

Academic Senate Retreat Meeting Summary for August 24, 2023

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	X
Policy Review Chair	Gary Collis	X	At Large Senator	Sab Matsumoto <i>via zoom</i>	X
AT Senator	Regina Blasberg	X	At Large Senator	Shane Ramey	X
MSHP-MSE Senator	Erica Seubert	X	At Large Senator	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	A

Guest					
Cindy Leung	X	David Pevsner	X	Jennifer Smolos Steele	X
David Vakil	X	Diane Avery	X	Jasmine Ruys	X
Daylene Meuschke	X	Heather Dotter	X	Jason Hinkle	X

A. Routine Matters

1. Call to order: 3:07 pm
2. Public Comment:
 - I. A request was made to discuss improving the student registration process.
 - II. More information is needed to outline how long construction projects will take to complete.
 - III. Former cougar pitcher Jacob Lopez made this debut with the Tampa Bay Rays.
3. Approval of the Agenda:
 - I. Motion to approve the agenda by David Brill seconded by Victoria Leonard. Unanimous. Approved.
4. Committee Appointments:
 - I. Selection Committee appointments (pg. 3)
 - II. A list of committee reappointments and new appointments to various sub committees will be

coming through on the next agenda.

5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
 - I. Academic Senate Summary, May 25, 2023 (pg. 4-8)
 - II. Motion to approve the consent calendar by Mike Harutunian, seconded by Rebecca Shepherd. Unanimous. Approved.

B. Reports

1. [Insta Card, Jason Hinkle](#)

- I. As reminder the Insta Card is another tool available, receipts can still be submitted for reimbursement. This card is not to be used for registration to events, flights, or hotels. Faculty will need to request the “Insta Card Request Form” found on the intranet.

2. Presidents Report, David Andrus

- I. **Special thanks:** To Gary Collis, Lisa Hooper, Justin Bradshaw, Jason Munoz, Sharlene Coleal, Jason Hinkle, Shar Nguyen, April Marin, Jim Schrage, Erin Tague, Dr. Jasmine Ruys and Dr. Dianne Van Hook for all their support regarding the renovations to BONH 330. A ribbon cutting ceremony will be scheduled at the beginning of the spring.
- II. **Vacancies in Senate:** Congrats to Jesse Vera on his new full-time faculty counseling position and to Mireya Milian for her new position at another college. There are now two vacant adjunct senator seats and two vacant School Senator seats in Public Safety and Kinesiology. Dustin Silva will run a special election.
- III. **Senate Quorum for vacancies:** The quorum is of those that are present on Senate and not of those listed as sitting on Senate. Vacancies won’t count towards quorum.
- IV. **Policy Committee Update:** Gary Collis will be working on a list of policies with Dr. Ruys and Dr. Torres. David and Dr. Torres will be putting together a DEIA Competencies Taskforce.
- V. **New! Non-Instruction Evaluation Taskforce:** This taskforce will address the new Instructional Evaluation that was presented last semester and will focus on Area F (DEIA). Once competencies are defined policy development for Section F. It will then be forwarded to COCFA and it will return to Senate for consultation.
- VI. **New! Non-instructional Evaluation Taskforce:** Non-Instructional faculty also need a revised evaluation form. This taskforce needs to be chaired with COCFA.
- VII. **New State Initiatives:** There is a new CALGETC state initiative and David will meet with Tricia George to provide updates.
- VIII. **Advocating for Faculty:** David is available to meet if anyone needs him to advocate for them in regard to programs and disciplines.

3. Vice Presidents Report, Lisa Hooper

- i. **Communications Officer Update:** After the Senate meetings Lisa will generate a summary that speaks to key areas that faculty need to communicate to constituents to get feedback. There will be a new monthly newsletter that be developed using basic software. Feedback and suggestions are welcomed.
- ii. **Faculty Offices/Facilities Overview:** It was determined that only two rounds of office lotteries will be run. The district and Academic Senate office procedures were revised. Changes will come through Senate this fall semester. After July 1st faculty can no longer bring extra furniture. For retirees the separation date is the date faculty will need to be out of their offices.
- iii. **BONH 330 Kitchen Area:** Sociology donated cups, plates, and flatware. There are also two coffee pots available, fridge and a table. There will be a new seating area and two more tables. All faculty will have key access to BONH 330.
- iv. **Construction Update:** Construction is impacting Athletics. Erin Tague (Director of Capital Projects).

