



College of the Canyons Academic Senate

September 25, 2025

3:00 p.m. to 4:50 p.m.

Hybrid Format, via Zoom & in-person in BONH 330

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/89329119195?pwd=SO5MtcK0ZJc0POgaPLiLvVaG05boE8.1>

Meeting ID: 893 2911 9195; **Passcode:** 424662

One tap mobile +1-669-444-9171# US; +1-253-205-0468# US

Additional Teleconferencing locations can be found on page 2 of this agenda.

AGENDA

Notification: *The meetings may be audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Academic Senate.*

ADA statement: If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in an alternate form, please contact the Academic Senate Office at academicsenateinfo@canyons.edu College of the Canyons

A. Routine Matters

1. Call to order
2. Public Comment
 - *This portion of the meeting is reserved for persons desiring to address the Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes. Public questions or comments can be submitted via email at academicsenateinfo@canyons.edu or asked via zoom chat feature.*
3. Approval of the Agenda
4. Committee Appointments:
 - Jennifer Overdest, VAPA representative on the Non-Credit Curriculum Committee
5. Sub-Committee Summaries:
 - Senate Executive Committee summary for May 1, 2025 (pg. 10-13)
6. Approval of the Consent Calendar

Academic Senate Special Meeting Summary, September 9, 2025 (pg. 3-5)	Curriculum Committee Summary, September 18, 2025
Academic Senate Meeting Summary, September 11, 2025 (pg. 6-9)	

B. Reports

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

1. Minimum Qualifications & Equivalencies Committee Annual Chair Report, Alisha Kaminsky (pg. 14-15)
2. Board of Trustees, Dr. Carlos Guerrero
3. Academic Senate Presidents Report, Lisa Hooper
4. Vice President Report, Garrett Rieck

C. Action Items

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

1. MQE Updated Equivalencies, Alisha Kaminsky
 - [Acceptance of Equivalencies for Disciplines Requiring a Master's Degree](#)

D. Discussion

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

1. BP and AP 3250 Institutional Planning and Effectiveness, Gary Collis
 - Summary of Changes to BP and AP 3250 (pg. 16)
 - BP 3250 (Final for Senate) (pg. 17)
 - AP 3250 (Final for Senate) (pg. 18-21)
 - BP 3250 (current) (pg. 22)
 - AP 3250 (current) (pg. 23)
 - BP 3250 (Final Mark Up Version) (pg. 24)
 - AP 3250 (Final mark Up Version) (pg. 25-27)
2. [Accreditation Midterm Report Presentation](#), Dr. Thea Alvarado
 - [Midterm Template](#)
3. Gender Neutral Restrooms on campus, Erin Tague & Lisa Hooper
4. Proposed revisions to the Faculty Evaluation Instrument
 - [New Guide for Self-Evaluation Tenured and Tenured Track Faculty](#)
 - [Full-Time Faculty Professional and Instructional Evaluation Summary](#)

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

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. Department Chair Training Series Schedule
3. Staff Training for Classified Absences

G. Announcements

1. [Next Academic Senate Meeting Dates Fall 2025](#): Oct. 9th; Oct. 23rd; Nov. 6th; Nov. 20th; Dec. 11th
2. [Departments Chair Nomination Period](#): Wednesday, October 1, 2025, through Friday, October 10th
3. [2025 ASCCC Fall Plenary](#), Nov. 6th-8th, Hyatt Regency, La Jolla, CA.
4. [2026 ASCCC Spring Plenary](#), April 9th – 11th, Hyatt Regency, Santa Rosa, CA.
5. [2026 Faculty Leadership Institute](#), June 11th – 13th, Hyatt Regency, Long Beach, CA.
6. [2026 Curriculum Institute](#), July 15th – 18th, Sacramento Convention Center

H. Adjournment

The teleconference is accessible though the following link:

<https://canyononline.zoom.us/j/89329119195?pwd=SO5MtcK0ZJc0POgaPLiLvVaG05boE8.1>

Please note:

This meeting will be broadcasted at the following locations via zoom

none

Academic Senate Special Meeting Summary for September 9, 2025

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	Gary Collis	X	Public Safety	VACANT	
Communications Officer	Erica Seubert	X	At Large Senator	<i>Julie Johnson proxy for Alene Terzian-Zeitounian</i>	X
AT Senator	Regina Blasberg	X	At Large Senator	Erin Delaney	X
MSHP-MSE Senator	Thomas Gisel	X	At Large Senator	Rebecca Shepherd	X
MSHP-HPPS Senator	Lak Dhillon <i>via Zoom</i>	X	At Large Senator	Shane Ramey	X
VAPA Senator	David Brill	X	At Large Senator	<i>Stephanie Meredith proxy for Alexandra Dimakos</i>	X
Student Services Senator	<i>Erika Torgeson proxy for Jesse Vera</i>	X	Adjunct Senator	Todd Fatta	A
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Lauren Rome	X
Kinesiology/Athletics Senator	Leora Gabay <i>via Zoom</i>	X	Adjunct Senator	<i>Lauren Rome proxy for Linda Beauregard-Vasquez (Linda via Zoom)</i>	X
SBS Senator	Jennifer Paris	X	X= Present	A= Absent	

Non-voting Members			
Dr. Thea Alvarado (Interim, CIO)	A	Jennifer Brezina	A
Marilyn Jimenez	X	Jason Burgdorfer (COCFA President)	X
Dan Portillo (AFT President) <i>Via Zoom</i>	X	ASG Student Representative: Sanjana Sudhir (Student Trustee)	A

