Chaffey College
Academic Senate

ACADEMIC SENATE AGENDA
JANUARY 30, 2024
RANCHO CAMPUS, BERZ EXCELLENCE BUILDING, ARDON ALGER CONFERENCE ROOM, BEB-204
CHINO CAMPUS, CONFERENCE ROOM, CHMB 102
FONTANA CAMPUS, CONFERENCE ROOM, FNAC 119

Nicole DeRose	President	2023-2025
Elizabeth "Liz" Encarnacion	Vice President	2023-2024
Robin Witt	Secretary/Treasurer	2023-2024
Angela Burk – Herrick	Curriculum Chair	2023-2025
Vacant	Business & Applied Technology	2023-2025
Jay Scott	Business & Applied Technology	2022-2024
Robert Nazar	Chino Campus	2023-2025
Jinny Lee	Chino Campus	2022-2024
Anthony Guaracha	Fontana Campus	2023-2025
Vacant	Fontana Campus	2022-2024
Omar Estrada	Health Sciences	2023-2025
Terzah DePonte	Health Sciences	2022-2024
Tara Johnson	HFIC	2023-2025
Vacant	HFIC	2023-2025
Christina Holdiness	Instructional Support	2023-2025
Terezita Reyes Overduin	Instructional Support	2022-2024
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024
Phatana Ith	Language Arts	2023-2025
Elizabeth "Liz" Encarnacion	Language Arts	2022-2024
Robin Witt	Mathematics & Science	2023-2025
Mark Gutierrez	Mathematics & Science	2022-2024
Patricia Gomez	Social & Behavioral Sciences	2023-2025
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Michelle Martinez	Student Services	2023-2025
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Tamari Jenkins	Senator-At-Large	2023-2026
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Tina Kuo	Adjunct Senator-At-Large	2023-2025
Shelly R. Jackson	Adjunct Senator-At-Large	2022-2024
Alternates		
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Vacant	Adjunct Alternate Senator	2023-2025
Sarah Schmidt	Classified Senate Liaison	2023-2025
Ryan Thomas	Chaffey College Student Government	2023-2024

Guests:
Lissa Napoli, Administrative Assistant, Academic Senate

1. P.E. (12:30 P.M.)

2. CALL TO ORDER (12:35 P.M.)

   2.1 Land Acknowledgement

With respect and honor for the lands where Chaffey College resides and the leaders who came before us, we would like to take a moment to acknowledge the Gabrieleño-Tongva (GABRIEL-EN-YO TONG-VAH) Peoples, the original stewards of these sacred and unceded homelands. The Tongva people's history, language(s), cultural traditions, and legacy continue to shape this region and we recognize their continuing presence in their homelands.

   2.2 Attendee Identification (Chino and Fontana Senators, cameras must be on and turn off all virtual backgrounds.)

3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)

4. ADOPTION OF AGENDA

- January 30, 2024

5. APPROVAL OF MINUTES

- January 23, 2023

6. CONSENT AGENDA

   6.1 Ratification: Jonathan Polidano to fill the Business & Applied Technology representation on the Academic Senate for the remainder of the 2023-2025 term. Jonathan Polidano will serve effective immediately until June 30, 2025

   6.2 Faculty representatives that have been requested to serve on these selection/hiring committees:
      6.1.1 Instructional Assistant III, Chemistry
         Maryline Chemama, Chemistry, STEM

   6.3 Curriculum is asking that the Academic Senate endorse the course modifications that are presented in the packet. see attachment titled "1-24-2023 Curriculum Endorsements"

7. REPORT

   7.1 President

   7.2 Vice President

   7.3 Secretary/Treasurer

7.4 Curriculum

7.5 Classified Senate Liaison, President, Sarah Schmidt

7.6 CCSG Liaison, Director of Finance, Ryan Thomas

8. **GUEST(S)/PRESENTATION(S)** *15 minutes max* - None.

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

    9.1 Action Item: Selection of senators to serve on the Academic Senate representation workgroup.

10. **NEW BUSINESS** *10 minutes max per item*

    10.1 First Read/Assignment: AP Sunshining [Items for Consideration AP 6620 Naming of Facilities](). Selection of a Senator to review and report to the Academic Senate by February 6, 2024.

