

## Academic Senate Summary for November 21, 2019

<b>Voting Members</b>					
Senate President	Rebecca Eikey	X	Business Senator	Gary Collis	X
Vice President	Jason Burgdorfer	X	Learning Resources Senator	Ron Karlin	X
Immediate Past President	VACANT	A	At Large Senator	Garrett Rieck	X
Curriculum Chair	Lisa Hooper <i>via Zoom</i>	X	At Large Senator	Jennifer Paris	A
Policy Review Chair	David Andrus	X	At Large Senator	Erica Seubert	X
AT Senator	Regina Blasberg	X	At Large Senator	David Brill	X
MSHP Senator	Sab Matsumoto	X	At Large Senator	Mary Corbett	X
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Erika Torgeson	X	Adjunct Senator	Jessica Small	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	Carly Perl	X
Kinesiology/Athletics Senator	Philip Marcellin	A	Adjunct Senator	Aaron Silverman	X
SBS Senator	Rebecca Shepherd	X	X= Present	A= Absent	

Non-voting Members	
Joe Gerda	A
Marilyn Jimenez	X
Dan Portillo (Warren Heaton AFT Rep)	A
Dr. Wilding	A

Guest			
Jim Temple	X	Kelly Burke	X
Jasmine Ruys	X	Preeta Saxena	X
Tara Williams	X	Paul Wickline	X
Debbie Sall	X	Annie Effinger (ASG)	X
Claudia Acosta	X	Daylene Meuschke	X

### A. Routine Matters

1. Call to order: 3:04 pm
2. Public Comment:
  - Students felt disappointed, angry and scared by the lack of response on behalf of COC in regards to the recent shooting at Saugus High School. There was a question regarding why the campus was not locked down even though other local high school campuses, including AOC, did. The switchboard office received various calls from students stating they were scared to visit the campus. Due to a lack of direction from the college instructors handled absences at their discretion. There was a request for a focus group.
3. Approval of the Agenda

- Request to remove item #1 BP 4240 (pg. 40-42) due the cancellation of the last Policy Committee meeting as a result of the Saugus High School shooting. Motion by David Andrus, seconded by Wendy Brill. Unanimous. Approved.
  - Motion to approve the modified agenda with the understanding that D. #1 item has been pulled by Wendy Brill, seconded by Rebecca Shepherd. Unanimous. Approved.
4. Committee Appointments: none
  5. Approval of the Consent Calendar
    - Motion to adapt the consent calendar by Wendy Brill, seconded by David Andrus. Unanimous. Approved.

Academic Senate Summary, November 7, 2019 (pg. 3-8)	<a href="#">Curriculum Committee Summary, November 14, 2019</a>
Senate Executive Summary, November 5, 2019 (pg.24-25)	(pg. 9-23)
Faculty Professional Development Committee (pg. 31-33)	Spring 2020 Flex Schedule Draft (pg. 26-30)
<a href="#">COC Advisory Board Handbook Draft, Nov. 7, 2019</a>	<a href="#">Academic Senate Program Review &amp; Budget</a>

**B. Reports** (7 minutes allocated for each report)

*These are informational items no discussion or action will be taken. However, clarification questions are welcomed.*

