the discussion stopped at the notion that AIG is the Consultation Workgroup.

## ACADEMIC SENATE MINUTES SEPTEMBER 3, 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	N
Jonathan Polidano	Business & Applied Technology	2023-2025	Y
Hannah Carter	Chino Campus	2024-2026	Y
Robert Nazar	Chino Campus	2023-2025	Y
Sean Connelly	Fontana Campus	2024-2026	Y
Anthony Guaracha	Fontana Campus	2023-2025	Y
Jayne Clark Frize	Health Sciences	2024-2026	Y
Omar Estrada	Health Sciences	2023-2025	Y
Tara Johnson	HFIC	2023-2025	Y
Vacant	HFIC	2023-2025	
Terezita Reyes Overduin	Instructional Support	2024-2026	Y
Christina Holdiness	Instructional Support	2023-2025	Y
Robert Hadaway	Kinesiology, Nutrition & Athletics	2024-2026	Y
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025	Y
Laura Santamaria Brady	Language Arts	2024-2026	Y
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Jinny Lee	Mathematics & Science	2024-2026	Y
Robin Witt	Mathematics & Science	2023-2025	Y
Vacant	Social & Behavioral Sciences	2024-2026	
Patricia Gomez	Social & Behavioral Sciences	2023-2025	Y
Myra Andrade	Student Services	2024-2026	Y
Michelle Martinez	Student Services	2023-2025	X
Daniel Jacobo	Visual & Performing Arts	2024-2026	N
Leta Ming	Visual & Performing Arts	2023-2025	X
Sarah Chamberlain	Senator-At-Large	2024-2027	Y
Tamari Jenkins	Senator-At-Large	2023-2026	N
Jackson Tropp	Senator-At-Large	2022-2025	Y
Vacant	Adjunct Senator-At-Large	2024-2026	
Tina Kuo	Adjunct Senator-At-Large	2023-2025	Y
<b>Alternates</b>			
Jay Scott	Business & Applied Technology	2023-2025	N
Manar Hijaz	Chino Campus	2023-2025	N
Greg Creel	Fontana Campus	2023-2025	N
Lisa Doget	Health Sciences	2023-2025	N
Vacant	HFIC	2024-2026	
Shelley Marcus	Instructional Support	2023-2025	Y
Candice Hines-Tinsley	Kinesiology, Nutrition, & Athletics	2023-2025	Y
Stephen Shelton	Language Arts	2024-2026	Y
Justin Keller	Mathematics & Science	2024-2026	Y
Louisa Villeneuve	Mathematics & Science	2024-2025	Y
Vacant	Social & Behavioral Sciences	2024-2026	
Melissa Johannsen	Student Services	2024-2026	Y
Fabiola Espitia	Student Services	2023-2025	N
Vacant	Visual & Performing Arts	2023-2025	
Vacant	Adjunct Alternate Senator	2023-2025	
Sarah Schmidt	Classified Senate Liaison	2023-2025	Y
Anthony Solomon	Chaffey College Student Government	2023-2024	N

**Guests:**

Shireen Awad, Curriculum Specialist, Curriculum  
Lisa Bruchet, Accountant, Budgeting and Fiscal Service/ Academic Senate Liaison  
Angela Cardinale, Coordinator, Distance Education  
Melissa Diaz, Senior Accounting Technician, Budgeting and Fiscal Services  
Lissa Napoli, Administrative Assistant, Academic Senate  
Janeth Rodriguez, Executive Director, Enrollment Services and Student Support  
Nan Shea, Biology, STEM  
Neil Watkins, English, ACD/Immediate Past President, 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
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to amend the agenda to include a Curriculum Chair Report after the President-Elect Report and also to move New Business before Unfinished Business on the agenda for 9.3.24. Vice President Encarnacion seconded the motion. The motion was approved. 9.3.24, 23Y/0N/0A.

**5. CONSENT AGENDA****5.1 Faculty representatives that have been requested to serve on these selection/hiring committees:****5.1.1 AAIL, 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”

- **Motion for Approval** - Vice President Encarnacion moved to approve the 9.3.24 Consent Agenda. Senator Johnson seconded the motion. The motion was approved. 9.3.24, 23Y/0N/0A.

## **6. REPORT(S)**

**6.1 President** - see attached pages titled “Academic Senate President’s Report Tuesday, September 3, 2024” and “Academic Senate President Report for 9.3.2024, Supplemental.”

