



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

April 14, 2022
11:00 a.m. to 12:00 p.m.

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/98473919908?pwd=WWVzY3lOUHBkOHVpMG02Z2xuUFNqdz09>

Meeting ID: 984 7391 9908; **Passcode:** 076558

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AGENDA

According to Article 6 of the By-Laws of the Academic Senate the purpose of the Executive Committee is to foster coordination among the principal subcommittee chairs of the Academic Senate, to advise the President, and the overall strategic development and planning of matters before the Academic Senate.

A. Routine Matters

1. Call to order
2. Public Comment

This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. Public questions or comments can be submitted via email at academicsenateinfo@canyons.edu or asked via zoom chat feature.

4. Approval of the Agenda

B. Immediate Action Item - Adoption of April 14, 2022 of the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) No. 2021/22-03 (pg. 3-4)

C. Consent Calendar

1. Adoption of March 10, 2022 Ex. Comm. Summary (pg. 5-7)

D. Reports:

1. Academic Senate Presidents Report

E. Action:

1. Adoption of April 14, 2022 of the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Senate) No. 2021/22-05 (pg. 8-9)
2. [COC Academic Senate Faculty Awards Descriptions & Criteria](#)
 - a) Faculty Award Timeline (*Information Only*) (pg. 10)
 - b) Faculty Award Policy (*Information Only*) (pg. 11)

F. Discussion

1. [Spring 2022 Committee Survey Template](#)
2. Committee Needs? Future Business?

E. Unfinished Business**F. Announcements**

- a. Next Academic Senate Meeting Spring 2022: April 28th, May 12th & May 26th
- b. [ASCCC 2022 Career and Noncredit Education Institute, May 12th-14th, 2022](#)-Hybrid Event *Subject to change*
- c. [ASCCC 2022 Faculty Leadership Institute-](#) June 16th – 18th, 2022, Hybrid Event *Subject to change*
- d. [ASCCC 2022 Curriculum Institute-](#) July 6th – July 9th, 2022, Hybrid Event *Subject to change*

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.



THE COLLEGE OF THE CANYONS
ACADEMIC SENATE EXECUTIVE COMMITTEE
RESOLUTION
No. 2021/22-03

**RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS
DURING A PROCLAIMED STATE OF EMERGENCY**

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public, and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

RESOLVED, the College of the Canyons Academic Senate Executive Committee finds, determines, declares, and orders the following:

1. That the foregoing recitals are true and correct and the Academic Senate Executive Committee incorporates them by this reference.
2. The Academic Senate Executive Committee finds, by a majority vote, the following:
 - a. That there exists a proclaimed state of emergency;

AND either:

- i. The Academic Senate Executive Committee is meeting to determine one of the following, or more than 30 days have passed since the Academic Senate

Executive Committee met and determined one of the following and the Academic Senate now re-determines one of the following:

- a) State or local officials have imposed or recommended measures to promote social distancing; OR
- b) As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

OR

ii. The Academic Senate Executive Committee has made the determination set forth in subdivision (i), above within the last 30 days and now makes the following determination:

- a) The Academic Senate Executive Committee has reconsidered the circumstances of the state of emergency; AND
- b) Any of the following circumstances exist:
 - 1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - 2. State or local officials continue to impose or recommend measures to promote social distancing.

3. The Academic Senate President is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.

4. That this Resolution shall take effect immediately upon its adoption.

Adopted, Academic Senate, xxxxxxxxxxxx



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

March 10, 2022
11:00 a.m. to 12:15 p.m.

