

Academic Senate Minutes

December 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	Y
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	N
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	Y
Vacant	Health & Wellness - Health Sciences	2025-2027	
Rob Hadaway	Health & Wellness - Kinesiology, Nutrition & Athletics	2024-2026	N
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	Y
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 and Liaisons			
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	Y
Rose Ann Osmanian	Instructional Support	2025-2027	Y
Vacant	Public Service, Culture, & Society	2025-2026	
Vacant	Science, Technology, Engineering & Mathematics	2025-2027	
Vacant	Adjunct Alternate Senator	2025-2027	
Sarah Schmidt	Classified Senate Liaison	2025-2027	Y
Nolan Krueger	Chaffey College Student Government	2025-2027	Y
Alilah Mora De Jesus	Chaffey College Student Government	2025-2027	Y

Guests:

Jon Ausubel, English, ACD

Shireen Awad, Curriculum Specialist

Jackie Bobo耶, Counselor, Counseling

Marilyn Chemama, Chemistry, STEM

Omar Dphrepaulezz, History, PCS

Jeff Laguna, Gerontology, HW and Interim Dean of Health Sciences

Andrew Long, Dean, Instructional Support

Michael McClellan, Associate Superintendent, Instruction and Institutional Effectiveness

Lissa Napoli, Administrative Assistant, Academic Senate

Ava Nguyen, Communication Studies, ACD

Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

1. Personal Expression (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.

- Read by Jayne Clark Frize, Health & Wellness- Health Sciences, Academic Senate

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.)

- Jackie Bobo耶 read the following public comment:
 - On behalf of myself and the International Students, we want to thank you for your support this semester. From November 18–20, Chaffey College celebrated International Education Week. International Education Week is not only about traveling abroad; it is about fostering curiosity, empathy, cultural exchange, and understanding in our classrooms and community. It encourages students to recognize that the world is interconnected and that their voices matter in the international arena.

I want to personally thank everyone who participated in this special celebration, especially the International Student Center and Student Life for organizing the Global Voices panel, as well as our students, faculty, staff panelists, and the leadership team, administrators, and deans for their support. The insights shared during the event encouraged me to think

critically, learn, and embrace diverse perspectives. Together, we help to build a stronger, more inclusive global community where every voice is valued.

Looking ahead to the coming semester, my goal is to deepen my understanding of international education and strengthen my intercultural skills. By expanding my knowledge of diversity, I hope to better serve our diverse student population in my counseling practice at Chaffey College by providing resources that meet the needs of all students. I also hope to encourage active participation from every student. I look forward to learning from international students about their experiences, challenges, and opportunities at Chaffey, as well as gaining insights through collaboration with colleagues who work closely with our international student community.

Thank you for your ongoing support, and happy holidays!

- President Encarnacion shared two public comments sent to her via email:

- Ava Nguyen, Communication Studies:

Good afternoon, Colleagues and Chaffey Community. I'm honored to be a part of the Committee for Palestinian Justice and Solidarity, a space dedicated to uplifting a community that has long faced the impacts of colonialism, displacement, and marginalization.

I am here to affirm the centering of Palestinian voices and to share information as to why we are doing this work.

Palestinian students and employees exist on this campus. They experience marginalization here. And we are obligated—as educators—to ensure every group experiencing harm or invisibility has avenues for support, safety, and representation.

This is not a new concept. We already have structures that center targeted groups for the sake of equity, and their existence has never required creating a counter-committee for every other population. Equity is not a zero-sum model. Supporting one group does not take anything away from anyone else.

What should concern us is not the committee's focus, but the implication that centering Palestinians is inherently political or divisive. It shouldn't be. Recognizing and supporting a community that has been historically marginalized is a routine equity practice.

And supporting Palestinian people is part of a much larger ethical and educational commitment we already hold: standing with Indigenous communities harmed by colonialism, imperialism, and displacement. When we advocate for people living under the legacies of colonial rule, we affirm our institution's responsibility to human rights, equity, and critical inquiry.

