



College of the Canyons Academic Senate

February 10, 2022

3:00 p.m. to 4:50 p.m. Via Zoom

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/96505453513?pwd=bHJaSlpTK0pqK3lVamFvcHVbWNVZz09>

Meeting ID: 965 0545 3513

Passcode: 500205

One tap mobile: +16699009128, US (San Jose); +13462487799, US (Houston)

AGENDA

Notification: *The meetings may be audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Academic Senate. AGENDA*

ADA statement: If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in an alternate form, please contact the Academic Senate Office at academicsenateinfo@canyons.edu College of the Canyons

A. Routine Matters

1. Call to order
2. Public Comment
 - *This portion of the meeting is reserved for persons desiring to address the Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes. Public questions or comments can be submitted via email at academicsenateinfo@canyons.edu or asked via zoom chat feature.*
3. Approval of the Agenda
4. **Immediate Action Item:**
 - **Statement on Finding Facts to Implement Teleconferencing During a Proclaimed State of Emergency**, David Andrus (pg. 8-9)
5. Committee Appointments:
 - SP 22 Selection Committees (pg. 3)
 - Tenure committee (pg. 4)
6. Sub-Committee Summaries: none
7. Approval of the Consent Calendar
 - Academic Senate Summary, Dec. 2nd, 2021 (pg. 5-7)

B. Reports

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

1. Academic Freedom Committee Annual Report, Chris Blakey
2. Academic Senate Presidents Report, David Andrus

C. Action Items

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

1. Discipline Memos

New full-time faculty hired 2/7/22 discipline memos	Syl Arena, Photography (Commercial), (pg. 16-17)
Fiorella Chauca, Spanish (Modern Languages), (pg. 10-11)	Educational Administrator discipline memos
Jessica Crowley, Emergency Medical Technician (EMT), (pg. 12-13)	Clinton Slaughter, Educational Administrator, (pg. 18-19)
Michael Felix, History (pg. 14)	Jeffrey Gregor, Educational Administrator, (pg. 20-22)
Stephanie Meredith, Anthropology (Biological/Forensic), (pg. 15)	

2. HyFlex Policy, David Andrus (pg. 23-24)
3. AP 4102 (Career and Technical Education), Gary Collis (pg. 25-26)

D. Discussion

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

1. COVID-19 Testing & Check-in, Dr. Jasmine Ruys
2. Accreditation Reminders, David Andrus & Dr. Omar Torres
3. Enrollment Management Planning, David Andrus
4. Academic Professional Standards Long Term Vision (Joint Senate/COCFA Fall, 2021 Townhall Report Out), David Andrus & Nicole Faudree

E. Unfinished Business

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

1. AP 7121 (Minimum Qualifications and Equivalencies), Alisha Kaminsky
 - a. [CTE Faculty MQ Toolkit](#)

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. Academic Integrity Taskforce
2. Collegial Celebration End of Year Planning

G. Announcements

- o Next Academic Senate Meeting Spring 2022: Feb. 24th, March 10th, March 24th, April 14th, April 28th, May 12th & May 26th
- o [ASCCC 2022 Part-Time Faculty Institute-Virtual Event](#), Feb. 10th – 11th, 2022
- o [ASCCC 2022 Accreditation Institute](#), Feb. 25th -26th, 2022-Hybrid Event *Subject to change*
- o [ASCCC 2022 Spring Plenary Session](#), April 7th -9th, 2022-Hybrid Event
- o [ASCCC 2022 Career and Noncredit Education Institute, May 12th-14th, 2022](#)-Hybrid Event *Subject to change*
- o [ASCCC 2022 Faculty Leadership Institute](#)- June 16th – 18th, 2022, Hybrid Event *Subject to change*
- o [ASCCC 2022 Curriculum Institute](#)- July 6th – July 9th, 2022, Hybrid Event *Subject to change*

H. Adjournment

Fall 2021 Selection Committee list

First Name	Last Name	FTF/Adjunct
Alene	Terzian	FTF
David	Andrus	FTF
Erica	Seubert	FTF
Erik	Altenbernd	FTF
Keith	Kawamoto	FTF
Kelly	Burke	FTF
Larry	Alvarez	FTF
Miriam	Golbert	FTF
Sab	Matsumoto	FTF
Shane	Ramey	FTF
Stephanie	Lee	FTF

