

ACADEMIC SENATE MINUTES

SEPTEMBER 2, 2025

Elizabeth “Liz” Encarnacion	President	2025-2027	Y
Terezita Reyes Overduin	Vice-President	2025-2026	Y
Laura Santamaria Brady	Secretary/Treasurer	2025-2026	Y
Angela Burk – Herrick	Curriculum Chair	2025-2027	Y
Laura Santamaria Brady	Arts, Communication & Design A	2024-2026	Y
Henry Leonor	Arts, Communication & Design A	2025-2027	Y
Vacant	Arts, Communication & Design B	2025-2026	
Nicole Farrand	Arts, Communication & Design B	2025-2027	Y
Myra Andrade	Academic & Career Counseling	2024-2026	Y
Wendy Whitney	Academic & Career Counseling	2025-2027	N
Joseph Lee	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2024-2026	Y
Jonathan Polidano	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2025-2027	Y
Hannah Carter	Chino Campus	2024-2026	Y
Manar Hijaz	Chino Campus	2025-2027	Y
Sean Connelly	Fontana Campus	2024-2026	Y
Anthony Guaracha	Fontana Campus	2025-2027	Y
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2027	
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2026	
Jayne Clark Frize	Health & Wellness - Health Sciences	2024-2026	N
Vacant	Health & Wellness - Health Sciences	2025-2027	
Rob Hadaway	Health & Wellness - Kinesiology, Nutrition & Athletics	2024-2026	Y
Candice Hines-Tinsley	Health & Wellness - Kinesiology, Nutrition & Athletics	2025-2027	Y
Terezita Reyes Overduin	Instructional Support	2024-2026	Y
Christina Holdiness	Instructional Support	2025-2027	Y
Melanie Bratcher	Public Service, Culture, & Society	2025-2026	Y
Patricia Gomez	Public Service, Culture, & Society	2025-2027	Y
Justin Keller	Science, Technology, Engineering & Mathematics	2025-2026	Y
Louisa Villeneuve	Science, Technology, Engineering & Mathematics	2025-2027	Y
Tamari Jenkins	Senator-At-Large	2023-2026	N
Sarah Chamberlain	Senator-At-Large	2024-2027	Y
Jin Liu	Senator-At-Large	2025-2028	Y
Carolyn Ward	Adjunct Senator-At-Large	2025-2026	N
Etka Kandhway	Adjunct Senator-At-Large	2025-2027	Y
Alternates			
Stephen Shelton	Arts, Communication & Design A	2024-2026	Y
Vacant	Arts, Communication & Design B	2025-2027	
Melissa Johannsen	Academic & Career Counseling	2024-2026	N
Fabiola Espitia	Academic & Career Counseling	2025-2027	N
Jay Scott	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2025-2027	N
Vacant	Chino Campus	2025-2027	
Vacant	Fontana Campus	2025-2027	
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2026	
Lisa Doget	Health & Wellness - Health Sciences	2025-2027	N
Annette Henry	Kinesiology, Nutrition, & Athletics	2025-2027	N
Rose Ann Osmanian	Instructional Support	2025-2027	N
Vacant	Public Service, Culture, & Society	2025-2026	
Shannon Jessen	Science, Technology, Engineering & Mathematics	2025-2027	N
Vacant	Adjunct Alternate Senator	2025-2027	
Sarah Schmidt	Classified Senate Liaison	2025-2027	N
Alilah Mora De Jesus	Chaffey College Student Government	2025-2027	Y
Nolan Krueger	Chaffey College Student Government	2025-2027	Y

Guests:

Adriana Arce, Director, Distance Education & Professional Development

Ryan Hitch, Instructional Specialist, Distance Education

Andrew Long, Dean Instructional Support

Michael McClellan, Associate Superintendent, Instruction and Institutional Effectiveness

Lissa Napoli, Administrative Assistant, Academic Senate

Alisha Rosas, Associate Superintendent, Student Services

Robert Rundquist, Dean, Public Service, Culture and Society

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:35 P.M.) 12:38 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.

-Read by President Encarnacion

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 2, 2025
- **Motion for Approval** - Senator Gomez moved to adopt the agenda with corrections to spelling in 5.4.1, ACD information in 5.3.3., and removal of a classified professional in 5.2.2 for 9.2.25. Senator Polidano seconded the motion. The motion was approved. 9.2.25, 21Y/0N/0A.

