

ACADEMIC SENATE AGENDA AUGUST 23, 2022

Academic Senate Conference Room
Rancho Campus, BEB Building, Room 204

[Join ZOOM Meeting](#)

Meeting ID: 917 2103 2344 Passcode: 2022

Neil Watkins	President	2021-2023
Nicole DeRose	Vice President/President Elect	2022-2023
Elizabeth “Liz” Encarnacion	Secretary/Treasurer	2022-2023
Angela Burk – Herrick	Curriculum Chair	2021-2023
Bruce Osburn	Business & Applied Technology	2021-2023
Vacant	Business & Applied Technology	2022-2024
Tara Johnson	Chino/Fontana	2021-2023
Jinny Lee	Chino/Fontana	2022-2024
Jayne Clark-Frize	Health Sciences	2021-2023
Terzah DePonte	Health Sciences	2022-2024
Christina Holdiness	Instructional Support	2021-2023
Terezita Reyes Overduin	Instructional Support	2022-2024
Elaine Martinez	Kinesiology, Nutrition & Athletics	2021-2023
Candice Hines-Tinsley	Kinesiology, Nutrition & Athletics	2022-2024
Steve Shelton	Language Arts	2021-2023
Elizabeth “Liz” Encarnacion	Language Arts	2022-2024
Elizabeth Cannis	Mathematics & Science	2021-2023
Mark Gutierrez	Mathematics & Science	2022-2024
Pak Tang	Social & Behavioral Sciences	2021-2023
Dan Kern	Social & Behavioral Sciences	2022-2024
Michelle Martinez	Student Services	2021-2023
Jackie Boboye	Student Services	2022-2024
Leta Ming	Visual & Performing Arts	2021-2023
Sheila Malone	Visual & Performing Arts	2022-2024
Tamari Jenkins	Senator-At-Large	2020-2023
Sarah Chamberlain	Senator-At-Large	2021-2024
Norma Leon	Senator-At-Large	2022-2025
Shelly R. Jackson	Adjunct Senator-At-Large	2021-2023
Patty Peoples	Adjunct Senator-At-Large	2022-2024

Alternates

William “Bill” O’Neil	Business & Applied Technology	2021-2023
Manar Hijaz	Chino/Fontana	2021-2023
Jordan Hung	Health Sciences	2021-2023
Shelley Marcus	Instructional Support	2021-2023
Annette Henry	Kinesiology, Nutrition, & Athletics	2021-2023
Leona Fisher	Language Arts	2022-2024
Diana Cosand	Mathematics & Science	2021-2023
Hannah Lucas	Social & Behavioral Sciences	2022-2024
Myra Andrade	Student Services	2021-2023
Vacant	Student Services	2022-2024
Nicole Farrand	Visual & Performing Arts	2021-2023
Vanessa Nunez	Adjunct Alternate Senator	2021-2023
Hope Ell	Classified Senate Liaison	2021-2023

Guests:

Lissa Napoli, Administrative Assistant, Academic Senate

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

5. APPROVAL OF MINUTES

- August 16, 2022

6. CONSENT AGENDA**6.1 Faculty representatives that have been requested to serve on these selection / hiring committees:**

6.1.1 Classified, Senior Research and Data Solutions Analyst
Angela Burk-Herrick, Curriculum Chair, Curriculum

6.1.2 Classified, General Maintenance Attendant
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 Professional Development Committee
Naveen Khan, VN, HS

7. REPORTS

7.1 President

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

7.3 Secretary/Treasurer

7.4 Curriculum

7.5 Classified Senate Liaison, Hope Ell

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

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 lissa.napoli@chaffey.edu 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 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 asccc.org

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.)

The next Academic Senate meeting is scheduled for Tuesday, August 30, 2022.

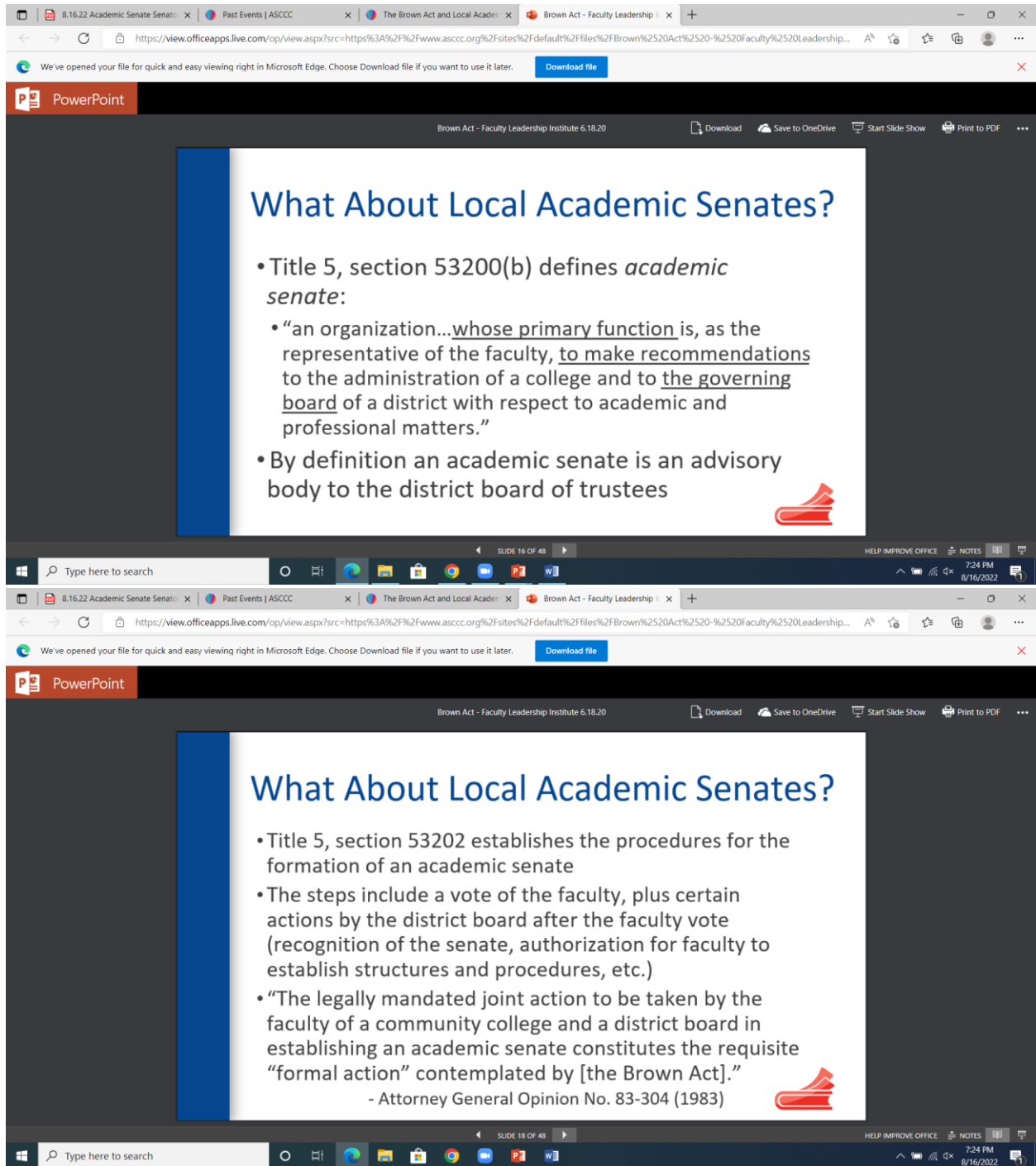
ASCCC Faculty Leadership Institute Session June 2020 The Brown Act and Local Academic Senates (selected slides)

