Academic Senate for College of the Canyons
December 10, 2015 3:00 p.m. to 4:45 p.m. BONH 330

A. Routine Matters
1. Call to order
2. Approval for the Agenda
3. Approval of the Consent Calendar:
   a) Academic Senate Summary: November 19, 2015 (pg.2)
   b) Curriculum Summary: December 3, 2015 (pg.11)
4. Academic Senate President's Report – Rebecca Eikey
5. Academic Senate Vice President's Report – Teresa Ciardi

B. Committee Report
1. Curriculum Hotlist – Ann Lowe
2. Academic Staffing – Peter Hepburn

C. New Business
1. FIT Faculty Interns
2. Revisions of online Teaching Requirements
3. Emergency Preparedness and Practice with students
4. Outreach by Coaches
5. Faculty Climate survey
6. Diversity Requirement
7. Institutional Learning Outcomes
8. Committee Charters (Program Review, CASL, etc.)

D. Unfinished Business
1. Local Graduation Requirements
2. Resolution on Nepotism
3. High Impact Practices – Principles of Excellence
4. Program Viability and Academic Departments

E. Discussion Items
1. Establish meeting dates for out of discipline Prerequisites committee
2. Minimum Qualifications Equivalencies- Aivee Ortega (pg.14)
3. Calendar for Curriculum and Senate (pg. 15 and 16)
4. CTE Advisory Training – Teresa Ciardi and Regina Blasberg (pg.17)
5. Proposed changes to Program Review – Rebecca Eikey and Daylene Meuschke (pg. 19)
6. https://intranet.canyons.edu/Directories/Committee/sites/%7B09CF784B-ABDF-4578-9C1B-9BE21B0CBCD6%7D.AcademicSenateProgramReview/ActivityPlanningForm-AcademicAffairs101615.pdf

F. Action Items
1. BP 3518 and AP 3518 Child Abuse Reading – David Andrus (pg. 22)
2. Tenure Evaluation Packet and the Guidelines for Implementation of the Tenure Process – Rebecca Eikey - http://www.canyons.edu/Offices/AcademicSenate/Documents/Guidelines%20for%20Implementation%20of%20the%20Tenure%20Process%20Dec_2015.pdf

4.   Program Viability Committee Summary on CAWT – Rebecca Eikey (pg.25)
5.   New Adjuncts with MQs Info from 10/22/14 to 1/21/15 (pg.27)
6.   Course Management System Training – Rebecca Eikey   (pg. 38)
7.   Program Review Committee Chair, Rebecca Eikey
8.   Adjunct Minimum Qualifications Jan. 22, 2015 (pg. 30)

G. Announcements
- Innovation and Instruction Design Institute January 21-26, 2016 Riverside Convention Center
- COC Faculty Leadership Empowerment and Voice all day workshop, February 3, 2015
- Accreditation Institute February 19-20, San Diego
- Academic Academy March 11-12th, North, Sacramento
- Area C meeting April 1 or April 2 TBD
- Spring Plenary Session April 20-23, Sacramento Convention Center
- Career Technical Education Institute May 6-7, Double Tree Hilton - Anaheim

H. Adjournment

The next Senate meeting will take place on **February 11, 2016**.
As always everyone is welcomed. Comments from the public are encouraged for any item on the Agenda, but there may be a time limit for such comments

Summary of the Academic Senate Meeting November 19, 2015

Attendance:

Voting Members					
Senate President	Rebecca Eikey	X	SBS Senator	Victoria Leonard	X
Vice President	Teresa Ciardi	X	Business Senator	Bob Maxwell	X
Immediate Past President	VACANT		Learning Resources Senator	Ron Karlin	X
Curriculum Chair	Ann Lowe	X	At Large Senator	Diane Baker	X
Policy Review Chair	David Andrus	X	At Large Senator	Lee Hilliard	X
AT Senator	Regina Blasberg	X	At Large Senator	Deanna Riviera	A
MSHP Senators	Amy Shennum,	X	At Large Senator	Michael Sherry	X
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Valerie Malinoski	X
Student Services Senator	Garrett Hooper		Adjunct Senator	Kimberly Bonfiglio	X
Humanities Senator	Tracey Sherard	X	Adjunct Senator	Jason Burgdofer	X
Kinesiology/Athletics Senator	Philip Marcellin	X	Adjunct Senator	Marian Smith-Subbarao	X