Tenure Committee New Appointments

Last Name	First Name	School	Committee Chair	Peer Evaluator	Administrator	Full Time Faculty Hire Date	Status
Crowley	Jessica	EMT	SB Tucker	Erin Delaney	Kathy Bakhit	2/7/22	1st year
Chauca	Fiorella	Spanish	Claudia Acosta	Nadia Monosov	Andy McCutcheon	2/7/22	1st year
Meredith	Stephanie	Anthropology	Lisa Malley	<i>pending</i>	Andy McCutcheon	2/7/22	1st year
Arena	Sylvester (Syl)	Photography	Wendy Brill	Meghan Andrade	Jennifer Smolos	2/7/22	1st year
Felix	Michael	History	Julianne Johnson	Gary Collis	Andy McCutcheon	2/7/22	1st year
Gabay	Leora	PE/Kinesiology	Brittany Applen	Michael Sherry	Steve Ruys	8/14/20	2 nd year

Academic Senate Meeting Summary for Dec. 2, 2021

Voting Members					
Senate President	David Andrus	X	Learning Resources Senator	Peter Hepburn	X
Vice President	Lisa Hooper	X	Personal & Professional Learning Senator	Garrett Rieck	X
Immediate Past President	Rebecca Eikey	A	At Large Senator	Ambika Silva	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Jennifer Paris	X
Policy Review Chair	Gary Collis	X	At Large Senator	Erica Seubert	X
AT Senator	Regina Blasberg	X	At Large Senator	Rebecca Shepherd	X
MSHP Senator	Shane Ramey	X	At Large Senator	Mike Harutunian	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Lauren Rome	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	VACANT	A
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	Aaron Silverman	A
SBS Senator	Tammera Rice	X	X= Present	A= Absent	
Business Senator	Gary Quire	X			

Non-voting Members			
Dr. Omar Torres	X	Dr. Paul Wickline	A
Marilyn Jimenez	X	Nicole Faudree (COCFA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative	X

Guest							
Albert Miranda	X	Dr. Jasmine Ruys	X	Joy Shoemate	X	Stepanie	X
Dr. Claudia Acosta	X	Jennifer Smolos	X	Kelly Burke	X		
Dustin Silva	X	Jesse Vera	X	Mark Sillings	X		
Dr. Edel Alonso	X	Jim Schrage	X	Sonny Requejo	X		

A. Routine Matters

1. Call to order: 3:03 pm
2. Public Comment:
 - Update on the Lady Cougars Game. Final score was 2-8. Team is playing again tomorrow night. Link to watch live game was shared.
3. Approval of the Agenda:
 - Motion to adopt the agenda by Gary Collis, seconded by Tammera Rice. Verbal yes vote for Mike Harutunian. Unanimous. Approved.
4. **Immediate Action Item:**

- **Statement on Finding Facts to Implement Teleconferencing During a Proclaimed State of Emergency**, David Andrus (pg. 10-11)
 - If a 30-day period is missed and if the BOT passes their resolution the Academic Senate is covered by that action. No emergency meeting will be held in January. The approved resolution will be uploaded to the Senate's Resolutions webpage.
 - Motion to approve the resolution by Lisa Hooper, seconded by Gary Quire. Unanimous. Approved.
5. Committee Appointments:
 - FA 21 Selection Committees (pg. 3)
 5. Sub-Committee Summaries: Senate Executive Committee meeting summary, October 21, 2021 (pg. 12-16)
 6. Approval of the Consent Calendar
 - Motion to approve the consent calendar by Regina Blasberg, seconded by Tammara Rice. Unanimous. Approved.

Academic Senate Summary, Nov. 4 th , 2021 (pg. 4-9)	Curriculum Committee Summary November 18, 2021
Program Viability Committee Program Proposal: <ul style="list-style-type: none"> • Pharmacy Tech Program Proposal 	

B. Reports

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

1. College Planning Team (CPT) Annual Report, Dr. Claudia Acosta
 - Claudia shared historical background and function of CPT. More faculty need to join CPT, anyone interested can contact Claudia.
2. Academic Senate Presidents Report, David Andrus
 - The Academic Integrity Taskforce will be created due to issues with purported increases in academic dishonesty likely related to the Covid-19 pandemic. Academic Senate summaries have gotten too long and will be condensed. Doing so is in line with the limited requirements of the Brown Act, as well as a uniform approach to agendas and minutes that recently discussed at the Committee on Committees. All committees on campus will be reviewing and reconsidering their approach to agendas and meeting minutes/summaries. Reminder that all zoom meeting recordings are deleted at the end of the semester. Congratulation on the opening of the Don Takeda Science Center. R2CC is continuing to meet. The last COCFA/AS Townhall was hosted.