[Brown Act - Faculty Leadership Institute 6.18.20.pptx \(live.com\)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.asccc.org%2Ffiles%2Fdefault%2Ffiles%2FBrown%2520Act%2520-%2520Faculty%2520Leadership...)

The screenshot shows a PowerPoint presentation titled "The Brown Act and Local Academic Senates". The slide features a colorful, abstract graphic on the left and the text "Academic Senate for California Community Colleges" on the right. Below the graphic, the title "Faculty Leadership Institute" is displayed. The main content of the slide is "The Brown Act and Local Academic Senates" followed by the date and time "Thursday, June 18, 2020 at 11:00 a.m.-12:30 p.m." and the names of the speakers: "Jake Knapp, Associate Vice Chancellor of Human Resources, Los Rios CC District" and "Michelle Velasquez Bean, At-Large Representative, ASCCC".

The screenshot shows a PowerPoint presentation titled "What About Local Academic Senates?". The slide contains two bullet points:

- A "legislative body" includes "a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by charter, ordinance, resolution, or formal action of the legislative body."
- Is a local academic senate an advisory body of the community college district board of trustees?



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

The Brown Act 1.19.2021 - PowerPoint

Nicole L. DeRose

File Home Insert Design Transitions Animations Slide Show Review View Help Acrobat Tell me what you want to do

Clipboard Copy Paste Format Painter New Slide Section Slides

Font Paragraph Drawing

Shape Fill Shape Outline Shape Effects Find Replace Select Create and Share Adobe PDF Adobe Acrobat

3 What is the Brown Act/The Open Meeting Act?

4 Which bodies must comply with the Brown Act?

5 The Governing Board & Faculty Senate

6 Legislation

7

Which bodies must comply with the Brown Act?

The Brown Act applies to all "Legislative Bodies"

"Legislative Bodies" include:

- "Governing Bodies"
- "Appointed Bodies"
- All Standing Committees of a legislative body
 - Curriculum Committee
- Certain private entities

Slide 4 of 18

Type here to search

7:25 PM 8/16/2022

The Brown Act 1.19.2021 - PowerPoint

Nicole L. DeRose

File Home Insert Design Transitions Animations Slide Show Review View Help Acrobat Tell me what you want to do

Clipboard Copy Paste Format Painter New Slide Section Slides

Font Paragraph Drawing

Shape Fill Shape Outline Shape Effects Find Replace Select Create and Share Adobe PDF Adobe Acrobat

4 Which bodies must comply with the Brown Act?

5 The Governing Board & Faculty Senate

6 Legislation

7 Open Meetings

The Governing Board & Faculty Senate

Why are Academic Senates/Faculty Senates/Faculty Councils subject to the Brown Act?

- Local academic senates are subject to the Brown Act because they are an advisory body to the Governing Board, and the Governing Board was formed due to legislative action, which makes the Governing Board subject to the Brown Act.

Slide 5 of 18

Type here to search

7:25 PM 8/16/2022

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	Example
A – Has no associated instructional material	A – Never had a textbook
B – Uses only no-cost open educational resources	B – Digital course content that are widely available without a fee
C – Has instructional material cost, none of which are passed on to students	C – Lending libraries, classroom sets, department provided
D – Has low instructional material costs (as defined locally)	D – Per district policies, inclusive access
Y – Does not meet no-cost or low-cost criteria	Y – Has textbook costs

XB 12: Instructional Material Cost – Student Perspective

Student Perspective

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

- 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.

Spring 2022

- 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 (Emilie.Koenig@chaffey.edu) or Liz Encarnacion (Elizabeth.Encarnacion@chaffey.edu).

8-23-22 / Academic Senate Meeting Packet

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.
2. Faculty **“decide what is 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.**
4. Grants will be allotted to colleges to specifically to support efforts to create **ZTC DEGREES.**