

# ACADEMIC SENATE MINUTES **AUGUST 23, 2022**

Academic Senate Conference Room **Join ZOOM Meeting** 

Rancho Campus, BEB Building	Room 204		2103 2344 Passcode:	2022
Neil Watkins	President	1,100,111,1	2021-2023	P
Nicole DeRose	Vice President/President I	Elect	2022-2023	P
Elizabeth "Liz" Encarnacion	Secretary/Treasurer		2022-2023	P
Angela Burk – Herrick	Curriculum Chair		2021-2023	P
Bruce Osburn	Business & Applied Techn	nology	2021-2023	P
Vacant	Business & Applied Techn		2022-2024	
Tara Johnson	Chino/Fontana		2021-2023	P
Jinny Lee	Chino/Fontana		2022-2024	P
Jayne Clark-Frize	Health Sciences		2021-2023	P
Terzah DePonte	Health Sciences		2022-2024	P
Christina Holdiness	Instructional Support		2021-2023	P
Terezita Reyes Overduin	Instructional Support		2022-2024	P
Elaine Martinez	Kinesiology, Nutrition &	Athletics	2021-2023	P
Candice Hines-Tinsley	Kinesiology, Nutrition &	Athletics	2022-2024	A
Steve Shelton	Language Arts		2021-2023	P
Elizabeth "Liz" Encarnacion	Language Arts		2022-2024	P
Elizabeth Cannis	Mathematics & Science		2021-2023	P
Mark Gutierrez	Mathematics & Science		2022-2024	P
Pak Tang	Social & Behavioral Scien	nces	2021-2023	P
Dan Kern	Social & Behavioral Scien	nces	2022-2024	P
Michelle Martinez	Student Services		2021-2023	P
Jackie Boboye	Student Services		2022-2024	P
Leta Ming	Visual & Performing Arts		2021-2023	P
Sheila Malone	Visual & Performing Arts		2022-2024	P
Tamari Jenkins	Senator-At-Large		2020-2023	P
Sarah Chamberlain	Senator-At-Large		2021-2024	P
Norma Leon	Senator-At-Large		2022-2025	P
Shelly R. Jackson	Adjunct Senator-At-Large	<b>;</b>	2021-2023	P
Patty Peoples	Adjunct Senator-At-Large	,	2022-2024	A
	Alternates			
William "Bill" O'Neil	Business & Applied Techn	nology	2021-2023	A
Manar Hijaz	Chino/Fontana		2021-2023	P
Jordan Hung	Health Sciences		2021-2023	A
Shelley Marcus	Instructional Support		2021-2023	P
Annette Henry	Kinesiology, Nutrition, &	Athletics	2021-2023	A
Leona Fisher	Language Arts		2022-2024	A
Diana Cosand	Mathematics & Science		2021-2023	A
Hannah Lucas	Social & Behavioral Scien	nces	2022-2024	P
Myra Andrade	Student Services		2021-2023	A
Vacant	Student Services		2022-2024	
Nicole Farrand	Visual & Performing Arts		2021-2023	A
Vanessa Nunez	Adjunct Alternate Senator	•	2021-2023	A
Hope Ell	Classified Senate Liaison		2021-2023	P

Academic Senate/August 23, 2022
Academic Senate Website: http://www.chaffey.edu/facultysenate



### **Guests:**

Sandra Collins, Biology, M&S Douglas Duno, Spanish, LA Emilie Koenig, English, LA Lissa Napoli, Administrative Assistant, Academic Senate Jonathan Polidino, Automotive Technology, BAT

# 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 If on Zoom, please turn on camera when voting.
- **3. PUBLIC COMMENT** (Reserved for Guests only and limited to two minutes.)

# 4. APPROVAL OF AGENDA

- August 23, 2022
- **Motion for Approval** Senator Holdiness moved to approve the 8.23.22 agenda. Senator Shelton seconded the motion. The motion was approved. 8.23.22, 24Y/0N/0A.

# 5. APPROVAL OF MINUTES

- August 16, 2022
- **Motion for Approval** Senator DePonte moved to approve the 8.16.22 minutes. Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 8.23.22, 23Y/0N/1A.

