

## ACADEMIC SENATE AGENDA

**APRIL 26, 2022**

[Join Zoom Meeting](#)

**Meeting ID: 919 7990 2272 Passcode: 2021**

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

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

- April 26, 2022

**5. APPROVAL OF MINUTES**

- April 12, 2022

**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 document entitled, *Purposed Selection/Hiring and Campus Committees*.

**1. Dean, Math & Science**

Maryline Chemama, (F), Chemistry, M&S

Mark Padilla (F), Physics, M&S

Erik Kolb (F), Biology, M&S

Morgan Rea (F), Math, M&S

**2. Dean, Health Science**

Shelley Eckvahl (F), Vocational Nursing, HS

Marlene Soto (F), Radiologic Technology, HS

Candice Piper (F), VN, HS

Lisa Doget (F), AND, HS

**3. Dean, Inst. Support**

Selene Pineda (F), Library

Mary Jane Ross (F), Instructional Specialist, Fontana/MIT Success Center

Rose Ann Osmanian (F), Instructional Specialist, Language Success Center

Cindy Walker (F), Faculty Success Center

**4. Director, Student Equity & Engagement**

Melissa Sakoonphong (F), Counseling, Student Services

Tara Johnson (F), Fashion, HFIC

**5. Faculty, Criminal Justice**

Ana Rosales (F), Business & Applied Tech, BAT

Abel Chen (F) Business & Applied Tech, BAT

Charles Williams (F), English, LA

Cherlou Opulencia (F), Counseling, Student Services

**6. Classified, Program Assistant, Counseling**

Charles Prattella (F), Counseling, Student Services

**7. Classified, Buyer, Purchasing**

Nicole DeRose, Biology, M&S

**8. Classified, Senior Accounting Technician**

Karin Nelson (F), BAT

**9. Classified, Help Desk Coordinator**

Brent McLaren (F), Counseling, Student Services

**10. Executive Assistant I, Business/Economic Services (Confidential)**

Sheila Malone (F), Theatre, VPA

**11. Classified, Financial Aid Coordinator**

Michelle Martinez (F), Counseling, Student Services

**12. Classified, IAIV, Culinary Arts**

Mark Forde (F), Culinary Arts, HFIC

Chingping “Grace” Wong (F), Culinary Arts, HFIC

**13. Classified, Undocumented/LGBTZ+ Liaison**

Neil Watkins (F), President, Academic Senate

Liz Encarnacion (F), Communication Studies, LA

**14. Classified, .475 Bookstore Accounting Assistant**

Tara Johnson (F), Fashion, HFIC

**7. REPORTS**

**7.1 President**

**7.2 Vice President**

**7.3 Secretary/Treasurer**

**7.4 Curriculum**

**7.5 Classified Senate Liaison, Hope Ell**

**7.6 Committee Reports**

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

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**10.1 Discussion Item:** Inclusion of the School of Hospitality, Fashion, Interior & Culinary Arts (HFIC)

**10.2 Action Item:** DE and DPS - Strategic Accessibility Plan for Faculty (attachments from Angela)

**11. ANNOUNCEMENTS**

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

**11.1.1 [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. In order to make the event as accessible as possible for all attendees, regardless of the way they choose to attend, ASCCC opted to make one flat fee of \$650 for the registration, based on the costs identified to put the event together. Please click on the link to register and for more information.

**11.1.2 [CTE Coffee Hour](#)** - Double Duty Gateway Courses, Wednesday, host Stephanie Clark, April 27, 2022, 9:00 am to 10:00 am. At these gatherings, faculty will meet virtually to share ideas and successes, discuss issues and/or concerns. This professional learning gathering will be a conversation of discipline experts to help CTE faculty better serve CTE students. Join us!

