

## ACADEMIC SENATE MINUTES

### OCTOBER 21, 2025

Elizabeth “Liz” Encarnacion	President	2025-2027	Y
Terezita Reyes Overduin	Vice-President	2025-2026	Y
Laura Santamaria Brady	Secretary/Treasurer	2025-2026	Y
Angela Burk – Herrick	Curriculum Chair	2025-2027	Y
Laura Santamaria Brady	Arts, Communication & Design A	2024-2026	Y
Henry Leonor	Arts, Communication & Design A	2025-2027	Y
Vacant	Arts, Communication & Design B	2025-2026	
Nicole Farrand	Arts, Communication & Design B	2025-2027	Y
Myra Andrade	Academic & Career Counseling	2024-2026	Y
Wendy Whitney	Academic & Career Counseling	2025-2027	Y
Joseph Lee	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2024-2026	Y
Jonathan Polidano	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2025-2027	Y
Hannah Carter	Chino Campus	2024-2026	Y
Manar Hijaz	Chino Campus	2025-2027	N
Sean Connelly	Fontana Campus	2024-2026	Y
Anthony Guaracha	Fontana Campus	2025-2027	Y
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2027	
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2026	
Jayne Clark Frize	Health & Wellness - Health Sciences	2024-2026	Y
Vacant	Health & Wellness - Health Sciences	2025-2027	
Rob Hadaway	Health & Wellness - Kinesiology, Nutrition & Athletics	2024-2026	Y
Candice Hines-Tinsley	Health & Wellness - Kinesiology, Nutrition & Athletics	2025-2027	Y
Terezita Reyes Overduin	Instructional Support	2024-2026	Y
Christina Holdiness	Instructional Support	2025-2027	Y
Melanie Bratcher	Public Service, Culture, & Society	2025-2026	Y
Patricia Gomez	Public Service, Culture, & Society	2025-2027	Y
Justin Keller	Science, Technology, Engineering & Mathematics	2025-2026	Y
Louisa Villeneuve	Science, Technology, Engineering & Mathematics	2025-2027	Y
Tamari Jenkins	Senator-At-Large	2023-2026	Y
Sarah Chamberlain	Senator-At-Large	2024-2027	N
Jin Liu	Senator-At-Large	2025-2028	Y
Carolyn Ward	Adjunct Senator-At-Large	2025-2026	Y
Etka Kandhway	Adjunct Senator-At-Large	2025-2027	Y
<b>Alternates</b>			
Stephen Shelton	Arts, Communication & Design A	2024-2026	Y
Vacant	Arts, Communication & Design B	2025-2027	
Melissa Johannsen	Academic & Career Counseling	2024-2026	N
Fabiola Espitia	Academic & Career Counseling	2025-2027	N
Jay Scott	Business, Technology & Hospitality/Manufacturing, Industrial Design & Technology	2025-2027	N
Vacant	Chino Campus	2025-2027	
Vacant	Fontana Campus	2025-2027	
Vacant	Hospitality, Fashion, Interior Design, and Culinary	2025-2026	
Lisa Doget	Health & Wellness - Health Sciences	2025-2027	N
Annette Henry	Kinesiology, Nutrition, & Athletics	2025-2027	N
Rose Ann Osmanian	Instructional Support	2025-2027	Y
Vacant	Public Service, Culture, & Society	2025-2026	
Vacant	Science, Technology, Engineering & Mathematics	2025-2027	
Vacant	Adjunct Alternate Senator	2025-2027	
Sarah Schmidt	Classified Senate Liaison	2025-2027	Y
Nolan Krueger	Chaffey College Student Government	2025-2027	N
Alilah Mora De Jesus	Chaffey College Student Government	2025-2027	Y

**Guests:**

Alison Cerezo, Ph.D., Senior Vice President of Data & Research, [mpathic](#)/Lead Strategy Evaluator of California's [LBTQ Health Equity Initiative](#)

Jason Chevalier, Dean, ACD

Bradley Franklin, Administrator, Instructional Systems and Pathway Innovations

Ryan Hitch, Instructional Specialist, Distance Education

Emily Koenig, English, ACD

Andrew Long, Dean, Instructional Support

Lissa Napoli, Administrative Assistant, Academic Senate

Albert Rodriguez, Executive Director, Student Life, Equity & Engagement

Alisha Rosas, Associate Superintendent, Student Services and Strategic Communications

**1. PERSONAL EXPRESSION (12:30 P.M.)****2. CALL TO ORDER (12:35 P.M.) 12:33 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.*

*- Read by Melanie Bratcher, Public Service, Culture & Society, Academic Senate*

**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.)**4. ADOPTION OF AGENDA**

- October 21, 2025
- **Motion for Approval** - Senator Overduin moved to adopt the agenda. Senator Polidano seconded the motion. The motion was approved. 10.21.25, 19Y/0N/0A.

