

ACADEMIC SENATE MINUTES

MARCH 4, 2025

Nicole DeRose	President	2023-2025	Y
Elizabeth “Liz” Encarnacion	Vice-President/President-Elect	2024-2025	Y
Robin Witt	Secretary/Treasurer	2024-2025	Y
Angela Burk – Herrick	Curriculum Chair	2023-2025	N
Joseph Lee	Business & Applied Technology	2024-2026	N
Jonathan Polidano	Business & Applied Technology	2023-2025	Y
Hannah Carter	Chino Campus	2024-2026	Y
Robert Nazar	Chino Campus	2023-2025	N
Sean Connelly	Fontana Campus	2024-2026	Y
Anthony Guaracha	Fontana Campus	2023-2025	Y
Jayne Clark Frize	Health Sciences	2024-2026	Y
Omar Estrada	Health Sciences	2023-2025	Y
Tara Johnson	HFIC	2023-2025	N
Vacant	HFIC	2023-2025	
Terezita Reyes Overduin	Instructional Support	2024-2026	Y
Christina Holdiness	Instructional Support	2023-2025	Y
Robert Hadaway	Kinesiology, Nutrition & Athletics	2024-2026	N
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025	N
Laura Santamaria Brady	Language Arts	2024-2026	Y
Phatana Ith	Language Arts	2023-2025	Y
Jinny Lee	Mathematics & Science	2024-2026	N
Robin Witt	Mathematics & Science	2023-2025	Y
Vacant	Social & Behavioral Sciences	2024-2026	
Patricia Gomez	Social & Behavioral Sciences	2023-2025	N
Myra Andrade	Student Services	2024-2026	N
Michelle Martinez	Student Services	2023-2025	X
Vacant	Visual & Performing Arts	2024-2026	
Leta Ming	Visual & Performing Arts	2023-2025	X
Sarah Chamberlain	Senator-At-Large	2024-2027	Y
Tamari Jenkins	Senator-At-Large	2023-2026	Y
Jackson Tropp	Senator-At-Large	2022-2025	Y
Vacant	Adjunct Senator-At-Large	2025-2026	
Tina Kuo	Adjunct Senator-At-Large	2023-2025	Y
Alternates			
Jay Scott	Business & Applied Technology	2023-2025	N
Manar Hijaz	Chino Campus	2023-2025	Y
Greg Creel	Fontana Campus	2023-2025	N
Lisa Doget	Health Sciences	2023-2025	Y
Vacant	HFIC	2024-2026	
Shelley Marcus	Instructional Support	2023-2025	Y
Candice Hines-Tinsley	Kinesiology, Nutrition, & Athletics	2023-2025	Y
Stephen Shelton	Language Arts	2024-2026	Y
Justin Keller	Mathematics & Science	2024-2026	Y
Louisa Villeneuve	Mathematics & Science	2024-2025	Y
Vacant	Social & Behavioral Sciences	2024-2026	
Melissa Johannsen	Student Services	2024-2026	Y
Fabiola Espitia	Student Services	2023-2025	Y
Vacant	Visual & Performing Arts	2023-2025	
Vacant	Adjunct Alternate Senator	2023-2025	
Sarah Schmidt	Classified Senate Liaison	2023-2025	N
Anthony Solomon	Chaffey College Student Government	2023-2024	Y

Guests:

Lissa Napoli, Administrative Assistant, Academic Senate
Rose Ann Osmanian, Success Center Instructional Specialist
Karen Preciado, Director of Transfer and Career Center
Sabrina Sanchez, Student Career Specialist
Alisha Serrano, Interim Dean of Academic and Career Counseling
Michael Wangler, Dean of STEM

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.)

- Michael (Mike) Wangler, Dean of STEM, commented that he has enjoyed his two and a half years here at Chaffey College. Since this was the first meeting he attended and he feels that the Academic Senate's work is so critical, he made it his final meeting before he begins his new role as Vice President of Academic Affairs at Barstow College. While this is a great opportunity and he is looking forward to it, he expressed how much he will miss everybody here at Chaffey. Mike has enjoyed his Chaffey committee work and feels that the faculty leadership here is strong. He would like to keep in touch and thanks everyone and wishes all the best.