Dr. Jerry Buckley	X
Lita Wangen	X
Amy Foote	
Dr. Michael Wilding	X
ASG Representative, Avneet Ghofra	A

Guests
Diane Fiero, Debbie Rio, Mike Wilding, Sharlene Coleal, Michelle LaBrie

A. Routine Matters

1. Call to order 3:04 pm
2. Approval of the agenda: Motion Jason Burgdofer, seconded Kimberly Bonfiglio Unanimous. **Approved**
3. Approval of the consent calendar: motion to change the date on the summary to November 5, 2015. Motion Jason Burgdofer, seconded by Ann Lowe. Unanimous. Approved. Motion to approve the consent calendar Ann Lowe, seconded Victoria Leonard. Unanimous. Approved.
4. **Academic Senate President's Report, Rebecca Eikey,**
   Fall 2015 Fall Plenary

   Important Resolutions for us to consider impact of

   - 2.02 F15- Endorse the CCCCO Task Force on Accreditation Recommendation to find new Accreditation Agency (WASC)
     - o Press Release BOG Calls for Plan to Establish New Model for Accrediting System's 113 College – November 16, 2015

- o At ASCCC it was clearly presented by members of the Accreditation Taskforce why they made the recommendations to the Chancellor
  - o The recommendations were similar to findings from an unreleased 2008 taskforce report.
  - o **ACCJC Standards are still in place until a new Accreditation Agency is in place.**
  - o **ACCJC Standards themselves were not the issue, it was the evaluation of those standards – lack of transparency and consistency.**
  - o **ACCJC Standards are pulled directly from the requirements established by the federal government.**
- 9.01 F15 – Creation of Local Online Evaluation Rubrics
  - o Ann Lowe will be leading a new Academic Senate Committee – "Standards & Practices" – their first charge will be related to creating a standard checklist for content of syllabi.
  - o Then the committee will work on other issues, such as with this resolution.
- 9.05 F15 – Upper Division GE Curriculum for Baccalaureate Programs
- 9.07 F15 – Definition of Regular, Effective & Substantive Contact for online courses – a Paper to be developed for final approval F16
- 9.08 F15 – Evaluation of Effectiveness of Local Curriculum Processes (white paper) – related to recommendation from Workforce Task Force Report
  - o Ann Lowe has already started to create a report that evaluates our local effectiveness.
- 10.01 F15 – Minimum Qualifications for Instruction of Upper Division Courses at the Ca Community Colleges
- 13.01 F15 – Addition of C-ID to College Catalogs and Student Transcripts
- 13.03 F15 – Opposition to Compensation to Faculty for Adoption of OER – local senates should not approve grant submissions for AB798 funding that include direct compensation to individual faculty for adopting OER

Board of Trustees Meetings – Nov 12, 2015

- Senate President Report
  - o November Senate Rostrum – confirmed BOT and Exec Cabinet would like hard copies of any ASCCC Rostrum
  - o Resolutions from Fall Plenary, including the Resolution we passed locally to support the Recommendations from the Taskforce on Accreditation.
  - o Oktoberfest - $1800 but expenses not accounted for in that figure.

5. **Vice President's Report, Teresa Ciardi**
   Teresa announced that she is looking at the committees online and looking towards organizing them. She would like to have when and where committees meet. Right now it is not uniform.