**5. CONSENT AGENDA**

- 5.1** October 14, 2025 **Meeting Minutes.** See attachment titled, "ACADEMIC SENATE MINUTES October 7, 2025 DRAFT"
- 5.2** Curriculum is asking that the Academic Senate endorse the course modifications that are presented in the packet. See attachment titled "10-15-2025 Curriculum Endorsements"
- 5.3** Faculty representatives that have been requested to serve on these selection/hiring committees: see ["AP 7120 Committee Compositions"](#)
  - 5.3.1** [Instructional Assistant IV, MIT - Aero](#)

Jack Little, Aviation Maintenance Technology, MIT

Christopher Byars, Aviation Maintenance Technology, MIT

- **Motion for Approval** - Senator Gomez moved to approve the Consent Agenda. Senator Polidano seconded the motion. The motion was approved. 10.21.25, 20Y/0N/0A.
- **Motion for Approval** - Senator Polidano moved to switch items 6.1 to 6.2. Senator Shelton seconded the motion. The motion was approved. 10.21.25, 20Y/0N/0A.

## 6. GUEST(S)/PRESENTATION(S)

### 6.2 Open Educational Resources (OER) and Zero Textbook Cost (ZTC) Updates presented by ZTC

Facilitator Emilie Koenig, English, and Administrator, Instructional Systems and Pathway Innovations, Bradley Franklin. *\*15 minute presentation and up to 10 minute discussion*

- Updates:
  - Full general education ZTC pathway is complete and there is continuous work on developing full ZTC degree pathways
  - ZTC OER training course, which is a paid opportunity for full and part-time faculty, is still being offered every single month.
  - Resource Shelf will make STEM materials available to students, with a model similar to Panther Pantry
- Legislative updates include a mandate for “Burden Free Access” under Title V
  - Expands access of free and low cost textbook and instructional materials
- ZTC adoption across campus hit a record high of 59.3%
  - Senator Jenkins inquired whether the 59.3% included only full ZTC or LTC courses. It only includes full ZTC. She also asked what the college’s position is on low cost instructor written textbooks. Emily discussed that there are some faculty writing open access textbooks, which is supported by legislation. For profit textbooks have not been included in ZTC course count. Chaffey’s low cost threshold of \$50 is the highest in the state (most fall in the \$5- \$10 range)
- AP 2710, 3710, 3715 can give an idea on the district’s position on instructor written materials.
- Senator Clark-Frize asked whether books purchased previously through grant funding fall under ZTC. There is a ZTC designation that would allow faculty to list purchased materials that do not pass cost to students.
- Senator Shelton inquired what would happen to the program once funding stops if McKenzie Scott money is not awarded. Currently, there would be no other clear source of funding to continue to support this initiative.
- Senator Bratcher asked what the impetus for the state was and whether there would be an opportunity for continuous state support. As per the state, the project was funded and completed. The money allotted to it has been spent, and the funding source is not in perpetuity.
- Senator Whitney requested clarification on upcoming counselor ZTC planning tools. Bradley explained that this would allow counselors to quickly identify ZTC pathway options, making it easier to provide that information to students.
- Senator Lee asked whether the course catalog would show individual ZTC sections and whether the ZTC push would limit academic freedom. Faculty would retain academic freedom in choosing course materials, and students would have the opportunity to choose courses and pathways that align with their needs. Specific course sections would show ZTC designation.

**6.1 LGBTQIA+ Research Updates** presented by Dr. Alison Cerezo. *\*20 minute presentation and up to 10 minute discussion.* (Time extension granted by President Encarnacion to accommodate extensive research findings.)

- Senator Bratcher asked whether the canvas resource presented would be connected to Chaffey Cares
- Senator Jenkins shared that LGBTQIA+ taskforce members could work with the FSC to create asynchronous training or FLEX presentations.
- President Encarnacion mentioned that non-faculty staff do not usually have access to canvas. She also asked whether there were connections made between the resources in canvas and existing Library resources of libguides.
- Senator Jenkins asked how to get access to the canvas shell. The canvas shell is currently not live yet.

## **7. REPORT(S)**

### **7.1 President**

- Reminder about the sign up sheet for the Thanksgiving food drive. Items are due by 11/4 and can be turned in to Lissa.
- The Board decided to fill the vacancy for the time being and not hold an election at this time. A special announcement regarding the process and application can be found at: [Governing Board Update on board vacancy](#).
  - The Board will be collecting applications until 1pm, October 30th. Application review will be held at a special public meeting sometime in November. The appointed individual will start their term in January and end in July for the regular election.
- Baccalaureate information session will take place on Thursday, October 30th 9:30-10:30 am, CAA 218 and [Zoom](#).

### **7.2 Vice President**

- VP Overduin was awarded the ASCCC scholarship to attend the COLEGAS Conference.

