

ACADEMIC SENATE MINUTES

DECEMBER 5, 2023

Nicole DeRose	President	2023-2025	P
Elizabeth “Liz” Encarnacion	Vice President	2023-2024	P
Robin Witt	Secretary/Treasurer	2023-2024	P
Angela Burk – Herrick	Curriculum Chair	2023-2025	P
Vacant	Business & Applied Technology	2023-2025	
Jay Scott	Business & Applied Technology	2022-2024	A
Robert Nazar	Chino Campus	2023-2025	P
Jinny Lee	Chino Campus	2022-2024	P
Anthony Guaracha	Fontana Campus	2023-2025	P
Vacant	Fontana Campus	2022-2024	
Omar Estrada	Health Sciences	2023-2025	A
Terzah DePonte	Health Sciences	2022-2024	A
Tara Johnson	HFIC	2023-2025	P
Vacant	HFIC	2023-2025	
Christina Holdiness	Instructional Support	2023-2025	P
Terezita Reyes Overduin	Instructional Support	2022-2024	P
Annette Henry	Kinesiology, Nutrition & Athletics	2023-2025	P
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024	P
Phatana Ith	Language Arts	2023-2025	P
Elizabeth “Liz” Encarnacion	Language Arts	2022-2024	P
Robin Witt	Mathematics & Science	2023-2025	P
Mark Gutierrez	Mathematics & Science	2022-2024	P
Patricia Gomez	Social & Behavioral Sciences	2023-2025	P
Vacant	Social & Behavioral Sciences	2022-2024	
Michelle Martinez	Student Services	2023-2025	P
Jackie Boboye	Student Services	2022-2024	P
Leta Ming	Visual & Performing Arts	2023-2025	P
Sheila Malone	Visual & Performing Arts	2022-2024	A
Tamari Jenkins	Senator-At-Large	2023-2026	P
Vacant	Senator-At-Large	2022-2025	
Sarah Chamberlain	Senator-At-Large	2021-2024	P
Tina Kuo	Adjunct Senator-At-Large	2023-2025	P
Shelly R. Jackson	Adjunct Senator-At-Large	2022-2024	P
Alternates			
Vacant	Business & Applied Technology	2023-2025	
Manar Hijaz	Chino Campus	2023-2025	P
Greg Creel	Fontana Campus	2023-2025	A
Lisa Doget	Health Sciences	2023-2025	A
Vacant	HFIC	2022-2024	
Shelley Marcus	Instructional Support	2023-2025	A
Robert Hadaway	Kinesiology, Nutrition, & Athletics	2023-2025	A
Leona Fisher	Language Arts	2022-2024	A
Diana Cosand	Mathematics & Science	2023-2025	A
Vacant	Social & Behavioral Sciences	2022-2024	
Fabiola Espitia	Student Services	2023-2025	A
Susanna Galvez	Student Services	2022-2024	A
Vacant	Visual & Performing Arts	2023-2025	
Vacant	Adjunct Alternate Senator	2023-2025	
Sarah Schmidt	Classified Senate Liaison	2023-2025	A
Ryan Thomas	Chaffey College Student Liaison	2023-2024	A

Guests:

Shireen Awad, Curriculum Specialist, Curriculum

Lisa Bruchet, Accountant, Budgeting and Fiscal Services

Misty Burrue, Interim Associate Superintendent of Instruction and Institutional Effectiveness

Melissa Diaz, Senior Accounting Technician, Budgeting and Fiscal Services

Roxanne Mendoza, Workforce Innovations

Lissa Napoli, Administrative Assistant, Academic Senate

Janeth Rodriguez, Executive Director, Enrollment Services and Student Support

Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

Devion Smith, Workforce Innovation

Louisa Villeneuve, Biology, STEM ACC

1. P.E. (12:30 P.M.)**2. CALL TO ORDER (12:40 P.M.)****2.1 Land Acknowledgement**

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

2.2 Attendee Identification (Chino and Fontana Senators, cameras must be on and turn off all virtual backgrounds.)**3. PUBLIC COMMENT** (Reserved for Guests only and limited to two minutes.)

- Guest Burrell announced that faculty prioritization meetings will be held this week (12/4-12/8). During this meeting the deans will present their justification for prioritization based on Program & Services Review (PSR) and data provided to them. Please attend this meeting. The final prioritization meeting with deans, Academic Senate President, and CCFA President is scheduled for January 5. Please note that we are currently over the Faculty Obligation Number (FON). Our FON is 249 but it should be 237. Contact your dean or Misty for questions.

4. ADOPTION OF AGENDA

- December 5, 2023
- **Motion for Approval** - Senator Boboye moved to adopt the agenda for 12.5.23. Senator Jenkins seconded the motion. The motion was approved. 12.5.23, 19Y/0N/0A.

5. APPROVAL OF MINUTES

- November 28, 2023
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve the 11.28.23 amended minutes. Senator Overduin seconded the motion. The motion was approved. 12.5.23, 19Y/0N/0A.

