



College of the Canyons Academic Senate

October 8, 2026

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/81647762764?pwd=UIApeHKRcS9vext0KAGfNTnlO5biYQ.1>

Meeting ID: 816 4776 2764; Passcode: 739323

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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. VP/Assistant Superintendents Executive Cabinet Report Out (3 minutes)
4. Approval of the Agenda
5. Committee Appointments: (pg. 3)
6. Sub-Committee Summaries:
 - Program Viability Committee meeting summary, September 24, 2026 (pg. 9-12)
7. Approval of the Consent Calendar

1. Academic Senate Summary, September 24, 2026 (pg. 4-8)	2. Curriculum Committee Summary, October 1, 2026
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B. Reports

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

1. OER Liaison Annual Report, Jennifer Paris
2. [Educational Technology Committee Annual Report](#), Andrew Jones-Cathcart Co-Chair
3. Academic Senate Presidents Report, Lisa Hooper

C. Action Items

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

1. Curriculum Approval Local Control, Dr. David Vakil & Lisa Hooper (pg. 13-17)
2. Adjunct MQE list for Fall 2026 (pg. 18-31)

D. Discussion

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

1. AP 4101 (Independent Study), Gary Collis (pg. 32)
2. SGT Reporting Draft Template, Lisa Hooper (pg. 33)
3. [TOP to CIP Code Transition for Course & Program Coding](#), Tricia George

E. Unfinished Business

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

1. *none*

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, Collaboration with COCFA
2. Department Chair Training Series Schedule

G. Announcements

1. [Next Academic Senate Meeting Dates for Fall 2026](#): Oct. 22nd; Nov. 5th; Nov. 19th & Dec. 10th
2. [2026 Fall Plenary Session](#), Nov. 5th – 7th, Grand Bay Hotel San Francisco, CA.
3. [2027 Spring Plenary Session](#), April 8th – 10th, Hyatt Regency Irvin, Irvine, CA.
4. [2027 Fall Plenary Session](#), Nov. 4th – 6th, Hyatt Regency Long Beach, Long Beach, CA.
5. [2027 Faculty Leadership Institute](#), June 10th - 12th, San Francisco Marriot Waterfront, Burlingame, CA.
6. [2027 Curriculum Institute](#), July 14th – 17th, Riverside Convention Center, Riverside, CA.

H. Adjournment

The teleconference is accessible through the following link:

<https://canyonsonline.zoom.us/j/81647762764?pwd=UIApeHKRcS9vext0KAGfNTnlO5biYQ.1>

Please note:

This meeting will be broadcasted at the following locations via zoom

none

**Academic Review Faculty Volunteers:
Faculty Appointments**

#	Total Faculty Volunteers	Division/School
1	1	Applied Technologies
2	2	Business
3	9	Humanities
4	3	Learning Resources
5	10	Mathematics, Science & Engineering
6	10	Social & Behavioral Sciences
7	6	Student Services
8	1	Visual & Performing Arts

**Equivalencies Committee:
Faculty Appointments**

#	First Name	Last Name	School/Division
1	Ali	Naddafpour	Business
2	Garrett	Rieck	Personal & Professional Learning
3	Jessica	Crowley	Public Safety
4	Peter	Hepburn	Learning Resources

Academic Senate Meeting Summary for September 24, 2026

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	Jessica Crowley	X
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	<i>Jessica Crowley proxy for Lak Dhillon</i>	X	At Large Senator	Shane Ramey	X
VAPA Senator	David Brill	X	At Large Senator	Alexandra Dimakos	X
Student Services Senator	Anne Marchesan	X	Part-Time Senator	<i>Lauren Rome proxy for Joshua Rideaux</i>	X
Humanities Senator	Annie Aboulion	X	Part-Time Senator	Lauren Rome	X
Kinesiology/Athletics Senator	Kathrina Almero-Fabros	X	Part-Time Senator	Alma Juarez	A
SBS Senator	Jennifer Paris via Zoom	X	X= Present	A= Absent	

Non-voting Members			
Dr. David Vakil (Interim, CIO)	X	Jennifer Brezina (VP of Instruction)	X
Marilyn Jimenez (Admin Assistant to the Academic Senate)	X	Dilek Sanver Wang (COCFA President)	A
Dan Portillo (AFT President) via Zoom	X	Ishita Muppala (ASG Student Representative)	X

Guest							
Alisha Kaminsky	X	Dr. Daylene Meuschke	X	John Green	X	Michelle LaBrie	X
Claudenice McCalister	X	Dr. Paul Wickline	X	Joielynn Belmonte	X	Nadia Cotti	X
Dianne Avery	X	Erika Torgeson	X	Jon Amador	X	Ruth Rassool	X
Dilek Sanver-Wang	X	Jennifer Paris	X	Maria Thayer	X	Siane Holland	X
						Victoria Leonard	X

I. Routine Matters

1. Call to order: 3:03 p.m.
2. Public Comment:
 - Lisa informed the Senate of a new agenda item that will allow the executive cabinet, or their designee, to report out to the Senate.
 - There was a request for the district to install additional EV charging stations. The current EV charging stations were donated. There is an idea to install solar panels that can serve as a self-

sustaining energy generator for the campus and additional charging stations. Other districts have installed fee-based charging stations.

