Academic Senate Meeting Summary for April 11, 2024

Voting Members					
Senate President	David Andrus	A	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 *via Zoom*	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	Jennifer Paris	X
MSHP-HPPS Senator	David Pevsner	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 *via Zoom*	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Lauren Rome	X
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	Linda Beauregard-Vasquez	X
SBS Senator	*Rebecca Shepherd proxy for* Victoria Leonard	X	X= Present	A= Absent	

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

Guest							
Alexa Dimakos	X	Deanna Riveira	X	Kathrina Fabros	X	Patty Robinson	X
Anzhela Grigoryan	X	Dustin Silva	X	Lak Dhillon	X	Robert Wonser	X
Arshia Malek	X	Hsiawen Hull	X	Mary Powell	X	Rosario Gonzales	X
Carly Gott	X	Dr. Jasmine Ruys	X	Michelle Labrie	X	Siane Holland	X
Chad Peters	X	Jennifer Smolos-Steele	X	Michael Felix	X	Stephen Burns	X
Collette Gibson	X	Julie Johnson	X	Michael Monsour	X		

A. Routine Matters
1. Call to order: 3:05pm
2. Public Comment:
   I. There are some door and window covers that were ordered for the Don Takeda Center to be used during emergencies. However, those covers didn't fit and needed to be re-ordered.
   II. There was a request to install more shaded structures in the Aliso Hall area as the students are standing against the wall in the small shaded areas, especially Aliso Hall/Lab area, but this is a concern on both campuses.
3. Approval of the Agenda:
   I. The President's report was moved to the next agenda. Discussion item #4 on "Proctoring:

COR & Academic Freedom" was tabled as David will lead this discussion.

  II. **Motion** to approve the agenda with the above stated changes by Mike Harutunian, seconded by Garrett Rieck. Rebecca Shepherd proxy for Victoria Leonard (yes , vote). Unanimous. Approved

4. Committee Appointments:
   - Jason Gurtovoy, Web Committee & Honors Committee
   - Selection Committee list (pg. 3)
   - Stephanie Meredith, CETL Committee
5. Sub-Committee Summaries/Information:
   - Senate Executive Committee meeting summary, Oct. 19, 2023 (pg. 7-8)
6. Approval of the Consent Calendar
    I. Congratulations to all the new Senator and Department Chair winners.
    II. **Motion** to approve the consent calendar by Erica Seubert, seconded by Gary Quire. Rebecca Shepherd proxy for Victoria Leonard (yes , vote). Unanimous. Approved

Academic Senate Summary, March 21, 2024 (pg. 4-6)	Senate Elections/Nomination Results: • Department Chair Elections Results 2-year Terms (2024-2026) (pg. 9-11)
Curriculum Committee Summary, March 28, 2024	• Academic Senate School Division Senators (2024-2026) (pg. 12) • Curriculum Committee Representatives (2024-2026) (pg. 13)

B. Reports

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

1. CASL Committee Annual Chair Report, Mary Powell & Sab Matsumoto (pg. 14-19)
    I. The CASL Committee has been working with various departments and programs on SLO's, iSLO's, assessment and program mapping. Data can now be disaggregated by 6 different modalities. The committee has three vacancies, Garrett Rieck will serve as the rep for PPL next year. Special thanks to Mary, Sab and Evis Wilson for all their work behind the scenes.
2. Academic Senate Presidents Report, David Andrus
    I. This report was removed from the approved agenda due to David's absence.
3. Vice Presidents Report, Lisa Hooper
    I. **BOT meeting**: Lisa attended the last BOT meeting and presented on all the work of the Senate despite the challenges with the legislature. The BOT had some questions about AI and this will be part of a future discussion.
    II. **Climate Survey**: The survey deadline is Monday, April 15th. There is an effort to increase participation, as many surveys are in progress and not completed. An RP group was hired and given a list of all staff, faculty and administrators. An instrument was developed and this should generate meaningful data.
    III. **Committees Meeting Dates/Times**: A list of Senate standing committees that includes meeting dates/times will be shared soon. This will help to inform faculty who want to get involved with committees. Collegial Consultation Committees meeting dates/times will also be collected.
    IV. **Faculty in the Spotlight**: The next event is for Tuesday, April 30th and will be hosted in the MEA studio, Mentry 315 with Austin Dave. The event will host Robert Dos Remedios and will be live streamed. The room only holds 14 people. Friends and family will be invited to attend in person, everyone else is encouraged to attend in zoom.
    V. **Office lottery**: Due to the SERP being extended to April 29th the office lottery will take place after May 1st. Some offices were audited to determine if they needed new furniture. Purchasing provided a 12-16-week window to order. There will be two office rounds and a

list of restricted offices. There are still efforts being made to cluster offices by discipline.

