



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

November 18, 2021
11:00 a.m. to 12:15 p.m.

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/91201324417?pwd=cUpBdGhkUG4xK2g5TnFPTEpSb0kvZz09>

Meeting ID: 912 0132 4417; **Passcode:** 044674

One tap mobile +16699009128, US (San Jose); +13462487799, US (Houston)

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. Action

1. Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) (pg. 3-4)
2. Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Academic Senate) (pg. 5-6)
3. Adoption of October 21, 2021 Ex. Comm. Summary (pg. 7-11)

C. Reports:

1. Academic Senate President Report

D. Discussion

1. COC Academic Senate Local Awards and Processes

[Proposed Local Senate Awards \(Reference Only\)](#)

Break Out Rooms:

- I. Diversity Award

[Stanback-Stroud Diversity Award](#)

[ASCCC Diversity Award Rubric](#)

- II. Excellence in Teaching Award
 - [Hayward Award \(focuses on Excellence & Teaching\)](#)
 - [ASCCC Hayward Award Rubric](#)
 - III. Exemplary Program Award
 - [Exemplary Program Award](#)
 - [ASCCC Exemplary Program Award Rubric](#)
 - IV. International Education Award
 - V. Governance Award
 - VI. Collegiality/Campus Citizenship Award
2. Committee Needs? Future Business?

E. Unfinished Business

F. Announcements

- Next Academic Senate Meeting Fall 2021: Dec. 2nd; Spring 2022: Feb. 10th, Feb. 24th, March 10th, March 24th, April 14th, April 28th, May 12th & May 26th
- Spring Senate Executive Committee Meeting Dates TBD – Likely Thursdays 11am to Noon.
- [ASCCC 2022 Part-Time Faculty Institute-Virtual Event](#), Feb. 10th – 11th, 2022
- [ASCCC 2022 Accreditation Institute](#), Feb. 25th -26th, 2022-Hybrid Event *Subject to change*
- [ASCCC 2022 Spring Plenary Session](#), April 7th -9th, 2022-Hybrid Event
- [ASCCC 2022 Career and Noncredit Education Institute, May 12th-14th, 2022](#)-Hybrid Event *Subject to change*
- [ASCCC 2022 Faculty Leadership Institute](#)- June 16th – 18th, 2022, Hybrid Event *Subject to change*
- [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 academicenateinfo@canyons.edu College of the Canyons.



THE COLLEGE OF THE CANYONS
ACADEMIC SENATE EXECUTIVE COMMITTEE
RESOLUTION
No. 2021/22-02

**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 Executive Committee, xxxxxxxxxxxx



THE COLLEGE OF THE CANYONS ACADEMIC SENATE
RESOLUTION
No. 2021/22-02

**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;

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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:

1. That the foregoing recitals are true and correct and the Academic Senate incorporates them by this reference.
2. 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.
- 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

October 21, 2021
11:30 a.m. to 12:30 p.m.

SUMMARY

Attendees: Alisha Kaminsky, Christopher Blakey, Claudia Acosta, David Andrus, Dustin Silva, Garrett Rieck, Gary Collis, Gary Quire, Jason Burgdorfer, Julie Johnson, Lisa Hooper, Marilyn Jimenez, Miriam Golbert, Nicole Faudree, Rebecca Shepherd, Robert Wonser and Teresa Ciardi.

E. Routine Matters:

1. Call to order: 11:34 am
2. Public Comment:
 - I. New! Ad-Hoc CE Committee: Gary Quire shared that the CE Committee has created a sub-committee to discuss Option #3 with the CTE Toolkit. The first meeting will be scheduled for next Thursday, October 28th. There will be representatives from the MQE and CE. David may be part of this group as well. A report out on this ad-hoc committee will also be shared at the Academic Senate meeting also scheduled for Nov. 4th.
 - II. OnlineLIVE Training update: There was a question regarding if there is a process for department chairs being notified of who has completed the OnlineLIVE courses. This will be important as this will determine who can teach OnlineLIVE. David will follow up with Paul Wickline, Dr. Omar Torres and James Glapa-Grossklog. Joy has provided an update to David and stated there are about 72 faculty who have completed the training. The majority of these faculty may be those who were provisionally trained and their provisional certification will be ending at the end of the calendar year. This certification would be needed by those faculty in order to continue to teach OnlineLIVE. Anyone who is IOI certified can teach OnlineLIVE up until the end of summer, 2022.
3. Approval of the Agenda:
 - I. Motion to approve the agenda by Miriam Golbert, seconded by Garrett Rieck. (1 abstention from Jason Burgdorfer) (1 “yes” proxy vote for Wendy Brill) (1 verbal “yes” vote from Miriam Golbert). Approved.