SUMMARY

Attendees: Alisha Kaminsky, Claudia Acosta, David Andrus, Garrett Rieck, Gary Collis, Gary Quire, Julie Johnson, Lisa Hooper, Marilyn Jimenez, Nicole Faudree, Rebecca Shepherd, Robert Wonser & Teresa Ciardi

G. Routine Matters

1. Call to order: 11: 03am
2. Public Comment:
 - a) The CA Guided Pathways Institute is scheduled for April 27th – 29th in Costa Mesa. Garrett Rieck is looking for a representative from CE and non-CE disciplines who would be willing to attend. The focus for this event will be on equity, onboarding students in a program of study and on the scale of adoption framework. Anyone interested can contact Garrett Rieck.
3. **Immediate Action Item - Adoption of March 10, 2022 of the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) (pg. 3-4)**
 - a) Per AB361 a Teleconferencing resolution is needed as this suspended parts of the Brown Act. A similar resolution will be passed at today's Senate meeting. The LA County's guidelines on institutions of higher education came out yesterday which state that most Covid protocols will be going away. There is a chance that any vaccine or testing requirement will no longer be in effect. Nothing will change at COC until the BOT decides to pass its own resolution for the remainder of the semester. The ability to continue to meet in a teleconferencing modality is premised on the existence of a state of emergency declared by Gov. Newsom. It is possible that Gov. Newson will not lift the declared state of emergency. If this resolution is not passed meetings will resume on campus and people can zoom in. However, for the Senate meetings and Ex. Comm. meetings people will have to publish their home addresses.
 - b) Motion to adopt this resolution by Gary Quire, seconded by Gary Collis.
Unanimous. Approved.
4. Approval of the Agenda
 - a) Motion to approve the agenda by Alisha Kaminsky, seconded by Claudia Acosta.
Unanimous. Approved.

H. Consent Calendar

2. Adoption of November 18, 2021 Ex. Comm. Summary (pg. 5-7)
3. Adoption of February 10, 2022 Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) (pg. 8-9)
4. Adoption of March 10, 2022 Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) (pg. 10-11)
 - a. There was a clarification that the resolutions listed on the consent calendar are for

Academic Senate and not for Senate Exec Committee. As a reminder, per the By-Laws, resolutions are first approved by Senate Exec. However, this requirement may be going away due to revisions to the Const. & By-laws.

- b. Motion to adopt the consent calendar by Julie Johnson, seconded by Claudia Acosta. Unanimous. Approved.

I. Reports:

1. Academic Senate Presidents Report

- a) David will be attending the ASCCC Spring 22 Plenary session and the ASCCC Area C meetin. The plenary session will take place at the Burbank Marriott Hotel and will be a hybrid session. As a reminder Saturdays are for voting, attendees get to see people's positions throughout the state on various items.
- b) All sessions are offered in hybrid forma. However, if the sessions are changed to fully in person this may affect attendance. ASCCC adopted last semester a resolution to host all events in hybrid format. In the event of a change ASCCC will notify attendees in advance. CPT has also embraced the idea of hybrid meetings for campus groups as we move forward as there is a need for a physical campus environment in addition to a remote environment.
- c) ASCCC itemized the cost, likely to explain why fees have gone up. If anyone is interested, please contact David and Marilyn as there is budget available for attendance.

J. Action: None

K. Discussion

1. Spring, 2022 Committee Surveys

- a) Academic Senate and Committee surveys will be developed soon. Surveys will be developed annually for all committees across campus. The surveys will go out at the end of the academic year to evaluate committee work. All committee chairs are encouraged to survey their committees. The survey can also be modified for each committee. The Academic Senate survey link will be sent out soon and results will be reviewed at the fall Senate retreat.

2. COC Academic Senate Local Awards and Processes

- a. COC Faculty Award Process Timeline - Spring 2022 (pg. 12)
 - a. The timeline is unique to this semester as this process has not been adopted. Once the Senate adopts for spring 2023 there will less of a time crunch. The goal is to approve this process this academic year. This item will be on the next Senate agenda as a first read. The entire purview of this process will be entirely the Senate Exec committee's. David and Rebecca Shepherd will ensure the award process will be governed by Senate Exec in the By-laws. This item will also return on the next Senate Exec. agenda as an "action item." The next Senate Exec meeting will take place on March 31st at 11:30am. – 12:00pm and will be for only action with no discussion items.
- b. COC Faculty Awards Criteria/Summaries (pg. 13-19)
 - i. David solicited feedback from chairs for approval of the descriptions, rubric, and number of award recipients.
 - ii. Local & State Awards: There are three awards which overlap with statewide awards. A statement was included for those overlapping awards stating that recipients for spring will also be forwarded in the fall to the state. The state will be awarding these awards annually. These awards should mimic the statewide award.
 - iii. Group Award Nominations: Regarding the College of the Canyons Diversity Award the description and rubric was taken from the state award. Similar to the