1. Academic Senate Presidents Report, Rebecca Eikey
  - [ASCCC Fall 2019 Plenary Update](#): Training was presented on [Diversity/Equity](#) and Anti-Racism. There was a resolution to try to develop more [Anti-Racism trainings](#). There was a panel on [faculty diversification](#). There may be changes to the EEO requirements soon. The Board of Governors adopted their own Equity, Diversity & Inclusion Statement back in September. [ASCCC had a resolution](#) for adoption to replace their Equity, Diversity & Inclusion Statement.
  - [ASG Meeting Update](#): A resolution was passed unanimously in [Support of Community on Campus & Equity Advocacy](#). ASG student rep Annie Effinger shared an update on both the Tree Project which will plant 50 trees around campus for the college's 50<sup>th</sup> Anniversary and Giving Tuesday created to collect donated food for the BANC Center.
  - [Champions for Higher Education](#): COC has once again been recognized as one of the Champions for Higher Education for our excellence in transfer in terms of our ADT's. This is part of the [Campaign for College Opportunity](#). The college was considered 2<sup>nd</sup> in terms of growth production of ADT's in the year 2016-2017.
  - [IEPI Partnership Resource Team Update](#): The IEPI and the PERP visits resulted in the non-credit program expansion. This program allowed for faculty to be paid through stipends to help develop non-credit. In addition, a non-credit instructor Garrett Rieck was hired. The Chancellor requested an IEPI Partnership Resource Team to visit the campus to help support with in reach/outreach efforts and to improve internal communication. The Writing Meeting took place on Tuesday and Jim Temple is helping to lead the writing of what the plan will be. This will require the Academic Senate President's signature. This will come through the Senate Executive Committee meeting in December. Senate President can share the file documents upon request to anyone who would like more of an understanding of what the areas of focus and suggestions from the PERP Team.

2. Vice President/Academic Calendar Report, Jason Burgdorfer
  - The Academic Calendar Committee met to discuss the survey results. Students, classified and administrators were surveyed. Survey results demonstrate that faculty interest is the opposite of student interest. Each group which has been surveyed will go back to their constituents to collect some context regarding why groups voted in favor and against. It was not clear on the survey when exactly the fall break would take place. It was clarified that the fall break would take place between the 8<sup>th</sup> and 9<sup>th</sup> week. It is too late the change the calendar for FY: 21-22 as the calendar would need to be finalized by March and it is unlikely at this point. The FY: 20-21 calendar has already been adopted. The earliest a calendar new model would be for FY: 22-23. The calendar would need to be finalized by March of 2021 in order to change the calendar for fall of 2022.
3. Program Mapper Report, Paul Wickline, Jasmine Ruys, Erika Torgeson & Tara Williams
  - The Mapping project had been divided in terms of responsibilities and tasks. Erika and Tara have been working with faculty and faculty chairs on developing Program MAPs. Paul has been working with [Concentric Sky in Bakersfield](#) to begin the process of building Program Maps within the Program Mapper Tool.
  - **Overview of Program Maps:** Erika and Tara met with Department Chairs last week to work on building, refining and generating MAPs for both degree requirements and to talk about General Education opportunities. This was put into to place, added into a template, vetted through Academic Senate and approved.
  - [Academic Program MAPs Website](#): Rebecca and Marilyn have worked on creating a clear website for the Academic Program Maps and incorporated the language that was approved by Senate in October 2019. The idea of the Program MAPs is to institutionalize this process in a more structured way in terms of how students, faculty and the community will have access to these MAPs. . The idea is to create digital Program MAPs that go beyond a PDF.
  - [Concentric Sky in Bakersfield](#): Two years ago the Program Mapper was piloted by Bakersfield College, along with Concentric Sky, and became the leading college in the Guiding Pathways movement. There were three colleges who were part of wave 1. There was then a wave 2 invitation and COC was one of the colleges along with 20-25 other community colleges to join in. Bakersfield has called their Meta Majors the “Learning and Career Pathways,” whereas COC preferred a more school focus. Students are then able to click on a “Learning and Career Pathway” to obtain additional information regarding that particular program. Paul provided an overview shared one example of an Academic discipline outlining the summary, CCCO CE video, eLumen information, Program Learning Outcomes, Salary, Growth and Careers. Bakersfield College also lists the CSU Transferable course allowing a student to click on the drop down menu to select either a CSU or UC Pathway. All courses which are required are identified in one color and those courses which are electives are then listed under a different color. Some of the GE courses will also list other electives which can meet that requirement. It was emphasized that faculty are interested in listing courses and options rather than having prescriptive choices. This can be built into a Program Mapper and can be program specific.