3. VP/Assistant Superintendents Executive Cabinet Report Out (3 minutes):
 - A presentation took place in Deans Council regarding the new Course dog software new scheduling software. If the chairs are happy with the new software the district will look at purchasing. Dr. Vakil will provide an update at the next IAC.
4. Approval of the Agenda:
 - The first discussion item, “New Web Governance & Web Content Document developed by IT and PIO” was tabled as Hsiawen is not available to attend. The discussion item will return on a future agenda to allow for both Regina and Hsiawen to co-present.
 - **Motion** to approve the agenda by Gary Quire, seconded by Lauren Rome. Jessica Crowley proxy for Lak Dhillon (yes, vote); Lauren Rome proxy for Joshua Rideaux, (yes, vote). Unanimous. Approved.
5. Committee Appointments: (pg. 3)
6. Sub-Committee Summaries:
 - Program Viability Committee meeting summary, September 3, 2026 (pg. 9-11)
 - Senate Executive Committee meeting summary, September 17, 2026 (pg. 12-14)
7. Approval of the Consent Calendar
 - An amendment was made to the September 10th meeting summary to correct the date of the Curriculum Committee from September 4th to September 3rd.
 - **Motion** to approve the agenda by Tom Gisel, seconded by Garrett Rieck. Jessica Crowley proxy for Lak Dhillon (yes, vote); Lauren Rome proxy for Joshua Rideaux (yes, vote). Unanimous. Approved.

3. Academic Senate Summary, September 10, 2026 (pg. 4-8)	4. Curriculum Committee Summary, September 17, 2026
5. Lak Dillon Tenure Committee, Heather Dotter to serve as Tenure Committee Chair	

J. Reports

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

1. Equivalencies Committee Annual Chair Report, Alisha Kaminsky
 - The Equivalencies committee is now utilizing the requirements outlined in AP 7211. The committee was recently renamed to the Equivalencies committee as HR has always reviewed minimum qualifications. The committee is tasked with reviewing equivalencies when a faculty members degree doesn't match what is listed in the Disciplines list maintained by the ASCCC. The review of equivalencies is a local process, and each department can decide every 5 years whether they want to accept equivalencies. It is suggested that the committee be chaired by a counselor as they are most familiar with the review of transcripts, course descriptions, and degree titles. All department chairs are encouraged to attend the yearly Equivalencies training – this year there were more than 25 chairs in attendance. Two faculty members will join the committee, Garrett Rieck to represent PPL and Jessica Crowley to represent Public Health. Jennifer Thompson will help recruit a librarian from Learning Resources. Department chairs need to ensure that applicants seeking to meet the minimum qualifications through equivalency have been vetted before inviting them for Part-Time interviews. The AP will come forward on a future meeting this semester.
2. Academic Senate Presidents Report, Lisa Hooper
 - **Academic Review Panels:** It is suggested to have 30-40 faculty willing to serve on Academic Review panels, and these 30-40 should represent every school, division, and teach modality. The expectation is faculty should expect to serve on approximately one (1) panel per semester. There are concerns that many faculty are not familiar with the new process. Training or an orientation is needed before people participate on a panel. Michelle Labrie is recruiting faculty

and will forward a final list to the Senate for approval. Alene Terzian, Erin Delaney, Jennifer Thompson and Rebecca Shepherd will be joining the panels. This matter will likely come back for discussion at Senate.

- **Academic Integrity Committee:** There is a need to better inform the campus on the new reporting process outlined in AP 5521. The Committee is developing Academic Dishonesty reporting “cheat sheet” for faculty to use for guidance, and it will be presented at the next IAC meeting.
- **Update to AP 5521:** Dr. John LeJay is interested in hosting a spring FLEX session outlining changes to the policy. In addition, Dr. LeJay would like to discuss with the Policy Committee possible areas that are not addressed such as faculty now being required to collect evidence when presenting a case. There is a need for a college wide AI policy or rule. Michelle will also work with the policy committee. This will return for discussion.
- **PAC-B Committee:** The district is still operating in a \$4.2 million structural deficit. There were some savings found at the end of last year as some funds allocated but not spent.
- **HR Update- Hiring Personal Experts at the College:** Miranda Zamudio is ok with bringing in discipline experts in non-academic areas at the college. For use in instruction, there needs to be coordination with the Academic Policy review committee. There is a new policy being developed.
- **Upcoming HR Recruitments:** The interim Assistant Superintendent/VP of Instruction and the Interim Superintendent/VP of Business Services will be up for hiring. The recruiting for the VP of HR and Student Services will take place in the spring.
- **PAT's:** PATs may be rebranded to Teams. There has been discussion regarding how communication gets to constituents. If an item requires more discussion in Senate a report out or presentation will be scheduled on a future agenda.
- **Class Caps:** This is a curriculum matter. The default class size is 35 and there is no discussion to increase this. Some courses have reduced class sizes through negotiation and are identified in the collective bargaining agreement. Other class size reductions are the result of safety considerations and/or external accreditation standards.
- **AI Taskforce:** The taskforce has been initiated by Jasmine Ruys, through Kristina Hancock who is chief of staff for Dr. Ruys. Shane, as Academic Integrity Chair, will be included and there is a need to include faculty who represent all perspectives of AI-use in teaching, as well as all teaching modalities. The initial meeting is scheduled for Oct. 13th.
- **Data Summit:** Data was reviewed via an activity of institutional metrics where attendees were asked to engage in a gallery walk by going to different tables to review known barriers. The summit concluded with outlining the next phase regarding how strategic priorities will be supported. An email will go out that will include a summary of the summit with access to the resources. Some of this will be informing the new integrated plan. This data will help Program Review become a useful tool for decision making. Gary Quire and Daylene Mueschke will provide a presentation on the changes to program review to Senate later this term.
- **PV Committee:** The committee continues to discuss ways to refine the PV processes.
- **Students Earning and Accountability (STATS) Taskforce Update:** There are some changes happening with colleges across the system that accept Title 4 funding. College will be required to demonstrate that students graduating from their college are earning more than high school graduates at the 5-year mark. If a program is deemed as not doing well it will be marketed as a “low-wage earning.” It remains to be seen how, if at all, these changes will impact programs at COC.
- **Campus Culture Committee:** This committee is a rebrand of the Campus Climate Committee. The committee is tasked with taking temperature checks and identifying strategic ways to improve campus culture. Dr. Ruys will be chairing this committee. Lisa sits on this committee,