# 6. CONSENT AGENDA

- 6.1 Faculty representatives that have been requested to serve on these selection / hiring committees:
  - 6.1.1 <u>Classified, Senior Research and Data Solutions Analyst</u> Angela Burk-Herrick, Curriculum Chair, Curriculum
  - 6.1.2 <u>Classified, General Maintenance Attendant</u>
    Jack Little, Aeronautics, BAT (to replace Theirry Brusselle)



# 6.2 Faculty representatives that have been requested to serve on these campus committees:

# 6.2.1 College Planning Council

Jeff Laguna, Gerontology, HS

# 6.2.2 <u>Professional Development Committee</u>

Naveen Khan, VN, HS

• **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the Consent Agenda. Senator Shelton seconded the motion. The motion was approved. 8.23.22, 24Y/0N/0A.

# 7. REPORTS

# 7.1 President

- Smooth first week of the semester
- Book grant available until semester end in December

# 7.2 Vice President/President Elect - The Brown Act and Local Academic Senates

- November 2021 Governing Board has had on their agenda to vote to continue meeting virtually, and as
  an existing advisory body of the Governing Board the Academic Senate falls within the virtual meeting
  requirements of the Governing Board. Therefore, Academic Senate does not need to vote each 30 days
  to continue meeting virtually as the Governing Board is conducting those votes
- Grading and Census will be moving to Self Service in Spring 2023
  - Fast Track 1 8 week add date comes on Aug. 19 while the census date is Aug. 18. Classified Senate Liaison Ell will look into the reasoning for this.
  - Early 14 week calendar was not added to the website until the first day of school. Classified Senate Liaison stated that it was intended to be a pilot program but its popularity made it spread faster than the Fall 2022 Calendar

# 7.3 Secretary/Treasurer

• Student Toolkit will be deactivated and all items will be added to Student Support Hub beginning Spring 2023

# 7.4 Curriculum

- All six Ethnic Studies courses have been approved for Area F!
- All Academic Maps need to be revised to include ETHN
- CSUGE and IGETC patterns will be combined into one GE Pathway CalGETC
  - Senator Encarnacion requested clarification if the LifeLong Learning requirement was able to be fulfilled at the CC level. Senator Martinez clarified that the LifeLong Learning requirement will need to be completed at the 4 year university. Senator Shelton stated that this area seems like it would be a dramatic shift for our campus.
  - Senator Martinez and Guest Douglas Duno made statements regarding issues with the current pathway outline. Curriculum Chair Burk-Herrick and President Watkins echoed the statewide survey to voice these concerns.
  - Senator Malone requested clarification regarding offering some of the arts and humanities as



- credit/no credit as a way to offer these courses in an alternative way to the pathway requirements.
- Senator Ming requested clarification regarding the 11 credit pattern versus offering a 12 credit pattern. Curriculum Chair Burk-Herrick stated that one of the strongest design principles was to not include more units than what was already offered.
- Curriculum will be looked at "holistically" which means that all courses within the department will be reviewed.

# 7.5 Classified Senate Liaison, Hope Ell

No Report

# 7.6 Committee Reports

- 7.6.1 Textbook Transformation Project, Elizabeth Encarnacion and Emilie Koenig
- **8. GUEST(S)/PRESENTATION(S)** None.
- 9. UNFINISHED BUSINESS
  - 9.1 Senate committee opportunities
  - Motion for Approval Senator Shelton moved to endorse the Senate Committee Opportunities.
     Curriculum Chair Burk-Herrick seconded the motion. The motion was approved. 8.23.22, 24Y/0N/1A

Due to time constraints, the meeting ended and all other business items will be moved to the next meeting scheduled for Tuesday, August 30.

# 10. NEW BUSINESS

- 10.1 Academic Calendars for 2023-2024 & 2024-2025
- 10.2 Student success and retention strategies

# 11. ANNOUNCEMENTS

# 11.1 Chaffey College Academic Senate

11.1.1 2023-2024 Sabbatical Orientation / Q &A, Friday, August 26, 10:00 - 11:30 a.m. Please RSVP to <a href="mailto:lissa.napoli@chaffey.edu">lissa.napoli@chaffey.edu</a> to receive your sabbatical information material.

### **Zoom Meeting ID**

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

11.2.1 With the **passage of AB 928** requiring a singular lower division general education pathway for transfer to both CSU and UC, the Academic Senate for California Community Colleges is proposing the development of a general education pattern for the associate degree that could align with the singular lower division general education pathway required by AB 928. Please read the history and rationale included in the survey and then provide comments and feedback

Academic Senate/August 23, 2022 Academic Senate Website: <a href="http://www.chaffey.edu/facultysenate">http://www.chaffey.edu/facultysenate</a>



via the survey link. Your feedback will help to inform the pursuit of an updated associate degree general education pattern as well as the composition of an updated pattern.