4. ADOPTION OF AGENDA

- March 4, 2025
- **Motion for Approval** - Senator Overduin moved to adopt the agenda for 3.4.25. Senator Doget seconded the motion. The motion was approved. 3.4.25, 18Y/0N/0A.

5. CONSENT AGENDA**5.1 February 25, 2025 Meeting Minutes.** See attachment titled, "ACADEMIC SENATE MINUTES FEBRUARY 25, 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 Coordinator, Financial Aid

Maria Cuevas, Counseling, ACC

5.2.2 AAII, Financial Aid

Kirk Collins, Counseling, ACC

5.3 Faculty representatives that can no longer serve on this selection/hiring committee:

5.3.1 AAII, Financial Aid

Cherlou Opulencia, Counseling, ACC

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

5.4.1 Senator, VPA, Academic Senate

Daniel Jacobo, Broadcasting, ACD

- **Motion for Approval** - Senator Polidano moved to approve the 3.4.225 Consent Agenda. Senator Santamaria Brady seconded the motion. The motion was approved. 3.4..25, 18Y/0N/0A.

6. REPORT(S)

6.1 President - no report

6.2 President-Elect - The Executive Team provided edits to the draft of the Governance Handbook. These were mostly minimal edits for grammar, repetitive ed code listings, etc. Ryan Church also reviewed the draft handbook from a legal standpoint. The draft handbook was sent to the Classified Senate, Student Government (CCSG), and both unions (CCFA and CSEA). They have until March 31st to provide revisions. In April, a Jotform survey will be sent to receive feedback campus-wide. The sun shining process will also include campus-wide webinars.

6.3 Secretary/Treasurer - congrats to Fabiola Espitia for FSC's recent Faculty Spotlight.

6.4 Curriculum Chair - no report

6.5 Classified Senate Liaison - no report

6.6 Chaffey College Student Government Liaison - no report

6.7 Student Equity Plan, Christina Holdiness - the workgroup had a 2-day training and now meets every other week. The five metrics to identify equity gaps are: successful enrollment, persistence, completion of transfer-level Math & English courses within the first year, completion of degrees and certificates, and transfer rates.

7. GUEST(S)/PRESENTATION(S) *15 minutes max. - Director, Transfer and Career Center, Karen Preciado, and Student Career Specialist, Sabrina Sanchez, will share resources offered by the Office of Transfer and Career Services. See attachments titled, "Career Services" and "Handshake Faculty Workshops"

- Interim Dean Alisha Serrano congratulated Karen and Sabrina for their great work. Sabrina along with Bradley Franklin nearly single-handedly got the Handshake resource for students up and running in 3 weeks.

8. UNFINISHED BUSINESS *10 minutes max - None.

9. NEW BUSINESS *10 minutes max per item

9.1 Discussion/Possible Action Item: Sabbatical Report Subcommittee - Wendy Whitney (Fall 2024), Counseling/Career Center: Senators Doget, Johannsen and Hines-Tinsley. Review time is February 12 through March 4, 2025.

- Readers are required to coordinate discussion amongst themselves and bring recommendations, concerns, etc. to the Academic Senate NO LATER than March 4. **The final voting date is Tuesday, March 4**, and the final draft of the reports is due to the Office of Instruction by Friday, March 7.
- Wendy's report was engaging, enlightening, relatable, provided valuable research, and met all objectives. The committee hopes Wendy will share her findings college-wide and recommend approval.
- **Motion for Approval** - Senator Jenkins moved to approve the sabbatical report. Senator Polidano seconded the motion. The motion was approved. 3.4.25, 19Y/0N/0A.

9.2 Discussion/Action Item: Identify Student Scholarship Sub-Committee members. Volunteer Senators will read scholarship applications to determine if the student is eligible for a Academic Senate Scholarship.

- **Motion for Approval** - President-Elect Encarnacion moved to approve Senators Carter, Hines-Tinsley, Doget, Overduin, and Jenkins as volunteers for the Student Scholarship Subcommittee. Senator Santamaria Brady seconded the motion. The motion was approved. 3.4.25, 19Y/0N/0A.

9.3 Discussion Item: Election updates from Area Reps (see [Election Timeline for Spring 2025](#))

10. 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.)

- Senators Polidano, Santamaria Brady, Holdiness, Witt, Jenkins, and Doget volunteered to help at the upcoming Tenure Reception.

