

**ACADEMIC SENATE MINUTES
 SEPTEMBER 20, 2022**

Academic Senate Conference Room

[Join ZOOM Meeting](#)

Rancho Campus, BEB Building, Room 204

Meeting ID: 917 2103 2344 Passcode: 2022

Neil Watkins	President	2021-2023	P
Nicole DeRose	Vice President/President-Elect	2022-2023	P
Elizabeth “Liz” Encarnacion	Secretary/Treasurer	2022-2023	P
Angela Burk – Herrick	Curriculum Chair	2021-2023	P
Bruce Osburn	Business & Applied Technology	2021-2023	P
Vacant	Business & Applied Technology	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	P
Steve Shelton	Language Arts	2021-2023	P
Elizabeth “Liz” Encarnacion	Language Arts	2022-2024	P
Elizabeth Cannis	Mathematics & Science	2021-2023	A
Mark Gutierrez	Mathematics & Science	2022-2024	P
Pak Tang	Social & Behavioral Sciences	2021-2023	P
Dan Kern	Social & Behavioral Sciences	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	A
Sarah Chamberlain	Senator-At-Large	2021-2024	P
Norma Leon	Senator-At-Large	2022-2025	P
Shelly R. Jackson	Adjunct Senator-At-Large	2021-2023	P
Patty Peoples	Adjunct Senator-At-Large	2022-2024	P

Alternates

William “Bill” O’Neil	Business & Applied Technology	2021-2023	P
Manar Hijaz	Chino/Fontana	2021-2023	A
Jordan Hung	Health Sciences	2021-2023	A
Shelley Marcus	Instructional Support	2021-2023	P
Annette Henry	Kinesiology, Nutrition, & Athletics	2021-2023	P
Leona Fisher	Language Arts	2022-2024	A
Diana Cosand	Mathematics & Science	2021-2023	A
Hannah Lucas	Social & Behavioral Sciences	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
Sarah Schmidt	Classified Senate Liaison	2021-2023	P

Guests:

Angela Cardinale, Online Education Coordinator, Distance Education
Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness
Tina Kuo, Biology, M&S
Lissa Napoli, Administrative Assistant, Academic Senate
Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

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 the camera when voting.

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

4. APPROVAL OF AGENDA

- September 20, 2022
- **Motion for Approval** - Senator Shelton moved to approve the 9.20.22 agenda. Senator Boboye seconded the motion. The motion was approved. 9.20.22, 23Y/0N/0A.

5. APPROVAL OF MINUTES

- September 6, 2022
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 9.6.22 minutes. Senator Jackson seconded the motion. The motion was approved. 9.20.22, 23Y/0N/0A.

6. CONSENT AGENDA

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

Curriculum Proposals:

KINESIOLOGY: ACTIVITY PACKAGE

Course Modifications w/ DE:

KINACT-1	Beginning Tennis
KINACT-2	Advanced Tennis
KINACT-24	Cross Training Boot Camp
KINACT-26	Beginning Pilates Matwork
KINACT-28A	Beginning Yoga
KINACT-28B	Intermediate Yoga

KINACT-29A	Beginning Body Conditioning
KINACT-29B	Intermediate Body Conditioning
KINACT-29C	Advanced Body Conditioning
KINACT-31	Introduction to Self-Defense and Personal Safety
KINACT-35	Cardio Fitness For Life

Course Modifications:

KINACT-16	Volleyball
KINACT-17	Advanced Volleyball
KINACT-20	Basketball
KINACT-22	Soccer
KINACT-23	Intermediate Soccer
KINACT-25	Spinning for Fitness
KINACT-32	Beginning Jiu-Jitsu
KINACT-3A	Beginning Baseball
KINACT-5A	Beginning Flag Football
KINACT-9	Swimming

KINESIOLOGY LECTURE PACKAGE

Course Modifications w/ DE:

KINLEC-11	Theory and Analysis of Football
KINLEC-15	Diet and Fitness
KINLEC-16	First Aid
KINLEC-17	First Aid & Emergency Response to Community Disasters
KINLEC-18	Introduction to Kinesiology
KINLEC-19	Practical Applications in Athletic Training I
KINLEC-2	Introduction to Athletic Training
KINLEC-21	Practical Applications in Athletic Training II
KINLEC-24	Biomechanics
KINLEC-32	Outdoor Adventures

Course Modifications:

KINLEC-22	Practical Applications in Athletic Training III
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Course Deactivations:

KINLEC-14	Lifeguard Training
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Program Modifications:

Athletic Trainer Aide	Certificate of Achievement
Kinesiology for Transfer	AA-T
Physical Education	A.A. Degree

KINESIOLOGY TEAM PACKAGE

Course Modifications w/ DE:

KINTM-11ABCD	Swimming Team Activity, Men and Women
KINTM-14ABCD	Soccer Team Activity, Men
KINTM-15ABCD	Soccer Team Activity, Women
KINTM-16	Beginning Dance/Spirit Team
KINTM-17	Intermediate Dance/Spirit Team
KINTM-18	Beginning Dance/Cheer Team

