

Academic Senate Retreat Meeting Summary for September 22, 2022

Voting Members					
Senate President	David Andrus	X	Business Senator	Gary Quire	X
Vice President	Lisa Hooper	X	Learning Resources Senator	Jennifer Thompson	X
Curriculum Chair	Tricia George	X	Personal & Professional Learning Senator	Garrett Rieck	A
Policy Review Chair	Gary Collis	X	At Large Senator	Ambika Silva	X
AT Senator	Regina Blasberg	X	At Large Senator	Jennifer Paris	X
MSHP-MSE Senator	Shane Ramey	X	At Large Senator	Erica Seubert	X
MSHP-HPPS Senator	Tammy Bathke <i>via Zoom</i>	X	At Large Senator	Rebecca Shepherd	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	A
Student Services Senator	<i>Jesse Vera proxy for Garrett Hooper</i>	X	Adjunct Senator	Arshia Malekzadeh	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Jesse Vera	X
Kinesiology/Athletics Senator	Phil Marcellin	A	Adjunct Senator	Mireya Milian	X
SBS Senator	Tammera Rice <i>via Zoom</i>	X	X= Present	A= Absent	

Non-voting Members			
Dr. Omar Torres	A	Jeff Gregor	X
Marilyn Jimenez	X	Jason Burgdorfer (COCFA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative- Jesse McClure	A

Guest							
Andy McCutheon	X	Jeff Gregor	X	Lisa Sawyer	X	Steve Erwin	X
Claudenice Braga McCalister	X	Jennifer Smolos	X	Michael Felix	X		
Emanuel Menjivar	X	Jesse McClure	X	Michelle Reina	X		
Erika Torgeson	X	Jessica Crowley	X	Siane Holland	X		

A. Routine Matters

1. Call to order: 3:00pm
2. Public Comment:
 - I. Verbal attendance roll call will no longer be done as the meetings are now in hybrid format
 - II. Homecoming, tailgate, and the football game will be held on Thursday, 10/13. All are encouraged to attend.
 - III. Request to agendaize as a discussion item the issue with face-to-face classes becoming de facto online classes. This conversation will be collaborative with administration.
 - IV. The Veterans Resource Center has partnered with LA Country to provide the Veterans Care Access on

Tuesdays and Thursday 9am-4pm in the VRC. This service provides services for veterans and their families.

- V. What is the process for notifying students there is a new instructor and syllabus after the semester has started? This item will be agendaized as this may relate to Academic Freedom.
3. Approval of the Agenda:
- I. Agenda was modified and Discussion item #2 was tabled. This item will return in two weeks. There was a request to remove immediate past president title from the voting members list as this is no longer a position.
 - II. Motion to approve the agenda with the amended changes by Erica Seubert, seconded by Gary Quire. Jesse Vera proxy for Garrett Hooper, yes. Unanimous. Approved.

4. Committee Appointments:

- I. These are committee list are almost complete.

Academic Senate Sub-Committee List	Operational Committee List
Collegial Committee List	

5. Sub-Committee Summaries: none

6. Approval of the Consent Calendar

- I. Motion to approve the consent calendar by Mike Haratunian, seconded by Rebecca Shepherd. Jesse Vera proxy for Garrett Hooper. Lisa Hooper abstained. Approved.

Academic Senate Summary, September 8, 2022 (pg. 3-6)	Curriculum Committee Summary, Sept. 15, 2022
Program Viability Committee <ul style="list-style-type: none">• Program Initiation and Proposal for a new program: Occupational Therapy Assistant (OTA)	

B. Reports

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

1. Minimum Qualification & Equivalencies (MQE) Committee, Alisha Kaminsky (pg. 7-8)
 - I. This report is in written format
2. Academic Senate Presidents Report, David Andrus
 - [Academic Senate Program Review](#)
 - [Academic Senate Survey](#)
- I. Communications Officer: Dustin Silva has sent out a call for nominations, however no nominations have been received. This position is open to all full-time tenured or tenured track faculty. The main role will be to oversee the Senate newsletter. This is a two-year voting position serving from 7/1/22-6/30/2024.
- II. Budget Report: There will be a Senate budget report at a future fall, 2022 meeting of the Senate. The Program Review included was from last year. If anyone thinks there are any areas the Senate needs to involve themselves in, please contact David. The travel account has been allocated \$6,700. With the increase in in-person meetings, travel funds will go quickly.
- III. COC Budget: The Chancellor stated this is an innovators budget. There are many new programs being developed and it is important to continue sustaining existing programs. Smaller, single-and two-member departments will be brought in to discuss what they may need.
- IV. Educations Facilities Master Plan (EFMP): Many of the prompts are for departments are courses, however there are areas such as for the Senate. David will submit for a larger meeting space in the EFMP.
- V. Senate Executive Committee/Faculty Awards: This is an evolving process and will continue to be discussed. Some of the documents might need to return to Senate for approval. The process for award

nominations may be changed to begin in early spring 2023.

