



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

November 12, 2020
11:00 a.m. to 12:00 p.m. via Zoom

Meeting can be joined from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/91901070058>

Or iPhone one-tap (US Toll): +1-669-900-6833 or +1-253-215-8782, 91901070058#

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 principle 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. Reports:

1. Chair Update
 - Fall, 2020 Plenary Update
 - [ASCCC Exemplary Program Award](#)
 - [ASCCC Hayward Award -Deadline 12/11/20](#)
 - [ASCCC Stanback-Stroud Diversity Award – Deadline 02/09/21](#)

C. Action:

1. Adoption of October 29, 2020 Ex. Comm. Summary (pg. 2-5)
2. Proposal to Expand Executive Committee Membership (pg. 6)

D. Discussion

1. Consideration of ASCCC Spring 2021 Plenary Resolution Ideas? 03/22/20 Deadline?
2. Local Recognition Awards and Processes?
3. Return to Work Committee Update/Discussion
4. Future Meeting Dates?
 - 12/03; 02/18; 03/18; 04/22; 05/13 all at 11am to Noon.
 - (02/01 if necessary/TBD)
5. Committee Needs? Future Business?

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
SUMMARY

October 29, 2020

11:00 a.m. to 12:00 p.m. via Zoom

Meeting can be joined from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/99967545046>

Or iPhone one-tap (US Toll): +1-669-900-6833 or +1-253-215-8782, 99967545046#

AGENDA

Attendees: Claudia Acosta, David Andrus, Wendy Brill, Jason Burgdorfer, Teresa Ciardi, Gary Collis, Miriam Golbert, Lisa Hooper, Gary Quire, Garrett Rieck, Dustin Silva

Non-Voting members: Alisha Kaminsky, Robert Wonzer, Julianne Johnson

E. Routine Matters

1. Call to order: 11:05 am.

- There was a reminder that all Executive Committee meetings are open meetings. There are some who attend who are not formal members. There was previous discussion regarding making sure that expanding the membership is formalized either through changes authorized in the Bylaws. There has also been the creation of several new committees such as Academic Freedom and the Equity Minded Practitioners Workgroup. There are plans to possibly formalize membership at the next meeting. The idea is to make sure all Academic Senate sub-committees are represented on the Executive Committee of the Senate through their respective chairs.

2. Public Comment:

- The committee roster sheet will need to be updated as there are several members who no longer attend or are no longer serving in chair or co-chair positions.

3. Approval of the Agenda

- Motion to approve the agenda by Lisa Hooper, second by Miriam Golbert. Votes counted via the participant's window. Unanimous. Approved.

F. Reports:

1. ASCCC Area C Meeting report out, David Andrus

- Some major take away's from the meeting was the understanding that many other colleges struggle in areas that COC doesn't. There were also discussions regarding the ASCCC resolutions and any last minute amendments or corrections to them.
- Chancellor Eloy Oakley attended the meeting and gave a report out on call to action. There were many questions addressed toward Chancellor Oakley regarding the continued funding of CalBright. There are no plans to re-direct funds as the Chancellor feels this program is important, in particular during the

current difficult economic times.

- The effects of COVID-19 will be felt all the way through 2024, however this doesn't mean that learning will continue remotely. There will be disruption for quite some time such as declining enrollment and the ability for community colleges to do job retraining as the economy starts to pick back up. Whenever there is COVID-19 vaccine or an anti-body treatment there can be plans to return to campus. Our new normal will be redefined and this needs to be considered when moving forward or planning for the next year or two in terms of instruction. OnlineLIVE/synchronous instruction will most likely live past the pandemic. More thought need to be applied into how to continue to function effectively as committees given the various changes. This also does not mean that new objectives need to be formalized. But challenges need to be outlined and perhaps a list of best practices for sub-committees. There is a possibility that we will not be remote in the fall. That is unknown at this point. A decision needs to be made by February. Courses need to be delivered in the format in which they are published in the schedule of classes. There are some return to campus plans mostly for essential infrastructure disciplines and possibly other disciplines that can only realistically thrive in person, such as athletics. Returning to work/campus is a matter of academic planning but more so a work conditions set of issues. There are also going to be faculty appointments to the Return to Work group.
- The CE Committee recently had a similar discussion regarding a return to campus plan. There are many CE programs running on campus and there was a recent COVID-19 outbreak in the Welding department. There are now questions from faculty regarding how this should be addressed? There was an agreement to have a meeting in spring 2021. Should this discussion take place solely with the CE department or other departments on campus? This item could be a good Academic Senate discussion.
- There are many courses in Workforce Preparation that are being launched on ground. It has been difficult to get at least 10 students enrolled. Once these courses were moved to 100% online they are now waitlisted. Some of these programs have now been piloted with both the OnlineLIVE and Online options. There are other programs where this has not been the case. Many of the basic skills courses, such as Math, English and ESL, are not doing as well. There are other colleges which have cancelled their entire non-credit program when the pandemic hit. These colleges are now re-launching this program.
- There was an announcement that a student will be making a public comment at the upcoming Academic Senate meeting regarding why students should be able to come back to campus for spring 2021.
- There is a question regarding why Academic Senate is approving minutes from sub-committees. For example, the Senate Executive Committee minutes were added to the consent calendar and approved by Senate. This may not be the best practice as many off the committee members do not attend the Academic Senate. David met with Dolores Davison who is the president of the Statewide Senate and the suggestion is to list as many summaries from the various sub-committees as possible and list on a separate section of the agenda as informational only. This section would not be voted on. The only way these

summaries would be approved through the adoption of the Senate agenda in which they are listed. Sub-committees will no longer need to wait for Senate approval before posting their minutes.

