

Academic Senate Meeting Summary for October 3, 2024

Voting Members					
Senate President	Lisa Hooper	X	Business Senator	Gary Quire	X
Vice President	Garrett Rieck	X	Learning Resources Senator	Jennifer Thompson	X
Curriculum Chair	Tricia George	X	Personal & Professional Learning Senator	Garrett Rieck	X
Policy Review Chair	Nicole Faudree	X	Public Safety	VACANT	
Communications Officer	Erica Seubert	X	At Large Senator	Sab Matsumoto	X
AT Senator	Regina Blasberg	X	At Large Senator	Michelle LaBrie	X
MSHP-MSE Senator	Thomas Gisel	X	At Large Senator	Rebecca Shepherd	X
MSHP-HPPS Senator	Lak Dhillon	X	At Large Senator	Shane Ramey	X
VAPA Senator	David Brill	X	At Large Senator	Nadia Monosov	X
Student Services Senator	Jesse Vera	X	Adjunct Senator	Todd Fatta	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Lauren Rome	X
Kinesiology/Athletics Senator	<i>Tricia George proxy for Leora Gabay</i>	A	Adjunct Senator	Linda Beauregard-Vasquez	X
SBS Senator	Jennifer Paris	X	X= Present	A= Absent	

Non-voting Members			
Dr. Omar Torres	X	Paul Wickline	X
Marilyn Jimenez	X	Jason Burgdorfer (COCFA President)	X
Dan Portillo (AFT President)	A	ASG Student Representative- Jesus Martinez (via Zoom) & Sanjana Sudhir (via Zoom)	X

Guest							
Alex Dimakos	X	Dianna Avery	X	Jennifer Smolos Steele	X	Siane Holland	X
Ana Palmer	X	Dr. Edel Alonso	X	Jennifer Brezina	X	Tania Boror	X
Anzhela Grigoryan	X	Erin Barnthouse	X	Katie Coleman	X	Teresa Ciardi	X
Chad Peters	X	Erin Delaney	X	Lauren Franco	X	Wil Francis	X
Collette Gibson	X	Heather Stewart	X	Michael Felix	X		X
Daylene Meuschke	X	Dr. Jasmine Ruys	X	Nadia Cotti	X		X

A. Routine Matters

1. Call to order: 3:02pm
2. Public Comment:
 - I. There was a request to provide updates on CANVAS and Turn-it-in as many new features are not being communicated.
 - II. The faculty offices in the UCEN are still not set up with cameras.
3. Approval of the Agenda
 - I. Motion to approve the agenda by Mike Harutunian, seconded by Gary Quire. Tricia George proxy for Leora Gabay (yes, vote). Unanimous. Approved.

4. Committee Appointments: none
5. Sub-Committee Summaries: May 13, 2024 Senate Sub-Committee Summary (pg. 7-8)
 - I. It was clarified that this area of the agenda is not voted on. Items on the consent calendar are vote on and are recommendations to college leadership.
6. Approval of the Consent Calendar
 - I. Motion to approve the agenda by Linda, seconded by Lauren Rome. Tricia George proxy for Leora Gabay (yes, vote). Unanimous. Approved.

Academic Senate Summary, September 19, 2024 3-6)	Curriculum Committee Summary , September 26, 2024
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B. Reports

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

1. Faculty Professional Development Committee (FPDC), Teresa Ciardi
 - I. Faculty Professional Development Update Fall 2024 (pg. 9)
 - II. Agenda Professional Development, September 23, 2024 (pg. 10-11)
 - a. Discussion took place regarding coach's stipends pay and what is covered. The idea is to have a similar agreement in Kinesiology as in Counseling Departments. The committee works closely with CETL to determine what FPDC can supplement. There are three new adjunct reps. There are still vacancies and if anyone is interested, they can reach out to Teresa. What can be some best practices for reaching out to faculty who have not completed their FLEX hours & how to understand their paychecks.
2. Academic Senate Presidents Report, Lisa Hooper
 - I. **Curriculum Committee Update:** The local GE, CCN and CAL GETS discussions are all moving through the local curriculum process. The committee will bring recommendations to the Senate.
 - II. **Common Course Numbering (CCN):** There are 6 departments are involved. The next iterations of courses will start soon. There is a second group of 17-23 courses will be renumbered and all dept chairs, deans & Curriculum school reps have all been notified.
 - III. **Policy Committee Update:** The committee is working on the AP policy. Counseling is working with discipline faculty to attend to AP course list to determine where credit can be awarded.
 - IV. **Dr. Torres & Lisa 1:1 meeting:** Will bring forward updates on the reorganization to the Office of Instruction to the senate due to representation on committees and the Senate.
 - V. **Faculty Offices:** There are tech needs for adjuncts offices and identify migratory offices for faculty who teach on both campuses.
 - VI. **Adjunct Advisory Council:** The first meeting took place last Friday. There was a request to inform adjuncts further when transitioning from adjunct to full-time.
 - VII. **Legislative Liaison:** Jesse Vera is the legislative liaison. Jesse will be attending the upcoming FACCC conference and will report back.
 - VIII. **Executive Cabinet committee:** Dustin Silva brought forward the Department chair election procedures. There was a discussion on how handle temporary absences, sabbatical, load banking and medical leave. This will also be discussed COCFA.
 - IX. **Two Safety Townhalls Hosted:** There is an antenna at the CCC campus to help improve cell phone coverage. The doors with electronic keys can now be remotely locked at both campuses. All windows have a black shade covers. The Canyons M app map will be redone to include the location of the AB's in all buildings. The signs for evacuation pathways will have a QR code.
 - X. **UCEN Building:** Many doors at the UCEN do not have locks. Anyone with issues with doors