C. Action Items

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

1. At-Large Senator Vacancy (Jennifer Paris effective Fall 2024), David Andrus
    I.   Jennifer Paris will be the new SBS senator for the new academic year and there is now an At-Large vacancy effective fall, 2024 that needs to be recognized.
    II. **Motion** to approve the At-Large Senator Vacancy by Rebecca Shepherd, seconded by David Brill. Rebecca Shepherd proxy for Victoria Leonard (yes , vote). Unanimous. Approved
2. Request to Appoint At-Large Senator Vacancy, David Andrus
    I.   This request to allow the Senate President to appoint a faculty member to this vacancy.
    II. **Motion** to approve the Request to Appoint an At-Large Senator Vacancy by David Pevsner, seconded by Lauren Rome. Rebecca Shepherd proxy for Victoria Leonard (yes, vote). Unanimous. Approved
3. Faculty Office Procedures, David Andrus
    I.   Academic Senate Procedures for Full-time Faculty Office Assignment (pg. 20-28)
    II. Business Services Desk Procedure (*information only*) (pg. 29-32)
        *   A 100 square ft. standard was included for single offices. There was a request to add to temporary office spaces a docking station, monitor, power cord, a wireless keyboard and mouse for faculty working off of laptops. An updated list of restricted offices will be finalized. Some offices need a lockable door from the inside.
        *   **Motion** to approve the Faculty Office Procedures by Mike Harutunian, seconded by Garrett Rieck. Rebecca Shepherd proxy for Victoria Leonard (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. [Web Design/Server Update](), Hsiawen Hull & David Andrus (pg. 33)
    I.   The district reviewed three different CMS companies and Hannon Hill will be the new system. OU Campus will turn off on July 1st and the new system will turn on July 2nd. Training will be scheduled soon. All current content will migrate over with the redesign completed by spring 2025. The functionality on mobile devices will be looked at. There was a request to have David Andrus continue to serve on the Web Committee.
2. Climate Survey Q&A, David Andrus
    I.   The survey is anonymous and is being run by an outside agency. All are encouraged to take the survey. The results will be shared campus wide with all employee groups. If anyone runs into any technical issues with the survey they can contact the agency representative. The deadline to complete the survey is Monday, April 15th at 5 pm.
3. Academic Calendar for the 2026/27, David Andrus & Dr. Jasmine Ruys
    *   Traditional – No Fall Break 2026/27 Academic Calendar (pg. 34-35)
    *   Early Start Fall Break 2026/27 Academic Calendar (pg. 36-37)
    *   Fall Break Consideration for Academic Senate (pg. 38-39)
        o   The school of MSE, Applied Tech, Kinesiology, Student Services and the Business Department are concerned about having student's lose momentum, overlapping the fall break with FLEX week, starting a week early in August with the hot weather and adjuncts' conflicting schedules at other schools. None of the other 115 CCC's offer a fall break. Could 3 days off be added during Thanksgiving?
4. Proctoring: COR & Academic Freedom Discussion, David Andrus (pg. 40-41)
    I.   This item was removed from the approved agenda due to David's absence.
5. [ASCCC Spring 2024 Plenary Resolutions,]() David Andrus (link)
    I.   There is an AI Resolution included which would add minimum qualifications to this new discipline. Lisa will be attending the Spring 2024 Plenary Session and will be voting on Saturday. Please reach out to Lisa if anyone has any input.

E. Unfinished Business

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

1. CTE Toolkit
2. Senate Policy on Web Enhancement
3. Academic Senate/COCFA Joint Task Force on Full-Time Evaluations
4. IRC Discussion - Automated Book Adoptions
5. DEIA Faculty Evaluations Taskforce

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. Artificial Intelligence Resolution and/or Policy
4. Election Committee Processes Update

G. Announcements

1. <u>Next Academic Senate Meeting Dates Spring 2024</u>: April 25th; May 9th; May 23rd
2. <u>2024 ASCCC Spring Plenary Session</u>: April 18th – 20th, San Jose Marriot, San Jose, CA.
3. <u>Local Faculty Award Nomination Deadline</u>: April 28th by 5:00 pm.
4. <u>2024 ASCCC CTE Regional Consortium:</u> May 3rd, Los Angeles, CA. area
5. <u>2024 ASCCC Faculty Leadership Institute</u>: June 20th – 22nd, Location TBD
6. <u>2024 ASCCC Curriculum Institute (Theme: Curriculum Unmasked: Revitalize, Revamp and Reignite!)</u>:
   July 10th – July 13th, Pasadena Convention Center, Pasadena CA.

H. Adjournment: 5:04 pm.