11. ANNOUNCEMENTS

11.1 Chaffey College Academic Senate

11.1.1 [Scholarship Applications Are Available NOW!!](#) Encourage your students to apply for the [2024-2025 Academic Senate Scholarship](#). Applications are due by Monday, March 24. Look for announcements and applications in the Chaffey College social media, Academic Senate webpage, Chaffey College Panther Times, and faculty email!

11.1.2 Save the Date! 2024-2025 Tenure Reception. You are invited to celebrate newly tenured faculty. Tuesday, March 25, 2025, Faculty Success Center, ATL-110, 12:30-2:00 PM.

11.1.3 Save the Date! 2024-2025 [Faculty Lecturer of the Year](#), Angela Cardinale. Tuesday, April 22, 2025, 9:30 AM, Chaffey College Theatre. ***Finding Courage in Chaos: A Call for Transformation.***

11.2 Academic Senate for California Community Colleges (ASCCC) Information

11.2.1 [2025 Spring Plenary Session](#), Thursday, April 24, 8am through Saturday, April 26, 5pm. Hyatt Regency Irvine, 17900 Jamboree Road Irvine, CA 92614 Save the Date! ASCCC's annual Spring Plenary Session, April 24-26, 2025. This is a hybrid event taking place at the [Hyatt Regency Irvine](#) 17900 Jamboree Road Irvine, CA. 92614. We hope that all local faculty leaders will plan to join us in Irvine!

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.)

The next Academic Senate meeting will be on Tuesday, March 11, 2025

Lissa A. Napoli, Recording Secretary

Robin Witt, Treasurer / Secretary

Career Services

Karen Preciado
Sabrina Sanchez



Agenda

Services Offered

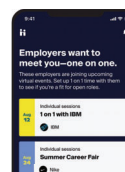
Online Resources
Handshake
Big Interview
Focus2Career

On-Campus Student Employment

Spring 2025 Workshops

Classroom Presentations and More!

Services Offered



Handshake



What is Handshake?

- A modern, user-friendly job platform designed to connect students with employers.
- Provides access to internships, part-time and full-time jobs, and career events.



Get Students Career-ready, all in one place!



Job
postings



Employer
network



Advising
appointments



Employer
messaging



Interviews
& info chats



Peer-to-peer
messaging



Experiential
learning



Events &
Career fairs



Alumni
ambassadors



Virtual
recruiting



Company
reviews



Career
profile



First destination
survey

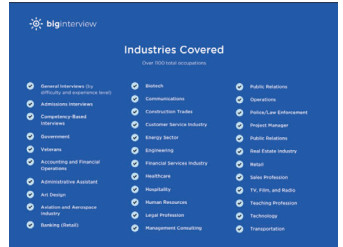


On-campus
jobs



Key Features:

- **AI-Powered Feedback:** Real-time coaching on answers
- **Mock Interviews:** Practice with video recording & feedback
- **Industry-Specific Advice:** Tailored for different careers & roles
- **Customizable Learning:** Admin tools for assignments & assessments



Resume Builder

Welcome to the Big Interview resume builder!
Create a professional looking resume in just a few minutes.



Tell us about yourself!



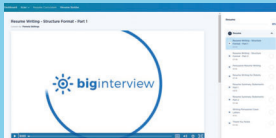
We'll generate a resume



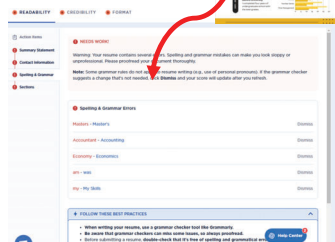
Send it to minutes

[Get Started](#)

Resume and Cover Letter Videos



AI Feedback on Resume



Self Assessments

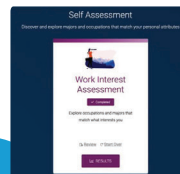
- Examine your Interests, Personality, Skills & Values

Explore

- Discover Majors and Occupations that Match their Self-Assessment Results
- Referrals to Academic and Career Counseling to review and receive guidance on self-assessment results

Decide

- Make Decisions Based on Your Exploration Results





Focus2Career is customized to match students with Chaffey College Degrees and Majors

Physical Therapists

Supporting Majors at Chaffey College

Public Health Science for Transfer - A.S.T. Community Health Worker
Physical Education - A.A. Degree
Kinesiology for Transfer - A.S.T.
Physical Therapist Assistant