History already shows us the power of academic institutions in this work. Advocacy for Vietnamese people during the Vietnam War—much of it led in classrooms, campuses, and

academic organizing spaces—shifted public consciousness and helped end a devastating imperial conflict.

- Anonymous (Senate Constitution and bylaws don't have explicit statements regarding requiring a name for public comments):

I want to begin by affirming that Palestinians have the right to share their history, lived experiences, and cultural narratives without being treated as controversial or inappropriate. When people dismiss or silence these stories, it reinforces colonizing and dangerous imperialistic views that distort global understanding and undermine our collective commitment to truth.

Concerns have been raised suggesting that Palestinian perspectives are divisive. In truth, our responsibility as educators is to ensure students have access to information that reflects the complexity of the world they live in. Palestinian narratives belong in our classrooms, programming, and campus dialogues. They contribute to literature, cultural studies, political analysis, and human rights inquiry. Treating them as inherently problematic sends a harmful message that some identities are less legitimate or less welcome in our learning spaces.

We also know too well the many ways Palestinian voices are silenced: through subtle efforts to prevent committees from forming, through attempts to erase their presence in campus initiatives, and through labeling their stories as controversial. Any attempt to obstruct this committee or question its legitimacy contributes to the ongoing erasure of the Palestinian people and their lived realities. This is not neutrality. It is in alignment with the very structures that have long denied Palestinians visibility, safety, and truth. It is a pattern we have seen far too often used to silence marginalized communities everywhere.

We must support efforts to educate our community about Palestine, genocide, and colonization. Our job as educators is to create space for dialogue. Dialogues are not a thread. the lack of dialogue is what endangers truth, understanding, and the very integrity of education. Palestinian stories belong here.

4. Adoption Of Agenda

- December 2, 2025
- **Motion for Approval** - Senator Lee moved to adopt the agenda. Senator Polidano seconded the motion. The motion was approved. 12.2.25, 24Y/0N/0A.

5. Consent Agenda

5.1 November 25 Meeting Minutes. See attachment titled, "ACADEMIC SENATE MINUTES November 25, 2025 Draft."

5.2 New Committee: Proposal: Committee for Palestinian Justice and Solidarity. See attached, "New Committee Proposal."

- **Motion for Approval** - Senator Gomez moved to adopt the Consent Agenda with a correction to item 8.2. Senator Santamaria Brady seconded the motion. The motion was approved. 12.2.25, 24Y/0N/0A.

6. Guest(S)/Presentation(S) - None.

7. Report(S)

7.1 President

- Neil Watkins, the faculty-tri chair of the Undocumented Advocates Committee forwarded a message from the California Community Colleges' Monarch Connection in regards to in-state tuition and financial aid for undocumented students.
 - Last week, the U.S. Department of Justice filed a complaint against California regarding the state's long-standing policies that extend in-state tuition, scholarship and loan options for undocumented students, resources that have helped open doors for thousands of learners across California for more than 20 years.

While this news may raise questions, key facts remain unchanged. California's policies ensuring access to higher education for all students continue to be fully in effect.

Most importantly, nothing has changed for students. All programs and resources for undocumented students remain available. Students who qualify for AB540 still qualify. State and institutional financial aid remains fully available. College access policies remain legal and active, and students should continue to apply, enroll, and access services as usual.

- More information will be shared through Student Services.
- There was communication and email communication regarding the Academic Senate's role in committee formation and committee upkeep. President Encarnacion crafted an email in response to help clarify the Senate's purview. This information will be clearer once the Governance Handbook is updated and will also slightly change as CPC will have a stronger hand in overseeing current committees and making sure the committees' structure and purview is upheld, like reviewing whether committees are in alignment to the district goals. In the meantime, this is the current process for how committees are formed and adopted. Today's consent agenda had a committee on it, but the last previous committee that was approved for the Academic Senate was the LGBTQIA Advocates Committee, which was approved in 2018.
 - The Academic Senate Constitution Article 7 Committee. The Academic Senate is in joint consultation as part of its shared governance obligation. This responsibility is further detailed in AP 2510, which outlines that governance includes maintaining a streamlined committee structure.