6. CONSENT AGENDA

6.1 Curriculum is asking that the Academic Senate endorse the course modifications that are presented in the packet. See attachment titled "*11-29-2023 Curriculum Endorsements*"

6.2 Delegate the exploration of Baccalaureate Degree programs at Chaffey College to the Curriculum Committee.

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

6.3.1 Help Desk Coordinator

*Christina Holdiness, Instructional Support, IS

*Jayne Clark, Vocational Nursing Program, HS

*approval of one faculty member pending selection of the hiring manager.

6.3.2 Bookstore Accounting Assistant, .475 (Fontana)

*Adeel Rizvi, Physical Therapy Assistant, HS

*Omar Estrada, Physical Therapy Assistant, HS

*approval of one faculty member pending selection of the hiring manager.

6.3.3 Bond Program Manager

Thierry Brusselle, Business, BTH

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

6.4.1 Budget Advisory Committee

Christina Holdiness, Instructional Support, IS

- **Motion for Approval** -Senator Chamberlain moved to approve the 12.5.23 Consent Agenda. Senator Boboye seconded the motion. The motion was approved. 12.5.23, 199Y/0N/0A.

7. REPORT

7.1 **President** - ASCCC Fall 2023 Plenary Resolutions Summary: See attachment titled "*ASCCC 2023 Fall Plenary Event Resolutions and Elections Summary*"

- RAC Prioritization Approvals List
 - At the December 5th President's Cabinet meeting, the Resource Allocation Committee (RAC) approvals list was approved. The purchasing deadline is January 29th. Appeals to the purchasing deadlines must be received by January 29th. The deans now have the RAC approvals list, so work with your dean's office to get started on the purchasing process. The RAC approvals list will be sent to all members of the Academic Senate following today's meeting.
- Faculty Prioritization Process
 - Deans should have sent faculty calendar invites to attend the Faculty Prioritization meeting for ACC/Areas. This process is intended to involve faculty regarding the process, to create opportunities for faculty to provide feedback, for dean's to provide their rationale for their hiring rankings, and to promote transparency regarding the selection of faculty hiring. All faculty are encouraged to attend the meeting if they can. An infographic of the Faculty Prioritization process will be sent to all members of the Academic Senate following today's meeting.

- BP/AP Sunshining
 - At the December 5th President's Cabinet meeting, BP and AP 6700 were introduced for sunshining. The next President's Cabinet meeting is January 16th. Since the Academic Senate will not meet again until January 9th, President DeRose will review BP and AP 6700 in preparation for the January 9th meeting for Academic Senate's input and submission prior to the January 16th President's Cabinet meeting.
- FSC Facilitator FOSA
 - An email from HR with information regarding the FSC Facilitator FOSA was sent out. The application deadline is December 15th. The person selected will begin that assignment effective January 2024.
- Student Parking Fees, Spring 2024
 - Student parking fees for spring 2024 were discussed at the December 1st Academic Issues Group (AIG) meeting. VP Misty Burruel and VP Alisha Rosas shared that the Executive Team decided earlier in the week to postpone collection of student parking fees. Currently, the plan is to resume student parking fees beginning in either fall 2024 or possibly summer 2024. President DeRose shared that the suggestion was made to provide employees and students with information about how collected parking fees are used and what percentage of students must pay for parking fees if their parking fees are not covered by financial aid.
 - Senator Henry asked about getting new parking permits to replace deteriorated permits. Guest Rosas announced that there is a new vendor so everyone will get new parking stickers soon.

7.2 Vice President

- Plenary resolution to urge local Senates to advocate for the establishment of a faculty **coordinator** position reassigned from their usual duties to lead their college's zero-textbook cost (ZTC) initiatives. Currently Chaffey has two **facilitator** (not coordinator) positions with partial reassigned time. Many changes will be coming to Chaffey's ZTC Initiative Textbook Transformation Project.

7.3 Secretary/Treasurer - No Report

7.4 Curriculum - No Report

7.5 Budget Advisory Committee Report - Curriculum Chair, Angela Burk-Herrick.

- Curriculum Chair Burk-Herrick shared the attached "***Budget Allocation Committee Report.***"

7.5 Classified Senate Liaison, President, Sarah Schmidt - No Report

7.6 CCSG Liaison, Director of Finance, Ryan Thomas

- Thank you to the Academic Senate for the opportunity to attend these meetings. Students are pleased about the result for no spring parking fees. There is a Speech and Debate Showcase this Thursday, 6:30-8pm in the Theatre.

