

ACADEMIC SENATE MINUTES OCTOBER 12, 2021

Neil Watkins	President	2021-2023	P
Sarah Cotton	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	P
Lisa Doget	Health Sciences	2020-2022	A
Jayne Clark-Frize	Health Sciences	2021-2023	A
Christina Holdiness	Instructional Support	2020-2022	P
Mary Jane Ross	Instructional Support	2021-2023	A
Jeff Harlow	Kinesiology, Nutrition & Athletics	2020-2022	P
Elaine Martinez	Kinesiology, Nutrition & Athletics	2021-2023	A
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	P
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
Patrick Aranda	Visual & Performing Arts	2021-2023	P
Robin Witt	Senator-At-Large	2019-2022	A
Tamari Jenkins	Senator-At-Large	2020-2023	A
Sarah Cotton	Senator-At-Large	2021-2024	P
Patty Peoples	Adjunct Senator-At-Large	2020-2022	P
John Glass	Adjunct Senator-At-Large	2021-2023	P
Alternates			
William O’Neil	Business & Applied Technology	2021-2023	P
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	
Hope Ell	Classified Senate Liaison	2021-2023	P

Guests:

Nicole DeRose, (IPP) Faculty Senate, Accreditation Faculty Tri-Chair, Biology, M&S
Claudine Dumais, Child Development and Education, Social and Behavioral Sciences / Child Dev. & Education
Eric Houck, Executive Director, Information Technology
Tina Kuo, Biology, M&S
Lissa Napoli, Administrative Assistant, Academic Senate
Jonathan Polidano, Automotive Technology, BAT
Lauren Sanders, (IPP) Student Government/Trustee
Angela Ybarra, President, Multicultural Club

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:35 P.M.)****2.1 Remote Attendee Identification****3. PUBLIC COMMENT (Reserved for Guests only and limited to two minutes.)****4. APPROVAL OF AGENDA**

- October 12, 2021
- **Motion for Approval** - Senator Shelton moved to approve the 10.12.21 agenda. Senator Peoples seconded the motion. The motion was approved. 10.12.21, 21Y/0N/0A.

5. APPROVAL OF MINUTES

- October 5, 2021
- **Motion for Approval** - Senator Gutierrez moved to approve the 10.5.21 minutes with amendments. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 10.12.21, 18Y/0N/3A.

6. CONSENT AGENDA

6.1 Curriculum is asking that the Academic Senate endorse the course modifications that Curriculum presented below:

1.1. PACKAGES:**AMERICAN SIGN LANGUAGE PACKAGE****New Courses w/ DE:**

ASL-20 Fingerspelling/Numbers

ASL-21 Classifiers/Depicting Verbs

New Programs:

Certificate in ASL (American Sign Language) Certificate of Achievement

ETHNIC STUDIES PACKAGE**New Courses w/ DE:**

ETHN-1	Introduction to Ethnic Studies
ETHN-2	Introduction to Native American Studies
ETHN-3	Introduction to Latinx Studies
ETHN-4	Introduction to African American Studies
ETHN-5	Introduction to Asian American Studies
ETHN-6	Race, Ethnicity, and Politics in America

MATHEMATICS PACKAGE

Course Modifications w/ DE:

MATH-31	Plane Trigonometry
MATH-401	Mathematics for Health Science
MATH-60	Calculus for Business
MATH-65A	Calculus I
MATH-65B	Calculus II
MATH-75	Calculus III
MATH-81	Linear Algebra

1.2. NONPACKAGES:

New Courses w/ DE:

ASTRON-27L Life in the Universe Laboratory

Course Modifications w/ DE:

CHEM-24A	General Chemistry I
CHEM-24B	General Chemistry II
CIS-50	Introduction to Computer Networks
CJ-1	Introduction to the Criminal Justice System
CJ-58	Social Equity and the Criminal Justice System
PHOTO-10	Beginning Darkroom Photography

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 10.12.21 consent agenda. Senator Boboye seconded the motion. The motion was approved. 10.12.21, 20Y/0N/1A.

7. REPORTS

7.1 President

- This first Oct. 15 if you are on campus is the deadline to submit vaccination records. November 15 if you are not currently on campus but will be in the future.
- Pfizer booster now available - <https://myturn.ca.gov/>
- Senator Kern asked if there was confirmation that the campus had received the vaccination records. President Watkins stated that if the records with
 - Senator Peoples updated that the portal confirms that records have been submitted and accepted. To find your vaccination status go to Self-Service, click on your ID, then User Option, then Required Documents.
- Students have until October 15 to submit their proof of vaccinations. Students have been informed that they will need to drop their in-person courses if that deadline is not met. Because it is past the drop date for full-term courses, instructors will need to drop students. President

Watkins will be emailing instructors with student information if students need to be dropped. If instructors need to drop students from in-person classes because of not reporting vaccination or receiving approved exemption they will be individually contacted.