Radiation Therapists

Supporting Majors at Chaffey College

Radiologic Technology

Salary

\$61,229

Add Family

Healthcare Practitioner & Technical

View Occupations

Salary

\$58,400

Add Family

Healthcare Practitioner & Technical

View Occupations

Spring Workshops

Handshake - Student Employment

- Tuesday, February 25 2:00 PM In-person
- Wednesday, February 26 12:00 PM Online
- Monday, March 24 2:00 PM In-person
- Thursday, May 8 11:00 AM Online

Resume Workshop

- Monday, March 10 12:30 PM Online
- Thursday, April 4 11:00 AM Online

Focus2Career - Career Assessment

- Thursday, April 3 12:00 PM Online
- Tuesday, April 29 11:00 AM In-person

Handshake - Faculty

Thursday, March 6, 11 AM, Online

Wednesday, March 12, 3 PM, Online

Thursday, April 17, 2 PM, Online

On Campus Student Employment



Located in the Transfer & Career Center, SSA-120.



Services available:



Handshake Overview



Job Search Coaching



New Hire Onboarding & Processing



Transfer Services



Application Assistance



Campus Tours



Transfer Fairs



Transfer Research



Events and Workshops



1:1 University Representative appointments

Classroom Presentations



Employer Engagement Form



COMING SOON

Contact Us

SSA, Room 120
909-652-6233
transferstaff@chaffey.edu
careercenter@chaffey.edu



HANDSHAKE

Faculty Workshops

**Help Your Students Explore
Career Opportunities with
Handshake!**



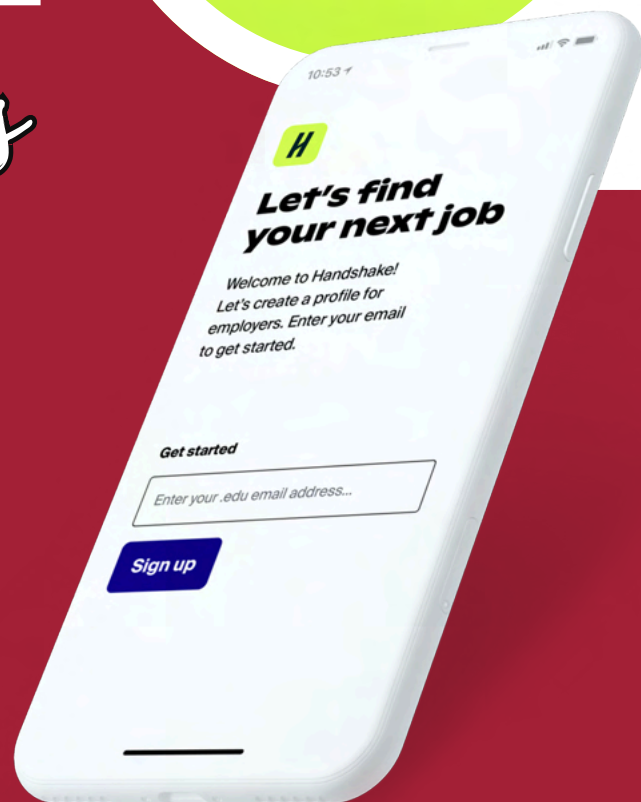
Connect with Employers



Find & Apply for On-Campus
Jobs



Access Career Development
Resources



Virtual Workshops

- Thursday, March 6 @ 11:00am
- Wednesday, March 12 @ 3:00pm
- Thursday, April 17 @ 2:00pm



[Register Here](#)

Your Path To Career Workshop Series



HANDSHAKE

Connect with employers
On-campus & off-campus jobs
Career development resources

MONDAY, MARCH 24
RANCHO CAMPUS, LA 110
@ 2:00 PM

THURSDAY, MAY 8TH
ONLINE @ 11:00 AM



FOCUS2CAREER

Complete career assessments
Discover your values, interests and skills
Explore majors and career paths

THURSDAY, APRIL 3RD
ONLINE @ 12:00 PM

TUESDAY, APRIL 29
RANCHO CAMPUS, BE 104
@ 2:00PM



RESUME BUILDING

Overview of resume fundamentals
Resume best practices
Additional resources

MONDAY, MARCH 10
ONLINE @ 12:30 PM

THURSDAY, APRIL 4
ONLINE @ 11:00AM



Register Here
[BIT.LY/4KLHFJF](https://bit.ly/4KLHFJF)