Guest							
Adam Kaiserman		Dianna Avery	X	Kristi Miura	X	Regina Roscigno	X
Ambika Silva	X	Dilek Sanver-Wang	X	Lak Dhillon	X	Renee Wolf	X
Ana Palmer	X	Dustin Silva	X	Luz Medina	X	Robert Wonser	X
Andrew Jones-Cathcart	X	Erica Abac	X	Maral Markarian	X	Rosario Gonzalez	X
Angelica Grigoryan	X	Erik Altenbernd	X	Michael Felix	X	Ruth Rassool	X
Christina Chung	X	Evis Wilson	X	Michael Sherry	X	SB Tucker	X
Christopher Boltz	X	Garrett Hooper	X	Mireya Milian	X	Tammera Stokes Rice	X
Claudenice McCalister	X	Jessica Crowley	X	Nadezha Monosov	X	Victoria Leonard	X
Cynthia Nelson	X	Karyl Kicenski	X	Nadia Mayer	X		
Deanna Riveira	X	Katherina Almero-Fabros	X	Nicholas Schutz	X		

I. Routine Matters

1. Call to order: 5:02pm
2. Public Comment: none

J. Action Items

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

1. [Resolution in Support of Stable Interim Leadership, Lisa Hooper](#)

- Motion to amend the agenda to add an action item for a “Vote of No Confidence for Trustee Fred Arnold and Sharlene Johnson”** by David Brill seconded by Rebecca Shepherd. Tricia George abstained, and Linda Beauregard abstained. Lak Dhillon voted “no.” Approved.
 - The Senate agreed that anything done that could potentially disrupt the institution will only be harmful. The district is doing a nationwide search for a new college President. The Senate focused on the importance of stability and to allow David C. Andrus to continue as interim President. Several grammatical edits will be made to the resolution document.
 - The Senate discussed options to either draft a Vote of No Confidence resolution, adding a signature from the Academic Senate to the existing Classified Senate Vote of No Confidence resolution or adding a last “resolve” to the resolution urging the Board of Trustees to not act on the item 2.3.
 - If David Andrus is removed as college President, someone would need to be appointed interim President, and it is not clear who that would be.
 - The last resolve was rephrased to read as,
 - *“Resolved, that the Academic Senate of College of the Canyons condemns any action taken by the Board of Trustees to disrupt David C. Andrus’s remaining period of service as interim superintendent president pending the installation of a permanent superintendent president.”*
 - Motion to approve the Resolution in Support of Stable Interim Leadership with the edits** by David Brill seconded by Regina Blasberg. Erika Torgeson proxy for Jesse Vera, (yes, vote). Julie Johnson proxy for Alene Terzian-Zeitounian (yes, vote), Stephanie Meredith proxy for Alexandra Dimakos (yes, vote), Lauren Rome proxy for Linda Beauregard Vasquez (yes, vote). Unanimous. Approved.
 - The perfected resolution will be advanced to the campus community and will be read to the BOT.
- Possible Vote of No Confidence for Board of Trustees Fred Arnold and Sharlene Johnson.
 - The Academic Senate needs to follow the Brown Act. COCFA passed two resolutions one as a Vote of Confidence for David C. Andrus and a Vote of No Confidence for Trustee Fred Arnold and Sharlene Johnson. The Senate may need to draft a formal resolution and conduct a survey.
 - The timeline and processes of the Senate do not allow for a full resolution. There was a discussion to craft a short statement.
 - *“Whereas the various constituency groups at College of the Canyons have surveyed their memberships and overwhelmingly voted in favor of a Vote of No Confidence for Fred Arnold and Sharlene Johnson.”*
 - *“Be it resolved that the Academic Senate agrees with and supports the position taken by other constituency groups.”*
 - A proposed motion for a statement stating we are in support of the statements made by the other constituency groups.
 - It was confirmed that the Academic Senate can also add to the September 11, 2025, meeting agenda an item on a resolution for a Vote of No Confidence for Fred Arnold and Sharlene Johnson.
 - Motion to declare No Confidence for two Board of Trustees, Fred Arnold and Sharlene Johnson by Erica Seubert seconded by David Brill.** Tricia George abstained. Lak Dhillon abstained. Erika Torgeson proxy for Jesse Vera, (abstained, vote). Julie Johnson proxy for Alene Terzian-Zeitounian (yes, vote), Stephanie Meredith proxy for Alexandra Dimakos (yes, vote), Lauren Rome proxy for

Linda Beauregard Vasquez (yes, vote). Approved.

K. Adjournment: 6:10 p.m.

The teleconference is accessible through the following link:

<https://canyonsonline.zoom.us/j/84912491547?pwd=dNWGDZ0lqauaWShIVwnoCrxf1bcWqp.1>

Please note:

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26854 Ave of the Oaks, Newhall, CA 91321

Academic Senate Retreat Meeting Summary for September 11, 2025

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	Gary Collis	X	Public Safety	VACANT	
Communications Officer	Erica Seubert	X	At Large Senator	Alene Terzian-Zeitounian	X
AT Senator	Regina Blasberg	X	At Large Senator	Erin Delaney	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	<i>Erin Delaney proxy for Alexandra Dimakos</i>	X
Student Services Senator	Jesse Vera	X	Adjunct Senator	<i>Jesse Vera proxy for Todd Fatta</i>	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Lauren Rome	X
Kinesiology/Athletics Senator	Leora Gabay <i>via Zoom</i>	X	Adjunct Senator	Linda Beauregard-Vasquez	X
SBS Senator	Jennifer Paris	X	X= Present	A= Absent	

Non-voting Members			
Dr. Thea Alvarado (Interim, CIO)	X	Jennifer Brezina	X
Marilyn Jimenez	X	Jason Burgdorfer (COCFA President)	X
Dan Portillo (AFT President) <i>Via Zoom</i>	X	ASG Student Representative: Sanjana Sudhir (Student Trustee)	A