as does Victoria Leonard (Part-Time Faculty) and Dilek Sanver-Wang (COCFA).

- **Part-Time Faculty Advisory Council:** Lauren Rome and Ruth Rassool are serving as co-chairs of the council. The council meets on the 1st Wednesday in BONH 330 for an hour ½ (beginning at 3 or 330 – survey being conducted now for start time). The FLEX session had many attendees. The first council meeting didn't have as much attendance and there is a need for more faculty to be aware of PTAC. Victoria Leonard helped build the CANVAS Shell. The idea is to have a regular PTAC update at the Senate.
3. Academic Senate Vice Presidents Report, Garrett Rieck
- The fall office lottery is coming up and an email will go out soon. If anyone is interested in an office, please contact Garrett Rieck to schedule a quick walkthrough. It is not suggested for faculty to just stop by an office they are interested in as there may be a faculty member still assigned to an office.

K. Action Items

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

1. AP 4022 (Course Approval), Gary Collis
 - Policy Review Committee (PRC), Summary for Senate, 2026 (pg. 15-16)
 - AP 4022 (Course Approval), (Final for Senate Tracked 2026) (pg. 17-19)
 - AP 4022 (Course Approval), (Final for Senate Clean 2026) (pg. 20-21)
 - This is a change to the archiving process for courses. The three years works as SLOs are assessed every three years. If a course cannot be offered every 3 years, then there is a need to explain why.
 - **Motion** to approve AP 4022 (Course Approval) policy by Erica Seubert, seconded by Rebecca Shepherd. Jessica Crowley proxy for Lak Dhillon, (yes, vote); Lauren Rome proxy for Joshua Rideaux (yes, vote). Unanimous. Approved.
2. AP 4222 (Remedial Coursework), Gary Collis
 - Policy Review Committee (PRC), Summary for Senate, revisions 2026 (pg. 22-23)
 - AP 4222 (Remedial Coursework) Final for Senate Clean 2026 (pg. 24-26)
 - AP 4222 (Remedial Coursework) Final for Senate with tracking 2026 (pg. 27-29)
 - **Motion** to approve AP 4222 (Course Approval) policy by Lauren Rome, seconded by Tricia George. Jessica Crowley proxy for Lak Dhillon (yes, vote); Lauren Rome proxy for Joshua Rideaux (yes, vote). Unanimous. Approved.

L. Discussion

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

1. New Web Governance & Web Content Document developed by IT and PIO, Regina Blasberg & Hsiawen Hull (TABLED as Hsiawen Hull was unavailable)
 - This will return on a future agenda.
2. IEPI Mini-PRT Update for Canyon Country Campus, Paul Wickline
 - [IEPI List of Primary Successes and Menu Options for Institutional Consideration](#)
 - [IEPI Institutional Innovation and Effectiveness Plan signed by the CEO/Academic Senate President](#)
 - [IEPI Mini-PRT Implementation Plan Presentation](#)
 - Dr. Paul Wickline provided an overview of discussions taking place regarding the renaming of the Canyon Country Campus. Some changes taking place include the nursing department moving to CCC, the expansion of the computer lab in 308, a two-way road concept, a new marquee and stop sign, third building proposal and moving the Construction Tech department to one area on campus. There were suggestions for better food options, better building naming conventions, and having a van shuttle that takes people back and forth between CCC and Valencia campuses. No voting will take

place on the logo renderings presented by the Gensler Team. This activity was more so to gather input and a small taskforce will continue to work on the logo redesign.

3. Reporting format from PATs to Academic Senate, Lisa Hooper
 - Item was tabled.

M. Unfinished Business

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

1. none

N. 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. Academic Senate Discipline Memo

O. Announcements

1. Next Academic Senate Meeting Dates for Fall 2026: Oct. 8th; Oct. 22nd; Nov. 5th; Nov. 19th & Dec. 10th
2. Just in Transition: Academic Academy for Climate Justice and Action, Oct. 23rd – 24th, 2026, Hyatt Regency Newport Beach, CA.
3. 2026 Fall Plenary Session, Nov. 5th – 7th, Grand Bay Hotel San Francisco, CA.
4. 2027 Spring Plenary Session, April 8th – 10th, Hyatt Regency Irvin, Irvine, CA.
5. 2027 Fall Plenary Session, Nov. 4th – 6th, Hyatt Regency Long Beach, Long Beach, CA.