5. CONSENT AGENDA**5.1 August 26, 2025 Meeting Minutes.** See attachment titled, "ACADEMIC SENATE MINUTES August 26, 2025 DRAFT"**5.2 Faculty representatives that have been requested to serve on these selection/hiring committees:** see ["AP 7120 Committee Compositions"](#)**5.2.1 Dean, Academic & Career Counseling**

Juanda Scroggins, Counseling, ACC

5.2.2 Executive Director, Human Resources

Megan Keebler, Instructional Specialist, SI

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

5.3.1 College Planning Council

Louisa Villeneuve, Biology, STEM
Julie Law, Counselor, ACC

5.3.2 MacKenzie Scott Advisory Group

Tamari Jenkins, FSC (replacing Laura Picklesimer)
Joshua Stapleton, Emergency Medical Service, PCS

5.3.3 Enrollment Management Committee

Leonard Crow, Math, STEM
Nicole Farrand ART, ACD
Jonathan Polidano, Automotive Technology, MIT

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

5.4.1 MacKenzie Scott Advisory Group

Robert Jones, English, ACD
Joel Chavez, Ethnic Studies, PCS
Laura Picklesimer, English, ACD

5.4.2 Calendar Committee

Terzah DePonte, ADN, HS

- **Motion for Approval** - Curriculum chair Burk-Herrick moved to move 5.3.2 to new business from the Consent Agenda 9.2.25. Senator Shelton seconded the motion. The motion was approved. 9.2.25, 21Y/0N/0A.
- **Motion for Approval** - Senator Polidano moved to approve the remaining items on the Consent Agenda 9.2.25. Senator Holdiness seconded the motion. The motion was approved. 9.2.25, 21Y/0N/0A.

6. GUEST(S)/PRESENTATION(S) **15 minute presentation and up to 10 minute discussion* - None

7. REPORT(S)

7.1 President

- The first Faculty Advocacy Series: Who Makes The Rules for California Community College? Co-hosted with Curriculum Chair Angela Burk-Herrick was a success! Thank you to Roseann Osmanian for monitoring the chat and the ground rules setting and thank you to Tamari and the FSC for hosting and partnering. The next session in the series will be on Friday September 12 at 2 pm co-hosted with Melissa Christian, Executive Director, Institutional Research, Policy, and Grants going into detailed insights about AP's and BP's and how faculty's voices have had and can have an impact on the institution through these fundamental procedural documents.
 - Supplemental materials will be available on the Academic Senate canvas page
- Title XI Training needs to be completed by September 30

- Credit for Prior Learning (CPL) FOSA is live and interested faculty should consider applying
 - CPL state liaisons/leads will be available as a resource
- AIG meeting is this Friday
 - Next week, President Encarnacion will report back on the discussion

7.2 Vice President - No report

7.3 Secretary/Treasurer - No report

7.4 Curriculum Chair - No report

7.5 Classified Senate Liaison - No report

7.6 Chaffey College Student Government Liaison - No report

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9.1 Action Item: Senators have been selected to read the following Sabbatical Reports- ***Deadline to report back to Senate: 9/23.*** Refer to "Sabbatical Report Subcommittee & Report Rubric" in the Sabbatical Process Module on the [Academic Senate Canvas shell](#) for resources on reviewer information.

- Brent Bracamontes**, (2024-2025 Academic Year)
 - Reviewers: Myra Andrade, Jin Liu, Manar Hijaz
- Bradley Hughes**, (Spring 2025)
 - Reviewers: Henry Leonor, Hannah Carter, Justin Keller
- Michelle Martinez**, (2024-2025 Academic Year)
 - Reviewers: Nicole Farrand, Sean Connelly, Anthony Guaracha
- Leta Ming**, (2024-2025 Academic Year)
 - Reviewers: Roseann Osmanian, Louisa Villeneuve, Jonathan Polidano
- Ava Nguyen**, (Spring 2025)
 - Reviewers: Laura SMB, Wendy Whitney, Melanie Bratcher
- David Rentz**, (Spring 2025)
 - Reviewers: Shannon Jessen, Melissa Johannsen, Tamari Jenkins

- **Motion for Approval** - Senator Holdiness moved to approve the Senators chosen to review Sabbatical Reports. Senator Shelton seconded the motion. The motion was approved. 9.2.25, 22Y/0N/0A.