Guest							
Aivee Ortega	X	Debbie Nakashima	X	Julie Johnson	X	Pamela Williams Paez	
Alexandra Mokhankina	X	Diane Avery	X	Julie Lutes	X	Paul Wickline	X
Alisha Kaminsky	X	Diane Solomon	X	Kari Dahlquist	X	Peter Hepburn	X
Amy Foote	X	Dilek Sanver-Wang	X	Kathrina Almero-Fabros	X	Preeta Saxena	X
Ana Palmer	X	Dr. Edel Alonso, <i>Trustee</i>	X	Katie Coleman	X	Rosario Gonzalez	X
Ann Marchesan	X	Dr. Jasmine Ruys	X	Krystle Sanchez	X	Roxana Padilla	X
Anthony Michaelides	X	Dr. Monica Shukla-Belmontes	X	Larry Alvarez	X	Ruth Rassool	X
Brenda Clark	X	Eddie Becton	X	Lisa Sawyer	X	Sammi Smith	X
Brent Riffel	X	Eric Smith	X	Lisette Godinez	X	Sara Aguirre	X
Brittany Applen	X	Erika Torgeson	X	Maral Markarian	X	Sara Breshears	X
Chloe McGinley	X	Erin Barnthouse	X	Michael Felix	X	Sarah Cox	X
Claudenice McCalister	X	Gabriela Amezcua	X	Michael Monsour	X	Siane Holland	X

Collette Gibson	X	Garrett Hooper	X	Michael Sherry	X	Tamar Mouchmouchian	X
Collette Salvatierra	X	Gayle Freund	X	Michelle Wilmett	X	Teresa Rodney	X
Connie Palazolo	X	Graciela Martinez	X	Mireya Milian	X	Tim Honadel	X
Cyndi Trudea	X	Hsiawen Hull	X	Miriam Golbert	X	Tom Lewis	X
David Pevsner	X	James Glapa-Grossklag	X	Nadezhda Monosov	X	Trace Sherard	X
Daylene Mueschke	X	James Temple	X	Nadia Cotti	X	Velia Jimenez	X
Deanna Riviera	X	Jessica Crowley	X	Nicole Faudree	X		

L. Routine Matters

1. Call to order: 3:02pm
2. Public Comment
 - The BONH-330, Faculty Center lectern now has the new “David C. Andrus Presidential Lectern” metal plate installed.
 - Dr. Jasmine Ruys confirmed she is the Acting Superintendent/President of the college. She urged all to keep moving forward in support of students. She emphasized that we are stronger together and reminded everyone of Garrett Hooper said at the board meeting, “We are COC!”
3. Approval of the Agenda:
 - Discussion item #1, Gender Neutral Restrooms was tabled and will return on a future agenda. Erin Tague was asked to respond to 3 aspects of gender natural bathrooms, which include: facilities planning for increasing the number of gender-neutral bathrooms, better signage, and privacy. Erin would like further input. There was a request to move the Presidents report to the end of the agenda.
 - **Motion** to approve the amended agenda by Regina Blasberg, seconded by Tricia George. Unanimous. Approved.

4. Committee Appointments:

Academic Senate Sub-Committee List	Tenure Committee 2025-2026 list (pg. 12)
Collegial Committee List	Psychology Department Chair Nomination Results (pg. 13) <ul style="list-style-type: none"> • Tammy Mahan Chair for Psychology Department 2025-2027
Operational Committee List	
Selection Committee List (pg. 3)	

5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
 - Regina provided correction to the Tenure committee list. Lisa welcomed the new full-time faculty and announced that Dr. Deanna Riviera is the new Dean of Social & Behavioral Science. The new Psychology Department chair is now Tammy Mahan.
 - **Motion** to approve the consent calendar by Garrett Rieck, seconded by Mike Haratunian. Linda Beuregard-Vaquez abstained. Jesse Vera proxy for Todd Fatta (yes, vote). Unanimous. Approved.

<ol style="list-style-type: none"> 1. Academic Senate Summary, May 29, 2025 (pg. 4-7) 2. Academic Senate Retreat Summary, August 28, 2025 (pg. 8-11) 3. Curriculum Committee Summary, September 4, 2025 4. Updated Seniority List 2025-2026 5. Program Viability Committee Meeting Calendar for 2025-26 (pg. 14) 6. MQE list for Academic Senate <ol style="list-style-type: none"> I. ISA MQE List Spring 2025 (pg. 15-19) II. ISA MQE List Fall 2025 (pg. 20-21) 	<ol style="list-style-type: none"> III. ADJ MQE List Summer 2025 (pg. 22-27) IV. ADJ MQE List Fall 2025 (pg. 28-47) 7. New Full-Time Faculty Discipline Memos <ol style="list-style-type: none"> I. Erica Mullins, Biology (Microbiology) (pg. 48) II. Loni Hands, Biology (pg. 49) III. Mark Rotondo, <i>Fire Technology</i> (pg. 50-51) IV. Samuel Sasson, <i>Counseling (Transfer Emphasis)</i> (pg. 52) 8. Request for Additional Discipline Assignment: <ol style="list-style-type: none"> I. Aivee Ortega, <i>Psychology</i> (pg. 53) II. Anh Nguyen, <i>Psychology</i> (pg. 54)
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M. Reports

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

1. Program Review Committee Annual Chair Report, Erika Torgeson
 - Program Review Committee shares release time with the CASL committee. The committee discusses Student Learning Outcomes and program review. The review process is part of the institutional effectiveness process towards accreditation. There are two areas of program review, academic/instructional and non-instructional. Last year was year 1 of program review. There will be several training courses scheduled such as *Program Review Academic Overview Training* on Friday, Oct. 24th from 10:00am -11:30am via Zoom. Year 2 reports are due on Dec. 12th. Sept. 17th is the date when program review will be available for chair.
2. Academic Senate Presidents Report, Lisa Hooper
 - Lisa suggested that all Senators listen to her Academic Senate Report made to the Board of Trustees in July. Her report is on video 2 link at 2 hr. and 45 min. mark. Lisa outlined in her report the results of Board of Trustees Evaluation. Lisa would like to receive feedback from the Senate.