All feedback is requested by September 30, 2022. There will be a series of webinars for discussion and to answer questions beginning September 12, 2022.

Access the Survey on Proposing a General Education Pattern for the Associate Degree

- 11.2.2 2022 Fall Plenary Session Hybrid Event, Thursday, November 3 (8am) through Saturday, November 5 (5pm). The Academic Senate invites you to attend the 2022 Fall Plenary Session held at the Sheraton Grand Sacramento! Join us this November to attend impactful breakout sessions, discuss statewide matters, vote on important Resolutions, and to network and engage with faculty across our system. Registration Information Coming Soon! *Click on the link for more information*.
- **11.2.3** Check out Academic Senate for California Community Colleges webpage for other great webinars/events at <a href="mailto:asccc.org">asccc.org</a>

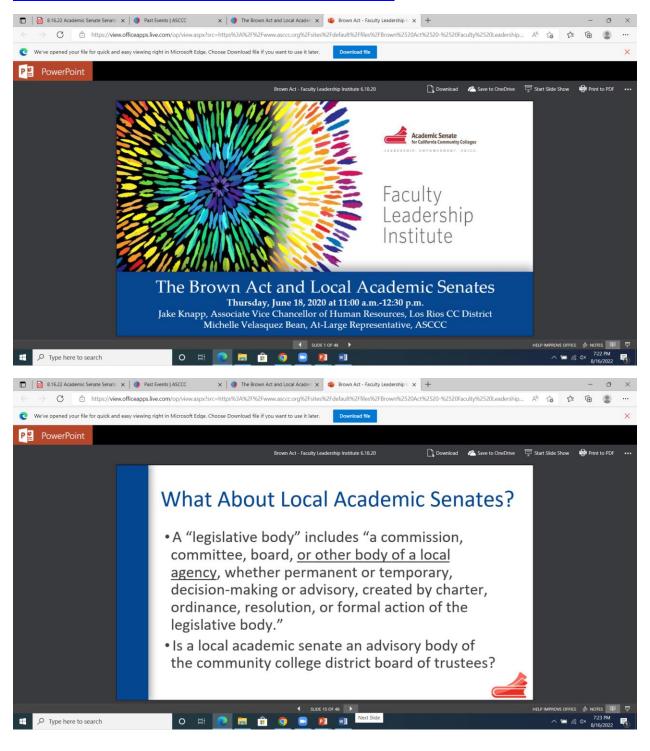
# 11.3 Chaffey College

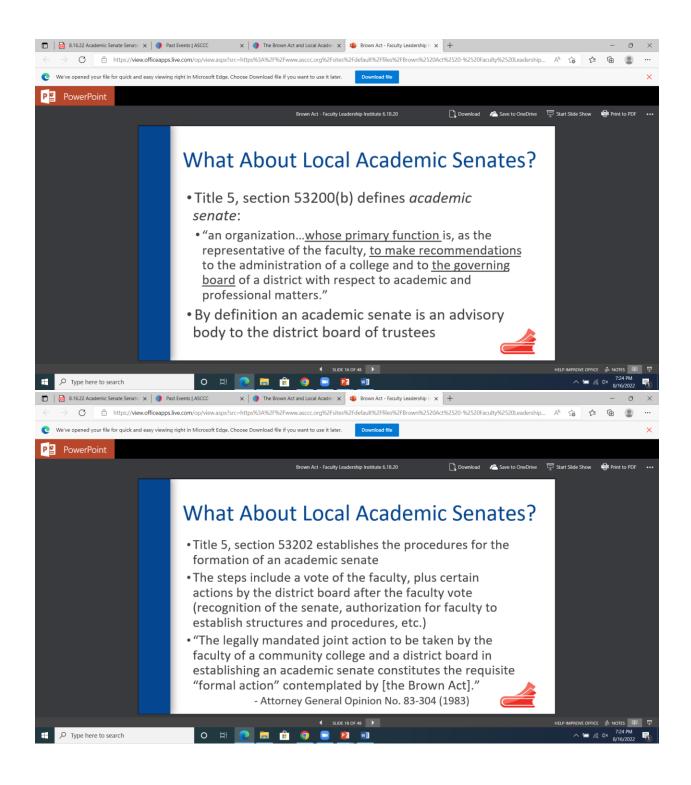
- **11.3.1** Chaffey College Student Government The *Student Activities & Student Government Faculty Advisory Committee* has been dissolved. Chaffey College Student Government (CCSG) has partnered with the Foundation Office and now the foundation office will offer the scholarships to all students and will send an email out to all faculty and staff to participate in the review and selection process.
- 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.)**