G. Action:

1. Adoption of September 15, 2020 Ex. Comm. Summary (pg. 2-5)
 - Motion to approve the summary by Gary Collis, seconded by Wendy Brill. Votes counted via the participant's window. Unanimous. Approved.
2. Senate Report Template and Options (pg. 6)
 - There was an agreement that there should be a template for Chair Committee Annuals Reports. There was a recommendation that another section be added relating to, "Describe any challenges the committee has faced?" This is not a fillable form but more so a template for chairs to develop their own documents. This document will be added to the upcoming Academic Senate agenda to be adopted as a standard template for anyone giving a report, not just Ex. Comm. members. Adopting this document would allow this document to be the reporting template for the Senate Executive Committee.
 - In the template section regarding committee chairs needing assistance from the Office of Instruction there was suggestion to elaborate more on what type of support would be available.
 - Motion to adopt the Senate Report Template by Gary Collis, seconded by Lisa Hooper. Votes counted via the participant's window. Unanimous. Approved.

H. Discussion

1. ASCCC Fall Plenary Resolutions, David Andrus
 - Proposed ASCCC Resolutions were reviewed at the Area C meeting. A final packet of resolutions and proposed amendments will be circulated. There is a 10 day period of open comment on the resolutions. This packet is not ready just yet. The past president used to bring the resolutions to Academic Senate for possible further input. Tomorrow is the closing day for plenary resolutions. David will be sending out the link tomorrow for everyone to review. There are about 12 to 14 resolutions. David will be voting at the upcoming ASCCC Fall 2020 Plenary and representing the college.
2. Consideration of ASCCC Resolutions Process
 - There was discussion at the last Senate Executive Committee meeting to possibly change the bylaws and remove the Executive Committee from having oversight over the local resolutions that the Senate adopts. There is also a need to have a good process for reviewing plenary resolutions as resolutions from all areas on campus that committee members represent through committee work. If there are any resolutions that the committee wants to send to Area C could this group be tasked with reviewing? It was stated that anyone can attend the ASCCC Plenary and Area C meetings and participate in the writing process of resolutions. The links to the ASCCC resolutions can be found by going to the ASCCC website and clicking on "Events" then plenary at the bottom of the page. The link will open up a google doc and it is open for public comment directly on the document. The goal is to return at the next meeting with a structure to consider for processing resolutions locally.
3. ASCCC Exemplary Program Award?
 - The applications for the ASCCC Exemplary Award program are due Nov. 9th.

There is the Statewide and Hayward Award along with one other. The deadline for these awards is December and then in January. Every college is allowed to nominate one academic program of excellence to be considered by the Statewide Senate. If there is more than one person requesting to be considered for an award this committee could decide which of the nominees has the most merit. Each of the awards has their own criteria. This committee would need to look at those criteria and determine which nominations could be put forward. If there happens to be difficulty with determining who to advance then an internal criterion could be developed. ASCCC also uses a rubric which can be used as a baseline or be tweaked for local purposes. If there is anyone who would like to be considered for this award the deadline is the next scheduled Executive Committee meeting. An email communication may go out and perhaps a follow up meeting.

4. Local Recognition Award Process?

- This item is a holdover from previous discussion over the last year and half. There is a need to do more with local awards for full and part-time faculty. David is proposing that this committee also take a role in overseeing this process as well. There will be more discussed at the next meeting regarding how to structure and formalize this process.

I. **Adjournment:** 12:03 pm.

Senate Executive Committee Voting Quorum for ____/____/____
(Date)

Voting Member Roster Sheet			
Title	Last Name	First Name	Present or Proxy?
College Planning Team Committee	Acosta	Claudia	
President (Committee Chair, or designee)	Andrus	David	
Legislative Liaison	Brill	Wendy	
Program Review Committee	Burgdorfer	Jason	
President Advisory Committee on Budget	Burgdorfer	Jason	
Faculty Prof. Dev. Committee	Ciardi	Teresa	
Policy Review Committee	Collis	Gary	
COCFA President	Faudree	Nicole	
Academic Staffing Committee	Golbert	Miriam	
Honors Steering Committee	Golbert	Miriam	
Vice President	Hooper	Lisa	
Curriculum Committee	Hooper	Lisa	
AFT President	Portillo	Dan	
Program Viability	Rieck	Garrett	
Career Education Liaison	Rieck	Garrett	
Noncredit liaison	Rieck	Garrett	
Elections Committee	Silva	Dustin	
Treasurer	Vacant		
Clerk	Vacant		

Proposed New Voting Members			
Title	Last Name	First Name	Present
Equity Minded Practitioners Workgroup	Coleman	Katie	
Civic Engagement	Edmond	Jessica	
Scholarly Presentation	Etheridge	Sarah	
CETL Co-Chair	Johnson	Julianne	
MQE	Kaminsky	Alisha	
Civic Engagement	Robinson	Patty	
CETL Co-Chair	Wonser	Robert	
Academic Freedom	Blakey	Chris	
Constitution and Bylaws Committee	Shepherd	Rebecca	

Guests		
Last Name	First Name	Via Zoom?