C. Action Items

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

1. Elections Committee Results Memo, Dustin Silva (pg. 17)
 - No nominations for HPPS were received. Jesse Vera will serve as Adjunct Senator and Adjunct Curriculum Committee member.
 - Motion to approve results by Peter Hepburn, seconded by Garrett Rieck. Unanimous. Approved.
2. AP 4222 (Remedial Coursework), Gary Collis (pg. 18)
 - Motion to adopt AP 4222 by Gary Quire, seconded by Tammara Rice. Unanimous. Approved.
3. BP/AP 4025 (Philosophy and Criteria for an Associate Degree), Gary Collis
 - I. BP 4025 (pg. 19-20)
 - II. AP 4025 (pg. 21-23)
 - III. This policy was adopted by CPC provisionally upon approval by the Academic Senate. This policy will likely need to be revisited due to changes with legislation. Motion to adopt BP/AP 4025 by Lisa Hooper. Seconded by Rebecca Shepherd. Unanimous. Approved.
4. Academic Calendar, Dr. Jasmin Ruys
 - I. 2022-2023 Academic Calendar (pg. 24)
 - II. 2023-2024 Academic Calendar (pg. 25)

- III. Motion to adopt the Academic Calendar by Regina Blasberg, seconded by Peter Hepburn. Unanimous. Approved.
5. Academic Senate Legislative Endorsements, David Andrus (pg. 26)
- This is a best practices document and will be uploaded to the Academic Senate website. Motion to adopt the standing policy by Gary Collis, seconded by Mike Harutunian. Unanimous. Approved.

D. Discussion

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

1. HyFlex Policy, David Andrus (pg. 27-28)
 - Not clear what Title 5 will state in the future regarding how to define and regulate HyFlex. Until that time, COC and the Senate will adopt its own definition and regulatory standards. Certification requirements will go into effect in fall 2022. Jim Temple has confirmed 20 classrooms have been set up with new equipment. This item will return as an action item in Spring 2022.
2. AP 4102 (Career and Technical Education), Gary Collis (pg. 29-30)
 - Purpose of this policy is for accreditation and federal funding compliance with the U.S. Dept of Education. This will return as an action item.
3. Educational Consultants Facilities Master Plan, Jim Schrage, Mark Sillings & Albert Miranda
 - Faculty provided comments, concerns and suggestions for possible changes to areas on campus which need to be upgraded. This item will return for further discussion next semester.

E. Unfinished Business

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

1. AP 7121 (Minimum Qualifications and Equivalencies), Alisha Kaminsky
 - a. [CTE Faculty MQ Toolkit](#)

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. Academic Integrity Taskforce
2. Revision to Senate Summary Process

G. Announcements

- Next Academic Senate Meeting Spring 2022: Feb. 10th, Feb. 24th, March 10th, March 24th, April 14th, April 28th, May 12th & May 26th
- [ASCCC 2022 Part-Time Faculty Institute-Virtual Event](#), Feb. 10th – 11th, 2022
- [ASCCC 2022 Accreditation Institute](#), Feb. 25th -26th, 2022-Hybrid Event *Subject to change*
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- [ASCCC 2022 Curriculum Institute](#)- July 6th – July 9th, 2022, Hybrid Event *Subject to change*

H. Adjournment: 5:00pm

THE COLLEGE OF THE CANYONS ACADEMIC SENATE
RESOLUTION
No. 2021/22-03

**RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS
DURING A PROCLAIMED STATE OF EMERGENCY**

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public, and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

RESOLVED, the College of the Canyons Academic Senate finds, determines, declares, and orders the following:

1. That the foregoing recitals are true and correct and the Academic Senate incorporates them by this reference.
2. The Academic Senate finds, by a 2/3 majority vote, the following:

- a. That there exists a proclaimed state of emergency;

AND either:

- i. The Academic Senate is meeting to determine one of the following, or more than 30 days have passed since the Academic Senate met and determined one of the following and the Academic Senate now re-determines one of the following:
 - a) State or local officials have imposed or recommended measures to promote social distancing; OR
 - b) As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

OR

- ii. The Academic Senate has made the determination set forth in subdivision (i), above within the last 30 days and now makes the following determination:
 - a) The Academic Senate has reconsidered the circumstances of the state of emergency; AND
 - b) Any of the following circumstances exist:
 - 1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - 2. State or local officials continue to impose or recommend measures to promote social distancing.
- 3. The Academic Senate President is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.
 - 4. That this Resolution shall take effect immediately upon its adoption.

Adopted, Academic Senate, xxxxxxxxxxxx

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Fiorella Chauca

Name: Fiorella Chauca

Position: Modern Languages: Spanish Instructor

Discipline Assignment: Foreign Language

The minimum qualifications for the discipline of Foreign Language:

- Possession of an unexpired California Community College Instructor Credential in Spanish OR
- Master's degree in Spanish OR
- Bachelor's degree in Spanish AND Master's degree in another language or linguistics OR
- ✓ The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Fiorella Chauca meets the minimum qualifications with:

- Master's in Education Management from University of La Verne and completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units
-

Discipline Assignment: Education

The minimum qualifications for the discipline of Education:

- Possession of an unexpired California Community College Instructor Credential in Education OR
- ✓ Master's degree in education OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Fiorello Chauca meets the minimum qualifications with:

- Master's in Education Management from University of La Verne

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Jessica Crowley

Name: Jessica Crowley

Position: Emergency Medical Technician (EMT) Instructor

Discipline Assignment: Emergency Medical Technologies

The minimum qualifications for the discipline of Emergency Medical Technologies:

- Possession of an unexpired California Community College Instructor Credential in Emergency Medical Technologies OR
- ✓ Any Bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent*
- OR
- Any Associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent*
- AND shall be qualified by education and experience with a minimum of forty (40) hours of teaching methodology instruction in areas related to methods, materials, and evaluation of instruction and shall meet the following additional qualifications:
 - ✓ Be a Physician, Registered Nurse, Physician Assistant, or a Paramedic currently licensed in California or an advanced EMT or EMT who is currently certified in California

AND

- ✓ Have a minimum of two (2) years of academic or clinical experience in the practice of emergency medicine or pre-hospital care in the last five (5) years

*Accepted equivalences: equivalencies 1 & 2 for the Bachelor's degree and equivalencies 1& 2 for the Associate degree

Jessica Crowley meets the minimum qualifications with:

- Bachelor's in Health Administration from University of Phoenix
- 2.16 years of experience as Care Coordinator at Feld Care Connects
- 1.5 years of experience as EMT-B/FTO at American Medical Response
- 1.06 years of experience as Operations Manager at Medics on the Ball
- 1 year of experience as Volunteer EMT at Angwin Community Ambulance
- Possession of a minimum of 40 hours of teaching methodology instruction in areas related to methods, materials, and evaluation of instruction
- Current EMT certification in California
- 2.16 years of clinical experience in the practice of emergency medicine

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Michael Felix

Name: Michael Felix

Position: History Instructor

Discipline Assignment: History

The minimum qualifications for the discipline of History:

- Possession of an unexpired California Community College Instructor Credential in History OR
- Master's degree in history OR
- Bachelor's degree in history AND Master's in political science, humanities, geography, area studies, women's studies, social science or ethnic studies OR
- Equivalencies: none accepted

Michael Felix meets the minimum qualifications with:

- Master's degree in History from California State University, Northridge
-

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Stephanie Meredith

Name: Stephanie Meredith

Position: Anthropology Instructor

Discipline Assignment: Anthropology

The minimum qualifications for the discipline of Anthropology:

- Possession of an unexpired California Community College Instructor Credential in Anthropology OR
- Master's degree in anthropology or archaeology OR
- Bachelor's degree in either of the above AND Master's in sociology, biological sciences, forensic sciences, genetics or paleontology OR
- Equivalencies: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Stephanie Meredith meets the minimum qualifications with:

- Master's degree in Anthropology from Arizona State University
 - Doctor of Philosophy degree in Anthropology from Arizona State University
-

Santa Clarita Community College District
COLLEGE OF THE CANYONS

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Sylvester (Syl) Arena

Name: Syl Arena

Position: Commercial Photography Instructor

Discipline Assignment: Photographic Technology/Commercial Photography

The minimum qualifications for the discipline of Photographic Technology/Commercial Photography:

- Possession of an unexpired California Community College Instructor Credential in Photography OR
- ✓ Any bachelor's degree AND two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent OR
- Any associate degree AND six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent

Syl Arena meets the minimum qualifications with:

- Master's in Fine Art from Leslie University and 21.22 years of full-time equivalent professional experience directly related to the faculty member's teaching assignment
-

Discipline Assignment: Art

The minimum qualifications for the discipline of Art:

- Possession of an unexpired California Community College Instructor Credential in Art OR

- ✓ Master's degree in fine arts, art or art history OR
- Bachelor's in any of the above AND Master's in humanities OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Syl Arena meets the minimum qualifications with:

- Master's in Fine Art from Leslie University
-

Discipline Assignment: Photography

The minimum qualifications for the discipline of Photography:

- Possession of an unexpired California Community College Instructor Credential in Photography OR
- ✓ Master's degree in photography, fine arts, or art OR
- Bachelor's in any of the above AND Master's in art history or humanities OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Syl Arena meets the minimum qualifications with:

- Master's in Fine Art from Leslie University
-

HUMAN RESOURCES OFFICE

Date: February 3, 2022
To: David Andrus
President, Academic Senate
From: Kendra Dalton
Senior Human Resources Generalist
Subject: Discipline Assignment for Clinton Slaughter

Name: Clinton Slaughter

Position: Dean, Counseling

Discipline Assignment: Educational Administrator

The minimum qualifications for service as an educational administrator shall be both of the following:

- ✓ Master's degree in a discipline reasonably related to the assignment; AND
- ✓ Two (2) years of academic administrative experience in an institution of higher education reasonably related to the assignment OR
 - Two (2) years of successful leadership experience reasonably related to the administrator's administrative assignment AND
 - One (1) year of successful experience providing leadership for a major district-level initiative/program AND
 - Completion of a leadership training program of at least one (1) semester in duration

Clinton Slaughter meets the minimum qualifications with:

- Master's in Public Administration from California State University, Chico
- 6.42 years of academic administrative experience in an institution of higher education reasonably related to the assignment: Vice President of Student Services and Dean, Student Services

Discipline Assignment: Management

The minimum qualifications for the discipline of Management:

- Possession of an unexpired California Community College Instructor Credential in Management OR
- ✓ Master's degree in business administration, business management, business education, marketing, public administration, or finance OR
- Bachelor's degree in any of the above AND Master's degree in economics, accountancy, taxation or law OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Clinton Slaughter meets the minimum qualifications with:

- Master's in Public Administration from California State University, Chico

Discipline Assignment: Political Science

- Possession of an unexpired California Community College Instructor Credential in Political Science OR
- Master's degree in political science, government, or international relations OR
- Bachelor's degree in any of the above AND Master's degree in economics, history, public administration, social science, sociology, and any ethnic studies, Juris Doctor Degree (J.D.) or Legum Baccalaureus (LL.B.) OR
- ✓ The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Clinton Slaughter meets the minimum qualifications with:

- Master's in Public Administration from California State University, Chico and completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

HUMAN RESOURCES OFFICE

Date: February 3, 2022

To: David Andrus
President, Academic Senate

From: Kendra Dalton
Senior Human Resources Generalist

Subject: Discipline Assignment for Jeffrey Gregor

Name: Jeffrey Gregor

Position: Dean, School of Business

Discipline Assignment: Educational Administrator

The minimum qualifications for service as an educational administrator shall be both of the following:

- ✓ Master's degree in a discipline reasonably related to the assignment; AND
- ✓ Two (2) years of academic administrative experience in an institution of higher education reasonably related to the assignment OR
- Two (2) years of successful leadership experience reasonably related to the administrator's administrative assignment AND
- One (1) year of successful experience providing leadership for a major district-level initiative/program AND
- Completion of a leadership training program of at least one (1) semester in duration