Lissa A. Napoli, Recording Secretary
Lissa A. Ivapon, Recording Secretary

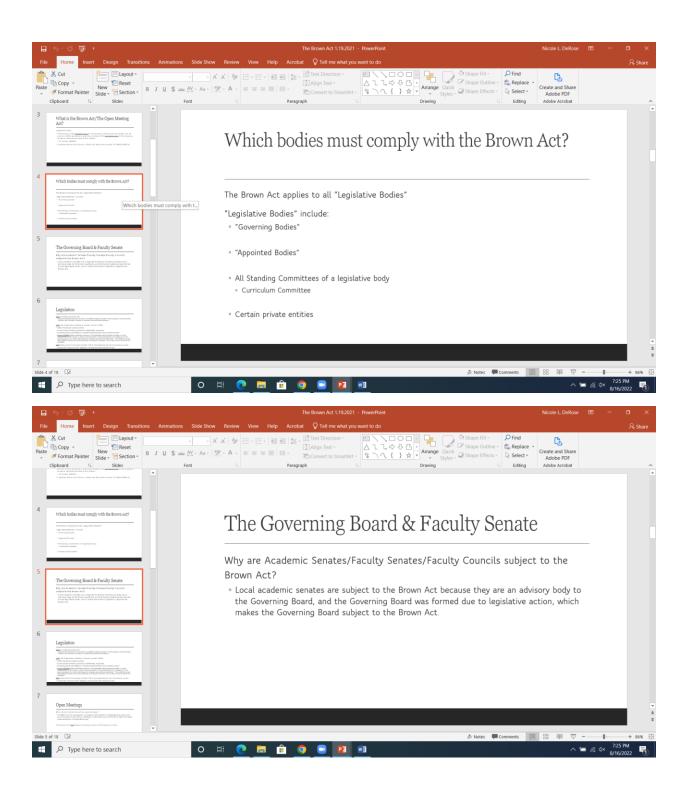
ASCCC Faculty Leadership Institute Session June 2020 The Brown Act and Local Academic Senates (selected slides)

# Brown Act - Faculty Leadership Institute 6.18.20.pptx (live.com)





Selected slides from Brown Act Training, Faculty Senate Meeting, January 19, 2021



# Academic Senate Report 08.23.22

# **Curriculum Report:**

- Our six new Ethnic Studies courses were approved for CSUGE Area F
   Next steps:
  - Publish the new CSUGE pattern in the 22/23 Catalog Addendum with new Area F and reduce Social Sciences requirement to 2 courses (6 units)
  - Replace Ethnic Studies courses in Academic Maps of all degrees in both Program Mapper (public facing) and in Curriculum Tracks (available in self-service to facilitate student planning)
- Neil sent out link to survey regarding the proposed CalGETC GE pattern proposed by the Intersegmental Committee of Academic Senates (ICAS), as required by AB 928:
  - Feedback will be brought back to ICAS for ICAS to make a final determination of the CalGETC pathway by May 2023. IGETC and CSU GE Breadth, are expected to be replaced by CalGETC. Here is what was proposed.

expected to be replaced by Galder G. Here is what was proposed.					
CalGETC Area	Subject	Courses/Units			
1 – English Communication	English Composition Critical Thinking and Composition Oral Communication (UC will add)	1 course (3 units) 1 course (3 units) 1 course (3 units)			
2	Mathematical Concepts and Quantitative Reasoning	1 course (3 units)			
3 – Arts and Humanities (only 2 courses-from 3)	Arts Humanities	1 course (3 units) 1 course (3 units)			
4 (only 2 courses-from 3)	Social and Behavioral Sciences	2 courses (6 units)			
5	Physical Science Biological Science Laboratory (for Phys/Bio course)	1 course (3 units) 1 course (3 units) (1 unit)			
N/A-removed by CSU to CSU Upper division GE	Life Long Learning and Self Development (CSU upper division GE)				
6-removed by UC-UC grad requirement	Language other than English (LOTE) (Currently UC only, carries no units)				
7-New!	Ethnic Studies	1 course (3 units)			
		11 courses (34 units)			

https://docs.google.com/presentation/d/1hvhYEi4NVjTcAjs vCVHlZWKzgGecvvqAcaHt1UstBY/edit#slide=id.g143f9f94842\_0\_187