### **7.3 Secretary/Treasurer**

### **7.4 Curriculum Chair**

### **7.5 Classified Senate Liaison**

### **7.6 Chaffey College Student Government Liaison**

- CCSG saw a successful turnout to their tailgate event.
- They also attended the Student Leadership Conference in Santa Clara and led 4 of the 20 presentations.
- They will be focusing on outreach and preparing for the Advocacy Academy in December.

## **8. UNFINISHED BUSINESS - None.**

## **9. NEW BUSINESS**

**9.1 Action Item:** Sabbatical Proposal Review Subcommittee Selection: Selection of 2 to 3 Academic Senate Senators to serve on a sub-committee for each of the following sabbatical proposals for the 2026-2027

academic year. The subcommittees must communicate any requested revisions to the proposal writers during the five-week review period. A completed proposal must be submitted by Tuesday, November 25, 5:00 PM. The subcommittee must present the completed final proposal prior to giving an official report to the Academic Senate.

- Shannon Jessen, Biology, STEM (Requested: Spring 2027): *Senators Hadaway & Hines-Tinsley*
- Erik Kolb, Biology, STEM (Requested: Spring 2027): *Senators Carter & Clark-Frize*
- Naomi McCool, Sociology, PCS (Requested: Spring 2027): *Senators Kandhway & Whitney*
- Jean Oh, Counseling/DPS, ACC (Requested: 2026-2027 Academic Year): *Senators Jenkins, Liu, & Villeneuve*
- **Motion for Approval** - Senator Santamaria Brady moved to approve Senators selected to serve on sabbatical committees. Senator Polidano seconded the motion. The motion was approved. 10.21.25, 24Y/0N/0A.

**9.2 Discussion/Action Item:** Calendar Committee/Spring 2027 Update: Faculty Lecture day is planned for Tuesday, April 20. Planning the event for a Tuesday avoids scheduling conflicts with two Wednesday holidays in Spring 2027, as Cesar Chavez Day falls on a Wednesday that year. This minimizes the impact of holidays on scheduled class time.

- Senator Shelton asked when the Calendar Committee will meet again. They will be discussing calendar feedback at the next CCFA meeting. Andrew Long clarified that the next Calendar Committee meeting will meet next week.
- Curriculum Chair Burk Herrick asked for clarification on whether the choice is between the second and third Wednesday for Fall semester start.

**10. FLOOR ITEMS** \*10 minutes each (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.)

## 11. ANNOUNCEMENTS

### 11.1 Chaffey College

**11.1.1** You are invited to learn about the progress toward offering a baccalaureate degree program (BDP) at Chaffey College. The BDP Workgroup will host an information session to share updates on potential degree programs, current progress towards this initiative, and a Q&A. Thursday, October 30, 2025, CAA 218 or via [chaffey-edu.zoom.us/j/84544106122](https://chaffey-edu.zoom.us/j/84544106122), Meeting ID: 845 4410 6122, **Time:** 9:30AM – 10:30AM. Please see the attached flyer for additional details.

**11.1.2** 4th Annual Black and Brown Minds & Mattering Conference – Friday, October 24

**11.1.3** Radical Geographies: possibilities of the imaged landscape (Wignall Museum) Tuesday, September 2 – Saturday, November 8

**11.1.4** Save the Date! [Report to the Community 2025](#), Building Tomorrow's Leaders– Wednesday, November 5, Jesse Turner Center, Fontana, 11:00 AM

### 11.2 Academic Senate

**11.2.1** Chaffey College Faculty Association President, David Rentz and Academic Senate President, Elizabeth Encarnacion, present, "What Are The Differences Between Academic Senate and

CCFA? Case studies approach.” October 22, 2025, 6:30 PM, Zoom meeting, for complete details and to sign up, please refer to the Faculty Success Center Hub and register through My Learning Hub.

- 11.2.2** Academic Senate President, Elizabeth Encarnacion and Amanda Admire, Ariel Sales-Martinez, and Joseph Cascio from Institutional Research, present, “How To Create Change on Campus: Leveraging data-tailoring your message.” November 17, 2025, 2:00 PM, for complete details and to sign up, please refer to the Faculty Success Center Hub and register through My Learning Hub.

### **11.3 Academic Senate for California Community Colleges (ASCCC) Information**

- 11.3.1** Save the Date! 2025 Fall Plenary Session, November 6-8, 2025, [Hyatt Regency La Jolla](#), We’re excited to announce the **fully in-person 2025 Fall Plenary Session**, bringing us together once again for connection, collaboration, and inspiration!

*Resilience in Action: Upholding Our Humanity and Mission Amid a Shifting Landscape.* **Join us in-person** for this energizing gathering where voices are heard, ideas are exchanged, and community is strengthened. Whether you’re a seasoned attendee or a first-timer, this is your moment to be in the room where it happens.