B. **Committee Report**
   1. PAC-B, Sharlene Coleal and Bob Maxwell
   Bob Maxwell spoke on the changes that are taking place in PAC-B. He spoke on the Decision Making Guide which is below:

PRESIDENT'S ADVISORY COUNCIL-BUDGET

The President's Advisory Council-Budget (PAC-B) is designed to focus on both short-term and long-term fiscal responsibility, provide insight to the development of the budget, encourage understanding of the budget on an ongoing basis, work to ensure that the budget allocation process is driven by campus-wide planning and strategic priorities and provide recommendations on budget items to the District Chancellor to review and use to make recommendations to the Board of Trustees. Members should be neutral, fair and unbiased without department-or program-specific focus. For a visual description of the budget development process, see Appendix G.

FOCUS

In a neutral, fair and unbiased manner, members will:
- Receive information regarding ongoing state and District fiscal activities and review and share information on the state budget as it applies to the District's budget;
- Become educated about how the District's revenue and expenditure budgets are developed to provide a context in which to effectively carry out the roles of the Committee;
- Develop budget parameters in relation to priorities established in planning documents;
- Review information on external funding sources that have an impact on the budget (long-term);
- Suggest priorities for expenditures in the next fiscal year budget;
- Brainstorm, identify and recommend:
  - Cost savings/efficiencies;
  - Funds for reallocation, and;
  - Revenue generating possibilities.
- Receive Forced Cost priorities of Executive Cabinet members, as defined in the Budget Parameters and compare to original Forced Cost requests submitted through Program Review;
- Review budget augmentation or reduction requests submitted through Program Review based on Executive Cabinet priorities and prepare final recommendations to the District Chancellor for items to include in the budget, to the extent possible;
- Disseminate information to constituents regarding the District's financial resources and expenditures and bring feedback through Committee representatives; and
- Recognize the scope of the PAC-B Committee and refer items outside the scope of responsibility to the appropriate committee, e.g. Technology Committee, Staffing Committee, etc.

CO-CHAIRS

Vice President of Business Services and a faculty representative

CONNECTS TO
Executive Cabinet via Vice President of Business Services

passed

a

Sharlene this information as handout around below:

Budget Process FAQ

- **Program Review**
    - **Goals/Objectives**:
        - Include end date and specific outcomes
            - NO "Continue"   …should complete in 1 to 3 years
        - **Use Activity/Comment Section for:**
            - Full-Time/PPT Staff Requests
            - Building Renovation
    - **Budget Comments**:   **140 WORDS IN COMMENT SECTION:**
        - Be specific - include data and reference attachments that support request

- **What Can Be Included in the Budget**
    - **No People-FT**   Full-Time Staff - **Academic & Classified Staffing Committees**
    - **No Places** Facility Improvement/Modernization - **Facilities Planning**
    - **Things and**Part-Time Staff, Equipment (One-Time), Equipment Maint/Repair,
      PT People   Supplies, Contract Services, Conferences, Mileage, Field Trips, etc.

- **Data/Information to Consider During Planning**
    - **FTES History:**   Trend May Support Increase in Variable Expenses
    - **Historical Expenses:**   Reallocate Budget to More Accurately Reflect Need
    - **Regulations:**   Reference code or law and pertinent information
    - **New Programs:**   Provide specific details to support program budget requests
    - **Technology:**   New or Replace Obsolete – Coordinate with Jim Temple
    - **Part-Time Staff:**   Update for minimum wage increases

- **Forced Costs – List as "Forced Cost" – NOTE IN COMMENT SECTION:**
    - **X = External:**
        - Forces beyond our control, i.e.: legal/contractual obligations, risk management, health/safety, utilities, insurance, etc.
    - **C = Critical Operations:**
        - Campus would shut down without these.
    - **E = Enrollment Management:**
        - To Support Increases Related to FTES, i.e. Staff, Marketing, Software…
    - **V = Department/program Viability:**
        - New or Expanding Programs, Crucial for the Department to Function

- **Forms to Inform the Process – NOTE IN COMMENTS SECTION:**
    - **Instructional Planning Form –**   Code New Initiatives to Roll-up Expenses
    - **Part-Time Staff –**   Hours x Hourly Rate
    - **Equipment > $200, Life >1 Year**- Provide Quote, Picture, Detailed Info

- **Funding Source Options – <mark>IDENTIFY IN COMMENTS – TBD at later date:</mark>**

  SSSP, Student Equity, Perk, Lottery, Basic Skills, etc.

