Academic Senate Meeting Summary for April 13, 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	*Tricia George proxy for* 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	Erica Seubert	X
MSHP-HPPS Senator	Tammy Bathke	A	At Large Senator	Rebecca Shepherd	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Arshia Malekzadeh *via zoom*	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	*Mireya Milian proxy for* Jesse Vera	X
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	Mireya Milian	X
SBS Senator	Tammera Rice	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							
David Vakil	X	Dr. Kathy Bakhit	X	Katherine Tovmasyan	X	Ruth Rassool	X
Diane Avery	X	Jeff Gregor	X	Mary Powell	X	Sab Matsumoto	X
Diana Grijalva	X	Dr. Jasmine Ruys	X	Michael Felix	X	Scott Lubell	
Dr. Daylene Meuschke	X	Jennifer Smolos Steele	X	Nadezha Monosov	X		

A. Routine Matters
1. Call to order: 3:05pm
2. Public Comment:
   I. Welcome new Dean of MSE, David Vakil.
   II. More bike racks are needed on campus. This helps the campus be more sustainable.
   III. There is a new STEM Scholars program that partners students with mentors. Need to recruit more STEM faculty. Meeting is scheduled for May 10th at 9:00am.
   IV. COCFA has an open nomination period for COC rep council, officers, and a secretary. There is also a need for additional representatives from various schools.

V. There continues to be registration system issues for students. An informal work group may be created. This topic will return as discussion.
3. Approval of the Agenda
    I. Motion to adopt the agenda by Rebecca Shepherd, seconded by Mike Harutunian. Mireya Milian proxy for Jesse Vera (yes, vote); Tricia George proxy for Garrett Rieck (yes, vote). Unanimous. Approved
4. Committee Appointments: none
5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
    i. Academic Senate Summary, March 23, 2023 (pg. 4-8)
    ii. [Curriculum Committee Summary,](#) March 30, 2023
    iii. At-Large Senator Election Results (pg. 9)
        • Only one nomination received for each of the 5 seats. No election will be required.
        • Motion to approve the consent calendar by Rebecca Shepherd, seconded by Lisa Hooper. Mireya Milian proxy for Jesse Vera (yes, vote); Tricia George proxy for Garrett Rieck (yes, vote). Unanimous. Approved

B. Reports
These are informational items no discussion or action will be taken. However, clarification questions are welcomed.
1. CASL Committee Annual Chair Report, Sab Matsumoto & Mary Powell (pg. 10-13)
    I. Sab shared a CASL Committee report bringing special attention to the upcoming, Spring Coordinator Training that will be on May 19th. This training will be in person but it was recommended to schedule in Hyflex so this session can be recorded. A question asked was in regard to the intent to push to Departments the disaggregated data by modality to strategize course offerings. It was stated that elumen is not able to distinguish all the modalities and CASL is working with IT. If anyone needs help contact Evis Wilson.
2. Academic Senate Presidents Report, David Andrus
    I. Reminder that Dr. Angela Davis will be at the PAC on Saturday, April 15th.
    II. Faculty Award Nomination Deadline: Today is the deadline. However, submission will be accepted up to 5pm Friday, April 14, 2023.
    III. End of the Year Celebration: Event will take place on Thursday, June 1st at 3pm. The PAC lobby has been reserved. The UCEN lobby was not available.
    IV. Incident Command Team Updates: David met with Jim Temple regarding drills for active shooter and earthquakes. An Emergency Preparedness Townhall may be held as there has been much concern from faculty regarding ongoing nationwide events.
    V. Purchasing Townhall: Sharlene Coleal has offered to host a Purchasing townhall as many people still have many questions.
    VI. New Academic Senate Conference Room: Omar Torres, Jim Schrage and Jim Temple have been supportive about identifying a new meeting room for Senate.
3. Vice Presidents Report, Lisa Hooper
    I. Facilities Newsletter: There were some great updates on campus construction.
    II. Registration Challenges: It is recommended to have the Senate and Enrollment Services go through the registration process to identify challenges. This may be a future discussion item.
    III. Fake Student Accounts: There has been enrollment fraud across the state with 1000 fake student accounts identified and 170 at COC. The majority have been blocked. It is suggested faculty no show/drops. These fake students are appearing in 100% online classes.

C. Action Items
Below is a list of items that the Senate will take action on. Discussion is welcomed by all attendees.
1. MSE School Division Senator Vacancy Declaration (2023-2024)

I. Shane Ramey has resigned from the MSE School Division Senator Seat. This will be effective at the end of the semester.

II. Motion to declare the vacancy by Gary Collis, seconded by Jennifer Paris. Mireya Milian proxy for Jesse Vera (yes, vote); Tricia George proxy for Garrett Rieck (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. [Guided Pathways Work Plan to the CCCO,](#) Dr. Daylene Meuschke (pg. 14-15)

   I. A phase 2 assurance needs to be filled for the second round of funding received. The work plan needs to be submitted by June 1st. Advocating will continue with the state to continue funding towards the institutionalization of projects. This will return as action.

2. Academic Calendar, Dr. Jasmine Ruys

   a. 2024-25 Academic Calendar draft (pg. 16)

      I. The end of the semester was mistakenly pushed back by one week, allowing for a 1-week gap before the holiday break. It was clarified that Feb. 14th -17th is for Presidents Day holiday. The calendar will return as action.

   Senate & Curriculum Committee Meetings Calendars FY: 23-24

      b. Option #1 (recommended) (pg. 17)

      c. Option #2 (pg. 18)

         i. The recommendation from Senate was to go with option #1. Both versions will return for action.

3. AP 4105 (Distance & Correspondence Education), Gary Collis

   a. AP 4105 (Clean Version) (pg. 19-23)

   b. AP 4105 (Final-Redlined Version) (pg. 24-28)

      i. The addendum reads that correspondence education should be limited to currently incarcerated students. The policy reads limited to currently incarcerated population. A suggestion from Dr. Torres to add at the end of Section E, "*…permitted to enroll in the course, such as, for example, incarcerated students or under emergency conditions.*" Another suggestion is to remove the word *"locally"* regarding student "*receiving packets"* on page. 23.

      ii. This will return as action as amended.

4. Revisiting the Low Textbook Cost (LTC) Designation, Jennifer Paris

   a. Low Textbook Cost (LTC) Designation Implementation (pg. 29)

   b. XB12 and the ZTC Program (pg. 30-31)

   c. Student Senate for California Community Colleges Low-Cost Recommendation Resolution, adopted March 13, 2023 (pg. 32)

   d. Student Senate for California Community Colleges Low-Cost Recommendation Resolution, adopted March 13, 2023 (pg. 33)

   e. Excerpt from 9-26-19 Academic Senate meeting summary (pg. 34)

   f. XB 12 Sample Sheet – 3-22-23 (pg. 35)

      i. The price of LTC still needs to be determined. The prices of instructional materials are the intention of LTC across the statewide. There may be another ASCCC resolution for another $30 limit. At the beginning of fall data needs to be submitted to the state. Advocacy will be done to make costs more transparent. For now, there is local control. It may be better to tie data to a metric, so this is not locally determined. This may be a state mandate. This will be discussed at the planning meeting to determine how to bring back this item to Senate.

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. Self-Service Update and Continuous Discussion
4. Senate Statement-Web Enhanced Instruction

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 Spring 2023: 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
- CCCO Online Teaching Conference, June 21-23rd, Long Beach Convention Center

H. Adjournment: 5: 07 pm