Deadline to register: **October 22nd, 2025 at 5:00 pm** for [General Admission: \\$625](#)

- 11.3.2** Check out Academic Senate for California Community Colleges webpage for other great webinars/events at [asccc.org](#)

## **12. ADJOURNMENT (1:50 P.M.) 1:52 P.M.**

*The next Academic Senate meeting is scheduled for Tuesday, October 28, 2025.*

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**Lissa A. Napoli, Recording Secretary**

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**Laura Santamaria Brady, Treasurer / Secretary**

## 10-15-2025 Curriculum Endorsements

### 1. Non-Cycle Updates:

#### IET

##### Course Modifications w/ DE:

IET-422	OSHA Safety Training
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#### PHYSICS AND ENGINEERING

##### Course Modifications w/ DE:

ENGIN-60	Materials of Engineering
PHYS-20A	Algebra/Trigonometry College Physics I
PHYS-20B	Algebra/Trigonometry College Physics II
PHYS-35	Calculus Based Physics I
PHYS-36	Calculus Based Physics II
PHYS-44	Introduction to Motion

#### NURSING: ADN PACKAGE

##### Course Modifications w/ DE:

NURADN-3	Transition in Nursing
NURADN-3L	Transition in Nursing Laboratory

##### Program Modifications:

Nursing VN to RN: Non-Degree Option	Certificate of Career Preparation
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#### PUBLIC HEALTH PACKAGE

##### New Courses w/ DE:

HS-15 ( <i>replacing PH-15</i> )	Exploration of Health Professions
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##### Course Deactivations:

PH-15	Exploration of Health Professions
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##### Program Modifications:

Public Health	AS-T
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## 2. ACD, BTH, and CHINO Mid-Cycle Updates:

### **CULINARY PACKAGE**

#### Culinary Program Presentation

The faculty have determined in their Mid-Cycle Update Form that the following courses require no updates or changes for their mid-cycle review:

<b>CUL-15</b>	Sanitation, Safety, and Equipment Management
<b>CUL-17</b>	Principles of Food Preparation
<b>CUL-438</b>	American Regional Cuisine
<b>CUL-440</b>	Introduction to Baking
<b>CUL-441</b>	Advanced Professional Baking
<b>CUL-442</b>	Professional Cooking
<b>CUL-443</b>	Artisan Breads
<b>CUL-445</b>	Cake Decorating and Pastry Art
<b>CUL-446</b>	World Baking
<b>CUL-447</b>	Garde Manger: The Art & Craft of the Cold Kitchen

#### **Course Modifications w/ DE:**

<b>CUL-22</b>	Bistro, Restaurant, and Catering Operations
<b>CUL-444</b>	World Cuisine

#### **Program Modifications:**

<b>Culinary Arts</b>	AS
<b>Culinary Arts</b>	Certificate of Achievement
<b>Professional Baking and Patisserie</b>	AS
<b>Professional Baking and Patisserie</b>	Certificate of Achievement

### **FASHION DESIGN AND FASHION MERCHANDISING PACKAGE**

#### Fashion Design and Merchandising Program Presentation:

#### **New Courses w/ DE:**

<b>FASHD-62</b> <i>(replacing FASHD-472)</i>	Computer-Aided Patternmaking
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#### **Course Modifications w/ DE:**



<b>FASHD-20</b>	History of Fashion
<b>FASHD-28</b>	Computer-Aided Design for Fashion
<b>FASHD-40</b>	Beginning Clothing Construction
<b>FASHD-45</b>	Design Fundamentals for Fashion
<b>FASHD-470</b>	Apparel Production
<b>FASHD-65</b>	Digital Fashion Illustration
<b>FASHD-89</b>	Fashion Collection
<b>FASHM-10</b>	Introduction to the Fashion Industry
<b>FASHM-11</b>	Fashion Retail Merchandising and Management
<b>FASHM-12</b>	Visual Merchandising
<b>FASHM-20</b>	Fashion Promotion
<b>FASHM-21</b>	Retail Buying
<b>FASHM-60</b>	Textiles

**Course Modifications:**

<b>FASHD-42</b>	Advanced Clothing Construction
<b>FASHD-442</b>	Industrial Sewing
<b>FASHD-61</b>	Beginning Patternmaking
<b>FASHD-72</b>	Fashion Draping

**Course Deactivations:**

<b>FASHD-445</b>	Fitting and Alterations of Patterns and Apparel
<b>FASHD-471</b>	Advanced Patternmaking
<b>FASHD-472</b>	Computer-Aided Patternmaking
<b>FASHM-89</b>	Retail Collection

**Program Modifications:**

<b>Fashion Design</b>	AS
<b>Fashion Design</b>	Certificate of Achievement
<b>Fashion Merchandising</b>	AS
<b>Fashion Merchandising</b>	Certificate of Achievement
<b>Industrial Sewing</b>	Certificate of Career Preparation

**Program Deactivations:**

<b>Custom Dressmaking</b>	Certificate of Achievement
<b>Patternmaking for Apparel</b>	Certificate of Achievement

