

**ACADEMIC SENATE MINUTES  
 FEBRUARY 15, 2022**

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

**Guests:**

Christine Cabrera, Chaffey College, Student

Sandra Collins, Biology, M&S

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

Eric Houck, Executive Director, Information Technology

Tina Kuo, Biology, M&S

Jinny Lee, Earth Science/Geology, M&S

Lissa Napoli, Administrative Assistant, Academic Senate

Angela Ybarra, Student President, Multicultural Club

**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 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)****4. APPROVAL OF AGENDA**

- February 15, 2022
- **Motion for Approval** - Senator Peoples moved to approve the 2.15.22 agenda. Senator Osburn seconded the motion. The motion was approved. 2.15.22, 19Y/0N/0A.

**5. APPROVAL OF MINUTES**

- February 8, 2022
- **Motion for Approval** - Senator Boboye moved to approve the 2.8.22 minutes. Senator Gutierrez seconded the motion. The motion was approved. 2.15.22, 16Y/0N/3A.

**6. CONSENT AGENDA**

**6.1 Faculty representatives that have been requested to serve on these selection/hiring committees:** For a complete list of committee members, please view the attached addendum entitled, *Proposed Selection/Hiring and Campus Committees*.

**1. Counselor, Disability Programs and Services**

Julie Law, Counselor, Opening Doors, C&M

**2. Classified, Instructional Assistant IV, Language Success Center**

RoseAnn Osmanian, Faculty, Instructional Specialist, MIT Success Center  
Mary Jane Ross, Instructional Specialist, Fontana/MIT Success Center

**3. Classified, IAIII Chemistry (Lab Assistant)**

Maryline Chemama, Faculty, Chemistry, M&S

**4. Classified, AAIL, Intersegmental Partnerships**

Kristen Burlison, Counselor, Counseling, Career Center

- **Motion for Approval** - Senator Holdiness moved to approve the 2.15.22 Consent Agenda (faculty selection/hiring and campus committees). Senator Boboye seconded the motion. The motion was approved. 2.15.22, 19Y/0N/0A.

## 7. REPORTS

### 7.1 President

- Temp online ending - all courses that were scheduled for in-person instruction will return to campus on Mon., Feb. 28
  - Campus-wide message will go out soon
  - Some in-person instructional support & counseling will return in-person as well
- Mask mandate info:
  - State indoor mandate expires today (for vaccinated individuals)
  - Campus mandate remains in place

### 7.2 Vice President

- No report

### 7.3 Secretary/Treasurer

- No report

### 7.4 Curriculum

- No report

### 7.5 Classified Senate Liaison, Hope Ell

- No report

### 7.6 Other - PEC Religious Accommodations Workgroup

- **Discussion:** Examples of other institutions' Culturally Responsive Calendars that will be used as examples to craft a calendar for Chaffey. Drafts of best practices and sample syllabi statements were showcased but not up for approval for Academic Senate.
  - [2021-2022 Multifaith Religious Holiday Calendar from Williams College](#)

- Dr. Romo recommended a way to report anonymously if there were students who felt they were being denied religious freedoms. Discussions surrounded anonymous versus confidential reporting of both students and faculty/staff from Guest Angela Ybarra, Senator Jeff Harlow, and Senator Encarnacion. Senator Holdiness asked what body or position would be responsible for updating this calendar, which was yet to be determined.

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

## 9. UNFINISHED BUSINESS

## 10. NEW BUSINESS

### 10.1 Discussion Item: Faculty Workgroup Regarding the Portal

- **Discussion:** Focused on changing internal college communication and what clubs/committees/organizations on campus an individual wants to follow and be kept up to date on. Faculty voices to help design the faculty portal is an important element. Eric Houck, Executive Director, Information Technology spoke to the importance of collaboration. President Watkins stated that the Academic Senate would send out an open call for faculty.