9.2 Discussion Item/Possible Action Item: Academic Senate Best Practices on Academic Integrity and AI.

- Consider reviewing the following resources: "[Generative AI Guidelines](#)" from the Distance Education Department last updated and endorsed by Academic Senate in 2023
- [ASCCC Academic Integrity Policies in the Age of Artificial Intelligence \(AI\) Resource Document](#)
- [Student Academic Integrity Code](#)
- Senator Shelton suggested that the Senate form a workgroup to develop best practices. Senator Lee recommended including a representative from each ACD. Curriculum Chair Burk-Herrick proposed adding a current faculty member from the curriculum committee to the group.

- CCSG Liaison Krueger added that students are confused by different instructors' acceptance of AI use. He approved of making the guideline clear on the syllabus and encouraged practices that teach students how to use AI while maintaining academic integrity.
- Senator Bratcher asked how the workgroup would define "best practices" (standardization vs guidelines).
- Senator Polidano suggested that, to better support best practices guidelines, resources such as a workbook or tutorial guide should be provided to encourage faculty to explore AI use.
- Senator Chamberlain suggested that a discussion of best practices may be better defined by each ACC.
- Curriculum Chair Burk-Herrick asked that the workgroup also focus on whether the guidelines would be more ACC or department focused.
- Senator Farrand suggested that the guidelines include information on how to avoid student grievances related to AI use.
- Senator Shelton explained that students don't look at courses by ACC and recommended that specific best practices be developed at the department level, while broader guidelines can be established by the Senate. He also suggested best practices for detection softwares.
- Senator Villeneuve discussed the need for different best practices for in-person classes vs. online classes.
- Senator Bratcher suggested that there is a call for faculty to share their concerns and ideas regarding academic integrity
- CCSG liaison Krueger seconded the idea of including a conversation about AI detection softwares.
- President Encarnacion discussed an ASCCC resolution that focused on disparities between native English speakers vs non-native speakers in detection software.

9.3 Action Item: BP & AP 7150 Evaluation and Professional Growth - Selection of Senators (1, preferably 2) to review recommended changes. Report to the Academic Senate no later than **September 30**. See attachments titled "BP 7150 Evaluation and Professional Growth" and "AP 7150 Evaluation and Professional Growth."

- **Motion for Approval** - Senator Gomez moved to approve Senator Shelton and Curriculum Chair Burk-Herrick to review the BP/AP 7150. Senator Liu seconded the motion. The motion was approved. 9.2.25, 22Y/0N/0A.

9.4 Action Item: AP 7160 Professional Development- Selection of Senators (1, preferably 2) to review recommended changes. Report to the Academic Senate no later than September 30. See attachments titled "AP 7160 Professional Development"

- **Motion for Approval** - Senator Chamberlain moved to approve Senator Holdiness and Senator Liu to review the AP 7160. Senator Polidano seconded the motion. The motion was approved. 9.2.25, 22Y/0N/0A.

*Chapter 7 Board policies that are ready for Academic Senate 10+2 review. The policies have been revised to include recommended language by the CCLC policy subscriber service. The policies have also been reviewed by Institutional Research, Policy, and Grants as well as the Senior Administrator that oversees this chapter, Lisa Bailey. Any language in **red** is recommended legal language from CCLC. Any language in **blue** is the recommended language added by the Senior Administrator.*

9.5 Consent Agenda item 5.3.2 McKenzie Scott Advisory Group

- The Senate requests that a second call be sent to replace individuals who can no longer serve in the advisory group
- Senator Polidano asked whether we are approving the current applicant or waiting for the results of the second call.
- Senator Villeneuve asked whether there were any more alternates available. Currently, there is only one alternate.
- **Motion for Approval** - Senator Chamberlain moved to extend the McKenzie Scott application for two more weeks to collect more applicants. Senator Overduin seconded the motion. The motion was approved. 9.2.25, 22Y/0N/0A.
- **Motion for Approval** - Senator Chamberlain moved to make all present and future alternates for pre-approved for the McKenzie Scott Advisory Group. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 9.2.25, 22Y/0N/0A.