**INTERIOR DESIGN PACKAGE**

### Interior Design Program Presentation:

The faculty have determined in their Mid-Cycle Update Form that the following courses require no updates or changes for their mid-cycle review:

<b>ID-11</b>	History of Architecture and Interiors I
<b>ID-12</b>	History of Architecture and Interiors II
<b>ID-14</b>	Fundamentals of Design for Interiors
<b>ID-15</b>	Architectural Drafting for Interior Designers
<b>ID-16</b>	Quick Sketching for Interior Designers
<b>ID-17</b>	Lighting for Architecture and Interior Design
<b>ID-21</b>	Space Planning
<b>ID-22</b>	Interior Design Materials
<b>ID-27</b>	Computer Drafting & Design for Interiors
<b>ID-30</b>	Interior Design Studio
<b>ID-45</b>	Codes and Building Systems
<b>ID-426</b>	Professional Practice for Interior Designers
<b>ID-482ABCD</b>	Internships in Interior Design

### **Course Modifications w/ DE:**

<b>ID-10</b>	Introduction to Interior Design
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### **Program Modifications:**

<b>Interior Design</b>	AS
<b>Interior Design</b>	Certificate of Achievement
<b>Interior Design Visual Communication</b>	Certificate of Achievement

# Recent Announcements

## **LGBTQ+ Mental Health: A Resource Library**

Below is an overview of what you can expect learn from this resource library



### **Module 1: Background on the Need for this Resource Library**

- February 2024: Chaffey College Town Hall
- November 2024: Chaffey College LGBTQ+ Needs Assessment
- Centering Chaffey Students' Voices: Campus Climate Survey
- Creating Supportive Educational Environment for LGBTQ+ Students
  - The Bigger Picture: California's LGBTQ+ Community
  - Why Intersectionality Matters

### **Module 2: Foundations – Minority Stress Theory**

- Distal vs. Proximal Stress
- Internalized Stigma
- Expectations of Rejection

### **Module 3: Identity Development & Coming Out**

- LGBTQ+ Identity Models

- Role of Family, Peers, and Culture in Identity Formation
- Mental Health Impacts of Coming Out at Different Life Stages
- Media Representations and their Psychological Impact

## **Module 4: Barriers to Affirming Care**

- Structural barriers
  - Insurance
  - Geography
  - Legal Climate
- Clinician bias, Cultural Incompetence, and Gatekeeping in Mental Health Care
- Trans-affirming Care and WPATH Standards

## **Module 5: Suicide Risk and Protective Factors**

- LGBTQ+ Suicide Epidemiology Across the Lifespan
- Risk factors
  - Bullying
  - Family Rejection
  - Internalized Homophobia/Transphobia
- Protective Factors
  - Chosen Family
  - School Affirming Policies
  - Identity pride
- Crisis Intervention Strategies and Resources

## **Module 6: Trauma, Victimization, and Resilience**

- Interpersonal Trauma
- Institutional Violence
- Post-traumatic Growth and Community Resilience
- Frameworks
  - Cultural Betrayal Trauma Theory
  - Community-based Healing

## **Module 7: Affirmative Therapy and Healing Frameworks**

- What Makes Therapy “Affirming”?
  - Core competencies
- Overview of LGBTQ+-affirming Therapy Models
- Importance of Community Spaces and Peer-led Interventions

## **Module 8: Community Building in the Wake of the Current Socio-political Environment**

- Need for Community
- Concerns Around Safety



## **Dr. Cerezo Presentation**

**Step 1:** Administration and LGBTQIA+ Faculty Task Force to ID what should be explored in a needs assessment.

- Student Services and Equity and Student Engagement

**Step 2:** Conducted the needs assessment and collected 600+ student responses (Spring '25)

**Step 3:** Share findings and slide deck and present to larger campus community via a Town Hall (Spring '25)

**Step 4:** Develop a Canvas Shell that is a resource library focused on supporting LGBTQIA+ students (Summer '25)

**Step 5:** Hold students focus group to learn of any new challenges and needs – integrate into the Canvas shell (Fall '25)

**Step 6:** Share Canvas shell with LGBTQIA + task Force- begin Chaffey ownership (Fall '25)

**Step 7:** Share larger vision of the work and process update to Academic Senate (Today)

### **Questions:**

More formalized training? What happens with the shell next for implementation?

Not Dr. Cerezo to decide – up to LGBTQIA+

- BIT/Chaffey Cares
- Task Force Collaboration with FSC
- Comprehensive list of resources provided to Dr. Cerezo- lib guides and library resources used?

# TEXTBOOK TRANSFORMATION PROJECT (TTP) & ZTC UPDATES

## Academic Senate Presentation

Oct. 21, 2025

Dr. Emilie Koenig—ZTC Facilitator, OERI Liaison

Bradley Franklin—Administrator, Instructional Systems & Pathways Innovation



## XB-12 Data Reporting: A Review

- XB-12 requires faculty to report their course materials usage
- Faculty self-report their course materials category as part of their course assignment survey
- Accurate reporting/selection is super important for both students and the institution
- There is an infographic to help! 😊



Chaffey College  
Textbook Transformation Project

### REPORTING COURSE MATERIALS

#### Traditional Textbook (TRAD)

Total cost of all required course materials/textbooks is **above \$50**.