[Register for Double Duty Gateway Courses](#)

**11.1.3** Check out Academic Senate for California Community Colleges webpage for other great webinars/events at [asccc.org](https://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, May 3, 2022.**

**Proposed Selection / Hiring and Campus Committees**  
**Addendum**  
**April 26, 2022**

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

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

**1. Dean, Math & Science**

Maryline Chemama, (F), Chemistry, M&S  
Mark Padilla (F), Physics, M&S  
Erik Kolb (F), Biology, M&S  
Morgan Rea (F), Math, M&S

**2. Dean, Health Science**

Shelley Eckvahl (F), Vocational Nursing, HS  
Marlene Soto (F), Radiologic Technology, HS  
Candice Piper (F), VN, HS  
Lisa Doget (F), AND, HS

**3. Dean, Inst. Support**

Selene Pineda (F), Library  
Mary Jane Ross (F), Instructional Specialist, Fontana/MIT Success Center  
Rose Ann Osmanian (F), Instructional Specialist, Language Success Center  
Cindy Walker (F), Faculty Success Center

**4. Director, Student Equity & Engagement**

Susan Hardie (M), Executive Director, Human Resources  
Misty Burrue (M), Dean, Visual & Performing Arts  
Janeth Rodriguez (M), Executive Director, Enrollment Services and Student Support  
Tomeika Carter (M), Director, Diversity, Equity and Inclusion  
Melissa Sakoonphong (F), Counseling, Student Services  
Tara Johnson (F), Fashion, HFIC  
Louis Gutierrez (C), Educational Services Generalist, A&R

**5. Faculty, Criminal Justice**

Ana Rosales (F), Business & Applied Tech, BAT  
Abel Chen (F) Business & Applied Tech, BAT  
Charles Williams (F), English, LA  
Cherlou Opulencia (F), Counseling, Student Services  
Shireen Awad (C), Curriculum Specialist, Curriculum  
Misty Burrue (M), Dean, Visual & Performing Arts

**6. Classified, Program Assistant, Counseling**

Janice Sewell (M), Coordinator, HS DE and Work-based Learning  
Holly Rangel (C), Program Asst., Counseling  
Margaret Gonzalez (C), Counseling, Student Services  
Jackie Romero (C), Grant Generalist, IE&IP  
Charles Prattella (F), Counseling, Student Services

**7. Classified, Buyer, Purchasing**

Myriam Arellano (M), Accounting Services  
Tiffany Starkweather (C), Purchasing Services  
Eva Ramirez (Confidential), Administrative Services & Emergency Ops  
Nicole DeRose, Biology, M&S

**8. Classified, Senior Accounting Technician**

Myriam Arellano (M), Accounting Services  
Tina Altis (C), Senior Accounting Tech, Budgeting & Fiscal Services  
Jackie Romero (C), Grant Generalist, IE&IP  
Karin Nelson (F), BAT

**9. Classified, Help Desk Coordinator**

Karen Lin, (C), System Specialist, Administrative Systems  
Eva Ramirez (C), Administrative Services & Emergency Ops  
Brent McLaren (F), Counseling, Student Services  
Albert Rodriguez (M), Special Populations & Equity Programs

**10. Executive Assistant I, Business/Economic Services (Confidential)**

Teresa Hull (M), Dean, HFIC  
Tomeika Carter (M), Director, Diversity, Equity and Inclusion  
Susan Hardie (M), Executive Director, Human Resources  
Tara Paul, (Confidential),  
Carlos Lequerica (C), Financial Aid, Student Services  
Sheila Malone (F), Theatre, VPA

**11. Classified, Financial Aid Coordinator**

Albert Rodriguez (M), Special Populations & Equity Programs  
Silvia Castro (Classified) (inside)  
Therese Coming (Classified) (inside)  
Lissa Napoli (C), AAIL, Academic Senate  
Michelle Martinez (F), Counseling, Student Services

**12. Classified, IAIV, Culinary Arts**

Yolanda Friday (M), Dean, BAT & ED  
Mark Forde (F), Culinary Arts, HFIC

Chingping “Grace” Wong (Faculty)  
Holly Pennington (Classified)  
Corinthia Crawford (Classified Outside)

**13. Classified, Undocumented/LGBTZ+ Liaison**

Rebecca Trawick (Mgr)  
Neil Watkins (F), President, Academic Senate  
Liz Encarnacion (F), Communication Studies, LA  
Kelly Kindred (C), IAIV, Fontana Success Center  
Rachel Galindo (C), Marketing Support Specialist, Equity, Outreach Communications

**14. Classified, .475 Bookstore Accounting Assistant**

Dawn Hatfield (M), Campus Store Admin  
Janet Ferrari (C), Campus Store  
Sonia Juarez (C) Student Life Coordinator  
Tara Johnson (F), Fashion, HFIC



# Chaffey College

Use this checklist as a guide for accessibility while you are designing your course.