Multicultural Center there were several people who worked on opening the center and this was a team effort. If a group of faculty put something together there should be a group nomination. As a reminder the group nomination should include only faculty. The group approved the description and rubric.

- iv. Excellence in Teaching Award: The ASCCC Hayward Excellence in Education Award is similar to the COC Excellence in Teaching. Clarification is needed to determine if the work of the award will be looked at in the classroom or outside the classroom. This award description was discussed in CETL. While excellence in the classroom is important, CETL had some concerns and wants to ensure that the Library, Counseling, TLC, and online educators are also eligible. If the focus of this award changes nominations cannot be submitted to the state. Another suggestion is to have one award instructional and one for non-instructional faculty. The rubric will need to be written to include other educators. There was also a suggestion to have recognition or perhaps a separate award for non-credit faculty as there are 70+ non-credit faculty. Others feel one category of excellence in teaching suffices. There was also a suggestion to have one award for FTF and one for adjunct faculty or have one for FTF and three for adjunct due to large pool of faculty. For adjuncts being awarded an award helps them stand out in final interviews and assists overall in building their credentials. There is concern with having too many awards. David will draft a proposal and bring this back for discussion. The description will go back to CETL,
- v. Exemplary Program award: This award will mimic the state award.
- vi. International Education award: This award was run by COC Global. David will work with Claudia on this award and a rubric.
- vii. Governance Award: This award is important as there are many faculty involved in governance such as committee members. Per AB1725, CA faculty have a unique ability to weigh in on the operation of the institution. There is concern that the Governance title implies that the awards will be awarded to those in Academic Senate by Academic Senate. However, there are many other faculty who are actively involved at the college. The description will need to be revised.
- viii. Collegiality and Campus Citizenship Award: Faculty agree that this award is needed and is important as it shows that his area is valued. This award could also be for one FTF and one adjunct.
- ix. Application Process: This process will include an application and nomination process via a letter of interest. AFT will be able to weigh in on the recipient process. David will create a CANVAS shell so that others can view applications.

3. Committee Needs? Future Business?

G. Unfinished Business

H. Announcements

- a. Next Academic Senate Meeting Spring 2022: March 24th, April 14th, April 28th, May 12th & May 26th
- b. [ASCCC Area C Meeting Spring 2022](#), March 19, 2022, Virtual Meeting
- c. [ASCCC 2022 Spring Plenary Session](#), April 7th-9th, 2022-Hybrid Event
- d. [ASCCC 2022 Career and Noncredit Education Institute, May 12th-14th, 2022](#)-Hybrid Event *Subject to change*
- e. [ASCCC 2022 Faculty Leadership Institute](#)- June 16th – 18th, 2022, Hybrid Event *Subject to change*
- f. [ASCCC 2022 Curriculum Institute](#)- July 6th – July 9th, 2022, Hybrid Event *Subject to change*

I. Adjournment: 12:15 pm



THE COLLEGE OF THE CANYONS ACADEMIC SENATE
RESOLUTION
No. 2021/22-05

**RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS
DURING A PROCLAIMED STATE OF EMERGENCY**

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public, and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

RESOLVED, the College of the Canyons Academic Senate finds, determines, declares, and orders the following:

5. That the foregoing recitals are true and correct and the Academic Senate incorporates them by this reference.
6. The Academic Senate finds, by a 2/3 majority vote, the following:
 - a. That there exists a proclaimed state of emergency;