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

9. UNFINISHED BUSINESS *10 minutes max

9.1 Action Item: Sabbatical Proposal Subcommittee Recommendations

- Bradley Hughes' proposal is to develop directed learning activities (DLA's) to be used in the Success Center on Astronomy 26 and 35, which are the two highest enrolled courses in the department. The subcommittee is in agreement to approve Bradley's proposal.
- Wendy Whitney 's proposal is to research and review current trends in career decision making and counseling techniques needed to support students in current career decision making. The subcommittee is in agreement to approve Wendy's proposal.
- Jackie Boboye's proposal is to develop resources in counseling techniques and strategies for International Students focusing on mental health. The subcommittee is in agreement to approve Jackie's sabbatical proposal.
- The subcommittee is in agreement to approve Ava Nguyen's proposal.
- Brent Braccamontes' proposal is to create a handbook and literature review of autoethnographic writing to support students using their own experiences as writing elements. This subcommittee is in agreement to approve Brent's proposal.
- David Rentz's proposal is to attend Southern California 4-year music education programs focusing on mentorship. This subcommittee is in agreement to approve David's proposal.
- Robert Ian Jones' proposal is to participate in the Brown University Feature's Fellowship and focus on disinformation and media literacy in the ENGL 1A and ENGL 1B courses. This subcommittee is in agreement to approve Robert's (Ian's) proposal.
- **Motion for Approval** - Curriculum Chair Burk-Herrick moved to approve all seven of the Fall 2024 - Spring 2025 Sabbatical leave applications. Senator Boboye seconded the motion. The motion was approved. 12.5.23, 20Y/0N/1A.

10. NEW BUSINESS *10 minutes max per item

10.1 Action Item: Endorse the 2023-2024 DE Committee Recommendations for Generative Artificial Intelligence (AI). See attachments titled "*Generative AI -Academic Senate Goals*" and "*DE Committee Generative*"

- Senator Overduin reported that there was a review of the DE recommendations for AI. These recommendations and guidelines will be useful for faculty in all disciplines. The Senate statement of endorsement is provided in the packet.
- Senator Boboye sees the usefulness for counseling faculty as well and looks forward to hearing how the other departments implement these recommendations. It would be a nice flex activity for departments to share their AI guidelines.
- Vice President Encarnacion would like to change the word "responsible" to "invited" on page 13 in the Academic Senate's statement of support.
- **Motion for Approval** - Senator Jenkins moved to approve the committee recommendations for Generative AI. Senator Johnson seconded the motion. The motion was approved. 12.5.23, 21Y/0N/0A.

10.2 Action Item: Recruitment of two members for the Dual Enrollment and Instructional Service Agreements Workgroup.

- Senator Johnson volunteered to serve. A call will go out to all faculty for a second member.

- **Motion for Approval** - Senator Chamberlain moved to approve Senator Johnson as a member of the Dual Enrollment and Instructional Service Agreements Workgroup. Senator Boboye seconded the motion. The motion was approved. 12.5.23, 21Y/0N/0A.

10.3 Action Item: Selection of Senators to serve on a subcommittee to research ways to support Undocu-Panthers to further institutionalize efforts for equity in student groups.

- Senator Johnson moved to approve Vice President Encarnacion, Senator Boboye, Senator Hines-Tinsley, and Senator Gomez to serve on a subcommittee to research ways to support Undocu-Panthers to further institutionalize efforts for equity in student groups and to report by March 26, 2024. Senator Boboye seconded the motion. 12.5.23, 21Y/0N/0A.

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

- Senator Kuo reported concerns in the library:
 - Library staffing issues were reported at the last CCFA meeting. The minimum number of full-time classified professionals needed in the library is nine staff members but currently our library reported that they are working with three staff members on average.
 - Staffing shortages are impacting students' work performance and their ability to be supported in research and evidence collection.
 - Senator Boboye asked if CCFA provided a solution. Senator Kuo stated that they have the goal to support further hiring of full-time classified professional staff to reach that minimum of nine staff members.

12. ANNOUNCEMENTS

12.1 Chaffey College Academic Senate

12.2 Academic Senate for California Community Colleges (ASCCC) Information

12.2.1 Check out Academic Senate for California Community Colleges webpage for other great webinars/events at asccc.org

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

The Next Academic Senate is Scheduled for Tuesday, January 9, 2024

However, there may be special meetings during finals week (Tuesday, December 12) or during January flex days (Thursday, January 4 or Friday, January 5), if necessary.

Lissa A. Napoli, Recording Secretary

Robin Witt, Treasurer / Secretary

11-29-2023 Curriculum Endorsements

AMERICAN SIGN LANGUAGE PACKAGE

American Sign Language Program Presentation

Course Modifications w/ DE:

ASL-1	Elementary American Sign Language I
ASL-2	Elementary American Sign Language II
ASL-3	Intermediate American Sign Language III
ASL-4	Intermediate American Sign Language IV
ASL-18	Introduction to Deaf Studies
ASL-20	Fingerspelling/Numbers
ASL-21	Classifiers/Depicting Verbs

Program Modifications:

American Sign Language Studies	AA
American Sign Language (ASL)	Certificate of Achievement

ASCCC 2023 Fall Plenary Event Resolutions and Elections Summary and Report to Academic Senate, December 5 2023

[2023 Fall Plenary Session](#)

- PowerPoint presentations can be accessed at the above link by expanding the Presentation Materials tab, then selecting the desired presentation. A new tab will open. Click on the link to download.
- The program can also be accessed using the same link.