### 10.2 Discussion Item: Fall 2022 Scheduling

- **Discussion:** Academic Senate is not under the purview of the 10+2 but there are aspects within instruction that are impacted by scheduling. There has been discussion in regards to 70% of classes will remain online in the Fall 2022 and less than 35% of classes will be 18-week courses.
- Senator Chamberlain stated that there are questions regarding the data used in collecting the information in making decisions regarding scheduling. Senator Chamberlain also asked for transparency in regards to the “College/Campus goals” being interpreted across disciplines that require different needs.
- Senator Fisher expressed that they believe the pandemic has fundamentally shifted student demands and the way they consume education (in terms of in-person and online learning). Guest Sandra Collins echoed these sentiments and explained that within the Biology department things are different in terms of pedagogy and discipline needs.
- Senator Osburn stated that in a recent Labor Management meeting, exceptions to in-person instruction were granted given enrollment perils. College-wide goals of 35% in-person instruction is “conservative” in terms of other campuses trying to force back to in-person instruction. Senator Osburn stated that they will be falling back to the language in the contract.
- Senator Gutierrez stated that in the Math Department, there were questions in regards to the data and reasoning between structures of 18/14/8 week courses in regards to how they will best serve students.
- Senator Encarnacion stated that feedback they received from students spoke directly to the changes that occurred at the top of the semester reverting in-person instruction to online

instruction. Many students stated through email correspondence that they were dropping the course because they were not comfortable or confident taking the course in an online-only format. Senator Encarnacion stated that it will be important for students' security and confidence in registering for courses for those courses to remain in the modalities that they are assigned and having the campus working diligently to maintain those modalities from start to finish.

- Senator Witt stated that a 14-week course and a 8 week course will finish in the same week which will impact student final exams. Senator Witt also emphasized the restrictions regarding asynchronous and synchronous instruction and “confusion” regarding these learning modalities. Senator Witt stated that allowing instructors the opportunity to choose modality would be important for disciplined faculty to decide what is best for their pedagogical needs.
- Senator Peoples expressed concern regarding courses being dropped and late registration and those dates not matching up. Senator Peoples gave an example of a course that is dropped and student perceptions being that they still have two weeks into the semester to register, which may increase those enrollment numbers so the course is not canceled.
- Curriculum Chair Burk-Herrick explained that building courses one year in advance is for student planning tools that in turn help administration prepare for future enrollment predictions. Students need courses built in order to drop classes into their “student planning” tools, they cannot do so if there are no courses built. Senator Osburn stated that this also helps configuring load for faculty.
- Senator Shelton suggested that 14-week courses that start at the beginning of the term should “dip in” to the 18-week and fast track 1 courses that have the same start so we are not impacting the various entry points that students have currently to enroll in classes.
- Senator Peoples expressed that Adjunct Faculty will find challenges in planning out one year ahead being unable to plan that far ahead.

## 11. ANNOUNCEMENTS

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

**11.1.1 [2022 Spring Plenary Session - Hybrid Event](#)**, Los Angeles Marriott Burbank Airport Hotel, Thursday, April 7 through Saturday, April 9. REGISTRATION DEADLINE: Friday, March 25 before 5:00 PM. \$495 for In-Person and Virtual. All registration after this date will be on-site registration only. Virtual-only attendees will need to email [events@asccc.org](mailto:events@asccc.org) for space availability after March 25.

**11.1.2 [2022 Faculty Leadership Institute - Hybrid Event](#)** The Citizen Hotel, Sacramento and Pathable Virtual Event Platform \*subject to change, Thursday, June 16 through Saturday, June 18. REGISTRATION DEADLINE: Wednesday, June 8, 2022, before 5:00 PM. Registration information coming soon!!

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

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

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

**The next Academic Senate meeting is scheduled for Tuesday, March 1, 2022.**

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**Lissa A. Napoli, Recording Secretary**

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**Elizabeth “Liz” Encarnacion, Secretary**

**Proposed Selection / Hiring and Campus Committees**  
**Addendum**  
**February 15, 2022**

*Classified and Management representation could change based on group  
Discussion that also focuses on equity-minded practices.*

**The representatives below have been requested to serve on these  
selection / hiring committees:**

**1. Counselor, Disability Programs and Services**

Patricia Powell, Counselor, DPS, Counseling, C&M  
Alexandra Ortega, Counselor, Counseling, C&M  
~~Celeste Mor, Counselor, Counseling, C&M (Unable to serve)~~  
Melissa Utsler, (outside) Faculty, English, LA  
Mary Jane Ross, Instructional Specialist, Fontana/MIT Success Center  
Lisa Cordova, Classified, Program Assistant, DPS  
Jacob Peck, Manager/Director, DPS, SBS  
\*Julie Law, Counselor, Opening Doors, C&M

\*replacement for Celeste Mor who is unable to serve. All other faculty approved on 1.25.22.