F. Action:

1. Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) (pg. 2-3)
 - I. The Executive Committee must approve resolutions before they go the Academic Senate. The customary practice is to have two reads, however exigent circumstances allow for one read. This resolution has come about after further interpretation of AB 361 which was essentially signed into law by CA Gov. Newsom a few weeks ago. This bill extends in some manner the previous Executive Orders regarding the Brown Act that Gov. Newsome had established at the outset of the Covid-19 pandemic. There are some changes regarding AB 361 that differ from the previous emergency order. The new law allows for the continuation of remote meetings as a Senate, and all its subcommittees. If there is a determination there is a public health emergency which requires distancing

from others, this law extends the possibility of meeting remotely all the way to January 2024. This would only be allowed if there is continued declared state of emergency that is also contingent on locals establishing there is a need to so. The Academic Senate does have the autonomy to decide if there is a current emergency situation. It was clarified that if this resolution is not adopted then meetings will need to take place in person and/or teleconference in the manner that is original to the original Brown Act language.

- II. The BOT passed its own resolution that was similar to the one that is included in this agenda. The law states that there has to be an initial finding there is an emergency situation, in this case a public health situation, that requires social distancing. This resolution needs to be adopted and needs to be reaffirmed every 30 days to continue meeting in a teleconferencing environment.
 - III. Hybrid Rooms: Jim Temple attended a recent Executive Committee meeting and discussed Hybrid rooms. There was discussion about being on campus and hosting Senate meetings in a hybrid room. There would also be the option to have people teleconference in. This is no longer valid.
 - IV. David was told by Eileen O'Hare, who is counsel for the District, that this resolution is an all or nothing proposition. Once the Senate and the Senate Executive Committee declares there is a public health emergency which requires social distancing then that needs to take place. This would apply to voting members as they cannot meet at the same location however they can be in their office on campus. Given so much uncertainty with the current public health crisis, county orders and the current situation on campus, it would be unsustainable to return back to the original Brown Act language/enforcement. Legal language was included in the resolution that the Board used and which was advised by the attorneys if the District is to declare an initial state of emergency.
 - V. There is some question regarding how to interpret certain aspects of AB 361. For example, what do extended periods mean? What happens if a group does not re-declare in 30 days? David will get some answers for these questions. The second resolution is to be adopted by the Senate. By having the Executive Committee adopt this resolution it will then apply to all Academic Senate sub-committees. The next meeting will be set for less than 30 days from now.
 - VI. There were representatives from the ASCCC Area C who did not have much information on this law and advised to have local senates rely on their own district council. David did suggest to Area C that it would be of benefit to have a point person who can serve as a quasi-general counsel for everyone under the umbrella of ASCCC. The Curriculum Committee has requested additional guidance as to what the 30-day window will look like if the Curriculum committee meets prior to the Academic Senate. It may be possible that the Curriculum Committee will need to adopt a resolution first. There is a possibility that Administration may ask the Policy committee to meet over the winter break to review policy. David will obtain additional information.
 - I. Motion to adopt the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) by Chris Blakey, seconded by Rebecca Shepherd. (1 "yes" proxy vote for Wendy Brill), (3 abstentions from Teresa Ciardi, Dustin Silva & Teresa Ciardi) Approved.
2. Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Academic Senate) (pg. 4-5)
- I. This resolution includes Academic Senate language rather than the Executive Committee language.
 - II. Motion to adopt the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Academic Senate) by Rebecca Shepherd, seconded by

Gary Quire. (1 “yes” proxy vote for Wendy Brill), (2 abstentions from Teresa Ciardi & Dustin Silva) Approved.

3. Adoption of September 16, 2021 Ex. Comm. Summary (pg. 6-10)

- I. Motion to adopt the September 16, 2021 Ex. Comm. Summary by Alisha Kaminsky, seconded by Gary Collis. (1 “yes” proxy vote for Wendy Brill & Nicole Faudree), (2 abstentions from Dustin Silva) Approved.

G. Reports:

1. Academic Senate President Report

- I. Ribbon cutting Ceremony in Honor of Don Takeda: There is a tentative date of Wednesday, December 1st at 11am. The details are being worked out and David has reached out to Miriam Golbert in Biology and Nicole Faudree about faculty involvement. There will be more details soon.
- II. COCFA/Senate Townhalls: There are two more townhalls scheduled. The first meeting took place last Monday and there were about 60 people present. There is one meeting scheduled for Friday from 10:00am – 11:30am and there is second meeting scheduled for Friday, Oct. 28th from 3:30-5:00pm. These meetings are to provide a space for faculty to talk about how they see the COC academic and workplace environment moving forward, post Covid. There are different opinions and viewpoints about being back on campus and not being in an Online and OnlineLIVE format as this can have different limitations and benefits. What are the impacts and changes in the classroom, on campus, with students and with faculty? There is still much uncertainty and anxiety about the future.