[Resolutions Fall 2023](#) (the resolutions packet used Saturday November 18, 2023)

- Twice per academic year, the ASCCC convenes for plenary. Resolutions are reviewed prior to and during plenary in preparation for resolution debate and voting, which occurs on the last day of plenary. Delegates vote on resolutions, which direct the ASCCC to do something such as prepare support materials, resources, or take positions. The fall 2023 resolutions can be accessed using the link above.
- Resolutions and amendments were up for debate and voting on Saturday November 18. The table below compiles and highlights the voting results for selected resolutions by topic. See the full packet for all resolutions.

Resolution	Direction	Status
Area/Topic	CONSULTATION WITH THE CHANCELLOR’S OFFICE/Turning Point/Rising Scholars	
7.01 F23 Address CCCApply Impact on Current Incarcerated Individuals and Justice-Involved Students (Rising Scholars)	Resolved, That the ASCCC engage the California Community Colleges Chancellor’s Office in a dialogue with faculty teaching in carceral institutions regarding modification of the CCCApply standard application to remove all known barriers affecting current incarcerated individual’s ability to successfully apply for admission to a California community college; and Resolved, That the ASCCC work with the California Community Colleges Chancellor’s Office to ensure that the standard application for CCCApply is modified to allow for the collection of data on justice-involved students needed to advocate for equitable allocation of student services and resources.	Passed by acclamation
7.06 F23 Support Waiver of Transcript Fees for Current and Formerly Incarcerated Rising Scholars	Resolved, That the ASCCC urge the California Community Colleges Chancellor’s Office and the Board of Governors to adopt and implement a policy , consistent with California Penal Code §2053.1, to grant transcript fee waivers for incarcerated and formerly incarcerated students at all California community colleges.	Passed by acclamation
Area/Topic	DIVERSITY AND EQUITY/DEIA	

<p>3.01 F23 Academic Senate Support for Increasing Faculty Diversity and Advancing Diversity, Equity, Inclusion, and Accessibility in Evaluation and Tenure Review Processes</p>	<p>Resolved, ASCCC to urge local academic senates to work with their local faculty unions prior to bargaining to make recommendations regarding revisions to faculty evaluation and tenure review processes to include diversity, equity, inclusion, anti-racism, and accessibility elements and ensure compliance with chaptered updates to Title 5,§53602;</p> <p>Resolved, ASCCC to collaborate with system partners to form an advocacy strategy or an action-oriented community team to safeguard diversity, equity, and inclusion (DEI) work statewide;</p> <p>Resolved, ASCCC urge local senates to develop a culture of inclusion and belonging for new faculty through supportive inclusion, diversity, equity, anti-racism, and accessibility-centered onboarding and faculty mentoring/community building; and</p> <p>Resolved, ASCCC to develop resources for inclusion, diversity, equity, anti-racism, and accessibility-focused professional development as well as faculty evaluation diversity, equity, inclusion, and accessibility elements by fall 2024.</p>	<p>Passed, as amended.</p>
<p>Area/Topic</p>	<p>CURRICULUM/DEIA</p>	
<p>9.01 F23 Support Revisions to Title 5 to Include DEIA in the Course Outline of Record</p>	<p>Resolved, That the ASCCC endorse the proposed revisions to California Code of Regulations Title 5 §55001, §55001.5, §55002, and §5510061, in recognition that minor subsequent revisions may be made by the California Community Colleges Chancellor’s Office as a result of the required 45-day and 15-day comment periods conducted with first and second reads by the Board of Governors, per Board of Governors Standing Order 206.</p>	<p>Passed.</p>
<p>Area/Topic</p>	<p>CONSULTATION WITH THE CHANCELLOR’S OFFICE/OER/ZTC/LTC</p>	
<p>7.02 F23 Clarification of Licensing Requirement and Inclusion of CC BY-NC License in Procedures and Standards of the Board of Governors</p>	<p>Resolved, That the ASCCC request that the California Community Colleges Chancellor’s Office clarify that any licensing requirement established by the California Community Colleges Board of Governors applies only to content authored or created using public funds, as opposed to curated collections of resources that may not be in conflict with the licensing mandates established by the Board of Governors; and</p> <p>Resolved, That the ASCCC request that the Board of Governors modify its licensing requirement to permit the use of the CC BY-NC license (attribution-noncommercial) to allow authors to prohibit the commercial use of their intellectual property.</p>	<p>Passed by acclamation.</p>
<p>Area/Topic</p>	<p>LOCAL SENATES/OER/ZTC/LTC</p>	
<p>17.01 F23 Sustainability and Institutionalization of Zero-Textbook-</p>	<p>Resolved, That the ASCCC recognize that sustaining and institutionalizing zero-textbook-cost pathways requires substantial and on-going work and coordination by faculty; and</p>	<p>Passed by acclamation.</p>