P. Adjournment: 5:01 p.m.

The teleconference is accessible through the following link:

<https://canyonsonline.zoom.us/j/81647762764?pwd=UIApeHKRcS9vext0KAGfNTnlO5biYQ.1>

Please note:

This meeting will be broadcasted at the following locations via zoom

none

Program Viability Committee Summary

Sept. 24, 2026, 10:00 a.m. to 11:30 a.m. – Zoom

Voting Committee Members:					
Lisa Hooper	Committee Chair	X	Jason Burgdorfer	COCFA Rep/MSE	X
Gary Quire	Program Review Faculty Chair/Business	X	VACANT	Transfer Discipline Rep./At-Large Member	A
Dilek Sanver-Wang	COCFA President	X	VACANT	ASG Student Rep.	A
Jaya George	Health Professions	A	Administrator Voting Members		
Jennifer Paris	CTE Rep/ECE Rep/SBS	A	David Vakil	Interim Asst. Superintendent/CIO	X
Jesse Vera	Enrollment Services /Counseling	X	Jason Hinkle	Assist. Superintendent/VP of Facilities	X
Karl Striepe	SBS/Transfer Discipline Faculty	X	Jason Hinkle	Associate, VP, Business Services	X
Ruth Rassool	Humanities (Part-Time) Representative	X	VACANT	Assist. Superintendent/VP Tech, Inst. Dev. & Tech Computer Support	A
Tricia George	Curriculum Committee Chair/Humanities	X	A = Absent	X = Present	

Guest:							
Erika Torgeson	X	Dr. Daylene Meuschke	X	Marilyn Jimenez	X	Dr. Paul Wickline	X
Chad Peters	X	Jennifer Brezina	X	Monica Shukla-Belmontes	X	Tammera Rice	X
Clinton Slaughter	X	Katie Coleman	X	Nadia Cotti	X		
Dianne Avery	X	Harriet Happel	X	Dr. Paloma Vargas	X		

I. Routine Matters

1. Call to order: 10:02 am.
2. Approval of the 9/3/2026 meeting minutes:
 - i. **Motion** to approve the summary from the 9/3/26 meeting by Jesse Vera, seconded by Jason Burgdorfer. Unanimous. Approved.
3. Approval of the Agenda:
 - i. Lisa had asked the committee to review the AP process and to put a pause on new program proposals. However, it was determined that there is a need to bring forward new program proposals to PV.
 - ii. Tammera Stoke will be added to the PV CANVAS shell.

II. Reports

1. none

III. Discussion

1. Substantial Modification Proposal for Sociology, Katie Coleman
 - i. **Sociology Department Update:** There was a need to update several sociology courses to reflect the current socio-political changes, study the new systems, and current language.
 - ii. **Review of Sociology Department at other Colleges:** Katie has been visiting other college websites to determine which courses were filling up the quickest.

- iii. **Archival of Past Sociology Courses:** Approximately 15 years ago, the Sociology Department was asked to shelve 1-unit courses to ramp up other 3 other unit courses, with the promise that they would be brought back. However, these courses were archived and never brought back. There is a need to expand topics and courses in the program.
- iv. **Collaboration with Other Departments:** The Sociology department is looking at collaborating with other departments. For example, many students now have a goal to be content creators and/or social media influencers. If there is a *Sociology of Media* course students can work in production and media. The idea is to not offer these courses every semester but every other semester. This will enhance the department that is place and boost enrollment. The college does not want to lose Sociology students to courses being offered at Pierce and AV college.
- v. **Sociology Department Discussion Update:** The need for additional courses has been discussed in department meetings and retreats for several years. When COVID hit this idea was placed on pause. Some small surveys of students in Sociology courses has been conducted with students expressing their interest in some courses such as *Sociology in Society and Drugs*. The committee suggested that in the future the department utilized a survey methodology (through IR) to ensure all are doing their due diligence when making changes to a program.
- vi. **Alignment with other Programs:** There is potential for other chairs to consider including these courses in their programs.
- vii. **Elective Sociology Courses:** Many courses live in section 5 of the model curriculum for the ADT, if courses are approved to be offered the number of courses would increase to 19 in total electives. Which courses in this list are being considered for archival?
- viii. **Archiving of Sociology course in Gerontology:** A rebranding took place and *Sociology of Aging* was no longer relevant to Gerontology as the Gerontology certificate is no longer offered at COC. Ann Marenco is interested in rebranding Sociology 103 to become more desirable and offer the course 1 or 2 times per semester. The 4 new courses would start on a rotating basis. The *Sociology of Death and Dying* could be offered once a semester. The courses would rotate fall and spring depending on the popularity. It is suggested to bring forward to the PV committee a plan demonstrating all the electives in the program and their proposed offering intervals over a two year period.
- ix. **Sociology of Aging & Relationships:** The department chose to pivot to offer less sections if new courses will be offered. The department may be archiving Sociology of Society & Self.
- x. **How does the enrollment shift and where there is more growth?** There is a suggestion to see how students can use courses in multiple ways in various programs such as in the disciplines of Media and Health. Many courses qualify for GE however this depends on CALGETC as the standards for inclusion into GE areas have risen.
- xi. **Resources Needs:** There is no need for new facilities, faculty or staff. There are existing faculty who are discipline experts in these various areas. There are content experts who can write the curriculum. There is also no need for new software or other supplies.
- xii. **Nursing Students in Sociology:** There are many nursing students who need to take sociology courses. Many of them will take a course that works with their schedule. Health Science majors can take the proposed *Medical Sociology course*. There are some colleges that do not offer this course and COC could collaborate with them to offer this course to those students. The program can also work with the BIO students.