KINTM-19	Intermediate Dance/Cheer Team
KINTM-1ABCD	Football Team Activity
KINTM-26ABCD	Softball Team Class, Women
KINTM-27ABCD	Baseball Team Class, Men
KINTM-2ABCD	Volleyball Team Activity, Women
KINTM-3ABCD	Basketball Team Activity, Women
KINTM-41I	Intercollegiate Football
KINTM-42I	Intercollegiate Volleyball Team, Women
KINTM-44I	Intercollegiate Softball Team, Women
KINTM-45I	Intercollegiate Water Polo Team, Men
KINTM-47I	Intercollegiate Baseball Team, Men
KINTM-48I	Intercollegiate Cross Country, Men
KINTM-49I	Intercollegiate Cross Country, Women
KINTM-4ABCD	Softball Team Activity, Women
KINTM-51I	Intercollegiate Swimming Team, Men/Women
KINTM-54I	Intercollegiate Soccer Team, Men
KINTM-55I	Intercollegiate Soccer Team, Women
KINTM-56AI	Intercollegiate Basketball Team, Women Fall
KINTM-56BI	Intercollegiate Basketball Team, Women Spring
KINTM-57AI	Intercollegiate Basketball Team, Men Fall
KINTM-57BI	Intercollegiate Basketball Team, Men Spring
KINTM-59I	Intercollegiate Water Polo Team, Women
KINTM-5ABCD	Water Polo Team Activity, Men
KINTM-60ABC	Volleyball Strength and Conditioning for Athletes
KINTM-61ABC	Basketball Strength and Conditioning for Athletes
KINTM-62ABC	Football Strength and Conditioning for Athletes
KINTM-63ABC	Soccer Strength and Conditioning for Athletes
KINTM-64ABC	Softball Strength and Conditioning for Athletes
KINTM-65ABC	Water Polo Strength and Conditioning for Athletes
KINTM-66ABC	Baseball Strength and Conditioning for Athletes
KINTM-67ABC	Swimming Strength and Conditioning for Athletes
KINTM-69ABC	Cross Country Strength and Conditioning for Athletes
KINTM-6ABCD	Basketball Team Activity, Men
KINTM-7ABCD	Cross Country Team Activity, Men
KINTM-8ABCD	Cross Country Team Activity, Women
KINTM-9ABCD	Water Polo Team Activity, Women

Course Deactivations:

KINTM-1	Football Team Activity
KINTM-2	Volleyball Team Activity, Women
KINTM-3	Basketball Team Activity, Women
KINTM-6	Basketball Team Activity, Men
KINTM-60	Volleyball Strength and Conditioning for Athletes
KINTM-62	Football Strength and Conditioning for Athletes
KINTM-64	Softball Strength and Conditioning for Athletes
KINTM-65	Water Polo Strength and Conditioning for Athletes
KINTM-66	Baseball Strength and Conditioning for Athletes
KINTM-69	Cross Country Strength and Conditioning for Athletes

6.2 Faculty representatives that have been requested to serve on these selection/hiring committees:

6.2.1 Educational Program Assistant, (Classified), Special Populations and Equity Programs

- Tara Johnson, Fashion Merchandising, HFIC

6.2.2 Financial Aid Coordinator, (Classified), Financial Aid

- Melissa Sakoonphong, Counseling, C&M

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

6.3.1 Colleague Steering Committee

- Shannon Jessen, Biology, M&S

6.4 Faculty representatives that can no longer serve on these campus committees:

6.4.1 Distance Education Committee

- Joann Eisberg, Astronomy, M&S

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to endorse the curriculum course modifications as presented and to approve the Consent Agenda. Senator DeRose seconded the motion. The motion was approved. 9.20.22, 23Y/0N/0A.

7. REPORTS

7.1 President

7.1.1 Chaffey College YouTube

- Academic Programs & “Finish in Four”
- <https://www.youtube.com/playlist?list=PLvcKkSd7RnocZjgP1QUUH6LlLP5sp3x2>
- Senator Malone asked if these videos would like to expand to other disciplines such as the arts. President Watkins stated that senators can email him to send requests to Melissa Pinion. Senator Chamberlain asked how these videos would be distributed, i.e. on the website or through advertising. Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications stated that these videos would be used and remixed for marketing materials and to guide individuals to the website. Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness stated that these videos are geared towards demonstrating to students how to move through a program map.

7.1.2 ASCCC ZTC / OER info.

- List of OERs by discipline
- <https://asccc-oeri.org/open-educational-resources-by-discipline/>

7.2 Vice President/President-Elect

- Reach out for questions about the upcoming Plenary Session

7.3 Secretary/Treasurer

- No Report

7.4 Curriculum

- No Report

7.5 Classified Senate Liaison, Sarah Schmidt

- No Report

7.6 Committee Reports

7.6.1 Accreditation update/report, Nicole DeRose

- Feedback on the Accreditation Report is highly welcomed. See the attachment for more information.
- Senator Leon requested access to the previous accreditation report to see areas of focus for recommendations. Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness stated there was one recommendation from the last accreditation report to have a stronger focus on student-to-student contact in online courses.

8. GUEST(S)/PRESENTATION(S) - Online Education Coordinator, Distance Education, Angela Cardinale, will share revisions to the draft DE accessibility guidelines. (1:00 - 1:30 p.m.)

- [DE Accessibility Resources](#)
- [Pope Tech Accessibility Checker](#)

- Senator Leon asked about automatic accessibility checking through Canvas.
- Senator Ming clarified that these standards are long-term goals, and Angela Cardinale, Online Education Coordinator, confirmed that the goal is to acknowledge that these items are true and that faculty need to do them.
- Senator Malone asked for more information regarding PopeTech.
- Senator Holdiness clarified certain aspects regarding accessibility that are requirements by law that can be subject to a lawsuit if they are not followed. Angela Cardinale, Online Education Coordinator, confirmed that this set of guidelines covers those areas.
- Senator Osburn made statements in regards to training and execution and the refinement process towards making these items mandatory instead of voluntary. Angela Cardinale, Online Education Coordinator, agreed in regards to the institution making this mandatory which is outside of their role.

9. UNFINISHED BUSINESS

9.1 Action Item: Academic Calendars for 2023-2024 & 2024-2025

- **Motion for Approval** - Senator DeRose moved to table this item until an updated calendar can be provided in the Senate Packet for the Academic Calendars for 2023-2024 & 2024-2025. Senator Leon seconded the motion. The motion was approved. 9.20.22, 25Y/0N/0A.

9.2 Action Item: Sabbatical Leave Subcommittees

- Readers are required to coordinate discussion amongst themselves and bring recommendations, concerns, etc. to Academic Senate NO LATER than September 27. The final voting date is Tuesday, October 4, and the final draft of the reports is due to the Office of Instruction by Friday, October 8.

- **Sean Connelly**, English, LA: Senators Fisher, Jenkins, and Shelton
- Update: Sean Connelly's report is currently under review.
- **Jin Liu, Chinese**, LA: Curriculum Chair Burk-Herrick, Senators Gutierrez and Malone
- Update: Jin Liu's report is currently under review.

10. NEW BUSINESS

10.1 Action Item: Approval of DE Accessibility Guidelines

For Senator's convenience, the following excerpt is taken from [April 26, 2022, Academic Senate meeting minutes](#). This is intended to give Senators the history of the current item up for voting.