Cost Pathway Efforts	Resolved, That the ASCCC urge local academic senates to advocate for the establishment of a local faculty coordinator position reassigned from their usual duties to lead their college’s zero-textbook-cost efforts.	
17.02 F23 Part-time Faculty Inclusion in OER and ZTC Pathways	Resolved, That the ASCCC urge local academic senates to review their local policies and practices related to part-time faculty participating in open educational resources and zero-textbook-cost efforts to ensure that they do not create barriers for efforts that require a long-term commitment; Resolved, That the ASCCC urge local academic senates to work in partnership with their administrative colleagues to ensure the inclusion of part-time faculty in all local open educational resources and zero-textbook-cost pathway efforts; and Resolved, That the ASCCC urge local academic senates to work in partnership with their union and administrative colleagues to secure the participation of part-time faculty in adopting and adapting open educational resources and in the creation of zero-textbook-cost pathways by adequately compensating them for their work.	Consent.
Area/Topic	STUDENTS/OER/ZTC/LTC	
20.02 F23 Provide Student Access to Free Open Educational Course Resources	Resolved, That the ASCCC urge local academic senates to work with their administrations to develop a procedure to publish URLs to free open educational resources in the course schedule; and Resolved, That the ASCCC work with the California Community Colleges Chancellor’s Office to develop Title 5 language that requires districts to publish in course schedules the URLs where students may access free open educational resources.	Passed.
Area/Topic	CONSULTATION WITH THE CHANCELLOR’S OFFICE/Lifelong Learning	
7.05 F23 Update CCCApply to Address the Needs of Lifelong Learners	Resolved, That the ASCCC work with the California Community Colleges Chancellor's Office to simplify the application process by designing it to be user-friendly and accessible to all applicants, regardless of their prior experience with higher education; and Resolved, That the ASCCC work with the California Community Colleges Chancellor's Office to provide more support for lifelong learners in the application process by creating resources for lifelong learners, such as a dedicated landing page, FAQ, and a contact form for personalized assistance.	Passed by acclamation.
Area/Topic	LOCAL SENATES/Health and Well-being	
17.04 F23 Addressing the Health and Well-being Crisis Among California’s	Resolved, That the ASCCC acknowledge and work to address the current crisis in the physical health and mental well-being of Community college students; and	Passed as amended.

Community College Students: A Call for Campus Action	Resolved, That the ASCCC encourage local academic senates to initiate, reinstate, or maintain kinesiology, physical education and health education courses in local general education requirements for associate degrees to ensure that California community college students have the benefit of education in critical areas that affect their academic success, health, and well-being.	
Area/Topic	LEGISLATIVE ITEMS/INTERSEGMENTAL/Multiple	
6.01 F23 Recommendations for the Implementation of AB 607 (Kalra, 2023) Amendments to California Education Code §66406.9	Resolved, That the ASCCC recommend that the cost-transparency requirements in California Education Code §66406.9 as modified by AB 607 (Kalra, 2023) be interpreted to include all instructional materials as defined in California Code of Regulations, Title 5, §59402.	Passed.
15.01 F23 Support the AB 928 Associate Degree for Transfer Intersegmental Implementation Committee Recommendations as of October 2023	Resolved, That the ASCCC support the AB 928 Associate Degree for Transfer Intersegmental Implementation Committee Draft High-Level Recommendations as of October 2023.	Passes.
15.02 F23 Support the AB 1111: Common Course Numbering Task Force Recommended Implementation Plan as of October 2, 2023	Resolved, That the ASCCC support the AB 1111: Common Course Numbering Task Force Recommended Implementation Plan as of October 2, 2023.	Passes.
15.03 F23 Requiring C grades for Cal-GETC	Resolved, That the ASCCC recommend to intersegmental partners to allow completion of the California General Education Transfer Curriculum with an overall 2.0 GPA or higher (on a 4.0 scale) with “C” or better in Areas 1A, 1B, 1C, and 2.	Passes.
15.04 F23 Allowing the Use of Credit for Prior Learning on Cal-GETC	Resolved, That the ASCCC work with the faculty representatives of the University of California and the California State University through the Intersegmental Committee of Academic Senates to allow credit for prior learning , such as use of passing College Level Examination Program scores or Military Service Credit, on the California General Education Transfer Curriculum.	Passes.
Area/Topic	MISC THROUGHOUT RESOLUTIONS PACKET	
6.02 F23	Resolved, That the ASCCC formally support the high-level goals and strategic directions of Vision 2030; and	Passes.

<p>Support Vision 2030 Goals and Strategic Directions</p>	<p>Resolved, That the ASCCC urge faculty to continue providing input on metrics and actions through Fall 2023 using the California Community Colleges Chancellor’s Office Vision 2030 Feedback Form.</p>	
<p>13.02 F23 Revival of the California Virtual Campus-Online Education Initiative (CVC-OEI) Proctoring Network for Online Classes</p>	<p>Resolved, That the ASCCC support the revival of the California Virtual Campus-Online Education Initiative (CVC-OEI) Proctoring Network for online classes;</p> <p>Resolved, That the ASCCC encourage all community colleges in California to participate in the revived California Virtual Campus-Online Education Initiative (CVC-OEI) proctoring network;</p> <p>Resolved, That the ASCCC urge the California Virtual Campus-Online Education Initiative (CVC-OEI) to reconsider its stance on not listing courses with in-person testing requirements; and</p> <p>Resolved, That the ASCCC collaborate with key stakeholders to gather support and participation from community colleges for the California Virtual Campus-Online Education Initiative (CVC-OEI) proctoring network's successful revival.</p>	<p>Passed.</p>
<p>See the entire resolutions packet for other resolutions not included here.</p>		



Budget Allocation Committee Report

TCR Calculations

TCR Calculations: This table displays TCR calculations with details on the SCFF calculation, Minimum Revenue Commitment calculation, and Prior Year TCR Stability calculation. The table displays which calculation method is the highest in any given year, and thus which will be used to determine district TCR (this is the same as the Max TCR calculation found on exhibit C on the Apportionments website).