N. Action Items

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

1. MQE Updated Equivalencies, Alisha Kaminsky
 - Acceptance of Equivalencies for Disciplines NOT Requiring a master's degree (pg. 58-60)
 - Acceptance of Equivalencies for Disciplines Requiring a master's degree (pg. 61-76)
 - These lists are updated every 5 years and are public facing. In late a spring a survey was launched to ask department chair if they'd like to or not accept equivalencies. As a reminder, for equivalencies an applicant must still possess a master's degree and must prove you have 24 units if the master's degree title that is something other than the MQ's. There are areas some disciplines that do not accept equivalencies. ASCCC is currently accepting proposals for revisions to the disciplines list. This final approved list will be uploaded and linked to the MQE committee website (reach out to Lisa for more information). Next Monday, Sept. 15th, the annual MQE training will be offered via zoom with FLEX credit (272F) from 1-2pm.
 - **Motion** to approve both updated MQE Disciplines lists by Erica Seubert, seconded by Lauren Rome. Jesse Vera proxy for Todd Fatt (yes, vote). Unanimous. Approved.

O. Discussion

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

1. Gender Neutral Restrooms on campus, Erin Tague & Lisa Hooper
 - This item was tabled and will return on a future agenda.
2. [New Governance Model](#), Lisa Hooper & Dr. Daylene Mueschke
 - There is a QR code to see the video put together by PIO and was featured on the Monday report. Daylene shared the list of teams. CPC and IE2 do not function any longer. The new model will streamline processes and increase engagement. The idea is to have the model outlast those who are here currently in leadership, and have it aligned with our mission. There will be a project initiation online form. The form now lives on the intranet. All teams have a Microsoft Teams' site, and when a project is ready for posting it will go to their committee site. Daylene outline what items do and do not go through the model. There was a presentation with Gensler that is Canyons Compass that campus-wide effort to inform our vision for the next 10 years of COC, including a new Educational and Facilities Master plan.
3. New IT VoIP Phone System, Hsiawen Hull
 - There will be training with FLEX credit on Sept. 24th and Oct. 2nd on the new Zoom phones. The training will cover areas such the mobile app, caller ID, linking multiple devices, how to set up work hours, voice mail, greetings, call history and blue tooth device set up. The new system will remove existing voicemail messages, and many will need to re-record their messages. Voicemails will now go to email and generate a transcript of the call. Everyone will keep their own extension. Certain

numbers will be pre-programmed onto the new phones such IT, helpdesk, operator or emergency numbers. IT is working on getting adjuncts phones or extensions. In the classroom the phones will be installed on the desks and numbers will change. IT will be notifying us of the date of the transition.

4. Committee Alignment

- Lisa shared the Committee Alignment tracking sheet which shows alignment with certain committees based on feedback from faculty. There are slots that are open for conversation. Lisa removed some committees as they are no longer functioning. Lisa will share the tracking sheet with Senators. This alignment will be discussed with the Senate Executive Committee next week.

P. 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

Q. 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. Department Chair Training Series Schedule
3. Staff Training for Classified Absences
4. Election Committee Processes Update

R. Announcements

1. ***"The Soul of a Nation: A History of Black Music Informing American Democracy"* A Scholarly Presentation by Dr. Eddie Becton** on Thursday, November 13th at 6:00 p.m. in the Santa Clarita Performance Arts Center
2. Next Academic Senate Meeting Dates Fall 2025: Sept. 25th; Oct. 9th; Oct. 23rd; Nov. 6th; Nov. 20th; Dec. 11th
3. 2025 ASCCC Fall Plenary, Nov. 6th-8th, Hyatt Regency, La Jolla, CA.
4. 2026 ASCCC Spring Plenary, April 9th – 11th, Hyatt Regency, Santa Rosa, CA.
5. 2026 Faculty Leadership Institute, June 11th – 13th, Hyatt Regency, Long Beach, CA.
6. 2026 Curriculum Institute, July 15th – 18th, Sacramento Convention Center

S. Adjournment: 5:01 p.m.

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Please note:

This meeting will be broadcasted at the following locations via zoom



COLLEGE OF THE CANYONS ACADEMIC SENATE EXECUTIVE COMMITTEE MEETING

May 1, 2025
10:00 a.m. to 12:00 p.m., Via Zoom

SUMMARY

Non-Voting Members:

Faculty Name	Title		Faculty Name	Title	
Lisa Hooper	<i>Academic Senate President</i>	X	Jason Burgdorfer	<i>COCFA President</i>	A
Garrett Rieck	<i>Vice President of Academic Senate</i>	X	Dan Portillo	<i>AFT President</i>	A

Voting Members:

Faculty Name	Title		Faculty Name	Title	
Jesse Vera proxy for Alisha Kaminsky	<i>MQE</i>	A	Jesse Vera	<i>Legislative Liaison</i>	X
Chase Dimock	<i>Honors Steering Committee</i>	A	Julie Jonhson & Robert Wonser	<i>CETL</i>	A
Dustin Silva	<i>Elections Committee</i>	X	Linda Beauregard Vasquez	<i>Lead Adjunct Senator</i>	X
Erik Altenbernd	<i>Academic Staffing Committee Faculty</i>	A	Lisa Hooper	<i>President's Advisory Committee on the Budget Faculty</i>	X
Erika Torgeson (on sabbatical)	<i>Program Review Committee</i>	A	Pamela William-Paez	<i>Scholarly Presentation (Tentative)</i>	A
Garrett Reick	<i>Noncredit Liaison</i>	X	Teresa Ciardi	<i>Faculty Professional Development Committee</i>	A
Garrett Rieck	<i>Vice President; Program Viability</i>	X	Tricia George	<i>Curriculum Committee</i>	X
Gary Collis	<i>Policy Review Committee</i>	X	VACANT	<i>College Planning Team Committee Faculty</i>	
Gary Quire	<i>Career Education Liaison</i>	A			

Additional Voting Members:

Faculty Name	Title		Faculty Name	Title	
Shane Ramey	<i>Academic Integrity Committee</i>	A	Katie Coleman	<i>Equity Minded Practitioners</i>	A
Karyl Kicenski	<i>Academic Freedom Committee</i>	X	VACANT	<i>Civic Engagement</i>	X

A. Routine Matters

1. Call to order: 5/1/25
2. Public Comment
 - I. An announcement was made regarding the upcoming "Coffee with your Assemblymember" with keynote speaker Pilar Schiavo on May 2nd from 12:00pm – 4:00pm at the UCEN. For information, please contact Linda Beuregard-Vasquez.
3. Approval of the Agenda
 - I. Motion to approve the agenda by Gary Collis, seconded by Lisa Hooper. Unanimous. Approved.

B. Consent Calendar

1. Adoption of April 3, 2025, Senate Executive Committee Summary (pg. 3-6)

- a. Motion to approve the April 3rd Senate Executive summary by Lisa Hooper seconded by Linda Beurgard-Vasquez. Dustin Silva abstained. Jesse Very proxy for Alisha Kaminsky (yes, vote). Approved.

C. Reports

1. Presidents Report, Lisa Hooper

- I. **Discussion at Senate on Academic Integrity and Artificial Intelligence:** There was a suggestion to have all senators and faculty review the documents as this will form the work of Artificial Intelligence locally.
- II. **Graduation Ceremony:** The college graduation will be held on Friday night and will have a keynote speaker. The hope is to have more families participate in the graduation ceremony due to the change of day and location. If anyone needs anything or has questions, please reach out to Lisa Hooper.

2. Vice President Report, Garrett Rieck

- I. **Faculty Office Lottery Results:** The Faculty office lottery ran for one round. There was one issue that was resolved.
- II. **Senate Exec Meeting Times:** Garrett will meet with Lisa to adjust meetings time to accommodate faculty teaching schedules. Garrett will send out an email during FLEX week with a doodle poll to identify a more suitable time. Award nominations may be ranked in advance to allow more time for discussion in the meetings.

D. Action:

1. Academic Senate Faculty Award Deliberations

- I. **Faculty Award Deliberation Guidelines:** Garrett provided an overview of the deliberation guidelines. There was a reminder that all committee members need to:
 - a. Maintain confidentiality of all deliberations for awards and nominations submitted.
 - b. Need to have a majority vote to award a faculty award.
 - c. If there are two nominees for an award a majority vote of the quorum of the committee needs to take place.
 - d. Proxy votes are allowed but do not count towards quorum. If there is a tie the Chair of the committee can vote.
 - e. The chair of the committee will only publish the winner and not all the nominees.
- II. **Excellence in Education Award:**
 - a. Katie was nominated for the Excellence in Education Award. Many are aware of the breath of Katie working as chairing the Ethnic Studies and Sociology program and helping to ask the district to provide support for the new Ethnic Studies instructors. Katie has worked on the Curriculum Committee Sand boxes with Tricia George. Garrett worked with Katie in Curriculum Development and Program Viability when Katie brought forward her proposal for the Ethnic Studies program. Katie also worked with the Scholarly Committee on a presentation along with Megan Andrade and presented two scholarly presentations. Katie is influential in brining programs to the college and working on CETL and Anti-Racism and the Title 5 grant.
 - b. **Motion to award Katie Coleman the Excellence in Education Award** by Lisa Hooper seconded by Garrett Rieck. Jesse Vera proxy for Alisha Kaminsky, (yes,

vote). Unanimous. Approved

III. **Diversity Award:**

- a. There were two nominees submitted for the Diversity Award. Erin has gone outside her traditional line of work. She was hired to teach English and Assistant director of TLC and then runs a Trans Student Alliance. Erin has run the Trans Alliance for several years and has a quiet commitment to this population. Erin has been there for many students who are struggling and has supported many students in this population. Erin has mentored many students for Linda Beuregard-Vasquez who are struggling with the transition process.
- b. **Motion to nominate Erin Delaney for the Diversity Award by Robert Wonser**, seconded by Tricia George. Jesse Vera proxy for Alisha Kaminsky (yes, vote). Unanimous. Approved.

IV. **Collegiality and College Citizenship Award:**

- a. Jeremy Patrich has been nominated for the Collegiality and College Citizenship Award. Jeremy serves on the Curriculum Committee and the Non-Credit Curriculum Committee. Jeremy always provides very detailed feedback to the authors. He has also done a lot of work with non-credit courses. He has helped other faculty not in his discipline with their Program Viability and Curriculum Committee proposal. He is a huge advocate for Cultural Competency and has done trauma informed training. He has many skills beyond the area of Geology and Geography. He has found opportunities to grow as a colleague and finds the right path that suits his interest and talent. Dilek, Tricia and Jeremy have worked on the Listening Leader project that aims to help others heal from areas that have impacted people on a personal level or in an institutional setting. He aims to build cultural collegiality to reshape the college. He has worked with the Foundation and joined the board. He created a scholarship, using his own funds in the amount of \$10K to support non-credit students.
- b. **Motion** to approve the nomination of Jeremy Patrich for the Collegiality and College Citizenship Award, seconded by Linda Beuregard-Vasquez. Jesse Vera proxy for Alisha Kaminsky (yes, vote). Unanimous. Approved.