- xiii. **OER & ZTZ materials:** The department will be using these resources to offer affordable textbooks.
 - xiv. **Current Sociology Course Enrollment Data:** The *Sociology 101* course is currently at 85% and *Sociology in Criminology* is 100%. There are about 7 courses that are low enrolled with 20 students and with cap of 30-35 students. These courses could fill but there is a need to market these courses. *Sociology in Criminology & Deviants* course is at a lower enrollment. Many of those seven courses are late start such as *Sociology of Society & Environment*. This is 7 sections out of 42 sections. 12 week and 8-week courses do better when offered as a late start online. Many student athletes take these courses.
 - xv. **General Education:** The changes in CALGETC have raised the bar. There is a professional imperative and there is a concern to continue to add courses to a catalog and have these courses weakened the potential for other courses to be successful. The department will archive SOC 233 and Death and Dying as the material covered in these courses is covered in SOC 101.
 - xvi. **Next Steps:** The committee requested to see a plan and to consider exploring a 2-year rotation of course offerings to ensure the interest in population of students is not diluted. The low enrolled courses are going to be archived.
 - xvii. There was a suggestion for the PV committee to create a program initiation proposal and separate substantial modification proposal form to make it easier for faculty when submitting proposals.
2. Refinements to the Program Viability and AP process, Lisa Hooper
- i. **PV New Checklist Feedback:** The first section is about evidence. One way to strengthen a proposal is for a program to demonstrate the many ways a new program or curriculum is needed to uniquely serve students.
 - ii. **Program Review:** This is almost never used as a source of evidence, however, there is a need to make PR more informative to PV discussions and processes.
 - iii. **Two new bachelor's degrees:** There are two bachelor's degree proposals coming forward. It is not clear how BA programs are approved at the CCC level by the state as there are no prompts. If there is a check list used that may be a different proposal form for a new BA. Most proposals would be for lower division curriculum. The suggestion is to do a separate process for the BA program.
 - iv. **Resource Need for BA Programs:** The resource costs are higher than anticipated regarding faculty and higher courses. Staffing is more intensive. There are counselors needed in a new program. There are currently 3 FTF who are supported via Perkins funding for student advising. Counseling does not have the capacity for the 101 advising. The suggestion is to have a stand-alone process. Dr. Paul Wickline attended a past meeting regarding these changes; The AB loosens some of the past Restrictions. Duplication at CSUs are permitted in a CC region if the acceptance rate is less than 75% for 3 consecutive years. For a BA program a pro forma could be used. For a BA program there is a temporary MOU for those faculty teaching in this area. CCCs may be able to duplicate programs offered by CSUs if not in the same region. Need to compare proposals with actual programs. There should be a conversation beforehand to brainstorm to determine if a discussion needs to come forward to PV.
 - v. **CTE Programs:** For non-CTE programs there is no advisory board but there is for CTE programs. There is a need for evidence in terms of how programs are going to lead to student economic mobility. CE programs require advisory board input and entry way into the workforce to be able to justify the program.

- vi. **Labor Market Information (LMI):** This is needed and employers can be helpful with what the COE is showing in terms of the next 5-year projection.
- vii. **Possible Program Proposal Ranking Order:** There could be 3 choices, if idea is to move to ranking model for the initiation of new program. If 3 levels are given this would help with the ranking. If moved to a recommendation model it would move to a narrative with data and information regarding how resource intensive a program would be and on how many students would be served.
- viii. **Marketing:** There is always a need for marketing and that requires resources.
- ix. **Designing Rubric:** There are 3 different kinds of programs and there may be need to develop different forms associated with related rubric. Non-CTE, CTE and BA programs. The one size that fits all rubric may be limiting. The idea is to create smaller subgroup to work on some of the forms. The recommendation is to come to an agreement of what will look without value to allow time to prototype before going to a ranking system. Once a request is submitted there is a review done by the committee before having the program come forward on the agenda.

IV. **Adjournment:** 11:33 am.

September 30, 2026

ESS 26-65 | Via Email

TO: Chief Executive Officers
Chief Instructional Officers
Academic Senate Presidents
Curriculum Chairs
Academic Senate for Community Colleges
Curriculum Specialists

FROM: Raul Arambula, Dean of Academic Affairs

RE: Annual Curriculum Approval Certification

Background

This memorandum provides information regarding the Annual Curriculum Approval Certification. The annual certification includes all credit and noncredit course proposals, modified credit programs, Career Technical Education (CTE) credit programs that are C-ID aligned, and local credit programs. Programs not included in the annual certification and streamlined approval process include the associate degrees for Transfer (ADTs), noncredit Career Development and College Preparation (CDCP) certificates in the short-term vocational instructional domain, and new Career Technical Education credit programs that are not C-ID aligned.

Guidelines

Chancellor's Office staff will manually approve affected programs, which may result in an approval timeframe of one to two business days. Periodic reviews of the locally approved and certified curriculum will be conducted by the Chancellor's Office to monitor compliance and data integrity.