Under these provisions, the Academic Senate has direct purview over Academic Senate committees, such as the Curriculum Committee which is a Senate Committee because it directly reports to the Academic Senate. As defined in Article 7, Section 2 of the Academic Senate Constitution, the Academic Senate serves as a governance body that reviews committees, both Academic Senate committees and college committees, as referenced in Article 7, Sections 3, and 5.

The Academic Senate accepts proposals for new committees and collaborates with other governance bodies to determine the need for such committees for the district, faculty, classified professionals, students, and the needs of the communities. The Academic Senate also evaluates if committees can be combined with other existing committees or groups with similar goals and activities to enhance efficiency in organizational outcomes.

Committees are not brought forward for endorsement by the Academic Senate, nor does the Academic Senate endorse any one committee over another. We're a neutral body. After a new committee formation is approved through the Academic Senate, it's sent to the President's Cabinet for final approval.

Any faculty or staff interested in forming any type of committee may do so. Currently, I say that because this may be updated in the governance handbook, by developing a clear scope, purpose, identifying a tri-chair model of leadership, establishing a regular meeting time and location, preparing a membership list, and emailing the Academic Senate President to be placed on the agenda for approval. Ideally, the same information should be sent to the Classified Senate President for inclusion on the Classified Senate agenda.

Then, as stated upon approval, the committee's proposal is forwarded to the President's Cabinet for final authorization. This process will continue until the governance handbook is formally adopted, at which point the committee approval and adoption process will be updated.

All committees must be open to the campus community to attend, and the details listed above, scope, purpose, meeting, location, date, time, and member list, must be made publicly available at the college website. The district does not financially support any college or governance committee. Committees with funding operate through foundation accounts established independently.

Aspects of diversity, equity, cultural inclusion, and awareness are elements within the Academic Senate for California Community Colleges, ASCCC, and our local chapter of Chaffey College regularly invests in. The ASCCC has approved numerous resolutions on aspects of academic freedom for faculty to engage in meaningful work towards social and political justice, and many meaningful rostrum articles discussing the nuance of faculty's impact on student success when they are engaged in these issues on their campuses. Locally, for example, we have two highly active equity-based committees, the Undocumented Advocates Committee and the LGBTQIA Advocates Committee that do not report directly to

the Academic Senate, but were approved by the Academic Senate to be formed and have a history of actively participating with the Academic Senate on resolutions and work groups to provide expertise on areas related to our 10+2 for various reasons. Chaffey College's Academic Senate will continue to support faculty's rights in areas of equity, diversity, and social responsibility in a broad scope of academic and professional matters.

Faculty that choose to enact these rights to form a committee, follow the procedures to do so, bring said committee to the Academic Senate, and maintain the status of their committee within the district's guidelines will be placed on the Senate agenda for consideration and review by their peers through the governance process.

As Academic Senate President and as Academic Senate Officers, the Constitution says that our job as Academic Senate officers is to place items on the agenda that we are given by the faculty at large. It's not within our purview to make determinations, criticisms, or to, behind closed doors, discuss any items, or to make decisions about any items, or to make the determination of any items without having it come to the Senate floor. So if any member of the public, the faculty at large, or any senator ever wants an item brought to the Senate floor, we have to do so.

On behalf of the morals and values that I represent as Academic Senate President, I believe in freedom of speech. And so, if there is ever a committee that wants to be formed, it will be part of the agenda and shared with the faculty at large. If the faculty at large and the representatives that they choose to be seated in the Senate determine whether or not that committee is formed.

7.2 Vice President

- The library can now be accessed from the east side of the building.
- I also wanted to just say, thank you to everyone. Thank you to Lissa. I think we all need to say thank you to Lissa for all the work she does. I'm very thankful to be here with everybody, and send this a message of thanks and celebration for completing the semester.

7.3 Secretary/Treasurer

7.4 Curriculum Chair

7.5 Classified Senate Liaison

7.6 Chaffey College Student Government Liaison

- CCSG is working on creating action plans for next semester.

