



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

March 11, 2024
11:00 a.m. to 12:00 p.m.

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/81728105052?pwd=oylthQurTtdTa7d7FlynwbNL3HraIZ.1>

Meeting ID: 817 2810 5052; Passcode: 452418

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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.

3. Approval of the Agenda

B. Consent Calendar

1. Adoption of October 19,2023 Ex. Comm. Summary (pg. 3-4)

C. Reports:

1. Academic Senate Presidents Report

D. Action:

1. Faculty Awards Timeline Adoption (pg. 5)
2. [Faculty Awards Description and Criteria](#)
3. Faculty Awards Deliberations Guidelines (pg. 6)

E. Discussion

1. Creation of Committee Level Recognition for Distinguished Service
2. Future Meeting Times/Days
3. Future Discussion Topics

E. Unfinished Business

F. Announcements

1. Next Academic Senate Meeting Dates Spring 2024: March 21st; April 11th; April 25th; May 9th; May 23rd
2. 2024 ASCCC Spring Plenary Session: April 18th – 20th, San Jose Marriot, San Jose, CA.
3. 2024 ASCCC CTE Regional Consortium: May 3rd, Los Angeles, CA. area
4. 2024 ASCCC Faculty Leadership Institute: June 20th – 22nd, Location TBD
5. 2024 ASCCC Curriculum Institute (Theme: Curriculum Unmasked: Revitalize, Revamp and Reignite!): July 10th – July 13th, Pasadena Convention Center, Pasadena CA.

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.



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING
October 19, 2023
10:00 a.m. to 11:00 a.m.

SUMMARY

Attendees: Alisha Kaminsky, David Andrus, Erika Torgeson, Garrett Rieck, Gary Collis, Jason Burgdorfer, Lisa Hooper, Marilyn Jimenez and Tricia George.

Note: Quorum was not met.

F. Routine Matters

1. Call to order: 10:07 am
2. Public Comment: none
3. Approval of the Agenda
 - a. Quorum was not met therefore voting did not take place.

G. Consent Calendar

2. Adoption of May 1, 2023 Ex. Comm. Summary (pg. 3-4)
 - a. Quorum was not met therefore voting did not take place.

H. Reports:

1. Academic Senate Presidents Report
 - a. Web committee update: The District is looking into a new web serv

I. Action:

1. None

J. Discussion

1. Committee and Liaison Succession Planning
2. Faculty Awards Debrief and Planning
 - a. **Local Faculty Awards:** It is important to create a process that is deliberate and which has meaning. A meeting will be scheduled after spring break to discuss awards.
 - b. **State Faculty Awards:** There was no local Exemplary Award nominee last semester. The state is currently accepting nominations for the Exemplary Award. This award is to recognize faculty who are working in the area of Ethnic Studies. The Ex. Comm. will not submit any nominations to ASCCC. If someone is nominated for a local award in spring the local Senate will not know until the fall

- what the state award qualifications will be
- c. **Food Service at CCC:** Food and wrap around services are currently being discussed college wide.
 - d. **Ethnic Studies Course:** Ethnic studies course was approved. It will next go to Academic Staffing, then PV and last to Curriculum Committee. There are several faculty champions who will be attending the committee meetings. They include: Katie Coleman, Jesse Vera, Graciela Martinez, Dora Lozano, and Garret Rieck. The State prefers that Ethnic Studies professors hired meet the specific MQ's for their respective courses they will be teaching, such as Chicano/Chicana Studies or African American Studies.
 - e. Spring will be the last semester where students can take the Political Science Ethnic Studies course (Political Science 290).

G. Unfinished Business

H. Announcements

- [Next Academic Senate Meeting Dates Fall 2023](#): Oct. 19th; Nov. 2nd; Nov. 16th; Dec. 7th.
 - [2023 ASCCC Fall Plenary Session](#): Nov. 16th – 18th, Westin South Coast Plaza, Costa Mesa, CA.
 - [2024 ASCCC Curriculum Institute](#): July 10th – 13th, 2024, Pasadena Convention Center
 - [2024 Faculty Leadership Institute](#): June 20th – 22nd, 2024, More information coming soon!
 - [2024 ASCCC Spring Plenary Session](#): April 18th-20th, 2024, San Jose Marriot
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- I. **Adjournment:** 11:00am

COC FACULTY AWARD TIMELINE
Spring, 2024

1. Executive Committee Approves (Action) Award Criteria and Timeline 03/11/2024 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 - 03/12/2024
4. Nominations Close - 04/28/2024
5. Academic Senate Executive Committee Screening/Deliberations - 05/13/2024 Action at that meeting. No need for second read.
6. Announcement of Award Recipients - 05/23/2024 (3pm Senate Agenda - Information Only.)
(Award Recipient and Congratulations email sent out separately from Agenda in the morning.)
7. Award Presentations - 05/30/2024
Valencia Campus Academic Senate Collegial Celebration Event.

**EXECUTIVE COMMITTEE
of the
ACADEMIC SENATE**

Faculty Award Deliberation Guidelines

1. Executive Committee members will maintain the confidentiality of all nomination/application materials and deliberations.
2. All awards deliberations will be conducted by cross referencing the submitted nomination evidence against the award rubric.
3. All awards nominations require deliberation, even if there is only one nominee for an award.
4. Abstentions will be counted as no votes unless there are more than two nominees for one award.
5. If there is only one nominee for an award, the nominee must receive a majority vote of a quorum of the Executive Committee to be determined the award recipient.
6. If there are two nominees for an award, a nominee must receive a majority vote of a quorum of the Executive Committee to be determined the award recipient. The vote will be cast between the two candidates.
7. If there are more than two nominees for one award, the vote will be cast among all candidates and the nominee receiving the plurality of votes will be determined the award recipient.
8. If an award allows for two adjunct recipients, and there is more than one nominee, each of the two adjunct awards will be voted on separately. After the first adjunct recipient is determined, remaining adjunct recipients will be voted on for the second adjunct award.
9. Proxy votes are allowed. Proxy votes will not count toward quorum unless the proxy is held by a person not already serving as a voting member of the Executive Committee and that is in attendance.
10. Adjunct Senators shall be invited to deliberate as voting members of the Executive Committee for the purpose of determining award recipients.
11. The Chair of the Executive Committee shall only vote in the case of any outcome that results in a tie.
12. The Administrative Assistant of the Academic Senate shall oversee and record all votes.
13. Vote tallies will not be published in the meeting summary but will be available for public inspection upon request.