Requested Actions

The Chancellor's Office requires each college to submit: (1) an annual certification form (signed by the Chief Executive Officer, Chief Instructional Officer, Academic Senate President, and Curriculum Chair) and, (2) one PDF copy of the local governing board policy that defines the standards for credit hour calculations. The signed certification form and local governing board policy documentation are to be submitted to the Chancellor's Office annually during the month of November.

Each academic year, during the month of September, the Chancellor's Office will release an annual certification reminder to colleges. For the 2026–27 academic year, the certification form and local governing board policy must be submitted to the Chancellor's Office no later than 5 p.m. on Nov. 21, 2026. Colleges that do not submit the required certification documents by the due date are out of compliance with auto-approval requirements, and thus, affected credit and noncredit course and program proposal submissions will be manually reviewed by the

Chancellor's Office, Educational Services and Support Division

1102 Q Street, Sacramento, CA 95811 | 916.445.8752 | www.cccco.edu

A11Y 9/29/26

Annual Curriculum Approval Certification

September 30, 2026

Chancellor's Office. The manual review process will remain in effect until the signed certification form, and the local governing board policy documentation is received by the Chancellor's Office.

Contact

Please contact Raul Arambula, Dean of Academic Affairs, at RArambula@CCCCO.edu or (916) 322-1440, should you have any questions. Email a PDF of the annual certification form and a copy of the local governing board policy that defines the standards for credit hour calculations to David Garcia at DGarcia@CCCCO.edu.

Attachment: Annual Curriculum Approval Certification Form

cc: Sonya Christian, Chancellor
Rowena M. Tomaneng, Deputy Chancellor James
Todd, Vice Chancellor of Academic Affairs

By signing this form, the Chief Executive Officer, Chief Instruction Officer, Academic Senate President, and Curriculum Chair acknowledge and certify that:

- course hours and units are correct in accordance with the Chancellor's Office Course Calculations;
- the college/district course outline of record has been approved by the District Governing Board
- the college has developed local policy, regulations, or procedures specifying the accepted relationship between contact hours, outside-of-class hours, and credit for calculating credit hours to ensure consistency in awarding units of credit;
- credit cooperative work experience plan has local board approval and is on file;
- credit and noncredit courses and programs that are submitted to the Chancellor's Office Curriculum Inventory (COCI) system are accurate and compliant with California Education Code, California Code of Regulations, title 5, and the current Chancellor's Office Program and Course Approval Handbook (PCAH);
- credit and noncredit programs have the required attachments in accordance with the current Chancellor's Office PCAH; and
- mandatory training for curriculum committees and responsible administrators regarding curriculum rules and regulations to ensure compliance with title 5 §55002.

This certification applies to the following:

1. Courses

- a.** Credit - all credit courses
- b.** Noncredit - all noncredit courses

2. Programs

- a.** Credit
 - i.** Modified credit programs (excluding ADTs)
 - ii.** New credit programs with a Program Goal of "Local"
 - iii.** Credit CTE C-ID aligned programs (The following documents must be contained in submission: model curriculum templates, LMI, regional consortium recommendations) with the exception of new CTE credit programs that are not C-ID aligned and Apprenticeship.
- b.** Noncredit
 - i.** All noncredit programs

The annual certification is **not applicable** to the curriculum listed below:

1. Certificate Programs

- a.** Credit: CTE not C-ID aligned
- b.** Noncredit: Career Development and College Preparation (CDCP) certificate programs in the instructional domain of Short-term Vocational (Education Code statute §84760.5 (a)(3) requires approval of short-term vocational programs by the Chancellor's Office and thus is excluded from local and automatic approval)

Annual Curriculum Approval Certification

September 30, 2026

- 2.** Degrees
 - i.** Associate degree for Transfer (AD-T)
 - ii.** Baccalaureate Degrees

Email a PDF of the annual certification form and a copy of the local governing board policy that defines the standards for credit hour calculations to David Garcia at DGarcia@CCCCO.edu.

Annual Curriculum Approval Certification Form

All forms are required.

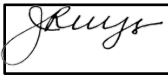
By signing this document, I certify as the Chief Instructional Officer that has

College of the Canyons

completed this process.

(College Name)

Jasmine Ruys



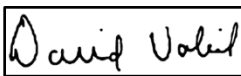
Oct 1, 2026

Chief Executive Officer
(Print Name)

(Signature)

Date

David Vakil



Oct 1, 2026

Chief Instructional Officer
(Print Name)

(Signature)

Date

Lisa Hooper



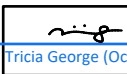
Oct 1, 2026

Academic Senate President
(Print Name)

(Signature)

Date

Tricia George


Tricia George (Oct 1, 2026 10:20:03 PDT)

Oct 1, 2026

Curriculum Chair
(Print Name)

(Signature)