- Senator Marcus asked if students with an exception would be allowed on campus or only allowed to take online courses. Senator Osburn confirmed “that’s correct” in the chat. Students will receive an “EW” for an in-person course.
- Senator Osburn asked if instructors could receive student names that will be dropped come Oct. 15 prior to that date in order to confirm those students are not vaccinated, or if they have not uploaded their proof yet.
- Newsom vetoed AB 1456 which would have expanded Cal Grants to cover more than just tuition and would have applied to returning students, not just recent HS grads
 - https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB1456
- Newsom approved AB 367, the Menstrual Equity for All Act of 2021, which starts Fall 2022 and impacts 6-12 grade, Community College, and CSU’s
 - https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB367
- Newsom approved AB 111, the Common Course Numbering System (based on the existing C-IDs), which must be complete on or before July 1, 2024
 - https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB111
- Newsome approved AB 928, the Student Transfer Achievement Reform Act of 2021. This is a statewide committee to make one transfer GE pattern by 2023 for Fall 2025 (IGETC pattern covers CSU and UC).
 - https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB928
- Senator Polidano stated that AB-927 was also approved and related to Community College offerings. It expands the ability for Community College's to offer baccalaureate degrees, to allow 30 baccalaureate degrees per semester across the campus by a program that is not currently offered at one of the four-year institutions.

7.2 Vice President

7.3 Secretary/Treasurer

- No report

7.4 Curriculum

- Curriculum Committee program and scope updated to align with equity-minded 10-point plan.

7.5 Classified Senate Liaison, Hope Ell

- Thank you for volunteers for Backpack Project - Email Hope Ell for details if you want to join.
- See's Candy Fundraiser to raise funds for educational scholarships will begin soon.
- Caring Campus will begin meeting again next month as the campus slowly returns to in-person. Faculty will be asked to join that group in the future, and updates will be given.

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

9. UNFINISHED BUSINESS

9.1 Discussion Item: Senators to report on the following AP/BP's:

As part of 10+2, the attached BPs/APs are being forwarded to the Academic Senate for review and input. The BPs/APs reflect all legally required or recommended language updates as recommended by the Community College League of California (CCLC) Subscription Service. Any CCLC updates are since BPs/APs were last reviewed and approved by the institution. - Dean, Institutional Research, Policy, and Grants, Jim Fillpot

- [AP 4236](#) - Advanced Placement Credit, Senator Clark-Frize
 - Not discussed during 10.12.21 meeting
- [BP 4250](#) - Probation, Disqualification, & Readmission, Senators Boboye, Doget, and Tang
- [AP 4250](#) - Probation Senators Boboye, Doget, and Tang
- [AP 4255](#) - Disqualification & Dismissal Senators Boboye, Doget, and Tang
 - Senators Boboye, Tang, and Doget recommend the change to gender-neutral pronoun use throughout both AP and BP 4250 (ex: “they” or “their” instead of “he/she”).
 - In addition, the recommendation was made to reference or link to the reference material for grade lettering definitions, which is currently listed in the “Academic Information” within the catalog on pages 44-45.
 - The conversation regarding grade lettering definition, usage, and where this information is present within current online documentation both for faculty and students deviated into a separate but equal project for the Academic Senate that will be assigned and worked on in upcoming meetings.
 - **Motion for Approval** - Senator Boboye moved to confirm BP 4250, AP 4250, and AP 4255 with changes to gender neutral pronoun usage and the development of additional explanatory information regarding the grade lettering system. Senator Tang seconded the motion. The motion was approved. 10.12.21, 22Y,0N,0A
- [BP 4300](#) - Field Trips & Excursions, Vice-President Cotton
- [AP 4300](#) - Field Trips & Excursions, Vice-President Cotton
 - BP 4300 has no changes recommended. AP 4300 recommended changes to gender-neutral pronoun use throughout AP 4300 (ex: “they” or “their” instead of “he/she”).
 - In addition, it was recommended to change “foreign country” to “international destination” or “international location” in order to prevent a perception of Othering of international citizenship.
 - Senator Cotton also showcased that Citrus College currently manages our Study Abroad Program, which raises questions regarding if an AP and BP on study abroad is even necessary since this program no longer exists on our campus.
 - President Watkins also noted that there are states banned by CA state law that are barred from using state funding to go to. Senator Tang and Senator Osburn encouraged the phrasing, “not barred by current law” to be included in the phrasing.
 - **Motion for Approval** - Senator Boboye moved to confirm BP 4300 and AP 4300 with changes to gender neutral pronoun use and the semantic changes regarding “international” and “foreign”

language choice. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved.
10.12.21, 22Y/0N/0A.