- V. **Collegial End of the Year Celebration:** Lisa will be changing the format of the celebration a bit and is looking for feedback. The event will be held in the ICC and will be the day before graduation on June 5th from 3-5pm. A RSVP meeting invite will be forwarded and will be sent to full-time faculty, those who nominated recipients and those who the Senate has worked closely with. A save the date will also be sent.

- VI. **Announcement of Award Nominee Winners:** Garrett will send out an email announcement.

E. **Discussion**

1. Future Meeting Times/Days
2. Future Discussion Topics

F. **Unfinished Business**

None

G. **Announcements**

- a. Next Academic Senate Meeting Dates Spring 2025: May 15th & May 29th; Fall 2025: Aug. 28th, Sept. 11th, Sept. 25th; Oct. 9th; Oct. 23rd; Nov. 6th; Nov. 20th; Dec. 11th

- b. [2025 ASCCC Curriculum Institute](#): July 9th- 12th, Ontario Convention Center, Ontario, CA.
- c. [2025 ASCCC Faculty Leadership Institute](#): June 12th – 14th, Hyatt Regency, San Francisco Airport, CA.
- d. [2025 ASCCC Fall Plenary](#), Nov. 6th-8th, Hyatt Regency, La Jolla, CA.
- e. [2026 ASCCC Spring Plenary](#), April 9th – 11th, Hyatt Regency Santa Rosa, CA.

I. Adjournment: 11:00 am

If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in an alternate form, please contact the Academic Senate Office at academicsenateinfo@canyons.edu College of the Canyons.



MQ&E Committee Report to the Academic Senate

- A. The Minimum Qualifications and Equivalencies Committee meets on the 3rd Monday of each month, at 1:00 pm.
- B. **Committee Members:**

Alisha Kaminsky	Faculty Chair
Faculty Appointments	
Faculty Member	Position
Bob Maxwell	School of Business
James Gilmore	School of Math, Science & Engineer.
Justin Hunt	School of Applied Technology
Mary Powell	School of Humanities
Sonny Requejo	Student Services
Pamela Williams-Pàez	School of Social & Behavioral Sciences
Nerissa Yuhico	School Health Professionals
Diana Stanich	School of Visual & Perf Arts
Diana Stanich	School of Kines, PE & Athletics
VACANT	School of Public Safety
VACANT	School of Personal & Prof Learning
Other Members	
Miranda Zamudio	Interim Assistant Superintendent/Vice President, Human Resources

- C. Report prepared by Alisha Kaminsky on September 25, 2025.
- D. **Background and Purpose of MQ&E:** After the Community College Reform Act (AB 1725) passed the legislature in 1988, California Community College Teaching Credentials were no longer issued and the hiring of faculty and administrators to teach at the California Community Colleges was based on minimum qualifications for each discipline. The law allows for local Academic Senates to establish equivalencies to the minimum qualifications listed in the Discipline List. The equivalencies must be true equivalencies that include general education knowledge as well as discipline specific knowledge. The Minimum Qualifications and Equivalencies committee (MQE) of the Senate developed a process for establishing equivalencies to the minimum qualifications at COC as outlined in Administrative Procedures 7121. These procedures were approved by the Academic Senate on September 26, 2013, modified after the Academic Senate voted to remove particular equivalencies on November 10, 2016, and revised in spring 2017 and approved by the Academic Senate on May 25, 2017. The MQ&E committee is currently in the process of reviewing and updating AP 7121.
- E. **Summary:** Over the last year, the MQ&E Committee worked hard to review AP7121 in collaboration with HR and the Policy Committee. This year we are focused on a fresh re-write or overhaul of the entire AP7121. We also conducted the 5-year update of the Equivalencies List and had buy-in from almost all Department Chairs. The process began in Spring, went through summer and was completed in early Fall. The newly

updated List was approved by Academic Senate on September 11, 2025, and posted online for the public to view.

- F. **Goals:** Our committee's priority will continue to be reviewing all course discipline assignments and faculty discipline assignments. As stated earlier, we are also heavily focused on a full re-write of AP7121 to make sure the work of our committee is accurately reflected in the Administrative Procedure. We will focus on the process for Equivalency.
- G. **Challenges:** Keeping all faculty informed about how Minimum Qualifications work has always been a challenge for our committee. The process can be confusing and causes many employees, especially Department Chairs and Hiring Committee Leads, a lot of frustration. We have been working to connect with more faculty, and we offered an open FLEX Training this past Monday, September 15, 2025. We will continue to educate the campus and help answer any inquiries or questions throughout the year. We are also working on the current Equivalencies process and hope to strengthen our relationship with HR and bring more transparency to the current process.
- H. **N/A**
- I. **Upcoming Senate Agenda Items:** N/A

Thank you, Lisa Hooper, and all members of the Academic Senate for your support of the past year!
-Alisha Kaminsky, September 25, 2025

Summary of Substantive Changes: BP/AP 3250

1. Integration and Clarification of Responsibilities

- The proposed BP 3250 is more detailed and directive than the current BP, clearly outlining the CEO's responsibilities related to ensuring institutional planning is broad-based, systematic, and integrated.
- The proposed AP 3250 absorbs significant content that is in the current BP, especially content related to types of plans, who is involved, and how planning is carried out.