10. FLOOR ITEMS *10 minutes each (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 Shelton suggested that, to increase faculty participation, committees should avoid scheduling meetings during prime teaching hours

11. ANNOUNCEMENTS

11.1 Chaffey College

11.1.1 Faculty Required Title IX Training: September 1 - September 30, My Learning Hub. More information to come when available.

11.1.2 Radical Geographies: possibilities of the imaged landscape (Wignall Museum) Tuesday, September 2 – Saturday, November 8.

11.1.3 Chino Instructional Building Grand Opening – Tuesday, September 23, Looking ahead in the coming winter and spring seasons we are anticipating the opening of the new Library Learning Commons and the new MACC Center.

11.1.4 4th annual Black and Brown Minds & Mattering Conference – Friday, October 24

11.1.5 Report to the Community – Wednesday, November 5

11.2 Academic Senate for California Community Colleges (ASCCC) Information

11.2.1 Save the Date! 2025 Fall Plenary Session, November 6-8, 2025, [Hyatt Regency La Jolla](#). We're excited to announce the **fully in-person 2025 Fall Plenary Session**, bringing us together once again for connection, collaboration, and inspiration!

Resilience in Action: Upholding Our Humanity and Mission Amid a Shifting Landscape. Join us in-person for this energizing gathering where voices are heard, ideas are exchanged, and community is strengthened. Whether you're a seasoned attendee or a first-timer, this is your moment to be in the room where it happens.

Deadline to register: **October 22nd, 2025 at 5:00 pm** for [General Admission: \\$625](#)

11.2.2 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at asccc.org

12. ADJOURNMENT (1:50 P.M.) 1:44 P.M.

The next Academic Senate meeting is scheduled for Tuesday, September 9, 2025.

Lissa A. Napoli, Recording Secretary

Laura Santamaria Brady, Treasurer / Secretary

Review Purpose	<input type="checkbox"/> Adoption	<input checked="" type="checkbox"/> Revision	<input type="checkbox"/> Cyclical Review
Description	CCLC Legal Update The Service added supporting language pursuant to the 2024 changes in the ACCJC Accreditation Standards.and updated the reference.		

Standard mark-up for any recommendations made during review process:

Red = CCLC legal update | Blue = Administrators, faculty, staff | Insertions | ~~Deletions~~

DRAFT TEXT

BP 7150 Evaluation and Professional Growth

The District supports its employees with professional learning opportunities aligned with the District's mission and institutional goals. It is the intent of the District to maximize professional development opportunities for its employees.

The Superintendent/President shall:

- Assure periodic and systematic evaluations of faculty, administrators, and classified staff.
- Provide professional development opportunities, consistent with the institutional mission and based on identified teaching and learning needs for administrators, faculty, and classified staff.
- Regularly evaluate professional learning opportunities for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.

References: ~~WASC~~/ACCJC Accreditation Standard ~~III.A.5 and III.A.14~~ 3.2

Policy

Category: Executive Expectations

Adopted: 7/26/12
(Replaces former Board Policy 7.1.7)

Revised: 7/27/23



END OF DRAFT TEXT

Review information, process notes and legal citations section begins on the next page.



Review information

General information: *The Office of Institutional Research, Policy & Grants (“OIRPG”) is the Superintendent/President’s designee with oversight of the review process. Review information is provided for draft review purposes only and will be removed when the BP is approved.*

Each chapter is under the purview of a primary administrative office. The senior administrator’s review of the BP is required. (Note: Ch. 3 BPs are assigned individually by subject area.) Other administrators and managers whose work should inform BP recommendations provide advisory input. If the BP is designated 10+2, then Academic Senate review is required. If substantive modifications are made to language that is legally required or advised, then CCLC recommends review by District legal counsel. Per AP 2410, non-substantive edits may be made without further institutional review.