- VI. Alicia Le Valley's office sent the Academic Senate survey to all members of the Academic Senate. The survey was e-mailed in David's name. Please complete the survey.

C. Action Items

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

1. Part-Time Faculty MQE For Fall 2022 Part 2 (pg. 9-19)
 - I. Motion to approve the Part-Time Faculty MQE For Fall 2022 Part 2 by Regina Blasberg, seconded by Tamera Rice. Jesse Vera proxy for Garrett Hooper, yes. Unanimous. Approved.
2. Revised Discipline memos & Discipline Assignments for new full-time faculty hired Fall 2022 (pg. 20-23)
 - I. Motion to approve the discipline memos for the new full-time faculty by Mike Harutunian, seconded by Shane Ramey. Jesse Vera proxy for Garrett Hooper, yes. Unanimous. Approved.

Juanita "Nena" Jaramillo, Nursing	Rana Akiel, Chemistry
Kimberly Night, Automotive Technology	Nerissa Yuhico, Nursing

D. Discussion

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

1. Campus Climate Change Initiatives, Jim Schrage and Jeanni Chari
 - I. This item was tabled.
2. Self Service/Student Registration (Open/Closed Designation), David Andrus (pg. 24)
 - I. Several suggestions were presented including clarifying what "open" and "closed" means for students, adding instructors email address, adding instructor websites, displaying course modality next a course section, renaming the course catalog, better management of the waitlist system and add deadlines based upon an agreed course percentage length.
 - II. There was a request for the Senate to re-vote on whether a class should truly close on the first day of class (and thereafter only allow for student adds authorized by instructors) or if it should continue to remain open and allow students to self-enroll past the first day of instruction, through to the census date. Steve Ruys and Lisa Sawyer requested collective feedback and suggestions from the Senate. This item will return.
3. BP 4400 Community Services Programs Policy, Gary Collis (pg. 25)
 - I. There was clarification that the Community Services Programs is Community Education. This policy tracks the CCLC model language, puts the BOT endorsement and formalizes the language in Ed Code, section 7300. There is was a question as to why there is no clarification to the distinction between non-credit and not for credit in the policy. This policy will return as an action item.

E. Unfinished Business

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

1. Academic Integrity Taskforce
2. CTE Toolkit Rubrics
3. Climate Survey

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. Department Chair Training Workshops
2. Tenure Committee Training Workshops

G. Announcements

- Next Academic Senate Meeting Fall 2022: Oct. 6th, Oct. 20th, Nov. 3rd, Nov. 17th, Dec. 8th, 2022.
- 2022 ASCCC Role of local Academic Senates and Curriculum Committees in regard to GE Webinar: Sept. 27th, 2022
- 2022 Fall ASCCC Addressing the impact of California General Education Transfer Curriculum (CalGETC) Webinar: Oct. 3rd, 2023 & Oct. 6th, 2022
- 2022 Fall ASCCC Plenary Session-Hybrid Event: Nov. 3rd – 5th, 2022, The Sheraton Grand Sacramento
- 2023 ASCCC Curriculum Institute-Hybrid Event: July 12th – 15th, 2023, Riverside Convention Center in Riverside.
- 2023 ASCCC Faculty Leadership Institute: June 15th-17th, 2023, Westin San Francisco Airport Hotel.
- 2023 ASCCC Spring Plenary Sessions: April 20th -22nd, 2023, Double Tree by Hilton Hotel Anaheim, Orange County

H. Adjournment: 5:05 pm

The teleconference is accessible through the following link:

<https://canyonsonline.zoom.us/j/97917495774?pwd=SExPY3UvbUZpUXVCS3F4aEU2VjlPUT09>

Please note: This meeting will be broadcasted at the following locations via zoom

1. 1117 Walnut Street, Inglewood, CA 90301
2. 6405 SW Puppy Place, Bentonville, AR.