- A meeting regarding the recent incidents in the libraries on the Rancho and Fontana campuses was held last Thursday, August 29. Many library faculty were in attendance as well as President DeRose, CCFA President Jon Ausubel, Lisa Bailey, Susan Hardy, Michael McClellan, and Andrew Long. There will be future meetings to address these concerns as well.
- Last week, President DeRose emailed the Executive Team two questions regarding their request for faculty to serve on an Advisory Group for the \$20 million MacKenzie Scott gift. The response is included in the supplemental attachment. In addition, President DeRose emailed Michael McClellan for clarification on the vision and desirable outcomes for the consultation group he requested faculty to serve on but no response has been received yet.
- Senators are asked to read the both reports and think about how they want to move forward with the information for a future discussion.
- Today President DeRose spoke with CSEA President Holly Rangel. CSEA and the Classified Senate are going to work together to select Classified Professionals to serve on the MacKenzie Scott Advisory Group. President DeRose will reach out to CCFA so together we can select faculty to serve on the Advisory Group as well.
- A Senator asked if the concerns brought during public comment by Angela Cardinale at last week’s meeting will be brought to the Academic Issues Group (AIG) as an agenda item. Specifically, regarding the merging/collapsing of dean positions causing deans to be stretched too thin. President DeRose replied not yet because it needs to be an item on our agenda first. Then the senators can have a discussion so the officers can take the Senate’s recommendation back to AIG.
- Senators expressed the need for a definition of the proposed consultation group that Michael McClellan requested faculty to serve on. In the past, advisory groups have made recommendations that the administration ignored. Can there be some agreements that the administration will listen and take those recommendations seriously? President DeRose replied that we will wait for Michael McClellan’s email response to the questions already asked. Also the work in the AP 2510 group can define consultation groups.
- Guest and Past President Neil Watkins asked if AIG serves as a consultation group? Is this consultation group a way to skirt the work of AIG? No faculty should volunteer for this consultation group until approved by the Academic Senate.

**6.2 President-Elect** - see attached page titled “ZTC OER Committee Budget Proposal Recommendation Form.”

- The ZTC OER Committee Budget Proposal Recommendation Form is for departments to purchase materials that promote ZTC adoption for specific courses. Deadline for submission is October 18. Applications will be reviewed by the ZTC/OER Committee in November, and accepted applications will be notified soon after for Spring 2025 purchasing.

- The submission is on a JotForm so please do not submit a PDF. The committee will use a rubric to evaluate and vote on which proposal forms will go forward to the administration for approval.
- Question 8 asks about the sustainability of the resource. The evaluation criteria is going to favor resources that can be used across multiple courses.
- For describing the longevity of the investment in question 9, report how long one purchase request of the resource supports the department needs. The cost per layer of the resource needs to be assessed and depending on the department's assessment of that resource will impact the evaluation of whether or not it is a sustainable resource.
- For question 10, you are asked to provide the average number of students enrolled in the course. So the higher number of students impacted is going to be more favorable in the evaluation.
- In question 11, the smaller overall cost, the more favorable it is to evaluators.
- In questions 12-15, the faculty commitment should include both part-time and full-time faculty. We strongly encourage you to have a departmental vote or a written commitment. This is an important factor in student success because it is going to hold substantial weight to purchasing the material and having people actually use the material.
- In question 16, the department needs to figure out and advocate for where this resource will live. The Campus Store cannot house free resources because they cannot supply the overhead costs.
- We are moving to a self-advocacy system so please use our library as a resource.

### 6.2.1 Curriculum Chair

- My report today is not related to curriculum, but rather in my role as an officer of the Senate. Last week, we all received the email from acting Superintendent President Lisa Bailey that included a copy of her comments to the board in which she seemed to be responding to concerns shared by the Academic Senate leaders and the Academic Senate President about participatory governance and collegial consultation. Although I did not attend the last Governing Board meeting, I have read Lisa Bailey's comments and apology to the Academic Senate and Classified Senate and I also watched a recording of the meeting. After doing so, I feel it is important that we, as the Senate Officers, be transparent about the conversations that were had with the Executive Team members.

On August 15th, the Academic Senate officers were called into a meeting to discuss Dr. Shannon's medical leave and the plan for Lisa Bailey to temporarily step in as Acting Superintendent/President. Present in the room for the discussion was Nicole DeRose, Liz Encarnacion, myself, Lisa Bailey, Alisha Rosas, Troy Ament, Michael McClellan, and David Rentz (representing CCFA). When we finished with the discussion on Dr. Shannon's leave, Lisa Bailey and Alisha Rosas began asking questions about faculty response to the Convocation presentation about the MacKenzie Scott funding, as well as expressing an interest in an overall temperature check of faculty mood. The Academic Senate officers elected not to discuss the faculty response to MacKenzie Scott funding at this time, instead, President DeRose informed them that the Academic Senate would be discussing MacKenzie Scott funding at our first Academic Senate meeting and would know more after Tuesday. Then Lisa Bailey asked for information about Academic Issues Group (AIG) and our input on whether it was working as intended. We were straightforward in communicating that AIG has not been productive for many issues and that the concerns/issues brought directly to the Governing Board by President DeRose had been brought first to AIG multiple times and were seemingly ignored and/or not taken seriously. Lisa Bailey expressed concern at this information and the hope that AIG will work better in the future. At the time I appreciated the discussion, and what I perceived as genuine

interest and willingness to work to improve relations between the executive team and the Academic Senate. Although we talked about a variety of issues, I want to be clear that in this 1½ hour meeting, we did NOT discuss the MacKenzie Scott funding nor did we discuss faculty sentiments about the move from schools to ACCs—despite what was implied in Lisa Bailey’s comments to the board.