- The goal for spring 2020 is to have a vetting and an approval process come through Senate and Curriculum so that all the MAPs which have been developed can be reviewed and discussed. Once reviewed the MAPs would then go to Paul Wickline's office and the build process in Program Mapper can begin. The idea is to have this process in place by mid Feb. or early March. To goal is to have completed the building of the full-time MAPs by April 30<sup>th</sup>. Certificates and part-time MAPs could then be added. Research will be done to determine which 4-year universities are most students transferring too and put these schools as a high priority.
  - **There were several questions regarding Academic Program Maps for Concentric Sky:**
    - *Question 1:* Can the Labor Market Information (LMI) date be turned off or on? It was clarified that this is default information and it is not clear if it can be turned off or on.
    - *Question 2:* This LMI data is nationwide and is not relative to the region or California; however, there is the ability to narrow down the data by region and state.
    - *Question 3:* Is it possible to add the toggle and add feature for short-term or part-time courses? Is there a button to add in the winter and summer sessions? A conversation still needs to take place to determine how this feature will function. As far as part-time MAPs they will be built out into eight terms. Most colleges are putting 1<sup>st</sup> term and 2<sup>nd</sup> term as opposed to fall and spring.
    - *Question 4:* Will there be QR codes? Bakersfield college currently allows students to click on "Print Program Map" and once the page loads a QR code will load on the top right of the page. Students can then scan the code to view the website using a mobile device.
    - *Question 5:* There was questions regarding the salary data and how different departments will interpreter this data.
  - Special thanks was given to all who worked on the process of developing the Program MAPs. This item may come back as discussion if there are more questions that need to be addressed.
4. College Planning Committee (CPC), Claudia Acosta, co-chair
- The CPC has faculty representation from all the schools with the exception of Kinesiology. Claudia shared an update on the meetings which took place in the fall.
  - CPT September 16 meeting update: Meeting covered strategic plan, strategic goals, assessing engagement and success. In addition, meetings discussed the regional Planning Retreat, (originally scheduled for Oct. 25<sup>th</sup>) re-scheduled for November 18<sup>th</sup> due to recent fires. The retreat focused on planning, key targets, action and priorities.
  - Partnership Resource Team (PRT) Oct. 22<sup>nd</sup> meeting update: IE2 presented a report regarding the review of new goals regarding advancing the work of Canyons Completes. Omar also presented on the impact of dual enrollment on AA courses. There was also overview shared on the Program Review process.
  - CPT November 18<sup>th</sup> Regional meeting update: This planning retreat meeting was led by Daylene and Ryan. The meeting reviewed planning and priorities, a copy of this presentation is available through CANVAS.

- CPT December 2<sup>nd</sup> meeting: The meeting followed up on the planning retreat and discussed a possible retreat in January. The meeting will cover an update on the PRT visit and share the Committee on Committees summary.
- Committee on Committees Nov. 12 & Nov. 18 meeting updates: Committee co-chairs from both the Collegial and Academic Senate sub-committees were present. Daylene shared an update on the Committee Survey. The Committee on Committee intranet website will also be re-designed. Several suggestions for improvements on the work of committees were shared, these include:
  - Create a process to notify Academic Senate sub-committees and College-Wide committees when a new committee is formed.
  - Using the committee re-alignment work and visit the status of counsels.
- There was a discussion regarding ensuring more committees are utilizing the intranet for posting meeting times, committee work, agendas and minutes. Currently only committee chairs have access to make changes. The intranet is not meant to replace the committee CANVAS site for housing documents. There is concern that committee information currently exists in too many places.
- The College Events Calendar was also discussed and several suggestions were made regarding creating an integrated college calendar. This has also been discussed in the Web Committee.

### C. Action Items

Below are a list of items that the Senate will take action on. Discussion is welcomed by all attendees.