AND either:

- i. The Academic Senate is meeting to determine one of the following, or more than 30 days have passed since the Academic Senate met and determined one

of the following and the Academic Senate now re-determines one of the following:

- a) State or local officials have imposed or recommended measures to promote social distancing; OR
- b) As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

OR

ii. The Academic Senate has made the determination set forth in subdivision (i), above within the last 30 days and now makes the following determination:

- a) The Academic Senate has reconsidered the circumstances of the state of emergency; AND
- b) Any of the following circumstances exist:
 - 1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - 2. State or local officials continue to impose or recommend measures to promote social distancing.

7. The Academic Senate President is authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code section 54953.

8. That this Resolution shall take effect immediately upon its adoption.

Adopted, Academic

COC FACULTY AWARD TIMELINE
Spring, 2022

1. Executive Committee Approves (Action) Award Criteria and Timeline 03/31/2022 11am meeting.
2. Academic Senate Approves Award Criteria and Timeline: First Read 03/24/2022; Second Read 04/14/2022. *(Academic Senate President will prepare Discussion/Action Items with parameters for the award process. Academic Senate will not be approving award recipients as eventually chosen by Ex. Comm. Full deference for the award process will be given to Ex. Comm. by the Senate.)*
3. Call for Nominations - 04/15/2022
4. Nominations Close - 05/06/2022
5. Academic Senate Executive Committee Screening/Deliberations - 05/19/2022 Action at that meeting. No need for second read.
6. Announcement of Award Recipients - 05/23/2022 (3pm Senate Agenda - Information Only.)
(Award Recipient and Congratulations email sent out separately from Agenda in the morning.)
7. Award Presentations - June, 2, 2022
Valencia Campus Academic Senate Collegial Celebration Event.
8. Academic Senate President forwards those recipient names that also qualify for statewide awards to ASCCC in the subsequent fall/winter semester. Senate President will use the same application materials for statewide submission that were used for local awards.



ACADEMIC SENATE FOR COLLEGE OF THE CANYONS STANDING POLICY Faculty Awards

The Academic Senate at College of the Canyons hereby formally establishes the following annual faculty awards:

1. Academic Senate Excellence in Education Award*
2. Academic Senate Diversity Award*
3. Academic Senate Exemplary Program Award*
4. Academic Senate International Education Award
5. Academic Senate Governance Award
6. Academic Senate Collegiality and Campus Citizenship Award

Academic Senate Executive Committee Authority

The award descriptions, criteria and application guidelines shall be established and approved by the Academic Senate in appendices to this policy. The awards are to be administered and determined solely by the Executive Committee of the Academic Senate on behalf of the Academic Senate. The Executive Committee will publicly report out to the Academic Senate and the campus community its annual determination of award recipients. The Executive Committee shall follow all established award guidelines and rubrics when making its recipient determinations. The Executive Committee shall have the authority to organize its deliberative process in the manner it prescribes. All COC award recipient determinations shall require majority votes from a quorum of the Executive Committee. All awards shall be administered and determined annually during the spring semester of the academic year.

ASCCC Equivalent Awards

Those awards having an asterisk next to their titles are awards modeled after the ASCCC annual statewide awards. The recipients of those three designated awards shall be forwarded for consideration by the ASCCC of the statewide equivalent award in the subsequent fall/winter semester. If there are multiple COC recipients of any of the equivalent awards, the Executive Committee will convene to determine which award recipient to forward for statewide consideration. Further limitations might apply. Additional information will be included in the individual award descriptions and information sheet. Any determination by the Executive Committee regarding which nominee will be forwarded for statewide award consideration shall require a majority vote from a quorum of the Executive Committee. The Executive Committee will report out to the Academic Senate any such determinations. If any of the statewide award criteria or information changes at any time, the COC equivalent award shall be amended to reflect such changes. Those recipients forwarded for statewide consideration might be required to complete further nominating documentation per ASCCC guidelines.