"Course materials" refers to the textbook, lab book, software and/or homework system needed to participate in the course.

#### Low Cost Textbook (LCT)

Total cost of all required course materials/textbooks is **\$50 or less**.

"Course materials" refers to the textbook, lab book, software and/or homework system needed to participate in the course.

#### Zero Textbook Cost (ZTC)

Total course materials/textbook costs for the course are **\$0**.

**ZTC-A:** No required text(s), textbook(s), AND course materials (i.e. students need no materials or texts to participate in the course section).

**ZTC-C:** Section has course materials costs, **none of which are passed onto students** (i.e. instructional materials are either purchased through grants/campus funding, library resources, and/or freely offered by the instructor).

**ZTC-E:** Course uses **only** no-cost OER course materials/textbooks. (The next page has a list of the most common openly licensed/open educational resource (OER) repositories and platforms for reference.)

**ZTC-F:** Course uses **only** no-cost digital course materials that are not considered "OER." (The next page has a list of example digital resources that are free, but do not fall under the "OER" umbrella.)

**ZTC-G:** Section uses a **mix** of OER and other digital and/or print materials that are offered free of cost to students (i.e. course may use TTP Hub materials, a primary OER textbook mixed with supplemental Chaffey library resources/articles/databases, etc.).

IF YOUR COURSE USES A COMBINATION OF MATERIALS, SELECT THE CATEGORY THAT BEST REPRESENTS WHERE THE MAJORITY OF THE CONTENT DERIVES FROM.



# Textbook Transformation Project Updates

Cohorts 3 and 3.5 have successfully completed, with TTP hubs of materials created for:

COHORT 3	COHORT 3.5
CJ-2	CJ-4
CJ-5	ENGL-68
ENGL-70A	ENGL-70B
ANTHRO-3	HIST-18
STAT-10 (+ New OER textbook!)	
THEATRE-4	
HIST-17	

# Textbook Transformation Project Updates

Cohort 4 is underway, and Cohort 4.5 is set for Spring '26, with courses:

COHORT 4	COHORT 4.5
CJ-51	COMPSCI-1
JOUR-10	COMPSCI-5
JOUR-11	PHIL-70 (+OER Writing)
COMSPCI-4	MATH-60 (OER Writing)
HIST-1	ASL-2
HIST-37	
MATH-65A	
MATH-60	
PHIL-70	
ETHNIC-4 (OER Writing)	

# TTP ZTC Degree Pathways: An Overview

**Full General Education ZTC pathway** is already complete (with multiple options in each GE Area)!

- Area 1A (English Composition): 1/1 ZTC Option
  - Area 1B (Critical Thinking): 1/1 ZTC Option
  - Area 1C (Oral Communication): 2/2 ZTC Options
  - Area 2 (Mathematical Concepts & Quantitative Reasoning): 8/12 ZTC Options
  - Area 3 (Arts & Humanities): 7/21 Arts and 18/61 Humanities ZTC Options
  - Area 4 (Social & Behavioral Sciences): 15/66 ZTC Options
  - Area 5 (Physical & Biological Sciences): 22/55 ZTC Options
  - Area 6 (Ethnic Studies): 5/6 ZTC Options
- **Note:** All above options have either been built by TTP (and are awaiting threshold adoption) or are independently meeting the 75% ZTC threshold.

# TTP ZTC Degree Pathways: An Overview

## Current TTP Plan:

- By FALL '25:
  - *Communication Studies AA-T (Top 5 College; Top ACD)*
  - *English AA-T (Top 5 ACD)*
  - *Spanish AA-T*
- By SP '26:
  - *Geography for Transfer AA-T*
- By FALL '26:
  - *Administration of Justice AS-T (Top 10 College; Top 5 PCS)*
- By SP '27:
  - *Journalism AA-T*
  - *History AA-T (Top 10 PCS)*
  - *Kinesiology AA-T (Top 5 HW)*
  - *Physical Education AA (Top 10 HW)*
- By FALL '27:
  - *Computer Science AS-T (Top 3 STEM)*

## Other TTP & ZTC Campus Updates

- The **ZTC/OER Training Course** is still being offered monthly as a PAID opportunity for full and part-time faculty. (Over 93 faculty have participated over the last year!)
- Working through the ZTC/OER Committee on **The Resource Shelf**-- with a STEM course materials drive coming later this Fall!
- As of Fall '25, ZTC adoption across the college is now 59.3%!