SCFF Calculated Revenue: Allocation values calculated with inputs on this dashboard
Prior Year TCR Stability: Prior year SCFF Calculated Revenue + COLA

Minimum Revenue Commitment: The 2017-18 TCR, adjusted by COLA each year through 24-25. Beginning 25-26, the Minimum Revenue Commitment is set at the funded TCR from the 24-25 fiscal year

Max TCR: Maximum of the previous three columns, which will be the funded TCR

District	Year	SCFF Calculated Revenue	Prior Year TCR Stability	Minimum Revenue Commitment ¹	Max TCR	Prior Year TCR Stability Protection	Minimum Revenue Commitment Protection	TCR Used
	21-22	\$117,466,277	\$120,125,655	\$104,381,435	\$120,525,655	\$3,059,378	\$0	Prior Year TCR Stability
	22-23	\$134,579,263	\$125,172,065	\$111,228,857	\$134,579,263	\$0	\$0	SCFF
	23-24	\$143,263,735	\$145,641,679	\$120,371,869	\$145,641,679	\$2,377,944	\$0	Prior Year TCR Stability
	24-25	\$142,395,335	\$148,908,326	\$125,114,521	\$148,908,326	\$6,512,991	\$0	Prior Year TCR Stability
CHAFFEY	25-26	\$140,606,239	\$147,080,142	\$148,908,326	\$148,908,326	\$0	\$8,302,087	Minimum Revenue Commitment
	26-27	\$145,091,578	\$145,091,578	\$148,908,326	\$148,908,326	\$0	\$3,816,748	Minimum Revenue Commitment
	27-28	\$149,720,000	\$149,720,000	\$148,908,326	\$149,720,000	\$0	\$0	SCFF

¹Minimum Revenue Commitment is equal to the 2017-2018 TCR increased each year by the COLA. In 2025-26 and 2026-27 the Minimum Revenue Commitment is recalculated using the floor - which is equal to the TCR used in the 2024-25 year.

TCR = Total Computational Revenue
SCFF = Student Centered Funding Formula

Actual funding
(highest of the 3)

***New "Floor"** - will be based on 24-25
SCFF Calculated Revenue + COLA (= Prior Year TCR Stability)

17-18 TCR adj for COLA
aka "hold harmless"

Yearly
COLA
adj.

No
More
COLA
adj.

*New
"Floor"

+COLA



What can Chaffey do to achieve the highest “new floor” in 24-25?

It is not just about enrollment

Chaffey College 22-23 SCFF

BASE (Enrollment/FTES):

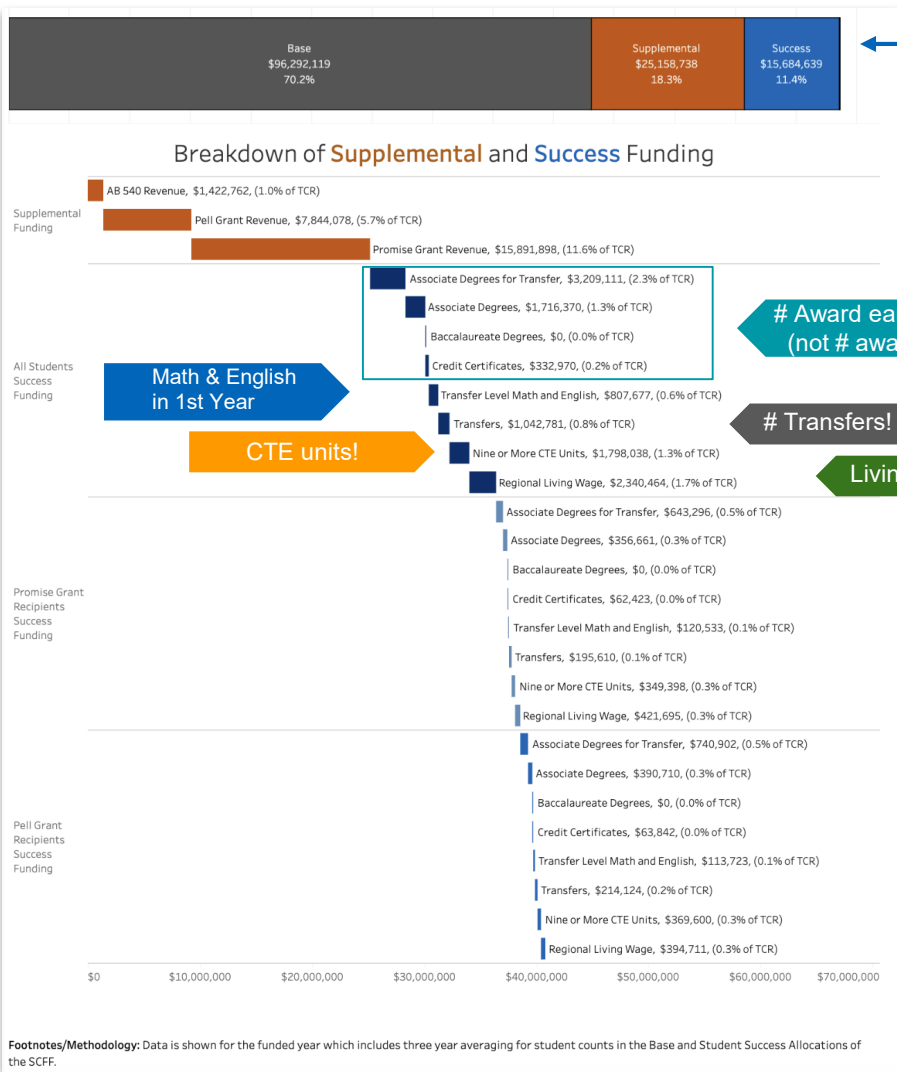
- Enhanced funding rates for:
 - Dual Enrollment
 - Turning Point
 - CDCP Noncredit (other noncredit funded at lower rate)