    10.2 Information Item: Enrollment recommendations, see attachment titled, "Online/On-Campus Scheduling Concerns and Ideas for Growth"

    10.3 Information Item: Academic Senate Student Scholarships Application and Timeline review

    10.4 Action Item: Select one (1) faculty member to serve on the Commencement Committee from the following volunteers: Jennifer Renteria (ADN) and Daniel Valdez (Math).

    10.5 Information Item: Instructional Services Agreement and Dual Enrollment Mentor Workgroup, [2023-20236 CBA]() Article 18.11.3.2. Academic Senate seeks one additional faculty member to appoint to this workgroup. calls for the formation of an Instructional Services Agreement and Dual Enrollment Mentor workgroup. Academic Senate and CCFA have attempted to fill the remaining position. No replies have come forward.

11. **FLOOR ITEMS** *10 minutes max* (Reserved to raise concerns within the Academic Senate scope. The Senate will hear your concerns/questions, but may not respond. If requested, the concern can be included on a future agenda.)

12. **ANNOUNCEMENTS**

    12.1 Chaffey College Academic Senate

    12.2 Academic Senate for California Community Colleges (ASCCC) Information

    > **12.2.1** ASCCC presents the [2024 Spring Plenary Session](), Thursday, April 18, 8am, through Saturday, April 18, 2024, 5pm. This is a hybrid event taking place at the San Jose Marriott, 301 South Market Street, San Jose, California, USA, 95113. We hope that all local faculty leaders will plan to join us! Registration In-Person, $575, Virtual Only Registration : $425. Deadline to register in-person is April 5, 2024, 5pm and virtual registration ends April 10, 2024, 5pm. Click the link for more information.

12.2.2 [2024 Spring CTE Regional Consortium](#), Friday, February 9, 2024, 10am. In-person only. The Career and Technical Education Leadership Committee in collaboration with the Regional Consortia are pleased to announce focused mini conferences in each region. This workshop is intended to empower CTE faculty and other CTE professionals by providing participants with the knowledge, skills, and insights needed to be effective advocates and problem-solvers on issues impacting CTE students. The event is free and all are welcome. Deadline to register is Friday, February 2, 2024, 5pm.

12.2.3 [Spring Curriculum Regional Meeting - South](#), Saturday, February 24, 10am. We are encouraging teams/individuals including faculty, academic senate leaders, department/division chairs, curriculum chairs, local and district curriculum committees, articulation officers, curriculum specialists, and administrators to attend. The sessions will consist of information and updates on current hot topics such as: Title 5 revisions, Curriculum Nuts and Bolts, Ethnic Studies, Baccalaureate Degrees, Curriculum Committees and Upper Division Coursework, Dual Enrollment, Common Course Numbering, ADT Reform, Competency Based Education, Credit for Prior Learning, Distance Education, Hyflex, Correspondence Education, OERI, PCAH 8th Edition and Technical Manual; COCI, and more. Deadline to register is Friday, February 16, 2024, 5pm

12.2.4 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at [asccc.org](#)

13. ADJOURNMENT (1:50 P.M.)

The Next Academic Senate is Scheduled for Tuesday, February 6, 2024

BUSINESS PACKAGE

Business Department Program Presentation

Course Modifications w/ DE:

BUS-10	Introduction to Business
BUS-49	Business Decisions Using Basic Quantitative Tools
BUS-60	Business Ethics
BUS-61	Introduction to Global Business
BUS-88	Business Communication

Course Modifications:

BUS-496ABCD	Internships in Business

Program Modifications:

Business Administration 2.0	AS-T
General Business	AS
General Business	Certificate of Achievement
Global Business (formerly International Business)	AS
Global Business (formerly International Business)	Certificate of Achievement
Small Business Entrepreneur	AS
Small Business Entrepreneur	Certificate of Achievement

BUSINESS LEGAL STUDIES PACKAGE

Course Modifications w/ DE:

BUSL-10	Introduction to Law and the Legal Process
BUSL-28A	Business Law I
BUSL-28B	Business Law II
BUSL-400	Introduction to Paralegal Studies
BUSL-401	Legal Research and Writing
BUSL-402	Civil Litigation
BUSL-403	Evidence
BUSL-405	Legal Document Preparation and Law Office Procedures
BUSL-406	Advanced Legal Research and Writing
BUSL-407	Criminal Law & Procedure
BUSL-408	Bankruptcy and Debtor/Creditor Relations
BUSL-409	Family Law
BUSL-410	International Business Law
BUSL-411	Estate Planning and Probate Law
BUSL-412	Immigration Law