Specific information:

Chapter	<input type="checkbox"/> 1-The District <input type="checkbox"/> 2-Governing Board <input type="checkbox"/> 3-General Institution <input type="checkbox"/> 4-Instruction <input type="checkbox"/> 5-Student Services <input type="checkbox"/> 6-Business and Fiscal Affairs <input checked="" type="checkbox"/> 7-Human Resources
BP designation(s)	<input type="checkbox"/> Legally required <input type="checkbox"/> Legally advised <input checked="" type="checkbox"/> Accreditation Standard/ER <input type="checkbox"/> Suggested as good practice (optional) <input type="checkbox"/> Chaffey specific <input checked="" type="checkbox"/> 10+2
Primary administrative office	<input type="checkbox"/> Superintendent/President (Ch 1, 2, 3) <input type="checkbox"/> AS Administrative Services and Emergency Operations (Ch 3) <input checked="" type="checkbox"/> AS Business Services and Economic Development (Ch 3, 6, 7) <input type="checkbox"/> AS Instruction and Institutional Effectiveness (Ch 3, 4) <input type="checkbox"/> AS Student Services and Strategic Communications (Ch 3, 5)
Advisory office(s)	Human Resources
CCLC update	Checked for any legally required or advised language issued by the CCLC Policy Subscriber Service through: April 2025 legal update
References	Legal text attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No File: 7150_BP Legal Citations OIRPG 1039.pdf

Process notes

Standard BP review sequence per AP 2410: *Initial review (by OIRPG) | Administrator | Faculty 10+2 if required | President’s Cabinet (1st reading and information; sunshine with participatory governance groups for input; 2nd reading and approval) | Governing Board (Policy Liaison; 1st reading and information; 2nd reading and adoption).*

Date	Review Step
2/28/25	Initial review OIRPG
	Reviewed and revised by Melissa Christian (Exec Dir), Trinity Kealoha (Rsch & Policy Spec). Revisions: CCLC
4/11/25	Admin review Human Resources

Process notes

	Reviewed by Lisa Bailey (Sr Admin), Susan Hardie (Exec Dir, HR), Ryan Church (Chief Legal Officer)
TBD	Faculty 10+2 – review required
TBD	Cabinet
TBD	Board

Legal citations

[ACCJC 3.2](#)**Accrediting Commission for Community and Junior Colleges
(2024 Accreditation Standards)****ACCJC Standard 3.2**

[Standard 3: Infrastructure and Resources]

3.2. The institution supports its employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.



Review Purpose	<input type="checkbox"/> Adoption	<input checked="" type="checkbox"/> Revision	<input type="checkbox"/> Cyclical Review
Description	CCLC Legal Update The Service updated this procedure to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards. The Service also updated this procedure to align content to the ACCJC Accreditation Standard.		

Standard mark-up for any recommendations made during review process:

Red = CCLC legal update | Blue = Administrators, faculty, staff | Insertions | ~~Deletions~~

DRAFT TEXT

AP 7150 Evaluation

~~The District assures the effectiveness of its human resources by evaluating all personnel systematically and at stated intervals. The District establishes written criteria for evaluating all personnel. The evaluation process assesses the effectiveness of personnel, identifies areas of improvement, and provides methods of remediation. Actions taken following evaluations are formal, timely, and documented.~~

The District evaluates its employees regularly, using clear criteria that align with professional responsibilities and reflect the District's mission and goals. Evaluation processes are outlined in the appropriate collective bargaining agreement or personnel plan.

References: ~~WASC~~/ACCJC Accreditation Standard 3.3-III.A.5 ~~(formerly III.A.1.b)~~

Approved: 5/15/12

Revised: 5/16/23

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Specific information:

Chapter	<input type="checkbox"/> 1-The District <input type="checkbox"/> 2-Governing Board <input type="checkbox"/> 3-General Institution <input type="checkbox"/> 4-Instruction <input type="checkbox"/> 5-Student Services <input type="checkbox"/> 6-Business and Fiscal Affairs <input checked="" type="checkbox"/> 7-Human Resources
AP designation(s)	<input type="checkbox"/> Legally required <input type="checkbox"/> Legally advised <input checked="" type="checkbox"/> Accreditation Standard/ER <input type="checkbox"/> Suggested as good practice (optional) <input type="checkbox"/> Chaffey specific <input checked="" type="checkbox"/> 10+2
Primary administrative office	<input type="checkbox"/> Superintendent/President (Ch 1, 2, 3) <input type="checkbox"/> AS Administrative Services and Emergency Operations (Ch 3) <input checked="" type="checkbox"/> AS Business Services and Economic Development (Ch 3, 6, 7) <input type="checkbox"/> AS Instruction and Institutional Effectiveness (Ch 3, 4) <input type="checkbox"/> AS Student Services and Strategic Communications (Ch 3, 5)
Advisory office(s)	Human Resources
CCLC update	Checked for any legally required or advised language issued by the CCLC Policy Subscriber Service through: April 2025 legal update
References	Legal text attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No File: 7150-AP Legal Citations OIRPG 1058.pdf