can message Lisa Hooper.

- XI. **Campus Building Maps:** Most maps don't have the room numbers, some have them on the emergency maps. The map on the app is easier to update.
- XII. **The Great Shakeout, Oct. 17th:** There will be a morning and evening practice and this year the campus will evacuate. The first session is at 10 am and the second is at 7pm.
- XIII. **ASG Student Rep Jesus Martinez** reached out with a new way of serving as liaison with sub committees and the Senate.
- XIV. **Open Class Enrollment:** Lisa Sawyer and Steve Erwin will return to Senate on Oct. 31st.
- XV. **BONH 330 Grand Opening Event:** The event is scheduled for November 14th at 2:00pm.

C. Action Items

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

- 1. Program Viability Committee Program Proposal: Ethnic Studies Department New program creation proposal, Katie Coleman - [confirmed](#)
 - I. [Ethnic Studies, New Department Proposal](#)
 - II. [Ethnic Studies Department Creation Proposal approved 2/15/24 Program Initiation/Modification Form](#)
 - a. Motion to approve the Ethnic Studies Program by Erica Seubert, seconded by Regina Blasberg. Tricia George proxy for Leora Gabay. Unanimous. Approved.
- 2. AP 5031 (Instructional Materials) Policy, Nicole Faudree (pg. 12-13)
 - I. There were no changes made.
 - II. Motion to approve the agenda by Linda Beauregard-Vasquez, seconded by Lak Dhillon. Tricia George proxy for Leora Gabay (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. [Student Accommodation Services & Letters](#), Lauren Franco & Wilbert Francis
 - I. The formally stamped accommodation letter is now the Accessible Information Management (AIM) system. Lauren Franco provided an overview of how accommodations are determined. Letters are sent to faculty one week before the class starts.
 - II. AIM communicates with Enterprise Systems to pull an instructor's email.
 - III. Students select which professors to send accommodations letters to and which accommodation they require for that class.
- 2. Honorary Degrees (AP 4110), Lisa Hooper (pg. 14-5)
 - I. This item was tabled.
- 3. [IRC Bookstore Auto Adoption Process](#), Jennifer Paris (pg. 16)
 - I. A new "[Auto Adoption Process Flowchart](#)" was shared. This semester 12% of textbooks were not adopted and the auto adoption process of a default textbook will help reduce this percentage. The statement on Academic Freedom committee states a department can choose a department wide chose textbook. This item does not require action from the Senate. Senators can report back to their schools.

E. Unfinished Business

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

- 1. IRC Discussion - Automated Book Adoptions
- 2. Web Design/Server Update
- 3. Artificial Intelligence Resolution

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
- 2. Staff Training for Classified Absences
- 3. Election Committee Processes Update

G. Announcements

1. Next Academic Senate Meeting Dates Fall 2024: Oct. 17th, Oct. 31st, Nov. 14th & Dec. 5th.
2. 2024 ASCCC Fall Plenary Session: Nov. 7th – 9th, Visalia Convention Center, Visalia, CA.
3. 2025 ASCCC Spring Plenary: April 24 – 26th, Hyatt Regency, Irvine, CA.
4. 2025 ASCCC Fall Plenary Session: Nov. 6th – 8th, Regency La Jolla, San Diego, CA.
5. 2025 ASCCC Curriculum Institute: July 9th- 12th, Ontario Convention Center, Ontario, CA.
6. 2025 ASCCC Faculty Leadership Institute: June 12th – 14th, Hyatt Regency, San Francisco Airport, CA.

H. Adjournment: 5:02pm

The teleconference is accessible though the following link:

<https://canyonsonline.zoom.us/j/83788078102?pwd=B3bKUsRrA4wOCQggKayblQ9r7Hqa63.1>

Please note:

This meeting will be broadcasted at the following locations via zoom

None