BUSL-413	Workers' Compensation Law
BUSL-435	The Law of Marketing and Business Competition
BUSL-50	Legal Aspects of Real Estate

Course Modifications:

BUSL-496ABCD	Internships in Paralegal

Program Modifications:

Law, Public Policy, and Society	AA-T
Paralegal Studies	AS
Paralegal Studies	Certificate of Achievement

BUSINESS MANAGEMENT PACKAGE

Course Modifications w/ DE:

BUSMGT-11	Retail Merchandising and Management
BUSMGT-13	Supply Chain Management
BUSMGT-14	Transportation Management
BUSMGT-40	Introduction to Management
BUSMGT-42	Human Resource Management
BUSMGT-430	Warehouse Management and Material Handling
BUSMGT-436	Introduction to Logistics Management
BUSMGT-44	Introduction to Human Relations
BUSMGT-441	Principles of Leadership
BUSMGT-45	Small Business Ownership and Management
BUSMGT-466	Introduction to Project Management
BUSMGT-470	Essentials of Facilities Management
BUSMGT-48	Quality Management Principles
BUSMGT-480	Principles of Supervision

Program Modifications:

Facilities Management	AS
Facilities Management	Certificate of Achievement
Management	AS
Management	Certificate of Achievement
Retail Management	AS
Retail Management	Certificate of Achievement
Supervision	AS
Supervision	Certificate of Career Preparation
Supply Chain Management	AS

Supply Chain Management	Certificate of Achievement

BUSINESS MARKETING PACKAGE

Course Modifications w/ DE:

BUSMKT-13	Professional Selling
BUSMKT-40	Marketing Principles
BUSMKT-402	Introduction to Import/Export
BUSMKT-405	International Marketing
BUSMKT-410	Marketing Using Social Media
BUSMKT-420	Customer Service
BUSMKT-55	Advertising

Program Modifications:

Marketing	AS
Marketing	Certificate of Achievement

REAL ESTATE PACKAGE

Course Modifications w/ DE:

RE-410	Real Estate Principles
RE-415	Real Estate Practice
RE-460	Real Estate Finance
RE-470	Real Estate Appraisal
RE-472	Advanced Real Estate Appraisal
RE-475	Real Estate Escrow
RE-486	Real Estate Property Management

Program Modifications:

Real Estate	AS
Real Estate	Certificate of Achievement
Real Estate Property Management	AS
Real Estate Property Management	Certificate of Achievement
Real Estate Salesperson	Certificate of Achievement

Online/On-Campus Scheduling Concerns and Ideas for Growth

(From a group of concerned English Faculty)

1. Registration Procedures:

    ○ Students do not understand the Portal or programs maps. For example:

        ■ Many students don't realize "scheduled" sections in the portal aren't officially added, and then these students are surprised when classes start that they're not actually enrolled in classes they thought they were taking.

        ■ Similarly, when the "scheduled" section fills, many students don't realize there are other open sections of that class.

        ■ Many don't realize that it's possible to take (some) mapped classes in alternate sequence or that there are electives that can be substituted for impacted classes

        ■ These all lead to late registrations (after courses have been cut/ reformatted), classes being waitlisted, and/or some electives never filling

        ■ Could be improved by:

            - Pop up surveys/menus that helps students find electives and determine the classes they need.

            - Improved communication with students to help them understand how to use the portal and program maps (vs. counselors building schedules that students are unable to update later)

            - Students should be told about Chino and Fontana classes as alternatives to online sections. (Many in-person students at this point do prefer in-person schedules, but may feel pressure to enroll online if they see no alternatives)

    ○ The "pay in three days or be dropped" bold, red message that appears in the portal may be scaring some students from registering. Could be improved by:

        ■ Rewording or dropping this warning.

        ■ Clarifying for students who receive financial disbursements.

    ○ Are we canceling classes too soon? If students are dropped in January, there's not enough time to re-enroll for spring. Many students don't realize that if they wait, classes will be canceled. Long lists of open classes don't communicate urgency. Could be improved by:

        ■ Waiting until January to cancel any classes that have at least ten students enrolled.

        ■ Emailing English majors an open course list, including language that helps students understand that electives can be fulfilled from a menu of courses and not just the ones on their ed plans.

        ■ Improving communication and marketing to ensure students understand catalog rights.