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

● *Discussion: Senator Osburn stated concerns regarding teaching modality and contract requirements need to be considered regarding the 40 FTEF maximum for distance education courses. Senator Osburn also stated that timelines should not be included because of the huge load this would take for adjunct faculty. Guest Angela Cardinale stated that this is already legally required and this strategic plan would help to facilitate faculty meet this requirement. Guest Angela Cardinale stated that this strategic plan is for instructors to agree that these requirements exist and that no one would be checking on them but there is no current system for instructors acknowledging the current requirements.*

● *Senator Chamberlain asked if accommodations for students with disabilities was the College's responsibility or the individual instructors. Guest Cardinale clarified that any material provided by the instructor needs to meet basic accessibility standards. Senator Chamberlain emphasized that there are instances where individual faculty members cannot create changes necessary that would need to be changed at the district or institution level. Guest Cardinale echoed those concerns and that the state level is also addressing these concerns under "hard to convert" courses. Academic Senate/April 26, 2022, 6 Academic Senate Website:*

<http://www.chaffey.edu/facultysenate> ● Immediate Past President Nicole DeRose suggested that this be a first draft document and for changes to be made based on the discussion today and to come back with an update in the fall.

- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the DE Accessibility Guidelines. Senator DeRose seconded the motion. The motion was approved. 9.20.22, 22Y/0N/2A.
- Senator Osburn stated that this list will need guidance on how these items find their way to evaluations. Senator Leon asked clarification questions on where DE documents reside and if disclaimers could be listed. Angela Cardinale, Online Education Coordinator, clarified the Senate's role is just to state whether the listed document is reasonable and all further evaluation questions will go to the Administration and the Union.

11. ANNOUNCEMENTS

11.1 Chaffey College Academic Senate

11.1.1 New-Hire Welcome Reception Due to the closure of the college, the New-Hire Welcome Reception has been postponed. A new date will be sent out college-wide via email.

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 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 (8 am) through Saturday, November 5 (5 pm). 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 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 asccc.org

11.3 Chaffey College

11.3.1 [2022 Report to the Community - Save the Date](#) Our 22nd Annual Report to the Community returns in person this year and will be held at the DoubleTree in Ontario on Wednesday, November 9, 2022. We look forward to sharing with the community all the many ways Chaffey College is innovating for our students and impacting economic growth in our region. Click on the link for more information or to register.

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 (1:49 P.M.)

The next Academic Senate meeting is scheduled for Tuesday, September 27, 2022.

Lissa A. Napoli, Recording Secretary

Elizabeth “Liz” Encarnacion, Secretary

Kinesiology

CURRICULUM COMMITTEE 2022

Kinesiology AA-T

The Associate in Arts in Kinesiology for Transfer degree prepares students to pursue a baccalaureate degree in kinesiology, exercise science, or physical education. This major will introduce students to many areas of study including health, fitness, physical education, therapeutic/sport medicine, and coaching/sport instruction. Curriculum in this degree will advance the knowledge through the multidisciplinary study of human movement, exercise and the relationships between physical activity and health.

Physical Education AA

A Physical Education Associate Degree prepares students with an understanding of kinesiology, health promotion, and the mechanics of human bodily movement. Courses prepare students to be **physical activity specialists** who pursue careers in fitness, health, education, and recreation centers. Kinesiology studies human anatomy and physiology and the mechanics of body movement both theoretically and in practice through physical activities.

Athletic Trainer Aide Cert

The Athletic Trainer Aide Certificate prepares students for entry-level employment assisting an Athletic Trainer or as a Physical Therapy Aide in a college/high school, private practice, or in clinical settings. This certificate also provides courses to prepare students for continued study in the field of athletic training with the goal of attaining a career in multiple fields such as an Athletic Trainer, Athletic Rehabilitation, or Physical Therapy. Consideration has been given to transfer requirements of Athletic Training Education Programs at local colleges and universities.

Kinesiology AA-T

- Prepares students to pursue a baccalaureate degree in kinesiology, exercise science, or physical education.
- Introduces students to many areas of study including health, fitness, physical education, therapeutic/sport medicine, and coaching/sport instruction.
- Multidisciplinary study of human movement, exercise and the relationships between physical activity and health.

Required Core:

- KINLEC 18 Introduction to Kinesiology (3)
- BIOL 20 Human Anatomy (4)
- BIOL 22 Human Physiology (4)

List A - any two courses

- CHEM 24A General Chemistry I (5)
- KINLEC 16 First Aid (3)
- Choose one: STAT 10 OR SCSCI 10 (4)
- Choose one: PHYS 20A OR PHYS 45 (4-5)

Any three courses from separate areas (3 units)

- Aquatics: KINACT 9
- Combatives: KINACT 31 or 32
- Fitness: KINACT 24, 25, 26, 28A, 29A, or 35
- Individual Sports: KINACT 1, 2, 16, 20, or 22

Kinesiology AA-T

Program Learning Outcomes

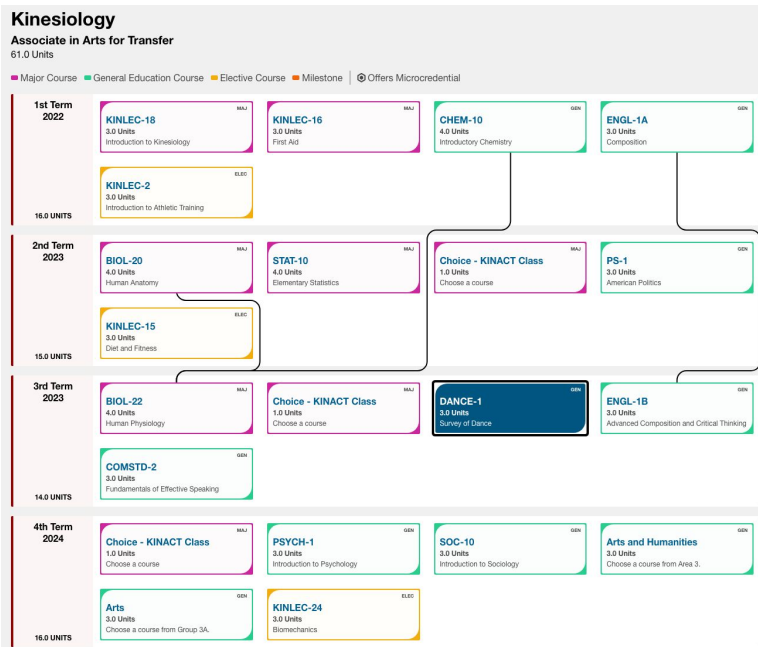
- Demonstrate knowledge of rules, strategies, techniques, and etiquette of various activities to promote lifelong fitness.
- Implement appropriate aerobic and anaerobic exercises and the metabolic needs for that particular activity.