  Sharlene explained the role of PAC-B and the current changes to the budget process that are being discussed. The Academic Senate involvement with PAC-B is one of the "10+" responsibilities, specifically the Academic Senate will be involved with the processes for the institutional planning and budget development. PAC-B does not approve any budget or line items. The Board of Trustees does that. What PAC-B does is to examine the processes of budget development and make recommendations. Under the COC Decision Making Guide, the role of PAC-B committee is described, such as to make recommendations for prioritization of expenditures. PAC-B has the ability to go through requisitions to identifying cost saving efficiencies. They review Forced Cost requests and discuss those requests when they requests are presented to the Executive Cabinet members. Finally PAC-B looks at final recommendations for augmentation requests. Currently, PAC-B is looking at how the process can be streamlined and be more responsive to the needs of the college. There are meetings being held with Department Chairs who are currently working on budget requests for 2016-17. PAC-B co-chairs are hoping that these meetings will lead to improvement to the process and communication going forward for this year and next year.

C. New Business

1. FIT Faculty Interns
2. Revisions of online Teaching Requirements
3. Emergency Preparedness and Practice with students
4. CTE Advisory Training
5. Outreach by Coaches
6. Faculty Climate Survey

D. Unfinished Business

1. Local Graduation Requirements
2. Adjunct Minimum Qualifications Memo Sheets
3. Resolution on Nepotism
4. High Impact Practices – Principles of Excellence
5. Canvas Training Requirements
6. Program Viability and Academic Departments

E. Discussion Items

1. AP 3518 Child Abuse Reading – David Andrus and Diane Fiero, HR

David gave an overview of the policy. The question is how we report an issue when we do not know if the person is a minor. We do not have that information on our rosters. In paragraph three it states what a reasonable objective, "Reasonable suspicion" occurs when "it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position drawing when appropriate on his/her training and experience, to suspect child abuse" (Penal Code Section 11166(a)). This conversation has taken place in the policy review committee. Diane Fiero

came to the meeting to speak on this policy. She gave the Senate the corresponding BP to support the discussion. There was a question about the reporting process. The procedure is to phone in and write up a statement within 36 hours. But there is also the custodial responsibility if it is an ECC child you would notify the Center Director so that they can notify the parents that they have reported and that the child has been taken in by the authorities. Same would be true for a student of ours on campus, this reporting requirement would apply to the Director of Campus Safety. Another question was asked that in 3 to 5 years later we may not remember what to do. Is there a number we can call so that if this were to happen this person that is contacted can walk me through the process? Diane responded that everyone will have to go through mandated training. There are so many new laws Diane will be posting them in the mail room so they are readily available. This will also be put in the emergency guide. We don't have an 800 number, but you can always call Diane Fiero any time you may have a question. It was asked if this information can be in the phone directory (such as Student Health and Campus Safety individuals to call) and Diane said that would not be a problem. It was asked if all emergency information could be put into the phone directory and not a separate emergency guide. Wendy Brill stated she was in Orlando, Florida and saw in the classroom there was a clipboard permanently fixed to the wall with different tabs for each individual thing and you just lifted it up and the information was there as to what you needed to do. Wendy took a picture of the clipboard and Diane asked if she could send it to her and she would consider this option as well. Motion to add BP 3518 to action items along with AP, seconded Ann Lowe. Unanimous. Approved.