Process notes

Standard AP review sequence per AP 2410: *Initial review (by OIRPG) | Administrator | Faculty 10+2 if required | President’s Cabinet (1st reading and information; sunshine with participatory governance groups for input; 2nd reading and approval).*

Date	Review Step
7/10/25	Initial review OIRPG Reviewed by Melissa Christian (Exec Dir), Trinity Kealoha (Rsch & Policy Spec). Revisions: CCLC.
8/20/25	Admin review Human Resources Reviewed by Lisa Bailey (Sr Admin), Ryan Church (Chief Legal Officer)
TBD	Faculty 10+2 – review required



Process notes

TBD

Cabinet

Legal citations

[Accreditation](#) 3.3

Accrediting Commission for Community and Junior Colleges

ACCJC Standard 3.3

[Standard 3: Infrastructure and Resources]

3.3. The institution evaluates its employees regularly, using clear criteria that align with professional responsibilities and reflect the institution's mission and goals.



Review Purpose	<input type="checkbox"/> Adoption	<input checked="" type="checkbox"/> Revision	<input type="checkbox"/> Cyclical Review
Description	CCLC Legal Update The Service updated this procedure to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards. The Service also updated this procedure to align content to the ACCJC Accreditation Standard.		

Standard mark-up for any recommendations made during review process:

Red = CCLC legal update | Blue = Administrators, faculty, staff | Insertions | ~~Deletions~~

DRAFT TEXT

AP 7160 Professional Development

~~The District plans for and provides personnel with appropriate opportunities for continued professional development, consistent with the institutional mission. The District will evaluate professional development programs and use the results of the evaluation as the basis for improvement.~~

The institution supports its employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.

The District encourages faculty members to continue their professional preparation, consistent with the institutional mission and based on identified teaching and learning needs, through academic, scholarly, and professional endeavors.

The District also encourages confidential, classified, and management employees to continue to develop their professional preparation, consistent with the institutional mission and based on programmatic/departmental needs, through academic and professional endeavors.

References: Education Code Sections 87150 et seq.;
~~WASC/~~ACCJC Accreditation Standard 3.2.H.A.14

Approved: 3/6/12

Revised: 5/17/22



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Chapter	<input type="checkbox"/> 1-The District <input type="checkbox"/> 2-Governing Board <input type="checkbox"/> 3-General Institution <input type="checkbox"/> 4-Instruction <input type="checkbox"/> 5-Student Services <input type="checkbox"/> 6-Business and Fiscal Affairs <input checked="" type="checkbox"/> 7-Human Resources
AP designation(s)	<input type="checkbox"/> Legally required <input type="checkbox"/> Legally advised <input checked="" type="checkbox"/> Accreditation Standard/ER <input type="checkbox"/> Suggested as good practice (optional) <input type="checkbox"/> Chaffey specific <input checked="" type="checkbox"/> 10+2
Primary administrative office	<input type="checkbox"/> Superintendent/President (Ch 1, 2, 3) <input type="checkbox"/> AS Administrative Services and Emergency Operations (Ch 3) <input checked="" type="checkbox"/> AS Business Services and Economic Development (Ch 3, 6, 7) <input type="checkbox"/> AS Instruction and Institutional Effectiveness (Ch 3, 4) <input type="checkbox"/> AS Student Services and Strategic Communications (Ch 3, 5)
Advisory office(s)	Human Resources
CCLC update	Checked for any legally required or advised language issued by the CCLC Policy Subscriber Service through: April 2025 legal update
References	Legal text attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No File: 7160-AP Legal Citations OIRPG 1059.pdf

Process notes

Standard AP review sequence per AP 2410: Initial review (by OIRPG) | Administrator | Faculty 10+2 if required | President’s Cabinet (1st reading and information; sunshine with participatory governance groups for input; 2nd reading and approval).