H. Discussion:

1. Fall, 2021 ASCCC Resolution Packet, David Andrus

- I. The resolution packet was discussed during the ASCCC Area C meeting on Saturday. There is now an updated packet that will be sent out soon for everyone to review. In previous years there have been attempts to review all the resolutions, however, this is not feasible. There are only two more Academic Senate meeting left in the semester due to the Thanksgiving Holiday and reviewing the packet is very time consuming. The Senate Executive committee represents many areas through liaisons and as committee chairs of the Senate that is important for the group to beware of the packet of resolutions. If there are any resolutions in the packet that any committee members have strong opinions on, please contact David before the deadline. Any non-controversial resolution may be listed on the consent calendar; however, this is not always the case and resolutions can be pulled from consent.
 - Resolution #7.02 F21 HyFLEX Modality Accounting and Apportionment: This resolution has been forwarded to Regina Blasberg as the college is currently working towards defining HyFLEX. There is no current Title 5 definition or understanding of HyFlex. This has been discussed at Area C and amongst other colleges. This resolution asks the Senate to work with the CCCCCO to adopt a uniform definition. Teaching via HyFLEX can increase workload. There is also a recognition that this can also include asynchronous modality. At the Regional Curriculum Committee meeting there was concern regarding recording synchronous lectures and if doing so creates a disincentive for students to show up to a live class. There may be some language suggested for synchronous instruction regarding not allowing recording. There is a work group being formed on campus to work on a HyFlex Senate policy. If the BOG adopts changes to Title 5 then the college will need to adjust as there may be articulation issues.

- Resolution #17.01 F21 Local Senate Policies Regarding Textbook Adoption: Chris Blakey's Committee on Academic Freedom is currently working on some of the issues with textbook adoptions. Victoria Leonard who is chairing the Instructional Resources Committee will also have some opinions regarding this resolution.

2. ASCCC Awards

- I. [Stanback-Stroud Diversity Award](#)
- II. [Hayward Award \(focuses on Excellence & Teaching\)](#)
- III. [Exemplary Program Award](#)
- IV. There was a suggested at the last meeting by Gary Quire to use break out rooms to allow more detailed discussion regarding each award. This will be done at a future meeting and the meeting may be scheduled for more than an hour and will focus solely on awards. Both the Hayward and the Exemplary Award are out and David will be circulating this information to the campus for anyone who wants to nominate someone for these awards. The practice statewide is to select one person to forward to the ASCCC for consideration. Last year there was discussion regarding having the Senate Executive Committee serve as overseers of this process if there are multiple nominations received. The deadlines for some of these awards may not allow for review but David will report out the status to everyone via email.

3. [COC Academic Senate Local Awards and Processes](#)

- I. Proposed Local Awards: There are three section on this document. The suggestion is to create a *Diversity Award* which would mirror the statewide award. This would possibly include one F/T award and two for P/T faculty given the number of adjuncts. The suggestion is for a *Teaching and Excellence Award* which would include one F/T award and two for P/T. Does the Senate Executive Committee want to create a local award for *Outstanding Program*? There is also the possibly of having an *International Education Award* through COC Global/ETAC. There is also a suggestion to have a *Governance Award* which would include one F/T award and one P/T award. There are many people who are part of this group and which serve in governance not just through Senate subcommittee but through Collegial Consultation Committees.
- II. Proposed Award Timelines: Once a list of awards is established nomination call outs can start in the beginning of the spring, 2021 semester. The Senate Executive Committee would have the final say regarding winners. Sub-committees can be created and break out rooms can be set up to create structure for this process. The local award recipients would be honored at the year end collegial celebration which used to be a regular occurrence on campus. David is in the process of reconstituting this event. Emeriti faculty will also be honored at this celebration. The local award recipients would move forward for statewide consideration as well. The only determination would be if these would be full-time or part-time forwarded awards as many times only two people can be advanced.
- III. Award Names: The awards might honor both current and retired faculty by naming these awards. A naming convention for awards can be determined. A recommendation was made to keep the award names generic and revisit renaming awards at a later date.
- IV. CETL Committee Awards: CETL has been asked to develop some sort of Excellence in Teaching Awards. CETL is in full support of developing a local award process. Another suggestion was made to perhaps consult with CETL on determining winners. It is important to have some consistency over who is being honored locally and who is being moved forward for a statewide nomination. CETL has a meeting on Nov. 16th and will bring back information regarding their award criteria to the Senate Executive Committee.
- V. The next meeting can be scheduled for 75 minutes, from 11:00am – 12:15pm and use

break out rooms. The prompts for the breakout rooms can be developed in advance. Anyone with ideas can also send an email to David. An agreed upon list of awards can be confirmed. Breakout rooms can be assigned based on the awards themselves and have groups work on the criteria for the awards. David can also set up a poll to determine who would want to be in each break room.

- VI. There was a suggestion for a Good Citizen Award or a Community Builder Award as many have become distant from each other and there are some who are working on connecting people together and being ambassadors on campus. Another name could be the Collegial Citizenship Award. This will be explored as a possible award option. The statewide award criteria will be shared with all committee members for review prior to the next meeting. The Academic Senate will also have an opportunity to vote on the new awards process and on having Senate Executive Committee have the final word on award recipients.

4. Committee Needs? Future Business?

- I. The next Senate Executive Committee meeting is scheduled for **Thursday, Nov. 18th, 2021** from **11:00am – 12:15pm**.

I. Unfinished Business

J. Announcements:

- Next Academic Senate Meeting Fall 2021: Dec. 2nd
- Spring Meeting Dates TBD – Likely Thursdays 11am to Noon.

K. Adjournment: 12:15 pm