- v. **ADA Compliance Construction Project Update:** The district experienced a lawsuit for ADA compliance and all paths of travel had to be accessed. Construction communication updates are going out on Friday nights. Some areas of the pathways have had to be redone due to code enforcement. Trees are being cut down and not replaced.
- vi. **Classroom Spaces:** There is not much available space during prime time (9am – 2pm) hours due to buildings being offline. There has been an assessment of classroom utilization towards dept and usage. There will be more discussion at IAC. This item can return as discussion.

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

C. Action Items

1. Resolution to Declare Michael Dermody, COC Academic Senate Historian Emeritus (pg. 9)
 - I. Michael Dermody served as the Academic Senate President for 15 years. Michael was involved at the beginning and is now writing a book on the history of the Academic Senate.
 - II. **Motion** to approve the resolution to declare Michael Dermody the COC Academic Senate Historian Emeritus by Victoria Leonard, seconded by Rebecca Shepherd. 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. Responsibilities of the Academic Senate (10+1)
 - a. [Video Tutorial/Overview](#)
 - [10 +1 Power Point](#)
 - A video tutorial is now available to review.
 - b. Brown Act
 - I. If any Senator is going to attend remotely, they must notify David and Marilyn. Only two voting Senators are allowed to be counted towards quorum if zooming in. If anyone is out of district, they will not count towards quorum however, the address still needs to be published.
 - c. Robert's Rules of Order
 - d. [Academic Senate Standing Policy on Remote Attendance of Senate Meetings](#)
2. BONH 330 Discussion
 - **New Furniture:** Special thanks to April Marin for providing various furniture layouts. New furniture will be ordered for BONH this includes a new wider conference table that breaks apart into 4-6 sections. There will be a new computer station.
 - **Emeriti Photos:** Jim Temple has confirmed a screen can be installed that can showcase the Emeriti photos on a loop with information. There was a suggestion to install photo legacy plaques.
 - **BONH 330. Room Reservations:** Room reservations request can go to Marilyn. Room reservations have been added to the Tamis system. Jim Temple mentioned there can be a new calendar system for room reservation on a screen outside the door.
 - **Décor for BONH 330:** White boards will be installed. There may be faculty and student art displayed and possibly SCV history collection. This artwork can be switch out. Plants can be added.
3. [Academic Senate Survey Results](#)
 - **Collegiality:** ASCCC has stated that Senates need to be as collegial as possible and build relationships with administrators.
 - **Communication loop:** There are communication problems on campus. School Deans need to reserved time for Senate reports due to the shared governance.
 - **Senator Reporting:** Senators need to report out at school meetings and bring back feedback. The idea is to empower Senator and be available to meet with those within their school.
4. Senate Meeting Processes

- The state budget pulled back on the \$62 million allocated to the districts for student dorms. There has been some advocacy on behalf of the CCC 's with the state chancellor's office regarding the state budget.
5. Curriculum Committee Sandbox Grant Initiative, Tricia George
- This item was tabled and will return as the first discussion item on 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. Tenure Committee Training Workshops

G. Announcements

1. Next Academic Senate Meeting Dates Fall 2023: Sept. 7th, Sept 21st; Oct. 5th; Oct. 19th; Nov. 2nd; Nov. 16th; Dec. 7th
2. 2023 Cal OER Conference: Aug. 2 – Aug. 4th, Virtual Conference
3. 2023 ASCCC Fall Plenary Session: Nov. 16th – 18th, Westin South Coast Plaza, Costa Mesa, CA.
4. 2023 Accreditation Institute: Sep. 29th – Sept. 30th, San Mateo Marriot, San Mateo, CA.

H. Adjournment: 5:02 pm.