1. BP & AP 5410 DSP&S, David Andrus, (pg. 34-38)
  - The adoption of this policy will be with the understanding that this policy will move next to the Board Agenda.
  - Motion to adopt BP & AP 5410 DSP&S by Wendy Brill, seconded by Erica Seubert. Unanimous. Approved.
2. Accommodating Intercollegiate Student Representatives Form, Lisa Hooper (pg. 39)
  - The form is not just for student athletes but also for students participating in contests and conferences, etc. There was a clarification made in that this form is for students to communicate to faculty at the beginning of the semester of scheduled events and also notify faculty when events are re-scheduled later in the semester. Any student participating in a team activity will now be required to submit this form, preferably during the first week of the semester, to their instructor. The form was created as a result of not having all faculty be as flexible during emergency events. This form is also an opportunity to collaborate with ASG, in an open forum, and have the student's voices be heard in terms of student needs.
  - Request for edits to the form were presented, which include:
    - Ensure any language referring to "team members" is broader.
    - Include in the 2<sup>nd</sup> paragraph, last sentence, the word "rehearsals" or "performances" after "competitive events."
    - Include language referring to events which may be re-scheduled due to unforeseen emergencies such as fires.
    - There was a suggestion to separate the form into two sections such as "a" and "b" or to include an "OR" to distinguish "pre-scheduled events" and "re-scheduled/mid semester scheduled" events.
  - The form will move to the Policy Committee to discuss specific implementation steps.

- Motion to approve the process of the form with requested language modifications by Wendy Brill, seconded by Jason Burgdorfer. The motion passed with 18 votes in favor, 1 vote against, and 2 abstentions.

- Roll call Vote:

- |                             |                             |                           |
|-----------------------------|-----------------------------|---------------------------|
| ○ Andrus, David-AYE         | ○ Eikey, Rebecca- ABSTAINED | ○ Rieck, Garrett- AYE     |
| ○ Blasberg, Regina- AYE     | ○ Hooper, Lisa - AYE        | ○ Riviera, Benjamin- AYE  |
| ○ Brill, David- AYE         | ○ Karlin, Ron- AYE          | ○ Seubert, Erica – AYE    |
| ○ Brill-Wynkoop, Wendy- AYE | ○ Llaguno, Marco-AYE        | ○ Shepherd, Rebecca – AYE |
| ○ Burgdorfer, Jason- AYE    | ○ Marcellin, Philip- ABSENT | ○ Silverman, Aaron – AYE  |
| ○ Collis, Gary-AYE          | ○ Matsumoto, Sab- NO        | ○ Small, Jessica – AYE    |
| ○ Corbett, Mary-AYE         | ○ Paris, Jennifer- ABSENT   | ○ Torgeson, Erika- AYE    |
|                             | ○ Pearl, Carly – AYE        |                           |

3. Guided Pathways (GP), Paul Wickline, Preeta Saxena, Debbie Sal, Erika Torgeson & Tara Williams
  - GP Organizational Chart
  - GP Organizational Chart Descriptions
  - Guided Pathways has been in place for about a 5 years. There was a need to create a Canyons Completes (GP) Organizational Chart to help demonstrate the various governing bodies and how they overlap and interact with each other. The organizational chart outlines the Operating Structures (Committees which are a part of GP), Communication (how GP work is being communicated), and Governance (Academic Senate, Classified Senate, etc.). The chart has been shared and discussed with various groups and is on its 9<sup>th</sup> revision. This chart also outlines the various GP institutional efforts, running parallel between the various groups. Many of the GP decision making ideas and work groups come out of the EI2 Committee. Currently there are various faculty and administrative co-chairs serving on this committee with Paul Wickline serving as chair. The GP Steering Committee provides feedback, works to eliminate barriers and reports out.
  - There was concern that the chart appears very hierarchical which is opposite of the idea of GP. The chart also does not demonstrate how the workgroups are flowing up but rather shows them flowing down. The chart lists the Operating Structure as top down with workgroups implementing the work. The manner in which the Governance is listed makes it appear very reactive.
  - Senate did take action on the organizational chart as the Senate body felt the chart was too confusing and unclear in terms of how governing bodies are outlines. Feedback was collected by the team and revisions will be made to the chart.
  