I was optimistic after leaving the meeting. I felt that perhaps there was a sincere interest in improving campus culture, if for no other reason than to alleviate the need for President DeRose to air faculty concerns directly with the Governing Board. As you might imagine, this optimism was short-lived, when, in her comments to the board, it was clear the Lisa Bailey had cherry picked the one example of participatory governance failure (mentioned by President DeRose in a non-agendized conversation during another meeting) that would allow the current executive team members to scapegoat former CIOs.

Unfortunately, after the comments at the last board meeting, we, as a Senate, are put in an impossible position. If we stay silent, we join the current Executive Team in their deliberate deception of the governing board that only past employees/CIOs were responsible for ineffective participatory governance and collegial consultation. Being a party to this lie does not sit well with me.

Therefore, given that the Executive Team has expressed an interest in improving participatory governance and collegial consultation, and given that they seem to need a more methodical assessment of the “state of faculty sentiments” than was shared on August 15th, and given that many faculty have expressed discomfort in sharing their concerns in the public setting of the Academic Senate meetings for fear of retaliation, I am proposing that in lieu of our Academic Senate meeting next week, Senators convene in ad hoc workgroups, so we can discuss ways for Senators to connect with constituents to collect feedback on college operations and strategies for leveraging faculty voices in participatory governance and strengthening Academic Senate’s role in collegial consultation.

- Secretary/Treasurer Witt stated agreement for the need for improved communication in college operations and supports convening in ad hoc workgroups.

### 6.3 Classified Senate Liaison

- Lisa Bruchet stated that the Classified Senate is excited to collaborate on the Welcome Reception for new employees. The Classified Senate appreciates the Academic Senate’s care and appreciation of our workload but would like to participate in the creation of a governance handbook and not just be reviewers. This would allow for fewer edits later and give Classified Professionals the opportunity to further engage and strengthen the bond within all groups involved.

The Classified Senate is in agreement with Curriculum Chair Burk Herrick’s statement. They experienced similar ineffective meetings. The Executive Team requested taking meetings off the calendar for the summer and would schedule again once the Fall semester began. Lisa Bailey spoke at the Classified Senate meeting last week and asked why they hadn’t requested any future meetings. She put the burden to schedule those meetings on them when they were supposed to be monthly, scheduled by the Executive Team. We agree with the need for improved communication by the Executive Team.



#### 6.4 Chaffey College Student Government Liaison - no report

#### 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.

- **Motion for Approval** - Curriculum Chair Burk Herrick moved to postpone 8.1 and 9.3. Senator Holdiness seconded. The motion was approved. 9.3.24, 24Y/0N/0A.
- ***Due to time constraints, the Academic Senate may include this agenda item on a future agenda.***

**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](#)
- Volunteers are Senators Holdiness, Lee, Chamberlain, Santamaria Brady, and Vice President Encarnacion for the workgroup tasked with selecting and recommending a governance handbook.
- **Motion for Approval** - Senator Chamberlain moved to approve the formation and selection of Senators Holdiness, Lee, Chamberlain, Santamaria Brady, and Vice President Encarnacion to form a workgroup tasked with selecting and recommending a governance handbook to improve effective participation, governance, and collegial consultation of the Academic Senate. Curriculum Chair Burk Herrick seconded the motion. The motion was approved. 9.3.24, 23Y/0N/0A.

#### 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". Vote calls: 1- Maryline Chemama, 2-Tamari Jenkins, 3- Bob Biaz, 4-Bruce Osburn

- Senator Jenkins was selected with a Senate vote of 1=7 votes, 2=14 votes, 3=0 votes, 4=3 votes. Thank you to Senator Jenkins for your service on this 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”. Vote call: 1=Lisa Doget, 2=Elaine Martinez, 3=Jayne Clark-Frie, 4=Annette Henry, 5=Jonathan Polidano

- Senators Clark, Henry, and Polidano were selected with a Senate vote of 1=2 votes, 2=2 votes, 3=7 votes, 4=7 votes, 5=6 votes (Jayne, Annette, John).
- A second vote was taken due to a tie between candidates 1 and 2, with the following votes of 1=10 votes, and 2=14 votes. Senator Elaine Martinez-Hu was selected. Thank you for your service on this committee.

**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.

- *Due to time constraints, the Academic Senate may include this agenda item on a future agenda.*

**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.)

- To make a public comment during the Governing Board meeting you have to complete a slip with your name. Give the slip to Nora. Public comments can be made during open and closed sessions but most likely faculty would comment during open sessions. The future Governing Board meeting dates are
  - Tuesday, September 24, 2024
  - Tuesday, October 22, 2024
  - Thursday, November 14, 2024
  - Thursday, December 12, 2024
- A meeting is Brown Act compliant if no decisions are going to be made and it must be a simple majority of the members.

## 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.)

Moved to adjourn at 1:50 pm by Senator Chamberlain and seconded by Senator Johnson.

**The next Academic Senate meeting will be on Tuesday, September 17, 2024.**