✓	Navigation and Organization
<input type="checkbox"/>	Navigational links and labels are clear and consistent.
<input type="checkbox"/>	Module content has a logical order and organization.
<input type="checkbox"/>	Content created in the Rich Content Editor is structured with headings using the Paragraph dropdown toolbar.
<input type="checkbox"/>	Headings are descriptive and used in proper order.

✓	Text and Links
<input type="checkbox"/>	Written content is created with the Rich Content Editor in Canvas (unless in an accessible file download).
<input type="checkbox"/>	Link text is descriptive, consistent, and clearly distinguishable from other text.
<input type="checkbox"/>	All links are tested and valid.
<input type="checkbox"/>	Colors on text and background are high contrast.
<input type="checkbox"/>	Equations, formulas, and scientific notation were created using the Rich Content Editor and/or are available in another accessible format.
<input type="checkbox"/>	Lists contain related, ordered content and are formatted with bullet points or numbers using the Rich Content Editor.

✓	Tables
<input type="checkbox"/>	Tables are inserted using the Rich Content Editor tool.
<input type="checkbox"/>	Tables clearly show relationships between items.
<input type="checkbox"/>	Headings in tables appear in a single row.

✓	Images
<input type="checkbox"/>	Color on images is high contrast when possible.
<input type="checkbox"/>	Images, including pictures, graphs, diagrams, and charts, have alt-text that includes a complete image description. <ul style="list-style-type: none"> <li>❖ The "Decorative Text" checkbox can be checked for decorative images (the alt-text field can be left blank.)</li> </ul>
<input type="checkbox"/>	The alt-text for images with text contains the equivalent text.

✓	Video
<input type="checkbox"/>	Videos have captions.
<input type="checkbox"/>	Captions have been reviewed for accuracy.
<input type="checkbox"/>	Visual-only content in videos has accompanying audio descriptions.

✓	Audio
<input type="checkbox"/>	Audio files (podcasts, recordings, etc.) have transcripts.

<input type="checkbox"/>	Transcripts have been reviewed for accuracy.
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<input checked="" type="checkbox"/>	<b>Files</b>
<input type="checkbox"/>	PDFs are converted to OCR and all PDF text is selectable/machine readable.
<input type="checkbox"/>	Microsoft Office documents (Word, PowerPoint, etc.) are created using the most recent version of the program and checked for accessibility.
<input type="checkbox"/>	Excel documents contain no empty cells and are used strictly for organizing data (no images or long blocks of text.)

<input checked="" type="checkbox"/>	<b>Assessments</b>
<input type="checkbox"/>	Extend time on Quizzes using the "Moderate this Quiz" tool to accommodate students as needed. <a href="#">How to Extend Testing Time to accommodate student request</a>

<input checked="" type="checkbox"/>	<b>Other</b>
<input type="checkbox"/>	Prior to utilizing third-party tools, I have ensured assignments and activities have been made accessible and/or I have an alternative plan if the content is not accessible.

<input checked="" type="checkbox"/>	<b>Quality Assurance</b>
<input type="checkbox"/>	I ran the Accessibility Checker for all Rich Content Editor content in my course.
<input type="checkbox"/>	I ran the PopeTech tool in my course.
<input type="checkbox"/>	I ran the accessibility checker for document files (Word, PowerPoint, etc.) in the corresponding program.
<input type="checkbox"/>	I acknowledge that online course accessibility is an evolving process, and I will

continue incorporating accessible features into my course content as requirements and/or technology tools change.