- This fall Curriculum Committee will be reviewing nearly all the courses, degrees, and certificates for departments in MIT, HWA, and PCS. Faculty are encouraged to attend the meetings when their department's curriculum on the agenda. Please check out the agendas when they go out on Fridays.
- This Spring all courses, degrees, and certificates for departments in ACD and BTH will be updated.

# Textbook Transformation Project

Faculty Senate Update
Emilie Koenig & Liz Encarnacion



# Reporting under SB 1359 and XB 12

# **SB 1359**

California law that requires the California Community Colleges and the California State Universities to "mark" course sections that have no associated textbook costs.

# **XB 12**

A new data element that relays specific information regarding the **type of "ZTC"** resources being used by course section (codes A, B, C, D, & Y)

# XB 12: Instructional Material Cost - Coding Examples

# Code

- A Has no associated instructional material
- B Uses only no-cost open educational resources
- C Has instructional material cost, none of which are passed on to students
- D Has low instructional material costs (as defined locally)
- Y Does not meet no-cost or low-cost criteria

# Example

- A Never had a textbook
- B Digital course content that are widely available without a fee
- C Lending libraries, classroom sets, department provided
- D Per district policies, inclusive access
- Y Has textbook costs



# XB 12: Instructional Material Cost – Student Perspective

Code	Example				
A – No textbook	A – Never had a text				
B – Only no-cost	B – Widely available				
OER	fee				
C – Text cost not	C – Lending libraries,				
passed on to	class / dept				
students	provided				
D – Low-textbook	D – Per district policy,				
cost	inclusive access				
Y – Textbook is not free or low	Y – Has textbook costs				

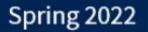
# **Student Perspective**

- A Student doesn't pay and will not have a required text
- B Student doesn't pay and can find their OER text and can access it
- C Student doesn't pay (but the institution or other entity does) and can access the text
- D Student pays a discounted amount or fee and can access the text
- Y Student pays full price for the text



# Implementation Timeline

It typically takes two years to implement a new data element.



Development

Summer 2022

Launch and guidance

Fall 2022

Implementation

Spring 2023

Refinement and guidance

Fall 2023

Required implementation

Fall 2024

Enforcement



# Reporting Surveys at Chaffey

# Why a new data element?

- a. Student-centered support ecosystem, we are changing the paradigm
- b. We will eliminate friction points to change student outcomes together.

This new data element provides the new system-wide element of data to **identify** barriers for equitable access for students

# SUMMER 2022 ZTC CLARIFICATION

Thank you for supporting our students with a ZTC section. We need further clarification on the type of materials you are providing for your section(s).

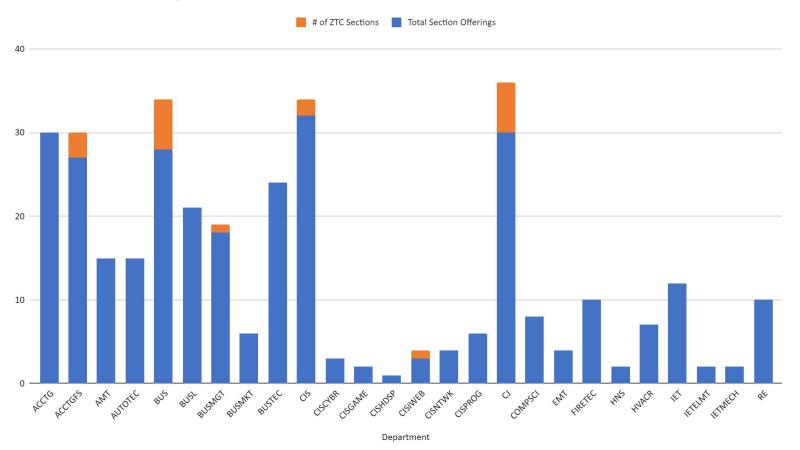
The "ZTC" designation is an umbrella term that includes: (a) No textbook or course materials are required; (b) Course uses only Open Educational Resources; (c) All course materials are offered free of cost to students (i.e. freely offered by the instructor, purchased through grants, campus funding, and/or library resources).