**2. Classified, Instructional Assistant IV, Language Success Center**

Sarah Schmidt, Classified, Instructional Assistant IV, MIT Success Center  
German Paez (outside) Classified, Pool Maintenance/Equipment Attendant, KNA  
RoseAnn Osmanian, Faculty, Instructional Specialist, MIT Success Center  
Mary Jane Ross, Instructional Specialist, Fontana/MIT Success Center  
Manager to be selected

**3. Classified, IAIII, Chemistry (Lab Assistant)**

Lymari Salazar, Classified, Instructional Assistant IV, Chemistry, M&S  
Robert Lopez, Classified, Instructional Assistant III, Chemistry, M&S  
Joseph Cascio, (outside), Classified, System Specialist, Administrative Systems  
Maryline Chemama, Faculty, Chemistry, M&S  
Sam Gaddie, Management, Sustainability & Environmental Safety Officer, M&O

**4. Classified, AAIL, Intersegmental Partnerships**

Laura Alvarado, Manager, Intersegmental Partnerships  
Candice Brock, Classified, AAIL, Adult Education and HS Partnerships  
Janice Sewell, Coordinator, Dual Enrollment and Work-based Learning  
Kristen Bureson, Counselor, Counseling, Career Center  
Stephanie Moya, (outside) Classified, Executive Assistant, Student Services

# Academic Senate elections info: Spring 2022

## Timeline

- Intro email
- 2/28: open up nomination period for ALL positions (using a Microsoft Form)
- Reminder email(s)
- 3/11: nomination deadline
- Inform senators of the candidates are for their respective schools, help them run election
- 3/21 - 3/31: run election using Simply Voting for all at-large positions and president; recommend senators follow the same timeline with their schools to reduce confusion
- Reminder emails during that time
- 4/5: ratify results in senate meeting; nominate secretary/treasurer (2022-2023) in senate meeting
- 4/12: vote for secretary/treasurer (2022-2023) in senate meeting

Table of open positions -- If your term is expiring and you would like to run again, PLEASE self-nominate when the time comes!!

Chaffey College Academic Senate - Roster - 2021-2022				
School / Position	Name	Term	New Term	Person running election
Business & Applied Technology	Tracy Kocher	2020-2022	2022-2024	Bruce Osburn
Business & Applied Technology	Bruce Osburn	2021-2023		
Business & Applied Technology Alternate	William O'Neil	2021-2023		
Chino/Fontana	Daniel Bentum	2020-2022	2022-2024	Tara Johnson
Chino/Fontana	Tara Johnson	2021-2023		
Chino/Fontana Alternate	Manar Hijaz	2021-2023		
Health Sciences	Lisa Doget	2020-2022	2022-2024	Jayne Clark-Frize/Sarah Chamberlain*
Health Sciences	Jayne Clark-Frize	2021-2023		
Health Sciences Alternate	Jordan Hung	2021-2023		
Instructional Support	Christina Holdiness	2020-2022	2022-2024	Sarah Chamberlain
Instructional Support	vacant	2021-2023	2021-2023	
Instructional Support Alternate	Shelley Marcus	2021-2023		
Kinesiology, Nutrition, & Athletics	Jeff Harlow	2020-2022	2022-2024	Elaine Martinez
Kinesiology, Nutrition, & Athletics	Elaine Martinez	2021-2023		
Kinesiology, Nutrition, & Athletics Alternate	Candice Hines-Tinsley	2021-2023		
Language Arts	Elizabeth Encarnacion	2020-2022	2022-2024	Steve Shelton
Language Arts	Steve Shelton	2021-2023		
Language Arts Alternate	Leona Fisher	2020-2022	2022-2024	Steve Shelton
Mathematics & Science	Mark Gutierrez	2020-2022	2022-2024	Elizabeth Cannis
Mathematics & Science	Elizabeth Cannis	2021-2023		
Mathematics & Science Alternate	Diana Cosand	2021-2023		
Social & Behavioral Sciences	Dan Kern	2020-2022	2022-2024	Pak Tang
Social & Behavioral Sciences	Pak Tang	2021-2023		
Social & Behavioral Sciences Alternate	Sergio Gomez	2020-2022	2022-2024	Pak Tang
Student Services	Jackie Boboye	2020-2022	2022-2024	Michelle Martinez
Student Services	Michelle Martinez	2021-2023		
Student Services Alternate	vacant	new	2022-2024	Michelle Martinez
Student Services Alternate	Myra Andrade	2021-2023		
Visual and Performing Arts	Erik Jacobson	2020-2022	2022-2024	Sarah Chamberlain
Visual and Performing Arts	vacant	2021-2023	2021-2023	Sarah Chamberlain
Visual and Performing Arts Alternate	Leta Ming	2021-2023		
Senator-At-Large	Robin Witt	2019-2022	2022-2025	Sarah Chamberlain
Senator-At-Large	Tamari Jenkins	2020-2023		
Senator-At-Large	Sarah Chamberlain	2021-2024		
Adjunct Senator-at-Large	Patty Peoples	2020-2022	2022-2024	Sarah Chamberlain
Adjunct Senator-at-Large	vacant	2021-2023	2021-2023	Sarah Chamberlain
Adjunct Senator-at-Large Alternate	vacant	2021-2023	2021-2023	Sarah Chamberlain
President	Neil Watkins	2021-2023	P-E 2022-2023, Prez 2023-2025	Sarah Chamberlain
Vice President	Sarah Chamberlain	2021-2022		
Secretary/Treasurer	Elizabeth Encarnacion	2021-2022		
Curriculum Chair	Angela Burk-Herrick	2021-2023		
			Fac Lec of the Year 2022-2023	Sarah Chamberlain