SUPPLEMENTAL FUNDING:

- Pell Grant, Promise Grant, AB 540 students

SUCCESS METRICS:

- Awards: AA-T/AS-T > AA/AS > Credit Cert.
- Transfer level Math & English in 1st year
- Transfer
- ≥ 9 CTE units
- Regional Living Wage



Success matters, too!

Award earners (not # awards)

Transfers!

Living Wage \$\$\$!

Footnotes/Methodology: Data is shown for the funded year which includes three year averaging for student counts in the Base and Student Success Allocations of the SCFF.

What does it mean?

- Chaffey's funding since 21-22 (at least) has been based on SCFF not the 17-18 enrollment "hold harmless + COLA" amount (e.g. COLA change from 2022-23 to 2023-24 = 8.22% increase).
- AND our SCFF Calculated Revenue has been steadily increasing
- Max TCR in 24-25 is our new "hold harmless" floor, so we want this to be as high as possible, and this is projected to be based on our 24-25 SCFF + COLA (= Prior Year TCR Stability).
- Enrollment is only ~70% of SCFF, Success Metrics Matter, too!

Generative AI- Academic Senate Statement 2023/24

Generative AI tools such as ChatGPT are an essential topic for faculty and the educational landscape as a whole. It represents a transformative force that can both enhance and challenge traditional teaching methods. Engaging students in conversations about the use of AI, including ChatGPT, in education is crucial for success in their future academic and professional careers.

Faculty are responsible for empowering students with a deeper understanding of the technology that will inevitably shape their academic experiences and future careers. Discussing AI fosters critical thinking, encouraging students to question the benefits, limitations, and ethical implications of AI in education.

Ultimately, we are preparing students to responsibly navigate the AI-driven world they will encounter beyond academia.

AI Guidelines- DE Committee

Chaffey College Distance Education Committee has put forth [guidelines for faculty](#) on this matter. We would like to endorse those guidelines as an essential tool for faculty.

In addition to the general guidelines below, the DE Committee strongly recommends each department develop its own generative AI policy and best practices for the ethical and effective use of generative AI within their disciplines.

Successfully implementing these policies and practices can bring about numerous positive outcomes, such as responsible AI use, strengthened academic integrity, effective curriculum integration, clear guidance for students on ethical use of AI, assessments that keep pace with evolving workforce demands, mitigation of AI bias, enhanced collaboration opportunities, and effective adaptation to technological advancements. Sample syllabus statements and AI resources can all be found on the [Teaching with AI](#) page in the Distance Education Hub. More generally, the Committee recommends the following:

- [Practice Using Generative AI Yourself](#)
- [Review Chaffey AI Resources](#)
- [Create an AI Policy and Share with Students](#)
- [Teach students to Use AI](#)
- [Consider Revising Your Assessments](#)
- [Develop and Share Guidelines for Use of AI Detection Software](#)
- [Engage in Institutional Conversations](#)
- [Stay Updated and Share Knowledge](#)

Practice Using Generative AI

- Familiarize yourself with AI tools and technologies relevant to your field.
- Experiment with AI applications in your teaching and research to gain hands-on experience.

Review Chaffey AI Resources

- Ensure that you are aware of and utilize the Chaffey Library and Distance Education AI resources and guidelines.

Create an AI syllabus policy and discuss with your students

- Clearly outline the use of AI tools and technologies in your course syllabus.
- Explain how AI will be integrated into the curriculum and any expectations for student engagement.
- Integrate academic integrity policies into your AI-related assignments and assessments.

Teach students to ethically and effectively use AI for major and career

- Provide guidance on the ethical use of AI, including respecting privacy and avoiding plagiarism.
- Offer resources and training to help students develop AI-related skills relevant to their majors and future careers.
- Show students how AI can assist them if and when they struggle with tasks in your course or beyond.
- Address bias when teaching students to use AI
 - Educate students about the potential biases in AI algorithms and models.
 - Encourage critical thinking and awareness of bias when using AI tools.