## ASCCC OERI & Legislative Updates

- **Resolution & AP regarding Burden Free Access**
  - Authority of Title 5, Section 54221
  - Meeting the California Community Colleges' mandate to expand free and low-cost textbook and instructional material access.
- **Definitions**
  - **Instructional Materials:** Defined as any materials required for course participation, including textbooks, software, online platforms, and ancillary resources.
  - **Burden-Free Access:** Defined as students' ability to access required instructional materials without financial, administrative, or psychological barriers by the first day of class.
- **Policy Requirements**
  - Ensure access to all required and supplemental materials by the first day of class.
  - **Prioritize** use of zero-cost and open educational resources (OER) whenever feasible.
  - Promote and facilitate sustainable zero-textbook-cost degree pathways and certificates.

# “Burden Free Access” Implications

- **“Malicious Compliance”**
  - Publisher fees being roped into/hidden within student fees before the start of the semester
  - Publisher subscription packages
    - Publisher “taught” courses as a barrier to ZTC
- **Burden Free Access & OER Materials ASCCC Memo (9/30/25)**
  - [\*“Empowering Day One Access through OER”\*](#)
- **Chaffey's Local Plan:** Chaffey College's plan is to wait for official framework language from the Community Colleges League of California before drafting local policy revisions. This is anticipated to occur around January.
- **ASCCC OERI Burden Free Access Policy Webinar (11/7 @ 9:00-10:00am)**
  - *“From Mandate to Implementation: Navigating Burden-Free Access to Instructional Materials Policy Development”*

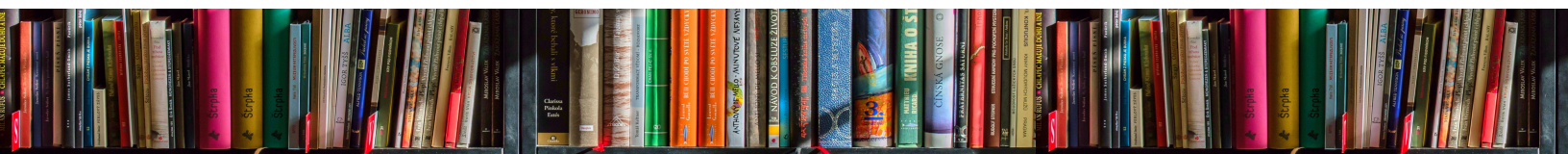
## ASCCC OERI & Legislative Updates

- **Current statewide ZTC funding is coming to an end.**
  - Cohort 5, Cohort 5.5, and all current OER writing projects are included within existing grant.
- **Other funding sources need to be identified and secured to continue supporting the Textbook Transformation Project (and faculty through TTP) into the future.**
  - MacKenzie Scott grant application is currently in development with 16 new ZTC degree and certificate pathways identified.

# A Preview of Coming Attractions

## ■ Currently in Development:

- Improved ZTC data accuracy and availability
- ZTC dashboards
- Student facing ZTC course/section search tools
- Counselor ZTC planning and pathway tools



## Questions?

### ■ Please email:

- [Emilie.Koenig@chaffey.edu](mailto:Emilie.Koenig@chaffey.edu)
- [Bradley.Franklin@chaffey.edu](mailto:Bradley.Franklin@chaffey.edu)



**Chaffey College**  
Textbook Transformation Project

Baccalaureate Degree Program Workgroup is hosting an

# INFORMATION SESSION

**Thursday**  
**October 30th**  
**9:30am – 10:30am**  
**CAA 218**  
**and on Zoom**



**Join Zoom Meeting**

[chaffey-edu.zoom.us/j/84544106122](https://chaffey-edu.zoom.us/j/84544106122)

Meeting ID: 845 4410 6122



Learn about potential  
baccalaureate degree  
programs and  
current progress the  
workgroup is making  
towards offering  
baccalaureate degrees  
at Chaffey College.



## January '27

Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## February '27

Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

## March '27

Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## April '27

Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## May '27

Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2027 Spring (Jan 11 – May 20)

Flex Days (Jan 7,8), Faculty Lect. Day (April 20)  
(required flex days January 7 & April 20)

Holidays      Finals

**87 Service Days**



**SPRING SESSIONS 2027 (January 11 – May 19)**

<b>SPRING '27 SESSIONS</b>	<b>DATES</b>
Full-Term	01/11/2027 - 05/19/2027
Fast Track I	01/11/2027 - 03/05/2027
Early 14-Week	01/11/2027 - 04/23/2027
14-Week	02/01/2027 - 05/12/2027
Fast Track II	03/22/2027 - 05/12/2027

<b>INSTITUTIONAL FLEX DAYS</b>	<b>DATES</b>
Institutional Flex Day (required)	January 7, 2027
Institutional Flex Day	January 8, 2027
Faculty Lecture Day (required)	April 20, 2027

<b>HOLIDAYS</b>	<b>DATES</b>
Martin Luther King Jr. Day (college closed)	January 18, 2027
Lincoln Day (college closed)	February 12, 2027
Washington Day (college closed)	February 15, 2027
Spring Break (no classes held)	March 15 – 21, 2027
César Chávez Day (college closed)	March 31, 2027