If you have questions about the designations, please reach out to Emilie Koenig (<a href="mailto:Emilie.Koenig@chaffey.edu">Emilie.Koenig@chaffey.edu</a>) or Liz Encarnacion (Elizabeth.Encarnacion@chaffey.edu).

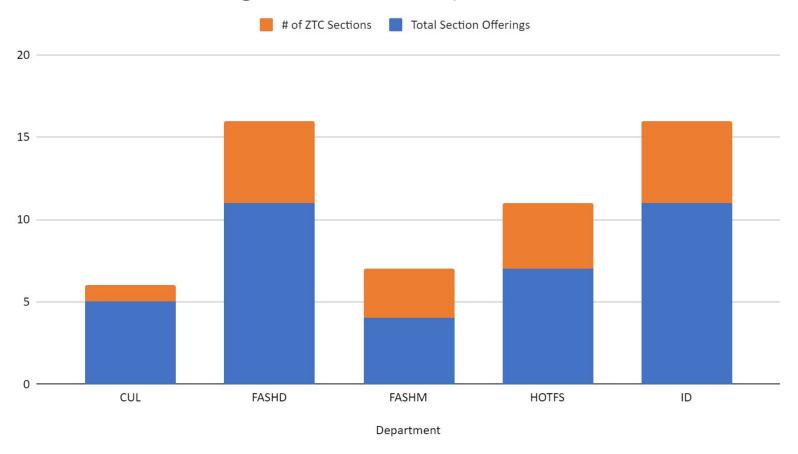
# **Key Takeaways**

- 1. Textbook Transformation Project is working on local policies regarding how the College is **interpreting the definitions** of ZTC within specific reporting scenarios. These policies are urged from the state officials and will be presented to Academic Senate.
- Faculty "decide what best [represents their] individual sections" when reporting information but there is only one choice!
- 3. Instructional supplies (like paintbrushes, uniforms, calculators ,etc.) are not included in these definitions at all.
- Grants will be allotted to colleges to specifically to support efforts to create ZTC DEGREES.

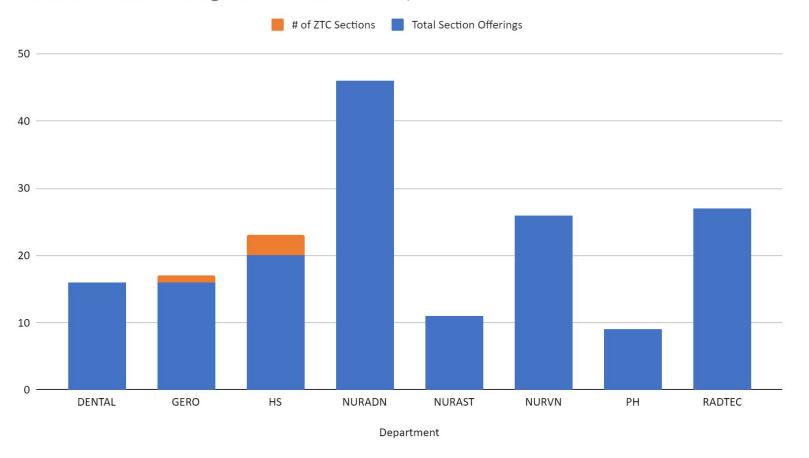
BAT: Total Section Offerings and # of ZTC Sections, 2022



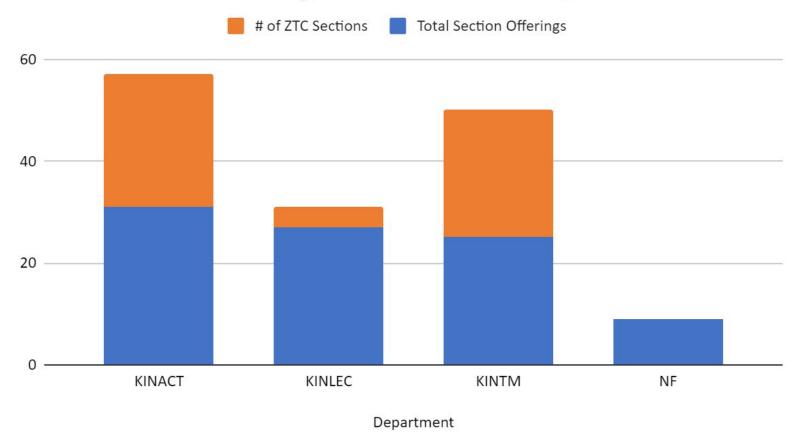
# HFIC: Total Section Offerings and # of ZTC Sections, 2022