2. Tenure Evaluation Packet and the Guidelines for Implementation of the Tenure Process

Anne Marenco started the editing for the Guidelines. Rebecca also did some editing. Rebecca stated that the green highlighted ones come from Rebecca and the yellow come from Anne Marenco. What Rebecca cited throughout the document anywhere that the contract language is used. Diane Fiero spoke that she and Edel edited the Guidelines previously and made sure it matched the contract at that time. It was noticed that in the current printed COCFA Contract, the forms are not the correct forms, for example Report of the Tenure Review committee has incorrect signature titles/lines. Rebecca got the correct forms from Nicole Faudree and we will add them to the Academic Senate website and Guidelines. A question was asked if we start the tenure process with the current information do we change midway through the process or leave as is. For example, the remediation plan is new to the current contract. Diane Fiero spoke that we should use the most current because that would could be a cause for a grievance if you don't. Rebecca stated that what needed to be the first line added to the Guidelines regarding the need to follow the most current contract. Is there a system for faculty to know what the new changes are to the contract so they do not need to go to the contract every time? No. Rebecca stated she would like to see ongoing Tenure training. Victoria and others spoke on paragraph:

> Recommended expectations of involvement in the college community should be part of the tenure evaluation process. It is expected that involvement in the college community will increase with semesters of service. For example, contract faculty should join at least one committee or be a faculty sponsor of a student club, etc., by the end of the first semester of evaluation, and increase the level of involvement during the tenure process. This would lay the foundation for continued involved in the college community as regular tenured faculty.

She stated there have been inconsistencies with this. Some have been told to wait and others have been told to dive right in. this puts faculty at each other when one saying you have to join a committee and

another is saying you can wait. She considered this to be a problem. Regina Blasberg a one person department, may have a person who is new to the campus and have to do many things right away and she does not see them being able to get involved in the committees. She does not feel it is realistic for them to get involved in committees. She said she would not see them getting involved right away. It was suggested to added "recommend" or to delete this sentence, "For example, contract faculty should join at least one committee or be a faculty sponsor of a student club, etc., by the end of the first semester of evaluation, and increase the level of involvement during the tenure process. This would lay the foundation for continued involved in the college community as regular tenured faculty".

It was also discussed the need to make sure all committee members are aware that confidentiality must be preserved in the tenure process.

2. Canvas Training

Rebecca wanted to make clear that no one is against being trained to use a program it is just that the faculty need to be in involved defining what the training is and what the technical competency should be. There should be some flexibility that the faculty get to help decide in terms of how we meet those competencies. At the statewide Senate Rebecca learned that

Canvas does require training to use their program. They have online training at self-pace that is free and they also have online training that is facilitated and is also free if they receive a commitment from the institution to use their program. There was a discussion on the resolution on page 28. Rebecca stated that on new business there are revisions of online training requirements that we have not received yet from Distance Learning. A statement was made that we need to have a better relationship with Distance Learning because has to be a joint venture to come up with what is best suited. Another statement was made that both need to be separated whether you are teaching an online class or just using Canvas in the class those two ideas should be separated because they are both different. Another statement was that the "blanket requirement" is really the issue. Another statement made was that this decision should not be made by the Senate. Another statement made that some of the resolves of the resolution are too restrictive. We should have more discussions. A lot of training needs to be done on "training". We were told by someone else this is what we need to do and not asked and had not assessed people's needs. A statement was made that we need to come to the middle. We do have one person who is an expert in Canvas, but did not come up with this training. This needs to benefit the faculty and the students. David and Bob will edit the resolution and make changes that the Senate asked for.

4. CTE Advisory Training – tabled to December 10, 2015.

F. Action Items

1. 3SP. Debbie Rio brought more information regarding the budget plan for the Credit 3SP. Specifically, there were several positions in question (Transfer Center Director, Student Support Manager, Financial Aid Direction, Assistant Director, Admin & Records, Outreach Director, and Adult Reentry Coordinator. It was unclear if these positions are allowed by the state or would be considered supplanting. None of these positions are working "directly" on the core services described in the plan. All of these have been removed from the plan as of the night before. There was still much discussion about the large % differences in salaries to benefits for the positions that are directly working on core services. The difference in the % could not be adequately addressed. The motion was to approve the

Credit 3SP plan if it could be noted in the minutes, that the concerns over supplanting have been addressed, the differences in % benefits to salaries were not explained well, and that for the next time the Credit 3SP plan comes before the Senate, that there will be a better explanation of benefits. The <u>vote was 10 yes to the plan</u> and <u>4 abstained</u>. Rebecca signed the paperwork.