<b>Campus Drills</b>	<b>DATES</b>
The Great California ShakeOut Earthquake Drill	TBA
Emergency Drill	TBA

<b>Civic Engagement</b>	<b>DATES</b>
Deadline to Register to Vote	TBA
National Voter Registration Day	TBA
General Election	TBA

		Present	Adoption of the 10.21.25 Agenda	Motion to approve the 10.21.25 Consent Agenda	Motion to switch 6.1 and 6.2 on agenda	Approval of Senators chosen to serve on the sabbatical sub-committees	
<i>Alternate Senators Italicized</i>							
Representation	Name						
President	Elizabeth "Liz" Encarnacion	Y					
Vice President	Terezita Reyes Overduin	Y	Y	Y	Y	Y	
Secretary/Treasurer	Laura Santamaria Brady	Y	Y	Y	Y	Y	
Curriculum Chair	Angela Burk-Herrick	Y	Y	Y	Y	Y	
ACD-A	Laura Santamaria Brady						
ACD-A	Henry Leonor	Y	Y	Y	Y	Y	
<i>ACD-A Alternate</i>	<i>Steve Shelton</i>	Y					
ACD-B	Vacant						
ACD-B	Nicole Farrand	Y	Y	Y	Y	Y	
<i>ACD-B Alternate</i>	<i>Vacant</i>						
ACC	Myra Andrade	Y	Y	Y	Y	Y	
ACC	Wendy Whitney	Y	Y	Y	Y	Y	
<i>ACC Alternate</i>	<i>Melissa Johannsen</i>						
<i>ACC Alternate</i>	<i>Fabiola Espitia</i>						
BTH/MIDT	Joseph Lee	Y	Y	Y	Y	Y	
BTH/MIDT	Jonathan Polidano	Y	Y	Y	Y	Y	
<i>BTH/MIDT Alternate</i>	<i>Jay Scott</i>						
Chino Campus	Hannah Carter	Y	Y	Y	Y	Y	
Chino Campus	Manar Hijaz						
<i>Chino Campus Alternate</i>	<i>Vacant</i>						
Fontana Campus	Sean Connelly	Y	-	-	-	Y	
Fontana Campus	Anthony "Tony" Guaracha	Y	-	-	-	Y	
<i>Fontana Campus Alternate</i>	<i>Vacant</i>						
HFID&C	Vacant						
HFID&C	Vacant						
<i>HFID&amp;C Alternate</i>	<i>Vacant</i>						
HW - HS	Jayne Clark-Frize	Y	Y	Y	Y	Y	
HW - HS	Vacant						
<i>HW - HS Alternate</i>	<i>Lisa Doget</i>	-					
HW - KNA	Rob Hadaway	Y	Y	Y	Y	Y	
HW - KNA	Candice Hines-Tinsley	Y	Y	Y	Y	Y	
<i>HW - KNA Alternate</i>	<i>Annette Henry</i>	-					
Instructional Support	Terezita Reyes Overduin						
Instructional Support	Christina Holdiness	Y	Y	Y	Y	Y	
<i>Instructional Support Alternate</i>	<i>Rose Ann Osmanian</i>	Y					
PCS	Melanie Bratcher	Y	Y	Y	Y	Y	
PCS	Patricia Gomez	Y	Y	Y	Y	Y	
PCS Alternate	Vacant						
STEM	Justin Keller	Y	Y	Y	Y	Y	
STEM	Louisa Villeneuve	Y	Y	Y	Y	Y	
<i>STEM Alternate</i>	<i>Vacant</i>						
Senator-At-Large	Tamari Jenkins	Y	-	Y	Y	Y	
Senator-At-Large	Sarah Chamberlain	-					
Senator-At-Large	Jin Liu	Y	-	-	-	Y	
Adjunct Senator-at-Large	Carolyn Ward	Y	-	-	-	Y	
Adjunct Senator-at-Large	Ekta Kandhway	Y	Y	Y	Y	Y	
<i>*Adjunct Alternate Senator</i>	<i>Vacant</i>						
Classified Senate Liaison	Sarah Schmidt	Y					
CC Student Government	Nolan Krueger	-					
CC Student Government	Alilah Mora De Jesus	Y					
RED indicates reported absence	PURPLE indicates reported tardy/leave early	29	19	20	20	24	0
Total Yes Votes			0	0	0	0	0
Total No Votes			0	0	0	0	0
Total Abstentions							
- = Not available during meeting to vote							
37 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 8.25.20 meeting.							
President ONLY votes to break a tie.							
A quorum shall consist of two-thirds of the voting members of the Academic Senate (include the President-but only votes to break a tie)							
18 members are needed for QUORUM							
38 Present at this meeting = 29 members, 9 visitors							
10.21.25 Academic Senate Meeting							