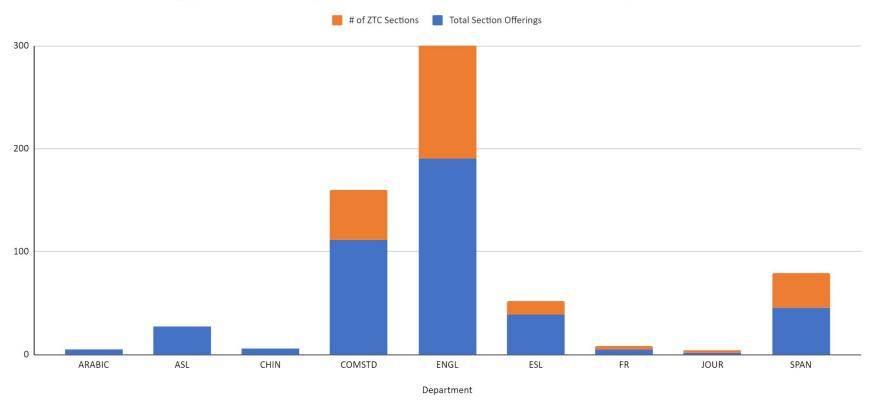
# HS: Total Section Offerings and # of ZTC Sections, 2022



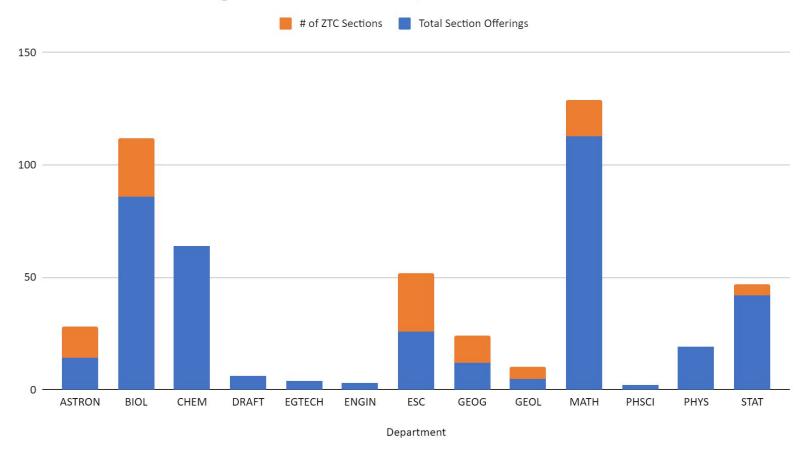
# KNA: Total Section Offerings and # of ZTC Sections, 2022



LA: Total Section Offerings, # of ZTC Sections, # of LCT Sections and Total ZTC/LCT Sections, 2022



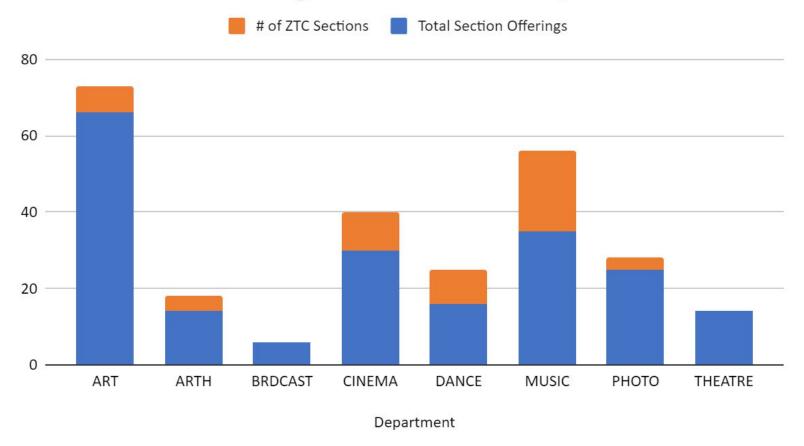
# MS: Total Section Offerings and # of ZTC Sections, 2022