Approved.

1. <u>Policy changes for sexual harassment</u> – Mike Wilding. Motion David Andrus, seconded Wendy Brill. Unanimous. Approved.
2. **Approval of Marian Smith-Subbarao**. Motion David Andrus, seconded Wendy Brill. Unanimous. **Approved**.

G. Reports from School: N/A

H. Announcements. See listing on the Agenda

I. Adjournment: 4:54 p.m.

CURRICULUM COMMITTEE SUMMARY

December 3rd, 2015   3:00 pm– 5:00 pm   BONH-330

Items on "Consent" are recommended for approval as a result of Technical Review meetings held on November 17th and 23rd, 2015.

Members present: Backes, Patrick – Curriculum & Articulation Coordinator; Barnthouse, Erin – Learning Resources; Bates, Mary – Math, Sciences & and Health Professions; Cicchelli, Giana – Adjunct Representative; George, Tricia – Humanities; Green, Audrey – Co-Chair, Administrator; Hilliard, Lee – Applied Technologies; Hyatt, Rhonda – Kinesiology & Athletics; Jacobson, Julie – Member at Large; Lowe, Ann – Co-Chair, Faculty; Marenco, Anne – Social & Behavioral Sciences; Matsumoto, Saburo – Member at Large; Solomon, Diane – Student Services

Members absent: Brill, David – Visual & Performing Arts; Ruys, Jasmine – Director Admissions and Records; Solomon, Diane – Student Services; Stephens, Cindy – Member at Large

MODIFIED COURSES on consent:

Subject	#	Title	Description of action	Author	Effective
CAWT	174	Web Prototyping and Images	Revised description, **revised SLO,** revised objectives and content, updated textbook. **Added DLA.**	A. Strozar	Fall 2016
HUMAN	150	Great Books, Great Ideas	Revised description, **revised SLO,** revised objectives and content, updated textbooks.	A. Kaiserman	Fall 2016
MUSIC	100	Fundamentals of Music	Revised objectives and content.	J. Lawson	Fall 2016
MUSIC	101	Musicianship Skills I	Revised objectives and content, removed textbook.	J. Lawson	Fall 2016
MUSIC	106	Development of Jazz	Revised objectives and content.	KC Manji	Fall 2016
MUSIC	112	Music History	Revised objectives and content.	J. Lawson	Fall 2016
MUSIC	141	Voice Development: From Baroque to Contemporary	Revised objectives and content, updated textbook.	J. Lawson	Fall 2016
SIGN	200	Specialized Signs and Settings	Revised objectives and content.	D. Sison	Fall 2016

MODIFIED PROGRAMS on consent:

Program	Degree/Certificate	Description of action	Author	Effective
Liberal Arts and Sciences: Humanities Emphasis	A.A. Degree	**Replacing ENGL-102/102H with ENGL-112/112H.**	D. Solomon	Fall 2016

-**Motion to approve all Consent Calendar Items on the December 3rd, 2015 Curriculum Committee Agenda; Motion by Julie Jacobson, second by Mary Bates. All in favor: Unanimous.**

NEW COURSES:

Subject	#	Title	Description of action	Author	Effective
ART	130	Asian Art History	3 units, 54 hours lecture, **new SLO. New recommended preparation of ENGL-101 or ENGL-101H.**	M. McCaffrey	Fall 2016

-Motion to approve all ART-130; Motion by Mary Bates, second by Julie Jacobson. All in favor: Unanimous.