- Surveying current and future students to see what their schedule interest is (including location, modalities, and times of day to help target scheduling efforts)
  - At this point, we don't understand the "why" behind online scheduling trends: Do students understand the different modalities/ course lengths when they register? If online schedules are easier to build, is counseling showing preferential treatment to scheduling/ queuing online over in-person courses? Are we losing students to campuses with more robust in-person course offerings? Could be improved by:
    - Pop ups that clarify all the modalities for students during the registration process, including start dates, locations, and online/f2f modality.
    - Surveys/ tutorials to help students realize the demands of the modality and/or speed of course, and to help students identify which course formats are the best fit for their learning/ life realities.
    - Surveying current and future students to see what their schedule interest is (especially students who have taken in-person courses).

2. Effective Marketing Strategies to Boost Enrollment
   - Chaffey has widely promoted dual-enrollment as a means of re-capturing enrollment, but this has done little to increase enrollment for in-person courses.
   - More needs to be done to dispel the belief that Chaffey is an online-only college. Could be improved through:
     - Better advertising on social media platforms
     - Campus and/or community events to help promote Chaffey?
     - More outreach to feeder high schools/ dual enrollment students? Surveys of feeder highschools and/or the community to explore the needs/ desires of future students?
   - Current students need timely, periodic reminders or announcements about registration, new FAFSA / CA Dream Act, and other info. Could be improved by:
     - Communicate widely and directly application periods, late enrollments, open classes, late-starts
     - Program-specific marketing (Journalism)
     - Improve communication with students is still an ongoing issue.
   - Faculty also need to receive timely reminders and announcements about registration and deadlines. Faculty have not received any reminders about:
     - Registration dates
     - Free parking extension for spring
     - End of semester (except from Angela C)
     - Start of semester (except from Vicky Valle)
     - New FAFSA / CA Dream Act deadlines

- How construction is impacting instruction
- Enrollment goals / scheduling goals

3. Sense of Belonging on Campus

- ○ Difficult to envision an increase of in-person enrollments when the campus isn't a welcoming space to be and to hang out between classes. Could be improved by:
  - Better signage and advertising for registration around campus
  - Continued free parking
  - Computers in all LA classrooms and consistent Wi-Fi inside the classrooms
  - Water fountains/ bottle filler stations near LA
  - A more robust selection of food, hangout spaces, and study spaces including Starbucks, more seating around campus, better staffed library.
  - Reduction of construction chaos
  - Sending major or ACC-specific emails that include open courses, in-person offerings and focused calendar of events on campus could help promote campus life and the benefits of being on campus.

4. Further Data Needed

- ○ Moving forward, it seems crucial to scheduling for full and part time faculty, to the survival of English programs, and to regenerating campus life that the following questions are explored:
  - What is causing slow enrollment in some fully online English courses offered this spring?
  - What is the Impact of Cal-GETC changes on creative writing courses and specific strategies for scheduling?
  - What is the impact of counseling recommendations and the guided pathways major maps? Do students understand their additional options or the fact that they can swap the order if needed?
  - What are the enrollment preferences for English majors taking literature and creative writing (modality, term length, time of day)?
  - What is the impact of the ed plans that are section specific? How often is this causing students to lose the class/ not register? (Do students realize they have other options?)

CRITERIA FOR ACADEMIC SENATE SCHOLARSHIP
2023-2024

Purpose

The Academic Senate, as representatives of the Chaffey College Faculty, has a scholarship to be awarded to students in order to show support for the barriers to higher education and congratulate students on their academic achievement and service to the college community.

Award Amount

$1000 (up to three awards may be given)

- One (1) award will be granted to a student showcasing service to the college community
- Up to two (2) awards will be granted to student(s) explaining significant hardship and how this award would benefit their academic goals.

Application Eligibility:

1. The applicant must be currently enrolled as a student at Chaffey College with a minimum of 12.0 units earned at Chaffey.
2. The application must have a minimum Chaffey GPA of 3.0.
3. The applicant must submit a complete application including all of the following elements:
   a. Application form
   b. Personal statement
   c. One (1) copy of current Chaffey transcript (unofficial transcripts are acceptable).
   d. Two (2) letters of recommendation from Chaffey faculty/staff members.