- Define the many health related and skill related fitness components in an exercise program that will be geared toward specific fitness goals like weight control, cardiovascular endurance, muscular development, and/or sport specific movements.

- Identify risk factors of communicable and hypokinetic diseases and make sound nutritional choices in order to fuel the body with the necessary nutrients for various degrees of activity and weight control.
- Recognize various **career** opportunities in the field of human movement.

Kinesiology AA-T

~40-50 students
earn this degree
each year



~80 %
= transfer
rate of award
earners

Physical Education AA

Required Core:

- KINLEC 15 Diet and Fitness (3)
- KINLEC 18 Introduction to Kinesiology (3)
- Choose one:
 - BIOL 1, BIOL 20, or BIOL 424/424L

Six units from the following:

- BIOL 22 Human Physiology 4.0
- CHEM 10 Introductory Chemistry 4.0
- KINLEC 2 Introduction to Athletic Training 3.0
- KINLEC 11 Theory and Analysis of Football 2.0
- KINLEC 16 First Aid 3.0
- KINLEC 17 First Aid & Emergency Response to Community Disasters 3.0
- KINLEC 24 Biomechanics 3.0
- KINLEC 32 Outdoor Adventures 2.0
- NF 5 Nutrition for Life 3.0

Three units from the following:

- KINTM or KINACT courses

Athletic Trainer Aide Certificate of Achievement

Program Requirements:

- KINLEC 2 Introduction to Athletic Training 3.0
- KINLEC 19 Practical Applications in Athletic Training I 2.0
- KINLEC 21 Practical Applications in Athletic Training II 2.0
- KINLEC 22 Practical Applications in Athletic Training III 2.5

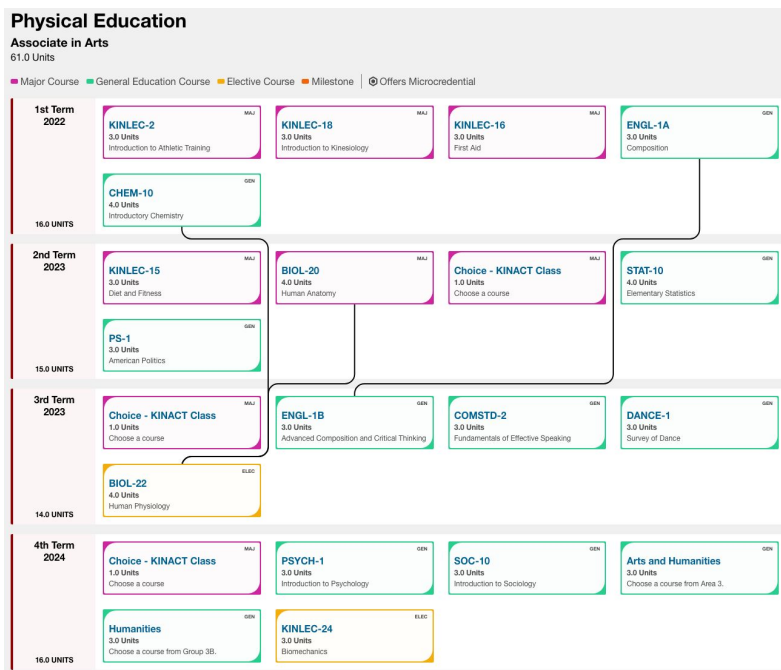
Eight units from the following:

- BIOL 1 General Biology 4.0
- BIOL 20 Human Anatomy 4.0
- BIOL 22 Human Physiology 4.0

Physical Education AA

~10 students earn this degree each year

~50-60% = transfer rate of award earners



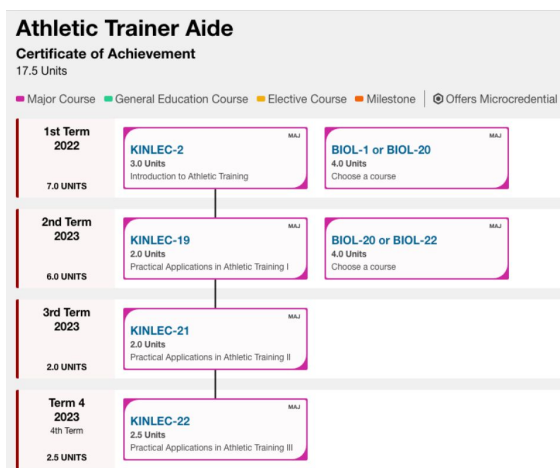
Physical Education AA

Learning Outcomes

- Define the many health related and skill related fitness components in an exercise program that will be geared toward specific fitness goals like weight control, cardiovascular endurance, muscular development, and/or sport specific movements.
- Implement appropriate aerobic and anaerobic exercises and the metabolic needs for that particular activity.
- Identify risk factors of communicable and hypokinetic diseases and design appropriate nutritional plans for various degrees of activity and weight control.
- Demonstrate knowledge of rules, strategies, techniques, and etiquette of various activities to promote lifelong fitness.
- Utilize components of the wellness model, self management skills and the different factors that will assist in behavior modification.
- Effectively communicate in a variety of competitive and noncompetitive environments.
- Recognize various career opportunities in the field of human movement.

Athletic Trainer Aide CA

~5 students earn certificate each year



Program Learning Outcomes:

- Understand the principles and protocols of athletic training during sports activities with an emphasis on prevention, care, evaluation, treatment, and rehabilitation.
- Effectively communicate in a variety of competitive and noncompetitive environments.
- Recognize various career opportunities in the field of human movement and pursue entry level employment as a physical therapy aide or assisting an athletic trainer.