Jeffrey Gregor meets the minimum qualifications with:

- Master's in Business Administration from University of Phoenix
- 9.09 years of academic administrative experience in an institution of higher education reasonably related to the assignment: Dean for Health Professions and Public Service, Division Dean – Health Professions, Dean of Health Professions and Senior Program Manager

Discipline Assignment: Business

The minimum qualifications for the discipline of Business:

- Possession of an unexpired California Community College Instructor Credential in Business OR

- ✓ Master's degree in business, business management, business administration, accountancy, finance, marketing or business education OR
- Bachelor's degree in any of the above AND Master's degree in economics, personnel management, public administration, or Juris Doctor Degree (J.D.) or Legum Baccalaureus (LL.B.) OR
- Bachelor's in economics with a business emphasis AND Master's in personnel management, public administration, or Juris Doctor Degree (J.D.) or Legum Baccalaureus (LL.B.) OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Jeffrey Gregor meets the minimum qualifications with:

- Master's in Business Administration from University of Phoenix

Discipline Assignment: Business Education

The minimum qualifications for the discipline of Business Education:

- Possession of an unexpired California Community College Instructor Credential in Business Education OR
- ✓ Master's degree in business, business administration, or business education OR
- Bachelor's in any of the above AND Master's in vocational education OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Jeffrey Gregor meets the minimum qualifications with:

- Master's in Business Administration from University of Phoenix

Discipline Assignment: Management

The minimum qualifications for the discipline of Management:

- Possession of an unexpired California Community College Instructor Credential in Management OR
- ✓ Master's degree in business administration, business management, business education, marketing, public administration, or finance OR
- Bachelor's degree in any of the above AND Master's degree in economics, accountancy, taxation or law OR

- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Jeffrey Gregor meets the minimum qualifications with:

- Master's in Business Administration from University of Phoenix

Discipline Assignment: Marketing

The minimum qualifications for the discipline of Marketing:

- Possession of an unexpired California Community College Instructor Credential in Marketing OR
- ✓ Master's degree in business administration, business management, business education, marketing, advertising or finance OR
- Bachelor's degree in any of the above AND Master's degree in economics, accountancy, taxation or law OR
- The equivalent: any Master's degree from an accredited institution of higher learning AND completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Jeffrey Gregor meets the minimum qualifications with:

- Master's in Business Administration from University of Phoenix

Santa Clarita Community College District
COLLEGE OF THE CANYON



Academic Senate for College of the Canyons

STANDING POLICY

HyFlex Modality

“HyFlex” instructional delivery has been prevalent in the California State University (CSU) system for many years. Subsequently, some California community colleges embraced the use of HyFlex. College of the Canyons has utilized HyFlex instruction for nearly ten years. The Covid-19 pandemic has resulted in an accelerated use and consideration of HyFlex to meet the instructional challenges the pandemic has wrought. Consequently, it is incumbent upon the Academic Senate to herein establish a formal definition of HyFlex to ensure effective student learning and to uphold regulatory and professional academic standards.

In collaboration with the offices of Instruction, Online Education and the Educational Technology Committee, the Academic Senate hereby establishes the following:

A. HyFlex is defined collectively by the following criteria:

1. HyFlex is a modality that allows students to choose how they participate in a course, as designed by the instructor. HyFlex is a modality that utilizes remote synchronous technology, face to face (InPERSON) instructional delivery, and supplemented by a learning management system.
2. HyFlex requires the instructor to provide regular, weekly instruction on a physical campus, in a classroom that can accommodate the entire capacity of enrollment. Instructors will hold class on campus for all contact hours, while students may choose to attend face to face (InPERSON) or utilizing remote synchronous technology.
3. District approved synchronous platforms must be used to enable any student enrolled in the course to attend class synchronously from outside the physical class meeting room. District approved learning management system(s) must be utilized to enable synchronous remote platforms and to verify regular and substantive student contact.
4. The synchronous video and audio transmission of instruction must be achieved using particular camera and equipment technology. The nature of this equipment should provide an equitable learning experience to students in both the online and physical classroom environments. The District will provide all required, designated HyFlex equipment for every classroom identified as a HyFlex classroom.
5. HyFlex contact hours must be maintained and may not be replaced by asynchronous instruction.