		Present	Adoption of the 3.4.25 Agenda	Approval of Consent Agenda 3.4.25	Approve to recommend Wendy Whitney's sabbatical Report to the CIO	Approval of senator volunteers for the scholarship committee: Hannah Carter, Candice Hines- Tinsley.	
<i>Alternate Senators Italicized</i>							
Representation	Name						
President	Nicole DeRose	Y					
Vice President	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y	Y	
Secretary/Treasurer	Robin Witt	Y	Y	Y	Y	Y	
Curriculum Chair	Angela Burk-Herrick						
Business & Applied Technology	Joseph Lee						
Business & Applied Technology	Jonathan Polidano	Y	Y	Y	Y	Y	
<i>Business & Applied Technology Alternate</i>	<i>Jay Scott</i>						
Chino Campus	Hannah Carter	Y	Y	Y	Y	Y	
Chino Campus	Robert Nazar						
<i>Chino Campus Alternate</i>	<i>Manar Hijaz</i>	Y	Y	Y	Y	Y	
Fontana Campus	Sean Connelly	Y	Y	Y	Y	Y	
Fontana Campus	Anthony "Tony" Guaracha	Y					
<i>Fontana Campus Alternate</i>	<i>Greg Creel</i>						
Health Sciences	Jayne Clark Frize	Y	Y	Y	Y	Y	
Health Sciences	Omar Estrada	Y	Y	Y	Y	Y	
<i>*Health Sciences Alternate</i>	<i>Lisa Doget</i>	Y					
HFIC	Tara Johnson						
HFIC	Vacant						
<i>HFIC Alternate</i>	<i>Vacant</i>						
Instructional Support	Terezita Overduin	Y	Y	Y	Y	Y	
Instructional Support	Christina Holdiness	Y	Y	Y	Y	Y	
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y					
Kinesiology, Nutrition, & Athletics	Robert Hadaway						
Kinesiology, Nutrition, & Athletics	Annette Henry						
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Candice Hines-Tinsley</i>	Y	Y	Y	Y	Y	
Language Arts	Laura Santamaria Brady	Y	Y	Y	Y	Y	
Language Arts	Phatana Ith	Y	Y	Y	Y	Y	
<i>*Language Arts Alternate</i>	<i>Stephen Shelton</i>	Y					
Mathematics & Science	Jinny Lee						
Mathematics & Science	Robin Witt						
<i>Mathematics & Science Alternate</i>	<i>Justin Keller</i>	Y					
<i>Mathematics & Science Alternate</i>	<i>Louisa Villeneuve</i>	Y	Y	Y	Y	Y	
Social & Behavioral Sciences	Vacant						
Social & Behavioral Sciences	Patricia Gomez						
<i>*Social & Behavioral Sciences Alternate</i>	<i>Vacant</i>						
Student Services	Myra Andrade						
Student Services	Michelle Martinez						
<i>* Student Services Alternate</i>	<i>Melissa Johannsen</i>	Y	Y	Y	Y	Y	
<i>* Student Services Alternate</i>	<i>Fabiola Espitia</i>	Y	-	-	Y	Y	
Visual and Performing Arts	Vacant						
Visual and Performing Arts	Leta Ming						
<i>*Visual and Performing Arts Alternate</i>	<i>Vacant</i>						
Senator-At-Large	Sarah Chamberlain	Y	Y	Y	Y	Y	
Senator-At-Large	Tamari Jenkins	Y					
Senator-At-Large	Jackson Tropp	Y	Y	Y	Y	Y	
Adjunct Senator-at-Large	Vacant						
Adjunct Senator-at-Large	Tina Kuo	Y	Y	Y	Y	Y	
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
Classified Senate Liaison	Sarah Schmidt						
Chaffey College Student Government	Anthony Soliman	Y					
RED indicates reported absence	PURPLE indicates reported tardy/leave early						
Total Yes Votes		27	18	18	19	19	0
Alternates (For Attendance Only)							
Total No Votes			0	0	0	0	0
Total Abstentions			0	0	0	0	0
- = Not available during meeting to vote							
39 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 = 27 members, 6 visitors							
3.4.25 Academic Senate Meeting							