Date

Adjunct Faculty Fall 2026 Part 1

Name	Position Title	Discipline Assignment	MQ&E for the specified discipline as listed in the current MQ&E state handbook/ Equivalency	Evidence for how the faculty member meets MQ or Equivalency
Azizian, Dvin	Adjunct – Automotive Technology	Automotive Technology	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment OR the equivalent.	A.A. Occupational Studies in Automotive Technology from Universal Technical Institute and 9 years' experience directly related to the assignment.
Guzzetti, Aaron	Adjunct – Automotive Technology	Automotive Technology	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment OR the equivalent.	B.A. in Business Administration from Colorado Technical University and 6 years' experience directly related to the assignment.
Lopez, Mario	Adjunct – Automotive Technology	Automotive Technology	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's	Meets by equivalency. Academic Senate approved A.A. equivalency on 7/1/26. Has 10 years of full-

			teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment OR the equivalent.	time experience directly related to the assignment.
Evans, Daniel	Adjunct – Chemistry	Chemistry	Master's degree in chemistry. OR Any bachelor's degree in chemistry OR biochemistry AND Master's degree in biochemistry, chemical engineering, chemical physics, physics, molecular biology, or geochemistry.	Ph.D. in Chemistry from Pennsylvania State University.
Harbicht, Matt	Adjunct – Commercial Photography	Photographic Technology/ Commercial Photography	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	M.A. in Film, Television, and Photography from Mount St. Mary's University and 20 years full-time experience directly related to the assignment.
Lowzik, Holly	Adjunct – Commercial Photography	Photographic Technology/ Commercial Photography	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment	M.A. in Strategic Communications and Digital Strategies from the University of Oklahoma and 20 years of experience directly related

			or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	to the assignment.
Gonzalez, Jocelyne	Adjunct – Counseling	Counseling	Master's in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy or marriage, family and child counseling, OR the equivalent. (NOTE: A bachelor's degree in one of the listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline.)	M.S. in Counseling from California State University, Northridge.
Rodriguez, Alina	Adjunct – Counseling	Counseling	Master's in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy or marriage, family	M.S. in Educational Counseling from the University of LaVerne.

			and child counseling, OR the equivalent. (NOTE: A bachelor's degree in one of the listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline.)	
Cordero, Fumika	Adjunct - Engineering	Engineering	Master's in any field of engineering OR Bachelor's in any of the above AND Master's in mathematics, physics, computer science, chemistry or geology OR the equivalent (NOTE: A bachelor's in any field of engineering with a professional engineer's license is an alternative qualification for this discipline)	M.S. in Mechanical Engineering from University of California, Los Angeles.
Clark, Matthew	Adjunct, English	English	Master's degree in English, literature, comparative literature, or composition. OR Bachelor's degree in any of the above AND Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	M.A. in English from California State University, Northridge
Guzman, Genevieve	Adjunct, English	English	Master's degree in English, literature, comparative literature, or composition. OR	Ph.D. in English from the University of Georgia

			Bachelor's degree in any of the above AND Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	
Marucilli, Dominic	Adjunct, English	English	Master's degree in English, literature, comparative literature, or composition. OR Bachelor's degree in any of the above AND Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	M.A. in English from California State University, Northridge
McLaughlin, Brittany	Adjunct, English	English	Master's degree in English, literature, comparative literature, or composition. OR Bachelor's degree in any of the above AND Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	M.F.A. in English from Florida Atlantic University
Perez, Alexander "Kevin"	Adjunct, English	English	Master's degree in English, literature, comparative literature, or composition. OR Bachelor's degree in any of the above AND Master's degree in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism.	M.A. in English from California State University, Northridge

Grove, Tracie	Adjunct – Fire Technology	Fire Technology	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	B.S. in Occupational Studies from California State University, Long Beach, and 20 years of full-time professional experience.
Piller, Mark	Adjunct – German	Foreign Languages	Master's degree in German OR Bachelor's degree in German AND Master's degree in another language or linguistics OR the equivalent	M.A. in German from California State University, Long Beach
Foshaug, Geir	Adjunct – Graphic Arts	Graphic Arts	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	M.F.A. in Art and Technology from California Institute of the Arts and 15 years of full-time professional experience.
Pena, Olivier	Adjunct – Medical Laboratory Technician	Health Care Ancillaries (Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology,	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's	Doctor of Medicine from Universidad Autonoma de Santo Domingo and 13 years of experience.

		childbirth educator, primary care associate, massage therapy)	teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	
Biemann, Kathrin	Adjunct – Hotel and Restaurant Management	Restaurant Management	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	A.A. in Occupational Studies from the American Academy of Dramatic Arts and 6 full-time years of professional experience.
Karmakar, Rajib	Adjunct, Music	Music	Master's degree in music OR Bachelor's degree in music AND Master's degree in Humanities OR the equivalent	Meets by Equivalency. Academic Senate approved M.A. equivalency on 3/24/26. M.F.A. in North Indian Music Performance from California Institute of the Arts.
Soltero, Yasmin	Adjunct – Noncredit Career Skills	Vocational: Noncredit	Any bachelor's degree and two years of occupational experience related to the subject of the course taught OR Any associates degree and six years of occupational experience related	M.A. in Sociology from California State University, Northridge and 2 years' experience directly related to the assignment.

			to the subject of the course taught OR Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter	
Pernisco, Atilio	Adjunct – Noncredit Older Adult Art	Older Adults: Noncredit	Any bachelor's degree with a major related to the subject of the course taught EITHER Thirty-two hours or two semester units of course work in understanding the needs of older adults OR one (1) year of full-time equivalent professional experience directly related to the faculty member's teaching assignment. OR- Any associate degree with a major related to the subject of the course taught and two (2) years of professional experience directly related to the faculty member's teaching assignment. OR- Any Bachelors degree and two (2) years of professional experience directly related to the faculty member's teaching assignment. OR- Any associate degree and six (6)	M.F.A. in Art from Art Center College of Design and 2 years full-time professional experience directly related to the assignment.