# SBS: Total Section Offerings and # of ZTC Sections, 2022



# VPA: Total Section Offerings and # of ZTC Sections, 2022



		Present	Approval of Agenda 8.23.22	Approval of 8.16.22 Minutes	Approval of 8.23.22 Consent Agenda	To endorse the academic calendars for 2023-2024 & 2024-2025	Senate Committee Opportunities		
Alternate Senators Ita	alicized								
Representation	Name								
President	Neil Watkins	Υ							
Vice President/President Elect	Nicole DeRose	Υ	Υ	Υ	Υ		Υ		
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	Υ	Υ	Υ	Υ		Υ		
Curriculum Chair	Angela Burk-Herrick	Υ	Υ	Υ	Υ		Υ		
Business & Applied Technology	Bruce Osburn	Υ	-	-	-		Υ		
Business & Applied Technology	Vacant								
*Business & Applied Technology Alternate	William "Bill" O'Neil								
Chino/Fontana	Tara Johnson	Υ	Υ	Υ	Υ		Υ		
Chino/Fontana	Jinny Lee	Υ	Υ	Υ	Υ		A		
*Chino/Fontana Alternate	Manar Hijaz	Y							
Health Sciences	Jayne Clark-Frize	Y	Y	Y	Υ		Υ		
Health Sciences	Terzah DePonte	Y	Y	Y	Y		Y		
*Health Sciences Alternate	Jordan Hung	·		i i	-		-		
Instructional Support	Christina Holdiness	Υ	Y	A	Υ		Υ		
Instructional Support	Terezita Overduin	Y	Y	Y	Y		Y		
Instructional Support Alternate	Shelley Marcus	Y							
Kinesiology, Nutrition, & Athletics	Elaine Martinez	Y	Y	~	Y		V		
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley	Y	Y	Y	Y		Y		
Kinesiology, Nutrition, & Athletics Alternate	Annette Henry	T	1	ī	ı		ı		
Language Arts	Steve Shelton	Y	v	v	Υ		· ·		
Language Arts	Elizabeth Encarnacion	Y	Y	Y	Y		Y		
*Language Arts Alternate	Leona Fisher								
Mathematics & Science	Elizabeth Cannis	Y	Υ	Y	Υ		Y		
Mathematics & Science	Mark Gutierrez	Υ	Υ	Υ	Υ		Υ		
Mathematics & Science Alternate	Diana Cosand								
Social & Behavioral Sciences	Pak Tang	Υ	Υ	Υ	Υ		Υ		
Social & Behavioral Sciences	Dan Kern	Υ	Υ	Υ	Υ		Υ		
*Social & Behavioral Sciences Alternate	Hannah Lucas	Υ							
Student Services	Michelle Martinez	Υ	Υ	Υ	Υ		Υ		
Student Services	Jackie Boboye	Υ	Υ	Υ	Υ		Υ		
* Student Services Alternate	Myra Andrade			<u> </u>					
* Student Services Alternate	Vacant								
Visual and Performing Arts	Leta Ming	Υ	Y	Υ	Υ		Υ		
Visual and Performing Arts	Sheila Malone	Υ	Υ	Υ	Υ	1	Υ		
*Visual and Performing Arts Alternate	Nicole Farrand								
Senator-At-Large	Tamari Jenkins	Υ	Υ	Υ	Υ		Υ		
Senator-At-Large	Sarah Chamberlain	Υ	Υ	Υ	Υ		Υ		
Senator-At-Large	Norma Leon	Υ	Υ	Υ	Υ		Υ		
Adjunct Senator-at-Large	Shelly R. Jackson	Υ	Υ	Υ	Υ		Υ		
Adjunct Senator-at-Large	Patty Peoples								
*Adjunct Alternate Senator	Vanessa Nunez								
Classified Senate Liaison	Hope Ell	Υ							
RED indicates reported absence	PURPLE indicates reported t	ardy/leave earl	ly						
Total Yes Votes		30	24	23	24	0	24	0	0
Total No Votes			0	0	0	0	0	0	0
Total Abstentions			0	1	0	0	1	0	0

<sup>- =</sup> Not available during meeting to vote

38 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 Academic Senate

18 members are needed for QUORUM
35 Present at this meeting = 30 members, 5 visitors

8.23.22 Academic Senate Meeting