Personal Statement Requirements:

There are two options for applicants to be considered for this scholarship. Applicants should only choose one of the following to focus on for their personal statement:

1. Community Service Recognition:
   The applicant must have a demonstrated record of service to the Chaffey College community through tutoring, student government, internships, club participation, etc. or the community at large (e.g., soccer coach, classroom volunteer, scout leader, service club, church choir, etc). The applicant's personal statement should reflect their service and exemplify how their contributions benefit the community and themselves.

2. Significant Hardship & Future Aspirations:
   The applicant must demonstrate significant personal, family, or financial hardship they have endured while attending Chaffey College. The applicant's personal statement should reflect their academic goals and how this scholarship would help to support these aspirations.

Application Process:

1. Submit Application Form, personal statement, one (1) copy of your current Chaffey transcript (unofficial or official copies), and two (2) letters of recommendation from Chaffey faculty/staff members **via email (must be received by Friday, March 8, 2024)** to **lissa.napoli@chaffey.edu**
2. Winner(s) will be notified by Friday, April 12, 2024.
3. Winner(s) will be awarded the scholarship at the Academic Senate Year End Meeting on Tuesday, May 7, 2024, 12:30 - 1:50.

Note: Academic Senate encourages applicants to seek feedback regarding personal statements prior to submission. Applicants are encouraged to contact the Success Center, a Community Advisor, or a faculty member for feedback.

For Success Center assistance, connect to a Success Center online: https://canvas.chaffey.edu/courses/19600

Chaffey College
Academic Senate

APPLICATION FORM
CHAFFEY COLLEGE ACADEMIC SENATE SCHOLARSHIP
2023-2024

Instructions:

1. Fill out the application form completely.
2. Attach a personal statement. Choose <u>only one</u> of the following to focus on for your personal statement:
   - Community Service Recognition
   - Significant Hardship & Future Aspirations:
3. Attach one (1) copy of your current Chaffey transcripts (unofficial transcripts are acceptable).
4. Attach two (2) letters of recommendation from Chaffey faculty/staff members.
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Please type or print clearly:

APPLICANT'S NAME: _____
                   Last   First   M.I.

STUDENT ID NUMBER: _____

CURRENT ADDRESS: _____
                                 Street

_____
City   State   Zip

DAYTIME TELEPHONE: _____

EMAIL: _____

SIGNATURE: _____DATE: _____

Chaffey College
Academic Senate

2023-2024 Scholarship Timeline

January

30 – Present Scholarship Application, Timeline, and list of previous Recipients for review

February

5 – Release of scholarship application via website, Instagram, and other Chaffey College social media platforms (5-week application period)

27 – Identify scholarship committee members

March

8 - Applications Due

11 – 15 Eligibility and Prep Period

19 – April 2 Scholarships to Senate for Review (2 weeks)

April

2 – Senate's final decision on recipients

8-12 Confirm recipients, call and notify, confirm addresses and invite to May 7 meeting (one week)

16 – Scholarship requisitions to the Foundation Office

19 – Should receive checks from the Foundation Office

May

7 Student scholarship recipients to be presented in last AS meeting of the spring semester

(this timeline leaves one week for deadline extensions, absolute last day to request scholarship checks is Tuesday, April 30)

ACADEMIC SENATE MINUTES
JANUARY 23, 2024

Name	Position	Term	Attendance
Nicole DeRose	President	2023-2025	P
Elizabeth "Liz" Encarnacion	Vice President	2023-2024	P
Robin Witt	Secretary/Treasurer	2023-2024	P
Angela Burk – Herrick	Curriculum Chair	2023-2025	P
Vacant	Business & Applied Technology	2023-2025	
Jay Scott	Business & Applied Technology	2022-2024	P
Robert Nazar	Chino Campus	2023-2025	P
Jinny Lee	Chino Campus	2022-2024	A
Anthony Guaracha	Fontana Campus	2023-2025	P
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Vacant	HFIC	2023-2025	
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Terezita Reyes Overduin	Instructional Support	2022-2024	P
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Jackie Boboye	Student Services	2022-2024	P
Leta Ming	Visual & Performing Arts	2023-2025	P
Sheila Malone	Visual & Performing Arts	2022-2024	A
Tamari Jenkins	Senator-At-Large	2023-2026	P
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Vacant	Adjunct Alternate Senator	2023-2025	
Sarah Schmidt	Classified Senate Liaison	2023-2025	A
Ryan Thomas	Chaffey College Student Liaison	2023-2024	A

Guests:

Misty Burruel, Interim Associate Superintendent of Instruction and Institutional Effectiveness
Kim George, English Department, ACD
Diana Jimenez, Library Clerk, Instructional Support
Andrew Long, Dean of Instructional Support
Lissa Napoli, Administrative Assistant, Academic Senate
Laura Picklesimer, English Department, ACD
Selene Pineda, Library, Instructional Support
Jonathan Polidano, Auto Tech, MIT
Janeth Rodriguez, Executive Director, Enrollment Services and Student Support
Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

1. P.E. (12:30 P.M.)

2. CALL TO ORDER (12:39 P.M.)

2.1 Land Acknowledgement

With respect and honor for the lands where Chaffey College resides and the leaders who came before us, we would like to take a moment to acknowledge the Gabrieleño-Tongva (GABRIEL-EN-YO TONG-VAH) Peoples, the original stewards of these sacred and unceded homelands. The Tongva people's history, language(s), cultural traditions, and legacy continue to shape this region and we recognize their continuing presence in their homelands.

2.2 Attendee Identification (Chino and Fontana Senators, cameras must be on and turn off all virtual backgrounds.)

3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)

4. ADOPTION OF AGENDA

- January 23, 2024
- **Motion for Approval** - Senator Boboye moved to adopt the agenda for 1.23.24. Senator Jackson seconded the motion. The motion was approved. 1.23.24, 22Y/0N/0A.

5. APPROVAL OF MINUTES

- January 16, 2023
- **Motion for Approval** - Senator Jenkins moved to approve the 1.16.24 amended minutes. Senator Boboye seconded the motion. The motion was approved. 1.23.24, 22Y/0N/0A.

6. CONSENT AGENDA

6.1 Faculty representatives that have been requested to serve on these selection/hiring committees:
  6.1.1 <u>AAII, Business Services</u>
     David Karp, Business Administration & Business Law, BTH
  6.1.2 <u>Instructional Assistant IV, Fashion Design, .475 (10-month) (Chino)</u>
     Tara Johnson, Fashion Merchandising, ACD

6.1.3 Educational Program Assistant, STEM
      Mark Padilla, Physics, STEM

6.2 Academic Senate proposed Constitution amendments to correct inaccuracies, see attachment titled, "Constitutional Amendments to correct inaccuracies"

- **Motion for Approval** - Senator Chamberlain moved to approve the 1.23.24 Consent Agenda. Senator Doget seconded the motion. The motion was approved. 1.23.24, 22Y/0N/0A.

7. REPORT

7.1 President

- Accreditation Update: Accrediting Commission for Community and Junior Colleges (ACCJC) notified Dr. Shannon last week that the commission reviewed Chaffey's Institution Self Evaluation Report (ISER) and the Peer Review team report, and after review, Chaffey has been granted reaffirmation of accredited status through 2030. ACCJC's notification letter and Chaffey's ISER are available to see on the Chaffey College Accreditation webpage. Congratulations to Chaffey College and a sincere thank you to everyone that participated in the Accreditation review, no matter how large or small the contribution was. Accreditation Celebration events will be held on:
    - Wednesday February 7 at the Rancho campus from 12:30-2 pm. Location TBD.
    - Wednesday February 14 at the Chino campus from 12:30-1:30 pm. Location TBD.
    - Thursday February 15 at the Fontana campus from 12:30-1:30 pm. Location TBD.
  Be on the lookout for more information regarding the Accreditation Celebrations and please consider attending one, if not all of them.

7.2 Vice President

- Neil Watkins, the former Academic Senate President, sent an email congratulating President DeRose and commending her for her hard work as the Faculty Tri-Chair for Accreditation.

7.3 Secretary/Treasurer - no report

7.4 Curriculum- no report

7.5 Classified Senate Liaison, President, Sarah Schmidt- no report

7.6 CCSG Liaison, Director of Finance, Ryan Thomas - no report

8. GUEST(S)/PRESENTATION(S)*15 minutes max* - Interim Associate Superintendent of Instruction and Institutional Effectiveness, Misty Burruel, - Library Update

- California Community Colleges came out of the K-12 System. Title 5 language is over 30 years old, a lot has changed since the 1990's. Library Learning Commons opens next year and will contain the Success Centers, Supplemental Instruction, the Faculty Success Center, and Distance Education in addition to the Library. The next step is working with Human Resources and CSEA (the Classified Union) on a job description for a library clerk. This will help build in more staffing to support the space when someone is absent or calls in sick. Academic personnel include administrators so the dean can fill in if someone is absent. We can also leverage apprentices to support staffing. All of these supports

include the sites in Fontana and Chino as well. Communication is needed so a list of faculty identified on the Measure P Committee will be provided.

