

Academic Senate Meeting Summary for February 23, 2023

Voting Members					
Senate President	David Andrus	X	Business Senator	Regina Blasberg	X
Vice President	Lisa Hooper	X	Learning Resources Senator	Jennifer Thompson	X
Curriculum Chair	Garret Rieck proxy for Tricia George	X	Personal & Professional Learning Senator	Garrett Rieck	X
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 via zoom	X	At Large Senator	Gary Collis proxy for Erica Seubert	X
MSHP-HPPS Senator	Tammy Bathke via zoom	X	At Large Senator	Tammera Rice proxy for Rebecca Shepherd	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Arshia Malekzadeh	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Jesse Vera	X
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	Mireya Milian	X
SBS Senator	Tammera Rice via zoom	X	X= Present	A= Absent	

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

Guest							
Albert Loaiza	X	Dr. Jasmin Ruys	X	Maral Markarian	X	Stephen Burns	X
Anzhela Grigoryan	X	Hsiawen Hull	X	Michelle LaBrie	X	Jason Hinkle	X
Chris Blakey	X	Jennifer Smolos	X	Nadia Cotti	X		
Dianne Avery	X	Juliana Lima	X	Shaparak Salek	X		

A. Routine Matters

1. Call to order: 3:04pm
2. Public Comment:
 - I. Request for updates from Facilities on construction projects on campus.
 - II. COCFA is hosting Thirsty Thursday right after the senate meeting in Newhall.
 - III. Dr. Jasmine Ruys made an announcement regarding Discovery Day. There are supplemental services available for faculty and staff who participate.

3. Approval of the Agenda
 - I. Motion to approve the agenda by Mike Harutunian, seconded by Arshia Malekzadeh. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote). Unanimous. Approved.
4. Committee Appointments:
 - Selection Committee Appointments (pg. 3)
5. Academic Senate Release Time Memo, David Andrus (pg. 8)
 - I. The Academic Senate By-laws require an early spring semester report on how the 350% release time will be allocated annually. There is a tentative agreement with COCFA of a 60% increase in Senate release time. The release time memo will be amended in spring if the TA to the contract is ratified.
5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
 - Academic Senate Summary, February 9, 2023 (pg. 4-7)
 - [Curriculum Committee Summary](#), February 16, 2023
 - Motion to approve the consent calendar by Garrett Rieck, seconded by Jesse Vera. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote). Unanimous. Approved. Unanimous. Approved.

B. Reports

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

1. CE Committee Annual Chair Report, Gary Quire (pg. 9-14)
 - I. ASCCC CTE/Non-Credit Institute Conference at Compton College: David Andrus and Gary Quire will be attending the 1-day conference.
 - II. Program Dev. includes funds to pay current faculty to write curriculum and create OER outside the regular semester. Jennifer Paris's title will be corrected. Robin Spurs and Mud Turtle (video production) contracts has been renewed for spring. Gary will request from Harriet an update on the financial report and an update on the commercial music lab to share with the Senate.
2. Academic Senate Presidents Report, David Andrus
 - I. Statewide Award Winner: Congratulations to Angeli Francois for winning the statewide award.
 - II. Faculty Award Process: Senate Exec Committee will meet to finalize the award process. Call for nominations will go out next week.
 - III. BOT meeting update: An AB 928 presentation was made at the BOT meeting. The Senate will be updated on the implementation of the singular transfer process. The ASCCC, BOT and CSU's and FACCC are advocating to have life learning adopted as a local requirement of graduation.
 - IV. Update on the \$63 million grant: Dr. Ruys and Jim Schrage will report on 63 million grants being used to build student housing dorms. An update may be shared at a future meeting.

C. Action Items

Below is a list of items that the Senate will take action on. Discussion is welcomed by all attendees.1 m

1. Discipline Memos for new FTF hired for SP 2023:
 - a. Lauren Franco, Academic Accommodations Center (AAC) Counselor (pg. 15-16)
 - I. Motion to Lauren Francos Discipline memo by Garrett Hooper, seconded by Arshia Malekzadeh. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for

Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote).
Unanimous. Approved.