10. NEW BUSINESS

10.1 Discussion Item: Instructional rationale for Canvas - Spring 2022 face-to-face courses

- Senator Shelton mentioned that there will be caution regarding illness and student attendance to in-person classes. Therefore having material available on the Canvas course shell will be an important element to maintain student interaction with necessary material.
- Senator Encarnacion stated that the impact of students switching to online learning and training themselves to check Canvas regularly, in addition to the heavy mixture of online and in-person courses that will continue to be part of students' reality makes it an easier transition to include online elements and aspects within all courses.
 - Senator Tinsley echoed the statements made by Senator Encarnacion and stated that the DE Committee is focused on this goal.
- Senators Peoples and Cotton emphasized that lab courses do need to remain in-person in order to achieve integrity of the discipline materials, therefore differentiating between using Canvas for instructional elements versus maintaining online gradebooks through Canvas is important.
- Senator Holdiness asked for rationale for why Canvas was not a required expectation for in-person classes prior to the pandemic. President Watkins stated there wasn't a rationale.
- Senator Osburn stated that the word choice of "expectation" versus a "recommendation" or "suggestion" in terms of the contractual obligations and individual faculty freedoms in using or not using online learning management systems.
- Curriculum Chair Burk-Herrick explained the differentiation, from a curriculum standpoint, between an "online course" with in person elements and an in-person course with online elements regarding the gradebook visibility, for example.
- Senator Hijaz echoed the statements of Senator Encarnacion, Senator Tinsley, and Senator Shelton. Senator Hijaz also stated that as a current student having online elements is an important aspect as different individuals have to not be present in-person due to exposures or other illnesses.

10.2 Discussion Item: Communication with students regarding UC and Cal State deadlines.

11. ANNOUNCEMENTS

11.1 Academic Senate for California Community Colleges (ASCCC) Information

- 11.1.1 [2021 Hybrid Fall Plenary Session](#)**, Thursday, November 4 through Saturday, November 6. The 2021 Fall Plenary will be a hybrid event with an in-person option and a virtual-only option. Registration In-Person, \$580. Deadline: Tuesday, October 12 by 5:00 PM. Registration Virtual-Only, \$325.00. Deadline: Thursday, October 28 by 5:00 PM. *Click on the link for more information.*
- 11.1.2 [ASCCC Area D Meeting](#)**, Saturday, October 16, 2021 @ 10:00 AM. The fall 2021 Area D meeting will be hosted in a virtual format. Meeting zoom link ID: 918 7458 5379 Remember you are encouraged to bring a group of senate leaders to this meeting for a chance to network with other leaders in our area, meet ASCCC President/Vice President, discuss what is happening at the statewide level, and to review Resolutions from ASCCC committees.

12. FLOOR ITEMS

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

The next Academic Senate meeting is scheduled for Tuesday, October 19, 2021.

Lissa A. Napoli, Recording Secretary

Elizabeth “Liz” Encarnacion, Secretary-Treasurer



3 KEY WAYS TO LEVERAGE *Canvas* IN YOUR IN-PERSON INSTRUCTION

1 CENTRAL PLACE FOR BASIC COURSE INFORMATION

Students will continue to **expect** faculty to use Canvas for basic course information. Faculty are encouraged to create or import a welcoming home page with their contact information and to use Canvas for basic features.

Advantage: Never a lost handout, lost assignment, or grade!

Next Level ↘

ESSENTIAL CANVAS FEATURES TO USE:

- Course Syllabus
- Announcements
- Course Resources/ Documents
- Recording Grades/ Gradebook

[WATCH A VIDEO ON CANVAS ESSENTIALS](#)



Canvas **Discussions** can be ideal for certain students when it comes to difficult or provocative topics as it allows students time for thoughtful answers.

Ask students to use multimedia tools to view resources and complete and submit homework **prior to meeting in person**. This will assist students to prepare for deeper interaction with course content during your face-to-face meeting.