4. Adopt the “Monarch” butterfly as a symbol to show support for undocumented students, Rebecca Eikey
  - California Community Colleges Dreamers Project Complete Report
  - The new Dreamer’s Together Website was shared. The website was created by both Jasmine Ruys and Michael Monsour. There is a new, mandated by law, Dreamer’s liaison Jasmine Ruys. Professional Development Training will also be made available soon. Currently 45% of undocumented students could receive protection, beside the DACA students. The adoption of the monarch butterfly will help to raise awareness. There will also be point contact people available to help students. ASG has funds available to help support services for Dreamer students and to create a Dreamer’s Center. The adoption of the monarch butterfly communicates that we are sensitive to the issue and that we are open to developing as much support as possible.
  - Motion to adopt the monarch butterfly by David Andrus, seconded by Erika Seubert. Unanimous. Approved.
  
5. Emergency Preparedness, Shelter in Place, All-College Drill, 3<sup>rd</sup> week of Spring 2020, Jim Temple
  - The Shelter in place drills may be a lock down drills. The drills will be conducted at both campuses targeting both morning and evening classes. The day time drill will take place on Wednesday, February 26, 2020 at 10:30am. The evening drill will take place on Thursday evening, February 27, 2020. The evening time drill will be based on the time the bulk of classes are scheduled. Drill dates/times will be made available via COC all.
  - Motion to approve the drills by Wendy Brill, seconded by Gary Collis. Unanimous. Approved.

#### **D. Discussion**

*Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.*

Motion to re-order the discussion items and move item #3 (Gender Inclusive Restroom Resolution) to be discussed before the (GP Scale of Adoption Assessment) by Rebecca Eikey, seconded by Wendy Brill. Unanimous. Approved.

1. BP 4240 Academic Renewal, David Andrus (pg. 40-42)
  - This item was pulled from the agenda
2. Gender Inclusive Restroom Resolution, Rebecca Eikey (pg. 45-46)
  - At the Equity Minded Practitioners group there was discussion regarding a lack of gender inclusive restrooms. There are currently four gender inclusive restrooms at the Valencia campus and there is one in the Student Health Center at Canyon Country. It was clarified that single stall restrooms have to have signage stating they are gender inclusive. This is also due in part to a recent law. This is a student success issue and this resolution aims to raise awareness. The hope is to see more gender inclusive restrooms in the re-design of some of the buildings. There was a request to install trash cans in the gender inclusive restrooms for sanitary supplies. There was mention that college campus is also supposed to have Lactation Centers for students by January 2020. Facilities is aware that signage needs to be updated. Once all signage is installed the campus maps will be updated. There is a possibility with converting the Towsley bungalow restrooms as gender inclusive. There was a suggestion to convert one of the two women's restrooms on the second floor of Hasley to a gender inclusive restrooms. This item will return in the spring as an action item and if approve Rebecca will read the resolutions to the Board of Trustees.
3. [Guided Pathways Scale of Adoption Assessment \(SOAA\) Review](#), Paul Wickline, Jasmine Ruys, Erika Torgeson & Tara Williams
  - 2019-20200 Guided Pathways Scale of Adoption Self-Assessment Deadline memo (pg. 43-44)
  - Guided Pathways Scale of Adoption Self-Assessment (SOAA) Webinar November 2019 ADA
  - There is a deadline to have the Scale of Adoption go to the Chancellors office by March 1<sup>st</sup>. This discussion is for the Statewide \$150 million Allocation Program. Paul shared the GP Scale of Adoption Assessment for 2019-2020 presentation. The college is currently receiving the year 2 allocation. The last submission and review by the Senate was in April of 2018. A budget breakdown from 2018-19 was shared as well as the purpose of SOAA. The scale of adoption assessment is now based on the Community College Research Center (CCRC). A list of draft timelines was shared including the deadline for Academic Senate which is February 20, 2020. The Chancellor's office expects all 114 CCC's to submit their drafts by March 1, 2020. The idea from the Chancellor's office is that funding would only be needed for 5 years to get GP implemented and after that the plan would be absorbed in the college's budget. Several FLEX workshops will be made available for anyone who is interested in learning more.
  - In February the SOAAA plan will be voted on by Senate and if approve it will then move to the Board of Trustees.

