

## Academic Senate Meeting Summary for September 7, 2023

Voting Members					
Senate President	David Andrus	X	Business Senator	Gary Quire	X
Vice President	Lisa Hooper	X	Learning Resources Senator	<i>Sara Breshears proxy</i> Jennifer Thompson	X
Curriculum Chair	Tricia George	X	Personal & Professional Learning Senator	Garrett Rieck	X
Policy Review Chair	Gary Collis	X	At Large Senator	Sab Matsumoto	X
AT Senator	Regina Blasberg	X	At Large Senator	Shane Ramey	X
MSHP-MSE Senator	Erica Seubert	X	At Large Senator	<i>Erica Seubert proxy</i> Jennifer Paris	X
MSHP-HPPS Senator	Tammy Bathke	X	At Large Senator	Rebecca Shepherd	X
VAPA Senator	David Brill	X	At Large Senator	Nadia Monosov	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Arshia Malekzadeh	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	VACANT	
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	VACANT	
SBS Senator	Victoria Leonard	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- Hestia Sartika		X

Guest							
Alene Terzian-Zeitounian	X	Dr. Diane Fiero	X	Dr. Jasmine Ruys	X	Sara Breshears	X
David Vakil	X	Dilek Sanver-Wang	X	Dr. Jim Temple	X	Shannon Doronio	X
Dr. Daylene Meuschke	X	Dustin Silva	X	Michael Felix	X		
Dr. Deanna Riveira	X	Dr. Edel Alonso	X	Patty Robinson	X		
Diane Avery	X	Heather Dotter	X	Ryan Theule	X		

### A. Routine Matters

1. Call to order: 3: 06 pm
2. Public Comment
  - I. A request was made to discuss the Adjunct Scheduler System as it is not working properly.
  - II. Request to have a campus wide email go out on latest COVID protocols. The Return to Campus Coalition may be reconvened.
  - III. Food prices for students on campus is expensive. There are no food options at CCC only vending machines. This item may return on a future agenda.
3. Approval of the Agenda
  - I. A correction will be made to the Collegial Consultation Committee list to change the CPT meeting time to an hour.
  - II. Motion to approve the agenda by Arshia *Malekzadeh* seconded by Erica Seubert. Erica Seubert proxy for Jennifer Paris. Sara Breshears proxy for Jennifer Thompson. Unanimous. Approved.

4. Committee Appointments:

<a href="#">Academic Senate Sub-Committee List</a>	Department Chairs for 2023-24 (pg. 3)
<a href="#">Collegial Committee List</a>	Tenure Committee 2023-2024 list (pg. 4-5)
<a href="#">Operational Committee List</a>	

5. Sub-Committee Summaries: none

6. Approval of the Consent Calendar

- I. If you don't see your tenure committee listed on this agenda, it will appear on the subsequent agenda.
- II. Motion to approve the agenda by Victoria Leonard, seconded by Erica Seubert. Erica Seubert proxy for Jennifer Paris. Sara Breshears proxy for Jennifer Thompson. Unanimous. Approved

Academic Senate Retreat Summary, August 24, 2023 (pg. 6-9)	Program Viability Committee • Meeting Calendar for 2023-24 (pg. 10)
<a href="#">Curriculum Committee Summary</a> , August 31, 2023	<a href="#">Updated Seniority List 2023-2024</a>