2. Emphasis on Institutional Effectiveness and Equity

- The proposed AP introduces an explicit "Institutional Effectiveness" section, highlighting:
 - Goal setting for student access, outcomes, and equity.
 - Use of disaggregated data to address disparities for historically excluded groups.
- These emphases are absent from the current AP or BP.

3. Detailed Planning Processes and Plan Types

- The proposed AP outlines a comprehensive list of required and strategic plans, including DSPS, EOPS, EEO, SEA, and Technology Plans.
- It adds structured planning cycles (e.g., 3-year program reviews), equity-centered evaluation, and specific expectations for how plans are developed and aligned with broader institutional goals.
- The current AP references planning more generally, relying heavily on the "Decision-Making Guide" without specifying these structured expectations.

4. Strengthened Role of Participatory Governance

- The proposed AP repeatedly emphasizes the participatory governance process as central to planning and goal-setting, ensuring representation across stakeholder groups.
- This is more robust than in the current AP or BP, which mention shared governance more passively.

5. Explicit Board Involvement and Communication

- Both the current and proposed BP maintain that the Board will be kept informed, but the revised BP emphasizes the Board's active role in setting general mission and goals.
- The proposed AP specifies which plans require Board approval versus those presented as information items, clarifying administrative practices.

6. Reference Updates and Compliance

- The reference sections in the revised documents are updated and expanded to include more ACCJC standards, Title 5 sections, and Education Code citations.
- This helps ensure alignment with current regulatory and accreditation standard

(Final for Senate)



BP 3250 Institutional Planning and Effectiveness

References:

ACCJC Accreditation Standards 1, 1.4 and 3.5; Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq.; Education Code Sections 78210 et seq. and 84754.6

The District's comprehensive planning system shall include those required by Title 5 as well as those relevant to the District's educational, strategic, and resource planning. A list of these plans shall be maintained in the CEO's office and updated as needed.

The CEO shall:

- Ensure that the District implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community. This planning and evaluation system shall be guided by the District's mission and vision and supported by institutional research.
- Ensure that institutional plans contain goals, objectives, and measurable outcomes; that they are integrated into the annual budget process; and that the results of institutional planning are broadly communicated. Submit those plans to the Board when required by Title 5.
- Inform the Board about the status of planning and institutional progress towards achieving the goals, objectives, and outcomes identified within the District's planning documents.
- Ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedure AP 3250 and Board Policy 2510

Approved [insert new date]

(Final for Senate)



AP 3250 Institutional Planning and Effectiveness

References:

ACCJC Accreditation Standards I 1, 1.4 and 3.5; Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55510, 55250, and 56270 et seq.; Education Code Sections 78210 et seq. and 84754.6

The District shall ensure that structures are in place to facilitate ongoing, collegial, self-reflective dialogue in the spirit of continuous quality improvement of student learning and achievement as well as institutional structures and processes.

In addition, the District will establish and publish goals and performance information related to fiscal stability.

The Governing Board informs the general institutional mission and goals for the comprehensive plans through a variety of means, including but not limited to, the CEO evaluation process, Governing Board Strategic Priorities for the District, and annual Governing Board evaluation and planning workshops.

A. Institutional Effectiveness

The District shall develop, adopt, and publicly post goals related to (1) student access, (2) student performance and outcomes, (3) student equity, and (4) state and federal mandates and guidelines and engage constituents in the goal setting through its participatory governance process.

These goals should be aspirational and quantifiable, address equity gaps for historically marginalized and excluded populations, including, among others, Black, Latino/a/e/x, Indigenous, and LGBTQ+ student populations, as identified by disproportionate impact analyses, and align with the educational attainment of California's adult population to the workforce and economic needs of the state. Review of progress on goals shall be done through the appropriate responsible program and/or participatory governance process.

The District, through established committees with representation from faculty, administration, classified professionals, and students, will review and recommend planning decisions related to educational, human, physical, technological, and financial resources through a broad-based, comprehensive, systematic, and integrated planning process.

Through the District's participatory governance process, district planning will result in specific goals, objectives, and strategies which have measurable outcomes and specific accountability. The planning process will use institutional effectiveness data and research, program reviews, and individual unit plans to inform decision-making and resource allocation processes.

B. Institutional Planning

The CEO shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the college community. This planning and evaluation system shall be guided by the mission and vision of the District and supported by institutional effectiveness research.

The planning system shall include plans required by law as well as those that are relevant to the District's educational, strategic and resource planning. These plans include, but are not limited to:

- Strategic Plan
- Comprehensive Educational and Facilities Plan
- Facilities Plan
- Disabled Student Programs and Services (DSPS) Plan
- Extended Opportunity Programs and Services (EOPS) Plan
- Equal Employment Opportunity (EEO) Plan
- Student Equity & Achievement Plan
- Transfer Center Plan
- Technology Plan

District-wide and appropriate departmental plans are developed in a manner that encourages broad participation from employee groups on campus, providing clear opportunities to be involved in the plan-formulation process and subsequent plan review. Plans are informed by institutional research, especially student outcomes data when appropriate. Once completed, the Comprehensive Educational and Facilities Plan and other plans as required by Title 5 are presented to the Board of Trustees for approval. Other plans, such as the Strategic Plan and the Technology Plan, are presented to the Board of Trustees as information items. Plans are submitted to the California Community Colleges Chancellor's Office (CCCCO) for approval when required. District's plans are appropriately aligned with the District's mission as well as CCCCCO priorities, where applicable. All plans, including the budget, are interrelated and developed with the purpose of advancing efforts of every department on campus in meeting their departmental and institutional goals in support of the District's mission.