Date	Review Step
7/10/25	Initial review OIRPG Reviewed by Melissa Christian (Exec Dir), Trinity Kealoha (Rsch & Policy Spec). Revisions: CCLC.
8/20/25	Admin review Human Resources Reviewed by Lisa Bailey (Sr Admin), Ryan Church (Chief Legal Officer)
TBD	Faculty 10+2 – review required



Process notes

TBD

Cabinet

Legal citations

EDC [87150 et seq.](#) | [Accreditation](#) 3.2

California Education Code

EDC Sections 87150 et seq.

TITLE 3. POSTSECONDARY EDUCATION

DIVISION 7. COMMUNITY COLLEGES

PART 51. EMPLOYEES

CHAPTER 1. Provisions Applying to All Employees

ARTICLE 5. Community College Faculty and Staff Development Fund

[Sections 87150, 87151, 87152, 87153, 87154]

EDC Section 87150

87150. There is hereby established the Community College Professional Development Program, to be administered by the board of governors, the purpose of which is to provide state general funds to community colleges for supporting locally developed and implemented faculty and staff development programs.

(Amended by Stats. 2014, Ch. 473, Sec. 1. (AB 2558) Effective January 1, 2015.)

EDC Section 87151

87151. The board of governors shall annually allocate funds, when appropriated for purposes of this article, only to a community college district whose chief executive officer has submitted to the chancellor an affidavit that includes all of the following:

- (a) A statement that each campus within the community college district has an advisory committee, composed of administrators, faculty, and staff representatives, which has assisted in the assessment of the faculty and staff development needs and in the design of the plan to meet those needs.
- (b) A campus human development resources plan has been completed for the current and subsequent fiscal years.
- (c) A report of the actual expenditures for faculty and staff development for the preceding year.

(Amended by Stats. 2014, Ch. 473, Sec. 2. (AB 2558) Effective January 1, 2015.)

EDC Section 87152

87152. (a) Any funding appropriated for purposes of this article shall be allocated to the community college districts that provide professional development opportunities to both faculty and staff. Funding shall be disbursed in accordance with rules and regulations adopted by the board of governors.

(b) Community college districts that receive funding pursuant to this section shall include the employee's time used participating in the Community College Professional Development Program in the employee's contractually obligated hours.

(Repealed and added by Stats. 2014, Ch. 473, Sec. 4. (AB 2558) Effective January 1, 2015.)

EDC Section 87153

87153. The authorized uses of funds allocated under this article shall include all of the following:

- (a) Improvement of teaching.
- (b) Maintenance of current academic and technical knowledge and skills.
- (c) In-service training for vocational education and employment preparation programs.
- (d) Retraining to meet changing institutional needs.
- (e) Intersegmental exchange programs.
- (f) Development of innovations in instructional and administrative techniques and program effectiveness.
- (g) Computer and technological proficiency programs.
- (h) Courses and training implementing affirmative action and upward mobility programs.
- (i) Other activities determined to be related to educational and professional development pursuant to criteria established by the Board of Governors of the California Community Colleges, including, but not necessarily limited to, programs designed to develop self-esteem.

(Added by Stats. 1988, Ch. 973, Sec. 26.)

EDC Section 87154

87154. This article shall be operative during any fiscal year only if funds are provided therefor in the annual Budget Act for that fiscal year or other legislation.

(Added by Stats. 1988, Ch. 973, Sec. 26.)