9. **UNFINISHED BUSINESS** *10 minutes max per item

9.1 Discussion Item: Constitutional Amendment election timeline, see attachment titled, "Possible Election Timeline, Spring 2024."
- **Motion for Approval** - Senator Boboye moved to discuss the Constitutional Amendment election timeline. Senator Holdiness seconded the motion. The motion was approved. 1.23.24, 22Y/0N/0A.
- Possible deferment to fall to vote on Option 1 and 2 so there is time to address the unanswered questions and implications with Option 2. Or we can vote this semester but the implementation would be postponed until Constitutional amendments to implement Option 2 are resolved.

9.2 Discussion Item/Possible Action Item: Unresolved feedback questions and Constitutional amendments required to present Option 2, see attachment titled, "Academic Senate Representation Options Pro and Con List"
- **Motion for Approval** - Senator Vice President Encarnacion moved to discuss the Pro and Con List. Senator Holdiness seconded the motion. The motion was approved. 1.23.24,22Y/0N/0A.
- Senator Henry suggested making the list more concise and some aspects of the list need clarification.
- **Motion for Approval** - Vice President Encarnacion moved to form a workgroup to discuss the Pro and Con list as well as the unanswered questions and constitutional amendments by the end of Spring 2024. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 1.23.24, 21Y/0N/0A.

10. **NEW BUSINESS** *10 minutes max per item - ran out of time

   10.1 First Read/Assignment: AP Sunshining Items for Consideration AP 6620 Naming of Facilities. Selection of a Senator to review and report to the Academic Senate by February 6, 2024.

   10.2 Information Item: Enrollment recommendations, see attachment titled, "Online/On-Campus Scheduling Concerns and Ideas for Growth"

11. **FLOOR ITEMS** *10 minutes max (Reserved to raise concerns within the Academic Senate scope. The Senate will hear your concerns/questions, but may not respond. If requested, the concern can be included on a future agenda.)

12. **ANNOUNCEMENTS**

   12.1 Chaffey College Academic Senate

   12.2 Academic Senate for California Community Colleges (ASCCC) Information

   12.2.1 ASCCC presents the 2024 Spring Plenary Session, Thursday, April 18, 8am, through Saturday, April 18, 2024, 5pm. This is a hybrid event taking place at the San Jose Marriott, 301 South Market Street, San Jose, California, USA, 95113. We hope that all local faculty leaders will plan to join us! Registration In-Person, $575, Virtual Only Registration : $425. Deadline to register in-person is April 5, 2024, 5pm and virtual registration ends April 10, 2024, 5pm. Click the link for more information.

12.2.2 [2024 Spring CTE Regional Consortium](#), Friday, February 9, 2024, 10am. In-person only. The Career and Technical Education Leadership Committee in collaboration with the Regional Consortia are pleased to announce focused mini conferences in each region. This workshop is intended to empower CTE faculty and other CTE professionals by providing participants with the knowledge, skills, and insights needed to be effective advocates and problem-solvers on issues impacting CTE students. The event is free and all are welcome. Deadline to register is Friday, February 2, 2024, 5pm.

12.2.3 [Spring Curriculum Regional Meeting - South](#), Saturday, February 24, 10am. We are encouraging teams/individuals including faculty, academic senate leaders, department/division chairs, curriculum chairs, local and district curriculum committees, articulation officers, curriculum specialists, and administrators to attend. The sessions will consist of information and updates on current hot topics such as: Title 5 revisions, Curriculum Nuts and Bolts, Ethnic Studies, Baccalaureate Degrees, Curriculum Committees and Upper Division Coursework, Dual Enrollment, Common Course Numbering, ADT Reform, Competency Based Education, Credit for Prior Learning, Distance Education, Hyflex, Correspondence Education, OERI, PCAH 8th Edition and Technical Manual; COCI, and more. Deadline to register is Friday, February 16, 2024, 5pm

12.2.4 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at [asccc.org](#)

13. ADJOURNMENT (1:50 P.M.)

The Next Academic Senate is Scheduled for Tuesday, January 30, 2024

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Lissa A. Napoli, Recording Secretary

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Robin Witt, Treasurer / Secretary