Attach Canvas **rubrics** to assignments or even award *digital badges*.

Experiment with a **flipped classroom** model! Engage with Canvas **integrations** that can help facilitate with different strategies.



ASSESSMENT DESIGN AND SUPPORT 2

[LEVEL UP! WATCH A VIDEO ON CANVAS NEXT LEVEL](#)

Continue to consider ways in which to incorporate authentic assessment in your course(s) using Canvas.

Essential

Consider saving in-person assessments for things that are sometimes more challenging to do online (i.e. presentations, skits).

Most of the same modifications to adapt for authenticity and academic integrity can be done via Canvas.



Next Level

Alternative assessment can still be part of the course, and most can still be done digitally.

Continue to use Canvas rubrics to make **feedback** and expectations more transparent to students.



Advantage: Students engage in meaningful activities to demonstrate their progress, skills, knowledge, and understanding.

3 DIRECT AND EMBEDDED STUDENT SUPPORTS

STUDENT SUPPORTS	ESSENTIAL	<u>Next Level</u>
Student Support Hub via Canvas	✓	✓
Online Support Center via Web	✓	✓
Course Specific Tech Resources	✓	✓
Embedded Librarian	✓	✓
Metacognitive Activities	✓	✓

Advantage: Students are empowered to access appropriate resources and services.

Senators		Present	Approval of Agenda 10.12.21	Approval of 10.5.21 Minutes	Approval of Consent Agenda 10.12.21	Approval of AP/BP 4250 and AP 4255 with changes recommended by subcommittee	Approval of AP/BP 4300 with changes recommended by subcommittee		
<i>Alternate Senators Italicized</i>									
Representation	Name								
President	Neil Watkins	y							
Vice President/President Elect	Sarah Cotton	y	y	y	y	y	y		
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	y	y	y	y	y	y		
Curriculum Chair	Angela Burk-Herrick	y	y	y	y	y	y		
Business & Applied Technology	Tracy Kocher	y	-	a	y	y	y		
Business & Applied Technology	Bruce Osburn	y	y	y	y	y	y		
<i>*Business & Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>	y	y						
Chino/Fontana	Daniel Bentum	y	y	y	y	-	y		
Chino/Fontana	Tara Johnson	y	y	y	y	y	y		
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>	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	y	y		
Instructional Support	Mary Jane Ross								
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	y	y	y	y	y	y		
Kinesiology, Nutrition, & Athletics	Jeff Harlow	y	y	a	a	y	y		
Kinesiology, Nutrition, & Athletics	Elaine Martinez								
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Candice Hines-Tinsley</i>	y	y	y	y	y	y		
Language Arts	Elizabeth "Liz" Encarnacion								
Language Arts	Steve Shelton	y	y	y	y	y	y		
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>	y							
Mathematics & Science	Mark Gutierrez	y	y	y	y	y	y		
Mathematics & Science	Elizabeth Cannis	y	y	y	y	y	y		
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>	y							
Social & Behavioral Sciences	Dan Kern	y	y	y	y	y	y		
Social & Behavioral Sciences	Pak Tang	y	y	y	y	y	y		
<i>*Social & Behavioral Sciences Alternate</i>	<i>Sergio Gomez</i>								
Student Services	Jackie Boboye	y				y	y		
Student Services	Michelle Martinez	y	y	y	y	y	y		
<i>*Student Services Alternate</i>	<i>Myra Andrade</i>								
Visual and Performing Arts	Erik Jacobson	y	y	y	y	y	y		
Visual and Performing Arts	Patrick Aranda	y	y	a	y	y	y		
<i>*Visual and Performing Arts Alternate</i>	<i>Leta Ming</i>								
Senator-At-Large	Robin Witt								
Senator-At-Large	Tamari Jenkins								
Senator-At-Large	Sarah Cotton								
Adjunct Senator-at-Large	Patty Peoples	y	y	y	y	y	y		
Adjunct Senator-at-Large	John Glass	y	y	y	y	y	y		
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>								
Classified Senate Liaison	Hope Eil	y							
RED indicates reported absence	PURPLE indicates reported tardy								
Total Yes Votes		27	21	18	20	22	22	0	0
Total No Votes			0	0	0	0	0	0	0
Total Abstentions			0	3	1	0	0	0	0
- = Not available during meeting to vote									
37 members total - up to 27 voting at any given time. The President is a non-voting member. 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 Faculty Senate									
18 members are needed for QUORUM									
Present at this meeting = members, visitors									
10.12.21 Academic Senate Meeting									