Accrediting Commission for Community and Junior Colleges

ACCJC Standard 3.2

[Standard 3: Infrastructure and Resources]

3.2. The institution supports its employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.

		Present	Adoption of the 9.2.25 Agenda with Amendments	moved to move 5.3.2 to new business from the Consent Agenda 9.2.25	Motion to approve the remaining items on the 9.2.25 Consent Agenda	moved to approve the Senators chosen to review Sabbatical Reports	Senator moved to approve the Senators chosen to review the BP/AP 7150
<i>Alternate Senators Italicized</i>							
Representation	Name						
President	Elizabeth "Liz" Encarnacion	y					
Vice President	Terezita Reyes Overduin	y	y	y	y	y	y
Secretary/Treasurer	Laura Santamaria Brady	y	y	y	y	y	y
Curriculum Chair	Angela Burk-Herrick	y	y	y	y	y	y
ACD-A	Laura Santamaria Brady						
ACD-A	Henry Leonor	y	y	y	y	y	y
<i>ACD-A Alternate</i>	<i>Steve Shelton</i>	y	-	-	-	-	-
ACD-B	Vacant						
ACD-B	Nicole Farrand	y	y	y	y	y	y
<i>ACD-B Alternate</i>	<i>Vacant</i>						
ACC	Myra Andrade	y	y	y	y	y	y
ACC	Wendy Whitney	-	-	-	-	-	-
<i>ACC Alternate</i>	<i>Melissa Johannsen</i>	-	-	-	-	-	-
<i>ACC Alternate</i>	<i>Fabiola Espitia</i>	-	-	-	-	-	-
BTH/MIDT	Joseph Lee	y	y	y	y	y	y
BTH/MIDT	Jonathan Polidano	y	y	y	y	y	y
<i>BTH/MIDT Alternate</i>	<i>Jay Scott</i>	-	-	-	-	-	-
Chino Campus	Hannah Carter	y	y	y	y	y	y
Chino Campus	Manar Hijaz	y	y	y	y	y	y
<i>Chino Campus Alternate</i>	<i>Vacant</i>						
Fontana Campus	Sean Connelly	y	-	-	-	y	y
Fontana Campus	Anthony "Tony" Guaracha	y	y	y	y	y	y
<i>Fontana Campus Alternate</i>	<i>Vacant</i>						
HFID&C	Vacant						
HFID&C	Vacant						
<i>HFID&C Alternate</i>	<i>Vacant</i>						
HW - HS	Jayne Clark-Frize	-	-	-	-	-	-
HW - HS	Vacant						
<i>HW - HS Alternate</i>	<i>Lisa Doget</i>	-	-	-	-	-	-
HW - KNA	Rob Hadaway	y	y	y	y	y	y
HW - KNA	Candice Hines-Tinsley	y	y	y	y	y	y
<i>HW - KNA Alternate</i>	<i>Annette Henry</i>	-	-	-	-	-	-
Instructional Support	Terezita Reyes Overduin						
Instructional Support	Christina Holdiness	y	y	y	y	y	y
<i>Instructional Support Alternate</i>	<i>Rose Ann Osmanian</i>	-	-	-	-	-	-
PCS	Melanie Bratcher	y	y	y	y	y	y
PCS	Patricia Gomez	y	y	y	y	y	y
PCS Alternate	Vacant						
STEM	Justin Keller	y	y	y	y	y	y
STEM	Louisa Villeneuve	y	y	y	y	y	y
<i>STEM Alternate</i>	<i>Shannon Jessen</i>	-	-	-	-	-	-
Senator-At-Large	Tamari Jenkins	-	-	-	-	-	-
Senator-At-Large	Sarah Chamberlain	y	y	y	y	y	y
Senator-At-Large	Jin Liu	y	y	y	y	y	y
Adjunct Senator-at-Large	Carolyn Ward	-	-	-	-	-	-
Adjunct Senator-at-Large	Ekta Kandhway	y	y	y	y	y	y
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
Classified Senate Liaison	Sarah Schmidt	-					
CC Student Government	Nolan Krueger	y					
CC Student Government	Ailiah Mora De Jesus	y					
RED indicates reported absence	PURPLE indicates reported tardy/leave early	26	21	21	21	22	22
Total No Votes			0	0	0	0	0
Total Abstentions			0	0	0	0	0
- = Not available during meeting to vote							
35 members total - up to 27 voting at any given time. The President is a non-voting member, but counts as quorum. Curriculum Chair now votes per 8.25.20 meeting.							
President ONLY votes to break a tie.							
A quorum shall consist of two-thirds of the voting members of the Academic Senate							
18 members are needed for QUORUM							
33 Present at this meeting = 26 members, 7 visitors							
9.2.25 Academic Senate Meeting							

[illegible]