B. HyFLEX Certification Requirements

1. *Section 55200 of Title 5 of the California Code of Regulations (CCR)* defines distance education as, “instruction in which the instructor and student are separated by time and/or distance and interact through the assistance of technology.” Accordingly, HyFlex demands some form of distance education training to be completed in order for a faculty member to qualify as a HyFLEX instructor.

To satisfy this regulatory requirement, instructors must successfully complete the following training:

- a. Canvas Certification and Accessibility Training
- b. OnlineLIVE Certification Training

The Office of Online Education should accept, upon review and determination, any equivalent training completed by an instructor.

2. Instructors must also complete a brief technological training session in order to properly utilize and manage the required HyFlex video and audio equipment. Such training should also include a pedagogical emphasis to ensure use of the technology is maximized to the fullest instructional benefit of student learning and the physical and remote classroom environments.

C. Certification Deadline

HyFlex certification requirements should be enforced beginning fall 2022.

D. Policy Rationale

At present, there is no formal definition of the HyFlex instructional modality found in California law or regulation. There exist only customary understandings. The Academic Senate for California Community Colleges recently resolved to collaborate with the California Community Colleges Chancellor's Office to consider proposing a revision to Title 5 of the California Code of Regulations to formally define "HyFlex" instructional delivery. Any possible outcomes resulting from that collaboration could take a protracted amount of time. In the interim, it is the intent of this local COC HyFlex policy to take a conservative approach to its definition, as well as its implementation. A wide spread roll out of a broad HyFlex definition would risk a necessity for subsequent revision to countless hours of individual instructional preparation, if a fundamentally different statewide standard is eventually adopted. HyFlex is not being discouraged. However, the Office of Instruction should be judicious in its approval of requests for HyFlex sections to ensure proper and effective instructional planning.



AP 4102 Career and Technical Education Programs

References:

Title 5 Section 55600 et seq.;

2 Code of Federal Regulations Part 200 (The Federal Education Department General Administrative Regulations, 2nd Edition);

34 Code of Federal Regulations Part 600 (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);

ACCJC Accreditation Standard II.A.14

The purpose of career and technical education is to:

- provide accessible and equitable quality learning opportunities to students of all ages and provide students with the academic and technical skills, knowledge and training necessary to succeed in future careers and to become lifelong learners;
- respond to industry needs and engage with employers to provide employees for employment in high-skill, high-demand positions with the knowledge and skills needed for success in the global economy; and
- advance the region's and state's economic growth and global competitiveness through education, training, and services that contribute to continuous workforce improvement.

Students completing career and technical education courses shall be evaluated by the same local criteria as used for all courses.

Advisory Committees

Advisory committees are groups of local employers and community stakeholders who advise educators on the design, development, operation, evaluation, and revision of career and technical education programs. The workplace knowledge and resources provided by committee members help to ensure that all aspects of career and technical education programs reflect the needs and current conditions of the workplace and that program completers are capable of successfully completing the next step whether it be employment or further education.

Recognizing the high cost of career and technical education programs, the state has utilized federal funds (Carl D. Perkins) to support the needs of these programs. Each program receiving Perkins funds during a given academic year shall have an advisory committee comprised of a majority of members from business and industry that meet at a minimum of one time each academic year. Members of the advisory committee are

selected by the appropriate department chair in consultation with the related instructional deans, Workforce and Economic Development personnel, and Career Services personnel.

The activities of an advisory committee and/or individual members of an advisory committee, as outlined in the District's Career Education Program Advisory Committee Handbook, may include providing information or guidance with respect to particular industries, student learning and mentoring, curriculum, facilities, and equipment.

Compliance with United States Department of Education Gainful Employment Requirements

Consistent with federal regulations pertaining to federal financial aid eligibility, the Chief Instructional Officer (CIO) will ensure that the District complies with the United States Department of Education's disclosure requirements for each of the District's gainful employment programs, by disclosing federally-mandated information about the programs to prospective students. The District shall make the required disclosures available to prospective students in promotional materials and on its website.

The CIO shall ensure that the District meets these reporting requirements whenever the District intends to add a new gainful employment program.

Approved xx/xx/xx

Reviewed and Endorsed by CPC: xx/xx/x