2. Academic Freedom and Textbook Choice Report (pg. 17-20)
 - I. A separate policy relating to accessibility issues, which would include textbooks, is being worked on by the District and representatives of the Academic Senate.
 - II. As a general matter of understanding, the Academic Freedom Committee produces conditional reports to the Academic Senate. Conditional reports are the initial drafts of what will eventually be considered Final Reports if adopted by the Academic Senate. Per the AP the final report is to be delivered to the CIO and the Chancellor's office. The reports will be uploaded on a more accessible area on the Academic Senate website.
 - III. Motion to adopt by Mike Harutunian, seconded by Garrett Hooper. Tammy Bathke abstained. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote). Approved.

3. BP/AP 4106 (Nursing Programs), Gary Collis
 - I. BP 4106 (NEW) (pg. 22)
 - II. BP 4106 (Current Version) (pg. 23)
 - III. AP 4106 (pg. 24-25)
 - Special thanks to all who serve on the Program Review committee.
 - Motion to adopt both BP and AP 4106 by Lisa Hooper seconded by Mike Haratunian. Tammy Bathke abstained. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote). Approved.

4. MOU for Student Services offices at CCC A&R Bldg., Dr. Jasmin Ruys & David Andrus (pg. 26-29)
 - I. Dr. Jasmine Ruys, Erica Torgeson and counselors have approved this MOU.
 - II. Motion to adopt by Arishia Malekzadeh, seconded Garrett Hooper. Garrett Rieck proxy for Tricia George (yes, vote, Gary Collis proxy for Erica Seubert (yes, vote), Tammera Rice proxy for Rebecca Shepherd (yes, vote). 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. Travel Reimbursement, Sharleen Coleal and Jason Hinkle
 - I. As a reminder School dean District credit cards are for faculty to use for academic travel reservations; however, this has not been communicated as effectively as it could have been over the years. Travel Reimbursement cannot take place until after a conference has happened. There are two types of expenses: (1) air fare, hotel and conference registration, and (2) incidentals, such as gas, car rentals or food. The option for a new digital insta card app will hopefully be available soon. The app can be downloaded to any mobile phone. Business Services is in the process of developing an internal process, acknowledgement and request form. Any question can directed to Jason Hinkle at 661-362-3430. Many sincere thanks to Jason Hinkle and Sharlene Coleal for working with Senate leadership and Dr. Torres to improve our academic reimbursement processes.

2. Web Committee Updates, Hsiawen Hull, Stephen Burns & David Andrus
 - I. Updates were provided regarding menu formatting changes that will soon be implemented to certain 2nd and 3rd level web pages on the COC web site. This does not include the home

page. The Senate was updated on the long term possible changes to our web site management and improvement, as well as challenges with maintaining accessibility for all posted web and District content.

3. Face to Face Instruction Web Enhanced Practices, David Andrus & Dr. Omar Torres (pg. 30)
 - I. The idea is to come up with best practices and not a policy. Some faculty use technology tools and others minimally. Face-to-face classes look different in various courses. Assessment delivery is an important part of this discussion. The District is obligated to ensure class modalities student are enrolling in stay true to what they reasonably expect at the point of enrollment. This item will return as a discussion item on the next agenda.

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

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
3. Attendance Policy

G. Announcements

- Next Academic Senate Meeting Spring 2023: March 9th, March 23rd, April 13th, April 27th, May 11th & May 25th
- 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: 5:08 pm.

The teleconference is accessible through the following link:

<https://canyononline.zoom.us/j/97917495774?pwd=SExPY3UvbUZpUXVCS3F4aEU2VjIPUT09>

Please note:

This meeting will be broadcasted at the following locations via zoom

1. Canyon Country Campus, Don Takeda Science Center, located at 17200 Sierra Highway, Santa Clarita CA. Office #CCLV-336
2. 1117 Walnut Street, Inglewood, CA 90301
3. 6405 SW Puppy Place, Bentonville, AR.