#### **E. Unfinished Business**

*Below is a list of items that can be discussed for a future date.*

1. Senator Responsibilities and Communication, Rebecca Eikey

#### **F. New Future Business**

*Request to place an item for a future agenda is welcomed. Below is a list of topics that will be discussed at a future business date.*



1. ASCCC Exemplary Award Process
  - Note: This item will be discussed in the spring to take action.
  - This will be expanding to the award process in general.

**G. In Committee**

Here is a list of policies that the Policy Review Committee is working on in the event someone would like to attend. Please contact [David Andrus](#) if you would like to be informed when one of the specific items below will be discussed in committee. Policy Review meets every Thursday from 2:00 – 3:00 pm in BONH 248

<b>Existing Policies:</b>
<a href="#">BP 4030 &amp; AP 4030 Academic Freedom (Back in Committee per CPC)</a>
<a href="#">BP 4240 Academic Renewal</a>
<a href="#">BP 4233 &amp; AP 4233 Attendance</a>
<a href="#">BP 7120 &amp; AP 7120 Recruitment and Selection</a>
Student Conduct (Phase 2 - <a href="#">BPs 5529 Student Conduct</a> , <a href="#">BP 5530 Disciplinary Action</a> & <a href="#">5531 Due Process – Student Disciplinary Action</a> )
<a href="#">BP 6700 &amp; AP 6700 – Civic Center and Other Facility Use</a>
<a href="#">BP 7250 &amp; AP 7250 Administrative Retreat Rights</a>
<b>New Policies:</b>
<a href="#">BP 3535 &amp; AP 3535 Camera Policy (new policy)</a>
<a href="#">BP &amp; AP 4231 Digital Badging (new policy)</a>
<a href="#">BP 5140 &amp; AP 5140 DSP&amp;S (new policy)</a>
<a href="#">BP &amp; AP Covering Substitute Teachers (new policy)</a>
<a href="#">BP &amp; AP Freedom of Speech, Harassment (new Policy)</a>
<ul style="list-style-type: none"> <li>• <a href="#">BP 528 Student Rights to Expressive Activities</a></li> <li>• <a href="#">BP 804 Distribution of Publications and Other Duplicated Material by Non-Students and Non-Student Groups</a></li> <li>• <a href="#">BP 808 Non Student Speakers</a></li> </ul>

**H. Announcements**

- Next Academic Senate Meetings Feb. 20<sup>th</sup>, March 5<sup>th</sup>, March 19<sup>th</sup>, April 2<sup>nd</sup> & April 23<sup>rd</sup>
- [ASCCC 2020 Accreditation Institute, Feb. 21<sup>st</sup> – Feb. 22<sup>nd</sup>](#), San Diego Marriott, La Jolla
- [ASCCC 2020 Spring Plenary Session](#), Oakland Marriott City Center
- [ASCCC Career and Noncredit Institute, April 30<sup>th</sup> – May 2<sup>nd</sup>](#), San Mateo Marriott – SF Airport
- [2020 Faculty Leadership Institute, June 18<sup>th</sup> – June 20<sup>th</sup>](#), Marriott Newport Beach
- [2020 Curriculum Institute, July 8 to July 11, 2020](#), Riverside Convention Center
- Academic Senate President & Vice President Nominations for next 2 year term
  - Note: The nomination period will remain open through the rest of the fall 2019 semester and the first two weeks of the spring 2020 semester, closing at 5:00 pm on Friday, 2/21/2020.

**I. Adjournment: 5:01pm**