Athletic Trainers & Sports Medicine Education Requirements:

Occupation	Typical Entry-Level Education Requirement	CC-Level Educational Attainment*	Number of Job Ads	Real-Time Minimum Advertised Education Requirement		
				High school or vocational training	Associate degree	Bachelor's degree or higher
Exercise Trainers and Group Fitness Instructors	High school diploma or equivalent	29%	210	85%	3%	12%
Athletic Trainers**	Bachelor's degree	20%	429	34%	1%	65%

Source: Emsi 2021.3, Burning Glass – Labor Insights
 *Percentage of incumbent workers with a Community College Award or Some Postsecondary Coursework
 **Displays statewide job advertisement information

Center of Excellence (COE) For Labor Market Research: Athletic Training and Sports Medicine in the Inland Empire/Desert Region, September 2021

Athletic Trainers & Sports Medicine Employer Desired Skills

Exhibit 6: Sample of in-demand skills from employer job ads

Occupation	Specialized skills	Employability skills
Exercise Trainers and Group Fitness Instructors (n=356)	<ul style="list-style-type: none"> Cardiopulmonary Resuscitation (CPR) Teaching Customer Service Yoga Pilates 	<ul style="list-style-type: none"> Communication Skills Physical Abilities Detail-Oriented Teamwork/Collaboration Energetic
Athletic Trainers* (n=435)	<ul style="list-style-type: none"> Cardiopulmonary Resuscitation (CPR) Rehabilitation Injury Prevention Sports Injuries Physical Therapy 	<ul style="list-style-type: none"> Communication Skills Teamwork/Collaboration Physical Abilities Organizational Skills Building Effective Relationships

Source: Burning Glass – Labor Insights
 *Displays statewide job advertisement information

ACES-ILOs



Center of Excellence (COE) For Labor Market Research: Athletic Training and Sports Medicine in the Inland Empire/Desert Region, September 2021

Athletic Trainers & Sports Medicine Salary Information

Center of Excellence (COE)
For Labor Market Research:
Athletic Training and Sports
Medicine in the Inland
Empire/Desert Region,
September 2021

Exhibit 3: Hourly earnings by percentile



Exhibit 4: Advertised salary information

Occupations	Number of job postings	Real-Time Salary Information				Average Annual Salary
		Less than \$35,000	\$35,000 to \$49,999	\$50,000 to \$74,999	More than \$75,000	
Exercise Trainers and Group Fitness Instructors	323	23%	36%	22%	19%	\$53,000
Athletic Trainers*	279	4%	24%	54%	18%	\$63,000

Source: Burning Glass – Labor Insights

*Displays statewide job advertisement information

Athletic Trainers & Sports Medicine

Outlook & Recommendations

- The community college-level exercise trainers and group fitness instructors are projected to have 454 annual job openings, despite **decreasing overall employment by 6% over the next five years** in the region.
- The median hourly earnings for this occupation are \$15.67 per hour, below the \$24.36 per hour self-sustainable wage for a single adult with one child. The 75th percentile hourly wage for this occupation is \$24.93 per hour, surpassing the self-sustainability threshold.

The Centers of Excellence recommends caution in developing athletic training and sports medicine programs.

While there appears to be an abundance of community college-level job opportunities, the median hourly earnings of \$15.67 fall short of the regional self-sustainability standard. Colleges considering this program should partner with applicable employers to document knowledge, skills, and certifications necessary to ensure that students earn a self-sustainable wage shortly after entering the workforce.



Resources

- Department is committed to using free, or low cost resources in ALL KINTM and nearly ALL KINACT courses



Methods of Instruction & Evaluation

- Equity-minded instructional strategies
- Active & Personalized Learning
- Includes formative and summative assessments



Distance Education Flexibility

- Fully Online, Hybrid opportunities except for most Activity (KINACT) courses



Additional Commendations

- Well written CORs!
- PLOs include career exploration
- Environment/Sustainability is addressed in KINLEC-32 Outdoor Adventures

Kinesiology DEI

The Kinesiology department incorporated DEI into their courses in a variety of ways.

Accreditation Self-Study (ISER) Feedback

Zoom Accreditation Forum Link



ISER Section Descriptions



Accreditation Forums in CAA-218 or Zoom

**Friday September 9, 2022
11:00-12:30 pm**

**Tuesday September 20, 2022
2:30-4:00 pm**

Follow these steps to provide feedback!

1. Read desired segments of the September 2022 ISER Draft



2. Identify which area(s) you wish to provide feedback on.

3. Provide feedback using the Google Survey Link



Feedback F.Y.I.

Be specific to which section you are providing feedback for (II.A.6, III.C.1, etc.)

The feedback form has up to six submissions per form.

Additional feedback to share? Submit the form again!

Chaffey College

Online Education Accessibility Plan DRAFT

Purpose of Plan

To ensure equity and access and by law, all online course materials must be in accessibility compliance. Chaffey College's goal is to be 100% compliant by INSERT SEMESTER.

As part of Chaffey College's commitment to meeting its obligations under the Americans with Disabilities Act (42 U.S.C. § 12100 et seq.) and section 508 of the Rehabilitation Act of 1973 as amended (29 U.S.C. § 749d) for distance education, an annual accessibility plan has been developed outlining the college's strategy to prevent and remove barriers for all students with disabilities. This strategy includes ensuring all online student services and learning environments are accessible to students.

The accessibility plan will be annually reviewed and updated by the Online Education Committee with consultation from the DPS director and the 508 Committee.

Definition of Disability

According to the Americans with Disabilities Act Amendments Act (ADAAA) of 2009, a person with a disability is defined as a person who has "a physical or mental impairment that substantially limits one or more major life activities. This includes people who have a record of such an impairment, even if they do not currently have a disability. It also includes individuals who do not have a disability but are regarded as having a disability."