1. Program Planning and Review:

- Administrators, faculty and staff engage in a systematic three-year cycle with a full program review in year 1 and annual updates in years 2 and 3. Departments reflect on research and external information, such as outcomes information, self-studies, research reports,

program review data, enrollment patterns, and workforce trends. This reflective process includes consideration of the implications of state policies and funding opportunities.

- Through the program review and planning process departments assess changes in the community that impact the District's programs and services. They identify opportunities for partnerships and for potential resource development. Departments play a central role and drive college wide-planning, budget development, program development, and other services. At the same time, departmental plans are influenced by District-wide plans, reflecting institutional priorities.

2. Strategic Planning:

- The planning process will be guided by adopted mission, vision, strategic plan, and core value statements.
- The departmental/program objectives as part of the Program Planning & Review process must align with one of the District's strategic goals.
- The Strategic Plan aligns with the District's Program Planning & Review cycle.

3. Facilities Planning:

- The District updates its comprehensive Facilities Plan approximately every 5 years. The Facilities Plan is developed with input from key constituents and is informed by current and anticipated needs, based on research and institutional effectiveness data, equity considerations, and instructional needs as identified in the strategic planning process.
- District quantitative and qualitative data on institutional effectiveness and District strategic directions will inform district-wide facilities planning.

4. Technology Planning:

- The District Information Technology (IT) division provides technical support, training, policies, and procedures related to technology, strategies for effective implementation and utilization of information technology, and assists the District with local technology initiatives, projects and planning for future technologies.
- District -wide technology planning shall be informed by college technology planning, priorities, institutional effectiveness data, college strategic goals and department/program plans as part of the Program Review & Planning process.
- The District updates the Technology Plan for the District approximately every 5 years.

5. Student Equity Planning:

- The District complies with the California Board of Governors' regulations related to Student Equity Policy, which is intended to ensure that students from historically marginalized and excluded groups in higher education have equal opportunity for access, success, transfer and career outcomes.

- The District's Student Equity & Achievement (SEA) Plan is developed in collaboration with representatives from faculty, staff, administration and students. The SEA Plan includes research/data, goals, activities, implementation timelines, and evaluation measures.
- In alignment with the California Community Colleges mission, the SEA Plan shall be centered on racial equity and social justice and align with the District's mission, vision and values.
- The SEA Plan shall be reviewed and updated under the guidance of the District's participatory governance process.
- The SEA Plan is updated every three years or as specified by the CCCCCO.

6. Categorical Program Planning:

- The CEO ensures that District program staff develop, implement, and monitor plans for categorical programs, such as EOPS, DSPS (locally referred to as AAC), and CalWORKs, according to the processes and requirements established by the CCCCCO.

7. Equal Employment Opportunity (EEO) Planning:

- The Human Resources Department tracks all hiring for equal employment opportunity, evaluates the diversity of newly hired employees, and reports its findings to District administration.
- The Human Resources Department complies with the CCCCCO Annual EEO Certification Form and EEO Plan submission requirements.

See Board Policy 3250 and Board Policy 2510

Revision endorsed by CPC [insert new date]

(current)



BP 3250 Institutional Planning

References:

ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and
56270 et seq.

The CEO shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to, the Educational and Facilities Master Plan.

The CEO shall submit those plans as required by Title 5 to the Board.

The CEO shall inform the Board about the status of planning and the various plans.

The CEO shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedure AP 3250

Approved 7/7/2021

(current)



AP 3250 Institutional Planning

References:

ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55510, and
56270 et seq.

“Decision Making at College of the Canyons,” known colloquially as the Decision-Making Guide, describes planning processes and is updated regularly. It also details the roles of each employee group on campus in planning and decision-making in general terms and related to specific committees and plans. Every instructional and operational department on campus participates in planning at the department and college-wide levels. Descriptions of committees who develop plans are further described in the Decision-Making Guide.

College plans are updated regularly. Most are updated at least once every three years, with many being updated annually. One noteworthy exception is the Educational and Facilities Master Plan which is generally updated every six years. Copies of individual plans are available on the Intranet under the College Information link.

College-wide and appropriate departmental plans are developed in a manner that encourages broad participation from employee groups on campus, providing clear opportunities to be involved in the plan-formulation process and subsequent plan review. Plans are informed by institutional research, especially student outcomes data when appropriate. Once completed, the Educational and Facilities Master Plan and other plans as required by Title 5 are presented to the Board of Trustees for approval. Other plans, such as the Strategic Plan and the Technology Master Plan are presented to the Board of Trustees as information items. Plans are submitted to the California Community Colleges Chancellor's Office (CCCCO) for approval when required, and College plans are appropriately aligned with CCCCCO priorities, such as the Vision for Success, where applicable. All plans, including the budget, are interrelated and developed with the purpose of advancing efforts of every department on campus in meeting their departmental and institutional goals in support of the College's mission. As noted in the Decision-Making Guide, institutional direction is driven by information received from staff, students, and the community and that helps the College deliver a clear vision for the future.

Revision endorsed by CPC 5/25/21

(Final Mark Up Version)



BP 3250 Institutional Planning and Effectiveness

References:

ACCJC Accreditation Standards ~~I.B.9, III.B.1, 1.4, III.C.2, III.D.2, IV.B.3,~~ and ~~IV.D.3.5~~; Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq.; Education Code Sections 78210 et seq. and 84754.6

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See Administrative Procedure AP 3250 and Board Policy 2510

Approved ~~7/7/2021~~ [insert new date]

(Final Mark Up Version)



AP 3250 Institutional Planning and Effectiveness

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See Board Policy 3250 and Board Policy 2510

Revision endorsed by CPC ~~5/25/21~~[insert new date]