## B. Reports

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

1. [IDEA Liaison Report](#), Alene Terzian
  - I. Many committees on campus are undertaking IDEAA work via different avenues. A shared repository will be created as a tool kit resource both digitally (using Pebble Pad) and on campus. There will be an IDEAA workshop. A Faculty Inquiry group was created over the summer. The repository could be institutionalized and overseen by CETL.
2. Academic Senate Presidents Report, David Andrus
  - I. **NEW ASG Student Trustee Rep:** Welcome to Hestia Sardika!
  - II. **Self-Service Retreat:** A taskforce was reformed and will meet soon to discuss challenges with the enrollment system. Lisa Sawyer is moving forward to implement Phase 2 (Programing a new logic for section status indicators: critical dates, open, waitlist, add, or close).
  - III. **Dept Chair Training Series:** A meeting will be scheduled with all facilitators that are going to run the 8 dept chair workshops in order to coordinate efforts. There will be 4 workshops in fall and 4 in spring. There might be a cap on the size of the cohort. The first workshop is scheduled for Friday, Sept. 22<sup>nd</sup> at 10:30 following IAC meetings.
  - IV. **DEIA Faculty Competencies Taskforce** is being formed to implement mandated evaluation standards.
  - V. **BONH 330 Update:** Senate discussed adding student art. All faculty may have key access to the room. There is concern with someone reconfiguring the computer settings. A room protocols document will be developed soon for scheduling and usage. COCFA has some ideas for displaying emeriti photos.
  - VI. **Senate Elections Update:** Dustin Silva will have a schedule of all upcoming elections to share with all senators so they can share with their Schools. The pending elections include two adjunct senators, KPEA Senator, Public Safety School Senator, Curriculum adjunct representative and Health and Public Safety representative. David is not seeking another 2 years as Academic Senate President and will nominate Lisa Hooper as President.
3. Vice Presidents Report, Lisa Hooper
  - **Senate Meeting Recap:** The Senate Monday meeting recap/summary has been working well.
  - **Faculty Spotlight:** The idea is to host 3 faculty per term. BONH 330 has been reserved from 5:30pm for Sept. 12<sup>th</sup>. Victoria Leonard will be the Faculty in the Spotlight for September. The faculty for Oct. 19<sup>th</sup> and Nov. 16<sup>th</sup> will be determined later.
  - **Faculty Offices Update:** It was clarified that faculty can still put in for an office in 2 rounds of lottery rounds. The faculty Office procedures will be coming to Senate.
  - **COC Construction and Access Map Emails:** Many don't feel that the map that is included in the email from Facilities is very clear. The map may need better color choices. The hope is that construction will

be completed by the end of the month.

- **Emeriti Faculty:** Some collage photo frames similar to those displayed on the Canyons Hall wall may be ordered for BONH 330. If anyone has any ideas please share with Senate leadership.

### C. Action Items

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

None

### D. Discussion

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

1. [Curriculum Committee Cultural Competency Grant Discussion](#), Dr. Tricia George
  - There was a grant awarded for \$300,000. The focus is on adding IDEAA content to course material. For year 1 there will be sandbox discussions to explore IDEAA efforts related to curriculum with FLEX credit awarded for participating. For year 2 it will be one on one coaching. Meeting dates are scheduled Mondays at 1:30pm -2:30pm.
2. [Earthquake & Campus Safety Preparedness Discussion](#), Dr. Jim Temple
  - There is a scheduled Great Shakeout in the fall 23 semester and an Active Shooter training in spring 24. For those who are mobility challenged there are evacuation chairs available at all buildings. Monthly checks will be conducted for AED's units. Suggestions were made to have the Incident Command team assess paths of travel in construction areas, conduct case studies and move phones by doors. Emergency Preparedness townhalls will be held during the current academic year.
3. [Enrollment Management 8-week section Discussion](#), Dr. Omar Torres
  - The college will not be changing to an 8-week calendar. 25-26% of our courses are short term at COC, with the goal to increase 30-33%. The student population has now changed and the college needs to adapt. The emphasis for CCC is to see where to create a space for 8-week short term classes with STEM, CTE GE. There are some concerns with scheduling some 8 weeks courses in STEM. If this experiment works will there be a college commitment to allow lower-level enrollment minimums. Those standards will be adopted in the Enrollment Management Principles document. There are not many food options for students at CCC. This is a concern and can undermine scheduling efforts at CCC.

### E. Unfinished Business

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

1. Academic Integrity Taskforce
2. CTE Toolkit
3. Self-Service Taskforce
4. Revised Evaluation Documents Full-Time Faculty
5. Senate Policy on Web Enhancement
6. Academic Senate/COCFA Joint Task Force on Full-Time Evaluations
7. Academic Senate/COCFA Joint Task Force on Full-Time Evaluations Non-Instructional

### 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. Tenure Committee Training Workshops

### G. Announcements

- [Next Academic Senate Meeting Dates Fall 2023](#): Sept 21<sup>st</sup>; Oct. 5<sup>th</sup>; Oct. 19<sup>th</sup>; Nov. 2<sup>nd</sup>; Nov. 16<sup>th</sup>; Dec. 7<sup>th</sup>
- [2023 ASCCC Fall Plenary Session](#): Nov. 16<sup>th</sup> – 18<sup>th</sup>, Westin South Coast Plaza, Costa Mesa, CA.
- [2023 Accreditation Institute](#): Sep. 29<sup>th</sup> – Sept. 30<sup>th</sup>, San Mateo Marriot, San Mateo, CA.

### H. Adjournment: 5:15 pm.