Accessibility Policy

Chaffey College expects its employees to comply with the Americans with Disabilities Act (42 U.S.C. § 12100 et seq.) and section 508 of the Rehabilitation Act of 1973 as amended (29 U.S.C. § 749d), which protects persons with disabilities in the State of California. In the areas of instructional services, C requires its colleges "to provide appropriate aids and instructional services to disabled students in order to provide an equal opportunity to participate in the services, programs, or activities conducted by the Colleges."

Chaffey College's AP 3725 states the following:

"The District is committed to ensuring equal access to instructional materials and ICT [Information and Communication Technology] for all, and particularly for individuals with disabilities in a timely manner...Ensuring equal access to equally effective instructional materials and ICT is the responsibility of all District administrators, faculty, and staff."

"Instructional Materials: Includes electronic instructional materials, such as syllabi, textbooks, presentations, and handouts, delivered within CCC's learning management system, via email or via another electronic means for face-to-face classes as well as and e-learning courses. It also includes electronic instructional activities such as instructional videos, online collaborative writing, Web conferencing, blogging, and any other instructional materials as technology evolves."

Title 5 Regulations on Distance Education

Under Title 5 Regulation on Distance Education (T§ 55206), distance education course sections meet the requirements of the Americans with Disabilities Act (42 U.S.C. § 12100 et seq.) and section 508 of the Rehabilitation Act of 1973, as amended, (29 U.S.C. § 749d).

Chaffey College Academic Senate Resolution

The Academic Senate-approved Resolution states: “the Chaffey College Academic Senate affirms a commitment to culturally responsive teaching, equity, accessibility, and open educational resources, if applicable, in the design of online courses.”

Accessibility Action Plan

Outcome	Action	Responsible Party	Deadline
College Canvas scripts are accessible.	Offer updated accessible HTML and CSS training to Canvas administrators.	Online education	By Spring 2022, ongoing
Ensure adequate VPAT reviews for licenses acquired by DE Department	Annual review	Online education	By Spring 2022, ongoing
All faculty are provided access to training in accessibility basics in Canvas and accessibility software programs.	Offer live and on-demand FLEX self-paced accessibility training to faculty for FLEX credit (e.g. PopeTech, UDOIT, WAVE, PowerPoint, Word, PDFs, Google docs, and Canvas etc.)	Individual faculty, Online Education, FSC, CCC Tech Center, DPS	Access and FLEX credit will be developed by INSERT DATE (work w/ DPS and FSC)
All faculty are provided a general overview of services and assistive technology tools available for students requiring accommodation in the Chaffey College DPS Center.	Provide faculty informational opportunities such as lunch and learns, video, website, or newsletter passages to inform them of the services and accommodation tools for students available in the DPS Center.	DPS	By INSERT SEMESTER
All faculty 1) acknowledge the need for application of basic accessibility principles to their courses, 2) agree to review and apply the Course Accessibility Checklist for basic course materials (still in draft form),	<p>Option 1: Faculty member completes self-evaluation checklist and signs acknowledgment</p> <p>Option 2: Faculty member attends POCR Academy</p> <p>Option 3: Faculty member aligns course through</p>	Individual faculty, Chaffey College POCR team, CVC POCR team, Online Education, DPS	<ul style="list-style-type: none"> • 50% of faculty complete option 1, 2, or 3 by INSERT SEMESTER • 100% of faculty complete option 1, 2, or 3 by INSERT SEMESTER

and 3) can identify resources/support to work towards ensuring accessibility of more complex materials in “hard to convert” courses.	POCR process		
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Next steps:

1. DE Committee agrees on content and resources COMPLETE
2. Meet with Jacob for feedback/revision COMPLETE
3. Senate visit for feedback/revision IN PROGRESS
4. CCFA visit for feedback/revision
5. Strategize to move forward with Admin

Chaffey College

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

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

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

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

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

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

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

<input type="checkbox"/>	Transcripts have been reviewed for accuracy.
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<input checked="" type="checkbox"/>	Files
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<input type="checkbox"/>	PDFs are converted to OCR and all PDF text is selectable/machine readable.
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<input type="checkbox"/>	Microsoft Office documents (Word, PowerPoint, etc.) are created using the most recent version of the program and checked for accessibility.
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<input type="checkbox"/>	Excel documents contain no empty cells and are used strictly for organizing data (no images or long blocks of text.)
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<input checked="" type="checkbox"/>	Assessments
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<input type="checkbox"/>	Extend time on Quizzes using the "Moderate this Quiz" tool to accommodate students as needed. How to Extend Testing Time to accommodate student request
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<input checked="" type="checkbox"/>	Other
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<input type="checkbox"/>	Prior to utilizing third-party tools, I have ensured assignments and activities have been made accessible and/or I have an alternative plan if the content is not accessible.
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<input checked="" type="checkbox"/>	Quality Assurance
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<input type="checkbox"/>	I ran the Accessibility Checker for all Rich Content Editor content in my course.
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<input type="checkbox"/>	I ran the PopeTech tool in my course.
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<input type="checkbox"/>	I ran the accessibility checker for document files (Word, PowerPoint, etc.) in the corresponding program.
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<input type="checkbox"/>	I acknowledge that online course accessibility is an evolving process, and I will
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continue incorporating accessible features into my course content as requirements and/or technology tools change.

2022-2023 ACADEMIC CALENDAR (FALL AND SPRING)

REGISTRATION FOR CLASSES

	FALL 2022 August 15 - Dec. 16 (89 service days)	SPRING 2023 January 9 - May 18 (87 service days)	SUMMER 2023 June 6 - July 29 (8-week Session)
Application Period begins (online with OpenCCC)	Begins October 1, 2021	Begins Sept. 1, 2022	Begins October 1, 2021
Schedule of Classes on the website	April 11	October 24	April 1
Registration Notifications	April 25 - August 13	October 24	April 11
Registration Period	April 25 - August 13	November 7-January 7	April 25-June 4
PAYMENT DEADLINE	For specific details, refer to the payment table and drop process for non-payment in the Schedule of Classes		
Institutional Flex Day(s)	August 11-12	January 5 (required); January 6	-
INSTRUCTION BEGINS	August 15	January 9	June 6
Late Registration (Add Authorization Required)	August 15 - 26	January 9-23	June 6-10
Deadline to ADD full-term classes	August 26	January 23	June 10
Refund deadline for full-term classes	August 26	January 23	-
Census submission for full-term classes due from faculty	August 31	January 25	June 10
Deadline to DROP full-term classes without a "W" grade	September 2	January 27	June 14
Deadline to DROP full-term classes with a "W" grade	October 28	April 4	July 8
Faculty Lecture Day (Required Flex Day - no classes held)	-	April 18	-
Deadline to ADD open-entry/exit classes	November 16	April 21	July 18
Deadline to apply for degrees, certificates, and graduation*	November 18	February 24, 2023*	July 8
FINAL EXAMINATIONS	December 10 - 16	May 12-18	-
INSTRUCTION ENDS	December 16	May 18	July 29
Grades due from Faculty	January 3	May 25	August 5
Grades available online	January 4	May 26	August 6
2023 COMMENCEMENT	MAY 19		