			years of professional experience directly related to the faculty member's teaching assignment.	
Sarkisian, Mariam	Adjunct – Nursing	Nursing	Master's in nursing OR Bachelor's in nursing AND Master's in health education or health science OR the equivalent OR the minimum qualifications as set by the Board of Registered Nursing.	Master of Science in Nursing from Western Governors University.
Ward, Whitley	Adjunct – Nursing Science/Clinical Practice	Nursing Science/Clinical Practice	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment. OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment.	Bachelor of Science in Nursing from National University and 4.5 years of professional experience.
Cerdenio, Rejielyn Cerdenio	Adjunct – Occupational Therapy Assistant	Occupational Therapy Assisting	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment OR Any associate degree and six (6) years of professional experience directly related to the	Doctorate in Occupational Therapy from Boston University, 25 years full-time experience directly related to the assignment, and California Occupational Therapy License #5354

			faculty member's teaching assignment AND Have a current and valid license to practice occupational therapy in the state of California (Occupational Therapist or Occupational Therapy Assistant License)	
Mawer, Kaitlyn	Adjunct – Occupational Therapy Assistant	Occupational Therapy Assisting	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment AND Have a current and valid license to practice occupational therapy in the state of California (Occupational Therapist or Occupational Therapy Assistant License)	Doctorate in Occupational Therapy from Boston University, 5 years full-time experience directly related to the assignment, and California Occupational Therapy License #23148
Caldwell, Christopher	Adjunct – Philosophy	Philosophy	Master's in philosophy OR bachelor's in philosophy AND master's in humanities or religious studies OR the equivalent	M.A. in Philosophy from California State University, Los Angeles
Maaz, Moina	Adjunct – Philosophy	Philosophy	Master's in Philosophy OR	M.A. in Humanities from California State

			bachelor's in philosophy AND master's in humanities or religious studies OR the equivalent	University, Northridge and B.A. in Philosophy from University of California, Los Angeles
Tsai, Ming	Adjunct – Physics/Astronomy	Physics/Astronomy	Master's in physics, astronomy or astrophysics OR Bachelor's in physics or astronomy AND Master's in engineering, mathematics, meteorology or geophysics OR the equivalent	Ph.D. in Physics from the University of Colorado, Colorado Springs.
Webb, Noah	Adjunct – Photography (Fine Art)	Photography	Master's in photography, fine arts, or art OR Bachelor's in any of the above AND Master's in art history or humanities OR the equivalent	M.F.A. Fine Arts – Photography from California Institute of the Arts
Sabbah, Sophie	Adjunct – Physical Education/ Kinesiology	Physical Education	Master's in physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology of exercise or adaptive physical education OR Bachelor's in any of the above AND Master's in any life science, dance, physiology, health education, recreation administration or physical therapy	M.S. in Coaching and Exercise Science from Concordia University
Hunt, Andre	Adjunct Physical Education (Coaching)	Coaching	Any bachelor's degree and two (2) years of full-time equivalent professional	B.S. in Interdisciplinary Studies from Jackson State University and 2

			experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	years full-time experience directly related to the assignment.
Cuneta, Raahkee	Adjunct – Physical Therapy Assistant	Physical Therapy Assisting	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent. AND have a current and valid license to practice physical therapy in the state of California (Physical Therapist or Physical Therapist Assistant License).	Ph.D. in Physical Therapy from Arcadia University and 25 years of full-time professional experience. CA PT License #26424
Oloqui, Eric	Adjunct- Physical Therapy Assistant	Physical Therapy Assisting	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR	B.S. in Biology from UC Riverside and 6 years of full-time professional experience. CA PT License #50514

			Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent. AND have a current and valid license to practice physical therapy in the state of California (Physical Therapist or Physical Therapist Assistant License).	
Anaya, Joseph	Adjunct – Welding	Welding	Possession of an unexpired California Community College Instructor Credential in Welding OR Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	A.S. in Business Administration from Ventura County Community College District and 6.3 years' full-time experience directly related to the assignment.
Godfrey, Kiara	Adjunct, Welding	Welding	Possession of an unexpired California Community College Instructor Credential in Welding OR Any bachelor's degree and two (2) years of full-time equivalent professional experience directly	A.A. in Technical Arts from Olympic College and 12 years' full-time experience directly related to the assignment.

			related to the faculty member's teaching assignment or the equivalent; OR Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	
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AP 4101 Independent Study

References:

Title 5 Section 55230 et seq.

The Santa Clarita Community College District does not offer Independent Study courses as part of its curriculum inventory.

Approved XX/XX/XX

SHARED GOVERNANCE TEAM SENATE UPDATE

Shared Governance Team (drop down menu):

- Student Success
- Planning
- Operations

Appointed Faculty Member: _____ (input name)

Topic: _____ (input)

Agendize as (drop down menu):

- Report Out as a Summary
- Senate Agenda Discussion Item

Summary of item and its relevance to the Academic Senate (10+1 matters)

text box and allow attachments

Discussion Item:

- When should this item be agendized at Senate? _____
- Who should be invited to lead the discussion? _____