8. Unfinished Business -None.

9. New Business

9.1 Discussion Item: Goal Setting for Spring 2026: What have we accomplished based on our "Goal Setting" Activity from the August FLEX/Orientation session? What new or continuing priorities do we need to establish? See attached, "*Role of Academic Senate and Curriculum Committee.*"

- Senator Farrand shared an update on PSR: Resource allocation has to go through PSR. They have been working on making those requests easier. PSR is not evaluating whether one request is more important than someone else's. If the requests have been tied to a goal and rationale has been provided, then it will be validated. For example, a request for replacing broken chairs constitutes a safety concern. These requests are validated depending on how much money is available and how many requests are up that year, so prioritizing requests is important.

Budget augmentation requests were included in PSR last year, but those had not been included previously. Going forward, these will be included for informational purposes at the program level for FLMs who will prioritize those requests and submit them.

- President Encarnacion shared items that have been brought forward for the Senate to prioritize:
 - Reviewing our equivalency process, clarifying and creating best practices around dropping, withdrawals, failed withdrawals, and failed grades, crafting a local RSI definition, working on a local GE pattern, AI and Academic Integrity Best Practices and Procedures Workgroup updates, Credit for Prior Learning, and updating AP2510.

9.2 Action Item: The Academic Senate has been requested to review BP 5030 Fees and AP 5031 Instructional Materials Fees as an expedited review from the Institutional Research Office. Because of this request for expedited review, President Encarnacion and Vice President Overdun reviewed the documents for Academic Senate review and approval. See attached, "*BP 5030 and AP 5031.*"

Reason for Expedited Review: These policies must be revised to meet legal and Chancellor's Office requirements. Pursuant to Chancellor's Office memorandum ESS 25-63 regarding the new regulatory provisions of Title 5 § 54221 Burden-Free Access to Instructional Materials, the Board must align policy with the regulation by January 26, 2026.

When reviewing the drafts, please note that CCLC language is in **red font**. Language added by Chaffey employees is in **blue font**. The blue font mostly addresses the Executive Team's recommendation to revise the health fee language to include non-credit students so that these students have access to student health services.

- Senator Polidano recommended clarification on the enrollment fee section on page 8 under BO5031. He pointed to inconsistent verbiage in the use of "enrolling in credit courses" vs. "per-unit fee enrollment fee" when compared to a later section when it's called "baccalaureate degree program fee."
 - He suggested the line read "each student shall be charged a per-unit enrollment fee for credit courses that are required by law" and "baccalaureate degree program shall be charged an additional baccalaureate degree program fee in addition to the per-unit enrollment fee."
 - In addition to the per unit and loan fee.

- Senator Lee suggested a separation between out of state, international and dual enrollment under enrollment fee.
- Senator Holdiness made an edit to a typo to BP under “International Students Application Processing Fee”
 - Under Health fee: The senator questioned why there was no explicit amount listed. She mentioned that Title V language included specific limits to the health fee, mentions that the health fee could be increased, and included an exemption process that is not apparent in the BP.
 - Senator Sheldon pointed out that there is a line that states that these will be based on state guidelines, which may change.
- Senator Whitney highlighted that the health fee is different in summer vs. fall and spring. The senators recommend that we pose questions to the President's Cabinet regarding clarification. Senator Holdiness also added a recommendation to add language that discusses the exemption process.
- CCSG Liaison Krueger asked for clarification on the student representation fee and college services fee.
- **Motion for Approval** - Senator Holdiness moved to endorse AP 5031. Senator Lee seconded the motion. The motion was approved. 12.2.25, 24Y/0N/0A.
- **Motion for Approval** - Senator Lee moved to accept BP 5030, with revisions. Senator Jenkins seconded the motion. The motion was approved. 12.2.25, 20Y/1N/3A.

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.)

11. Announcements

11.1 Chaffey College

11.2 Academic Senate For California Community Colleges (ASCCC) Information

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

12. Adjournment (1:50 P.M.)

The next Academic Senate meeting is scheduled for Tuesday, January 13, 2026.

Lissa A. Napoli, Recording Secretary

Laura Santamaria Brady, Treasurer / Secretary