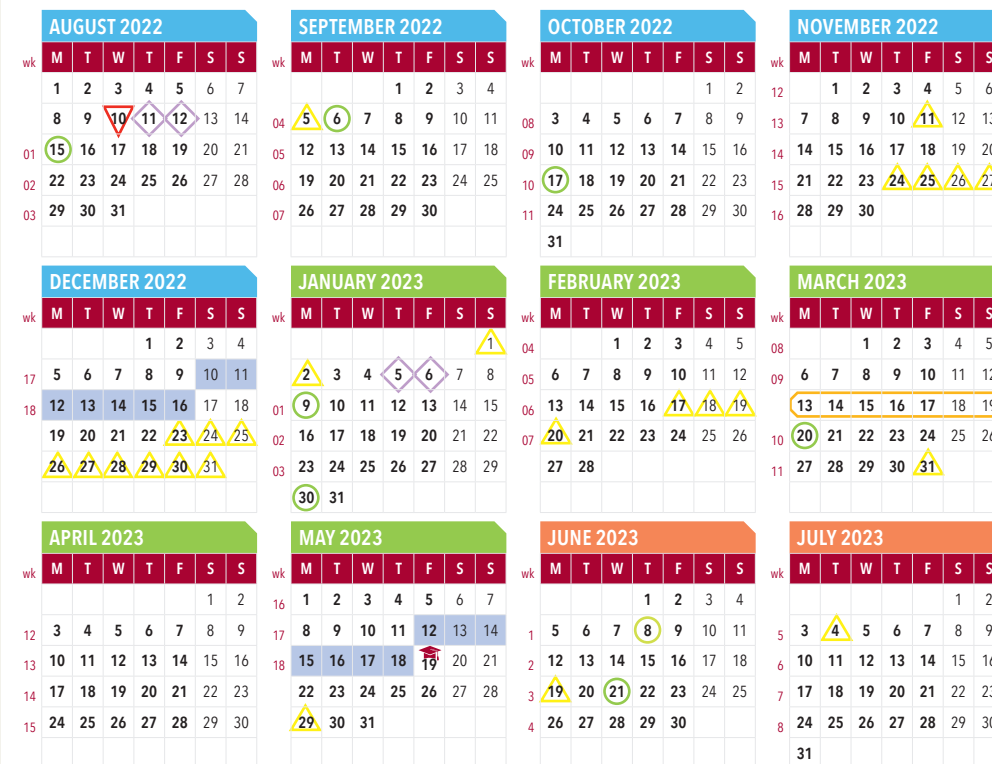
HOLIDAYS

Labor Day Holiday	September 5, 2022
Veterans Day holiday	November 11, 2022
Thanksgiving Holiday (Campus closed)	November 24-27, 2022
Winter Recess (College closed)	Dec. 23, 2022-Jan. 2, 2023
Martin Luther King Jr. Holiday	January 16, 2023
Lincoln Holiday	February 17, 2023
Washington Holiday	February 20, 2023
Spring Break	March 31, 2023
César Chávez Day	March 31, 2023
Memorial Day	May 29, 2023
Juneteenth Holiday (observed)	June 19, 2023
Independence Day Holiday (observed)	July 4, 2023

Weekend classes meet following Friday holidays and before Monday holidays unless specifically designated as a holiday on this calendar.

IMPORTANT EVENTS

Deadline to Register to Vote	May 23, 2022
Election Day	June 7, 2022
National Voter Registration Day	September 27, 2022
The Great California Shakeout Earthquake Drill	October 20, 2022
Emergency Drill	TBA



LEGEND

- = Instruction Begins
- = Final Examinations
- △ = Spring Break
- ◇ = Institutional/ Flex Days. No classes held.
- ▽ = Convocation
- = Commencement

REGISTRATION FOR SHORT TERM CLASSES

	FALL 2022			SPRING 2023			SUMMER 2023	
	FAST TRACK I (08/15/2022 - 10/05/2022)	14-WEEK SESSION (09/06/2022 - 12/09/2022)	FAST TRACK II (10/17/2022 - 12/08/2022)	FAST TRACK I (01/09/2023 - 03/06/2023)	14-WEEK SESSION (01/30/2023 - 05/11/2023)	FAST TRACK II (03/20/2023 - 05/11/2023)	FIRST 6-WEEK SESSION (06/06/2023 - 07/15/2023)	SECOND 6-WEEK SESSION (06/21/2023 - 07/29/2023)
Registration	April 25 - August 13	August 16 - September 5	August 16 - October 16	November 7-January 7	January 10-January 29	January 10-March 19	April 25-June 4	April 25-June 18
INSTRUCTION BEGINS	AUGUST 15	SEPTEMBER 6	OCTOBER 17	January 9	January 30	March 20	June 6	June 21
Late Registration (Add Authorization Required)	August 15-19	September 6-12	October 17-21	January 9-13	January 30-February 3	March 20-24	June 6-10	June 21-24
Census submission due from Faculty	August 18	September 19	October 20	January 13	February 3	March 23	June 8	June 23
Deadline to ADD classes	August 19	September 12	October 21	January 16	February 10	March 24	June 10	June 24
Deadline to DROP classes without a "W" grade	August 22	September 21	October 24	January 17	February 14	March 28	June 12	June 27
Deadline to DROP classes with a "W" grade	September 14	November 1	November 17	February 9	April 6	April 24	June 29	July 14
Deadline to ADD open-entry/open-exit classes	-	-	-	-	-	-	July 6	July 20
INSTRUCTION ENDS	OCTOBER 5	DECEMBER 9	DECEMBER 8	March 6	May 11	May 11	July 15	July 29
Grades due from Faculty	October 13	January 3	January 3	March 13	May 18	May 18	August 5 (available online August 6)	August 5 (available online August 6)

