

COLLEGE OF THE CANYONS ACADEMIC SENATE EXECUTIVE SENATE MEETING

April 26, 2018 5:00 p.m. to 6:00 p.m. BONH 330



Attendees: Rebecca Eikey, David Andrus, Lisa Hooper, Erika Torgeson, Wendy Brill, Regina Blasberg, Jason Burgdorfer, Teresa Ciardi, Nicole Faudree, Miriam Golbert, Aivee Ortega, Marilyn Jimenez

A. Routine Matters

1. Call to order: 5:03 pm
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. No action will be taken. Speakers are limited to three minutes.

3. Approval of the Agenda

- Motion to approve the Agenda by Erika Torgeson, seconded by Teresa Ciardi. Unanimous. Approved.

B. Reports

1. President's Report-Rebecca Eikey
 - Committee on Committees: This committee is there to discuss the committee structures as related to the governance and work of the college. There is some discussion to re-examine the committee structures and where our efforts are, in light of Guided Pathways. There were some questions such as, how many committees do we have? And Are they all necessary?
 - Chair's Retreat at Agua Dulce Winery on April 27th: There will be a discussion over the committees we currently have and how they fit within the context of Guided Pathways. This Retreat is a result of the discussion at the last Committee on Committees meeting.
 - It was clarified that all of the chairs of committees and sub-committees on campus, including collegial consultation and college wide have been invited to attend. The total number of committees inventoried is 81. However, there may be additional committees that are not on the inventory.
 - College Planning Team Meetings: There have been conversations regarding revising the Strategic Goals of the institution so they are aligned with Guided Pathways.

C. Discussion

1. Academic Senate Bylaws

- *Revisions discussed 4/26/18 in full Senate:* An opportunity was given to those not serving on the Senate to provide input into the Senate Bylaws. David shared some significant overviews of the changes to the Bylaws.
- *Officers roles and Responsibilities:*
 - There was discussion as to should we have officers and what their roles should be. The list of officers have been added with no additional duties. The vision was to have more succession planning possible.
 - President (Rebecca) advocated to have the President elect be elected sooner to have a full semester overlap due to the roles and responsibilities of a senate president. Some senates have a year of overlap and a new president elect who shadows current president. Officers could help with

- mentoring new people and recruiting for committees.
 - It was suggested to add to the Bylaws language to include that officers, such as Curriculum Chair & Policy Review Chair, and other senators should attend the plenary session meetings and other events for networking and maintaining currency in issues related to senate purview, as described in Title 5 and Ed Code.
 - There was a suggestion to also specify to have more people should attend the Curriculum Institute, as there can be up to 12 different strands of breakout sessions.
 - It was recommended to add a new section such as Resources for the Senate and Attendance in General of events and to include Senators, Officers and chairs. The CCLC Policy Review conference should also be added as a requirement of the Policy Review chair.
 - There was question as to why the past president or President Elect isn't listed as an officer? It was explained that it helps the new President to transition without the past president being present. There was a question as to if you make an immediate past president an officer are you going to make them a member of the senate? The Constitution already has the immediate Past President as a voting member of the senate.
 - There was discussion about announcing opportunity to serve as the new Senate President with enough time to give that persona a year to transition. However, to change the election procedures there will need to be a whole new constitutional change. Note: the Senate has already taken Action on Revision to the Constitution at their 4/26/18 meeting.
- *Passing the Gavel:*
 - Robert's Rules of order states a President's role is to preside over the meeting and facilitate discussion. If the president wants to advocate then the President should pass the gavel to someone else to preside so they can take an active role in advocating. An announcement will need to be made before the agenda is announced.
- *Executive Committee Meetings:*
 - A mission statement was added regarding the Executive Committee Meeting. All the standing members where listed who participate in the meeting are primarily chairs of key committees or liaisons. Thus, it was stated that the list could be expanded to include chairs of Minimum Qualification & Equivalency Committee, CASL, Guided Pathways Liaison, and COCFA President.
- *Article VII- Resolutions and Section E, Votes of No confidence:*
 - Resolutions are included, as well as a process for a vote of no confidence. Senate can do their own Vote of no confidence and another group can also do a joint one or do one of their own. The language was changed to move the comma and place it before "and" and change "and, or" to "and/or" so it now reads as "may be initiated and undertaken by the Academic Senate alone, **and/or** any other organized District staff unit."

2. Committee Appointments/Recruitment 2018-2020

- There was a discussion as to how we can encourage the new tenure-track faculty to be involved in committees. However, the committee discussed the importance of being respectful of those who have been serving.
- As a way to ensure more faculty are aware of opportunities to serve on committees, a survey has been created using Survey Monkey. This will be used to collect some feedback regarding which committees faculty may be interested in serving or chairing. CASL/Program review are combined together in the survey.
- Professional Development Committee is down again in terms of faculty

serving. There was a recommendation to do another Committee Rush and have it count as FLEX Credit. There a suggestion to possibly host Committee Rush at the Art Gallery as it would be a great way to preview what you do and have others shop for a committee. There was another suggestion to offer a limited amount of hours to people who go and observe other committees. We will ask the faculty on the professional development for the pre-approved list to add an hour or two for Committee Exploration. All faculty need to do is send an email to Leslie Carr and CC the chair of that committee to confirm attendance.

- We want to ensure that new faculty can join to grow and learn. There is philosophical concern that requiring a faculty member to join a committee may be detrimental to them doing what they need to do in the classroom. It was emphasized that the job of a full time faculty member, per Ed Code, is to participate in committees and that it is not just teaching.
- Senate President asked for input and ideas for contributing to the Committee Survey questions to figure out what we can do to recruit people and other recruitment strategies.
- It was recommended to perhaps have tenure committees share with new faculty the governance structure and what is available.
- It was shared that some faculty didn't know what committees were available, when they were offered, that you could sit in on one and that you had to wait to join.
- There was a suggestion shared to maybe set aside one day of "Opening Day" to bring together the 20 faculty who are coming up on year four and find out what committees they may be serving on.

3. AP 4023 Academic Departments – NOT DISCUSSED

- *Process for Academic Department Initiation, Merger, Splitting or Renaming*
- *Ad Hoc Committee vs Program Viability*

D. Adjournment: 6:06 pm