Senators		Present	Approval of Agenda 2.15.22	Approval of 2.8.22 Minutes	Approval of 2.15.22 Consent Agenda				
<i>Alternate Senators Italicized</i>									
Representation	Name								
President	Neil Watkins	Y							
Vice President/President Elect	Sarah Chamberlain	Y	Y	Y	Y				
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y				
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y				
Business & Applied Technology	Tracy Kocher	Y	Y	A	Y				
Business & Applied Technology	Bruce Osburn	Y	Y	A	Y				
<i>*Business &amp; Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>								
Chino/Fontana	Daniel Bentum	Y	Y	A	Y				
Chino/Fontana	Tara Johnson								
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>	Y	Y	Y	Y				
Health Sciences	Lisa Doget								
Health Sciences	Jayne Clark-Frize								
<i>*Health Sciences Alternate</i>	<i>Jordan Hung</i>								
Instructional Support	Christina Holdiness	Y	Y	Y	Y				
Instructional Support	Vacant								
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y	Y	Y	Y				
Kinesiology, Nutrition, & Athletics	Jeff Harlow	Y	Y	Y	Y				
Kinesiology, Nutrition, & Athletics	Elaine Martinez	Y	Y	Y	Y				
<i>Kinesiology, Nutrition, &amp; Athletics Alternate</i>	<i>Candice Hines-Tinsley</i>	Y							
Language Arts	Elizabeth "Liz" Encarnacion								
Language Arts	Steve Shelton	Y	Y	Y	Y				
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	Y							
Mathematics & Science	Mark Gutierrez	Y	Y	Y	Y				
Mathematics & Science	Elizabeth Cannis	Y	Y	Y	Y				
<i>Mathematics &amp; Science Alternate</i>	<i>Diana Cosand</i>	Y							
Social & Behavioral Sciences	Dan Kern								
Social & Behavioral Sciences	Pak Tang	Y	Y	Y	Y				
<i>*Social &amp; Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>								
Student Services	Jackie Boboye	Y	Y	Y	Y				
Student Services	Michelle Martinez	Y							
<i>* Student Services Alternate</i>	<i>Myra Andrade</i>								
Visual and Performing Arts	Erik Jacobson	Y	Y	Y	Y				
Visual and Performing Arts	Vacant								
<i>*Visual and Performing Arts Alternate</i>	<i>Leta Ming</i>								
Senator-At-Large	Robin Witt	Y	Y	Y	Y				
Senator-At-Large	Tamari Jenkins								
Senator-At-Large	Sarah Chamberlain								
Adjunct Senator-at-Large	Patty Peoples	Y	Y	Y	Y				
Adjunct Senator-at-Large	Vacant								
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>								
Immediate Past President	Nicole DeRose								
Classified Senate Liaison	Hope Eil	Y							
RED indicates reported absence	PURPLE indicates reported tardy/leave early								
<b>Total Yes Votes</b>		<b>24</b>	<b>19</b>	<b>16</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total No Votes</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Abstentions</b>		<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
- = Not available during meeting to vote									
<b>34 members total - up to 25 voting at any given time. The President is a non-voting member. Curriculum Chair now votes per 8.25.20 meeting.</b>									
President ONLY votes to break a tie.									
A quorum shall consist of two-thirds of the voting members of the Academic Senate									
17 members are needed for QUORUM									
33 Present at this meeting = 24 members, 9 visitors									
<b>2.15.22 Academic Senate Meeting</b>									