Juneteenth- June 19

Washington Day - Feb. 19

Veterans Day – Nov. 10 (Observed) César Chávez Day- April 1 (Observed)

Lincoln Day – Feb. 16

Chaffey College

2023-2024 School Calendar

June '23						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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July '23						
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30	31					

August '23						
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27	28	29	30	31		

September '23						
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October '23						
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29	30	31				

November '23						
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December '23						
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31						


January '24						
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February '24						
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March '24						
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April '24						
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May '24						
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 2023 Summer (June 5 - July 28)


 Holidays

 Finals

 2023 Fall (Aug 14 - Dec 15)

 Commencement

 2024 Spring (Jan 8 - May 16)

 Convocation (Aug 9), Flex Days (Aug 10, 11 & Jan 4, 5), Faculty Lect. Day (April 16)

Juneteenth- June 19

Washington Day- Feb. 17

Veterans Day – Nov. 11 (Observed) César Chávez Day- March 31

Lincoln Day – Feb. 14

Chaffey College

2024-2025 School Calendar

June '24						
Su	M	Tu	W	Th	F	S
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July '24						
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August '24						
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September '24						
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29	30					

October '24						
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27	28	29	30	31		

November '24						
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December '24						
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January '25						
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February '25						
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March '25						
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30	31					

April '25						
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27	28	29	30			

May '25						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

2024 Summer (June 3 - July 26)

Holidays

Finals

2024 Fall (Aug 19- Dec 20)

Commencement

2025 Spring (Jan 13 - May 22)

Convocation (Aug 14), Flex Days (Aug 15,16 & Jan 9,10), Faculty Lect. Day (April 22)

		Present	Approval of Agenda 9.20.22	Approval of 9.6.22 Minutes	Approval of the Consent Agenda 9.20.22	Move to voting on calendars until Senate receives new revised calendars 2023-2024 & 2024-2025	Approval of Sabbatical: Sean Connolly - under review	Approval of Sabbatical Report: Jin Liu - under review	Approval of DE Accessibility Guidelines	
<i>Alternate Senators Italicized</i>										
Representation	Name									
President	Neil Watkins	Y								
Vice President/President Elect	Nicole DeRose	Y	Y	Y	Y	Y			Y	
Secretary/Treasurer	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y				Y	
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y			Y	
Business & Applied Technology	Bruce Osburn	Y	-	-	-	Y			A	
Business & Applied Technology	Vacant									
<i>*Business & Applied Technology Alternate</i>	<i>William "Bill" O'Neil</i>	Y	Y	Y	Y	Y			A	
Chino/Fontana	Tara Johnson	Y	Y	Y	Y	Y			Y	
Chino/Fontana	Jinny Lee	Y	Y	Y	Y	Y			Y	
<i>*Chino/Fontana Alternate</i>	<i>Manar Hijaz</i>									
Health Sciences	Jayne Clark-Frize	Y	-	-	-	Y			Y	
Health Sciences	Terzah DePonte	Y	Y	Y	Y	Y			Y	
<i>*Health Sciences Alternate</i>	<i>Jordan Hung</i>									
Instructional Support	Christina Holdiness	Y	Y	Y	Y	Y			Y	
Instructional Support	Terezita Overduin	Y	Y	Y	Y	Y			Y	
<i>Instructional Support Alternate</i>	<i>Shelley Marcus</i>	Y								
Kinesiology, Nutrition, & Athletics	Elaine Martinez	Y	Y	Y	Y	Y			Y	
Kinesiology, Nutrition, & Athletics	Candice Hines-Tinsley	Y	Y	Y	Y	Y			Y	
<i>Kinesiology, Nutrition, & Athletics Alternate</i>	<i>Annette Henry</i>	Y								
Language Arts	Steve Shelton	Y	Y	Y	Y	Y			Y	
Language Arts	Elizabeth Encarnacion									
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>									
Mathematics & Science	Elizabeth Cannis									
Mathematics & Science	Mark Gutierrez	Y	Y	Y	Y	Y			Y	
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>									
Social & Behavioral Sciences	Pak Tang	Y	Y	Y	Y	Y			Y	
Social & Behavioral Sciences	Dan Kern	Y	Y	Y	Y	Y			Y	
<i>*Social & Behavioral Sciences Alternate</i>	<i>Hannah Lucas</i>	Y								
Student Services	Michelle Martinez	Y	Y	Y	Y	Y			Y	
Student Services	Jackie Boboye	Y	Y	Y	Y	Y			Y	
<i>* Student Services Alternate</i>	<i>Myra Andrade</i>									
<i>* Student Services Alternate</i>	<i>Vacant</i>									
Visual and Performing Arts	Leta Ming	Y	Y	Y	Y	Y			Y	
Visual and Performing Arts	Sheila Malone	Y	Y	Y	Y	Y			Y	
<i>*Visual and Performing Arts Alternate</i>	<i>Nicole Farrand</i>									
Senator-At-Large	Tamari Jenkins									
Senator-At-Large	Sarah Chamberlain	Y	Y	Y	Y	Y			Y	
Senator-At-Large	Norma Leon	Y	Y	Y	Y	Y			Y	
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y	Y	Y	Y			Y	
Adjunct Senator-at-Large	Patty Peoples	Y	Y	Y	Y	Y			-	
<i>*Adjunct Alternate Senator</i>	<i>Vanessa Nunez</i>									
Classified Senate Liaison	Sarah Schmidt	Y								
RED indicates reported absence	PURPLE indicates reported tardy/leave early									
Total Yes Votes		30	23	23	23	25	0	0	22	0
Total No Votes			0	0	0	0	0	0	0	0
Total Abstentions			0	0	0	0	0	0	2	0
- = 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										
9.20.22 Academic Senate Meeting										