Determine if course or assessment design changes are needed

Some questions to consider:

- Do you need to adjust any writing prompts?
- Do you need to include more formative/process assessments?
- Do you need to incorporate more authentic forms of assessment?
- Do you want to incorporate use of AI into any of your assignments, and, if so, how and why?

Develop, share, and implement guidelines for use of AI detection software

- If using AI for plagiarism detection or other purposes, ensure students are aware of its use and how it operates.
- Communicate the importance of academic honesty and the definition and consequences of plagiarism in the context of AI.

Engage in department, Academic and Career Communities (ACCs), and institutional conversations

- Collaborate with colleagues in your department to create AI guidelines tailored to your field's unique curriculum and discipline needs.

- Participate in ongoing discussions at the department, ACC, institutional levels and beyond to share best practices and lessons learned regarding AI integration.
- Stay informed about institutional policies and developments related to AI in education.

Stay updated and share knowledge

- Continuously update your knowledge about AI advancements and their applications in your field by attending relevant professional development opportunities.
- Share your expertise and experiences with colleagues to foster a culture of AI literacy within your institution.
- Continuously assess the effectiveness of AI integration in your courses.
- Be open to making adjustments based on student feedback and changing technological advancements.

		Present	Adoption of Agenda 12.5.23	Approval of 11.28.23 Minutes	Approval of Consent Agenda to include Curriculum presented 12.5.23	Sabbatical Proposal Sub-Committee Approval: Bradley Hughes	Sabbatical Proposal Sub-Committee Approval: David Rentz
<i>Alternate Senators Italicized</i>							
Representation	Name						
President	Nicole DeRose	Y					
Vice President	Elizabeth "Liz" Encarnacion	Y	Y	Y	Y	A	A
Secretary/Treasurer	Robin Witt	Y	Y	Y	Y	Y	Y
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	Y
Business & Applied Technology	Vacant						
Business & Applied Technology	Jay Scott						
<i>Business & Applied Technology Alternate</i>	<i>Vacant</i>						
Chino Campus	Robert Nazar	Y	Y	Y	Y	Y	Y
Chino Campus	Jinny Lee	Y	Y	Y	Y	Y	Y
<i>Chino Campus Alternate</i>	<i>Minar Hijaz</i>	Y					
Fontana Campus	Anthony "Tony" Guaracha	Y	Y	Y	Y	Y	Y
Fontana Campus	Vacant						
<i>Fontana Campus Alternate</i>	<i>Greg Creel</i>						
Health Sciences	Omar Estrada						
Health Sciences	Terzah DePonte	Y				Y	Y
<i>*Health Sciences Alternate</i>	<i>Lisa Doget</i>						
HFIC	Tara Johnson	Y					
HFIC	Vacant						
<i>HFIC Alternate</i>	<i>Vacant</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>						
Kinesiology, Nutrition, & Athletics	Annette Henry	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>Robert Hadaway</i>						
Language Arts	Phatana Ith	Y	Y	Y	Y	Y	Y
Language Arts	Elizabeth Encarnacion						
<i>*Language Arts Alternate</i>	<i>Leona Fisher</i>						
Mathematics & Science	Robin Witt						
Mathematics & Science	Mark Gutierrez	Y	Y	Y	Y	Y	Y
<i>Mathematics & Science Alternate</i>	<i>Diana Cosand</i>						
Social & Behavioral Sciences	Patricia Gomez	Y	Y	Y	Y	Y	Y
Social & Behavioral Sciences	Vacant						
<i>*Social & Behavioral Sciences Alternate</i>	<i>Vacant</i>						
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>Fabiola Espitia</i>						
<i>* Student Services Alternate</i>	<i>Susanna Galvez</i>						
Visual and Performing Arts	Leta Ming	Y				Y	Y
Visual and Performing Arts	Sheila Malone						
<i>*Visual and Performing Arts Alternate</i>	<i>Vacant</i>						
Senator-At-Large	Tamari Jenkins	Y	Y	Y	Y	Y	Y
Senator-At-Large	Vacant						
Senator-At-Large	Sarah Chamberlain	Y	Y	Y	Y	Y	Y
Adjunct Senator-at-Large	Tina Kuo	Y	Y	Y	Y	Y	Y
Adjunct Senator-at-Large	Shelly R. Jackson	Y	Y	Y	Y	Y	Y
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
Classified Senate Liaison	Sarah Schmidt						
Chaffey College Student Government	Ryan Thomas	Y					
RED indicates reported absence	PURPLE indicates reported tardy/leave early						
Total Yes Votes		25	19	19	19	20	20
Total No Votes			0	0	0	0	0
Total Abstentions			0	0	0	1	1
- = Not available during meeting to vote							
35 members total - up to 27 voting at any given time. The President is a non-voting member, but counts as quorum. Curriculum Chair now votes per 8.25.21							
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							
Present at this meeting = members, visitors							
12.5.23 Academic Senate Meeting							