NEW COURSES-DISCUSSION OF NEED:

Subject	#	Title	Description of action	Author	Effective
DANCE	160	Dance Performance I	2 units, 108 hours lab, **new SLO.**	P. Smith	TBD

-Motion to table the discussion of need for the DANCE-160 new course proposal: Motion by Julie Jacobson, second by Rhonda Hyatt. All in favor: Unanimous. Approved. Committee requested author provide more information regarding how both of DANCE-160 & 161 would be filled if offered at the same time and not compete with each other.

NEW/MODIFIED PREREQUISITES:

Title	#	Title	Suggested Enrollment Limitation	Author
ART	130	Asian Art History	New recommended preparation of ENGL-101 or ENGL-101H. – **Approved**	M. McCaffrey

NEW DISTANCE LEARNING ADDENDUMS:

Title	#	Title	TYPE OF DELIVERY	Author
CAWT	174	Web Prototyping and Images	100% online. – **Approved**	A. Strozer

STATUS OF NEW COURSE PROPOSALS IN CURRICUNET

Subject	#	Title	Status
BUS	162	International Business Ethics	Course will not articulate at any lower division course at a UC or CSU school. Department chair requested proposal be removed from CurricUNET approval process and an electronic copy of course outline will be sent to department chair.
COUNS	095	UPGRADE: Building Academic Strengths Academic Planning	Need of course not approved at 10/15/2015 Curriculum Committee meeting. Proposal will be removed from CurricUNET approval process and electronic copy of course outline will be sent to author.
COUNS	105	Academic Planning	Author decided not to move forward with new course proposal. Proposal will be removed from CurricUNET approval process and electronic copy of course outline will be sent to author.
GEOG	110	Maps and Spatial Reasoning	Department chair requested proposal be removed from CurricUNET approval process and an electronic copy of course outline will be sent to department chair.
KPET	203 & 204	Concepts of Coaching & Sport in the United States	Comparable courses at CSUN & CSULB are upper division. Requested research from authors regarding articulation/similar lower division courses at a UC and/or CSU school.

MUSIC	152	Jazz Combo	No response from author regarding moving forward with this proposal, no movement in CurricUNET, will be removed from CurricUNET approval process and electronic copy of course outline will be sent to author.
POLISC	220	Introduction to Research Methods in Political Science	Need of course not approved at 10/29/2015 Curriculum Committee meeting. Proposal will be removed from CurricUNET approval process and electronic copy of course outline will be sent to author.
WELD	115B & 115C	Intermediate Laser Welding & Advanced Laser Welding	Courses both at Department Chair level in CurricUNET. WELD-115A will be sent back to author change stage and moved back to Curriculum Office stage when WELD-115B & 115C move up to the Curriculum Office stage so all three will be reviewed together as a series.

Discussion Items:

1. Updated Five Year Revision List – The updated five year revision list was reviewed by the committee members. All courses on the list must reach stage 7 by Friday December 11th to be eligible to be offered in Spring 2016.

2. CTE Requisites – All CTE courses with prerequisite and/or co-requisites will need to be validated during the Spring 2016 semester.

3. CSU System Wide Credit for External Examinations – Julie Jacobson presented updated the group on the changes from the Systemwide Credit for External Exams November 10th, 2015 memo sent out by the CSU Chancellor's Office. Changes related to the Math Department were referred to the chair for discussion with the Math faculty. The committee will discuss recommendations to the Senate in the Spring 2016 semester.

New Courses Includes ISA's	1	Modified Non Credit Courses	-0-	Modified Prerequisites	-0-
New Programs	-0-	New DLA's	1	Deleted Courses	-0-
Modified Courses	8	New SLO's	1	Deleted Programs	-0-
Modified Programs	1	Modified SLO's	2	Proposals Reviewed in Technical Review Session	40
New Non Credit Courses	-0-	New Prerequisites	1	Proposals Returned from Technical Review Session	32

Discussion: Aviee Ortega

Here is what the Senate voted on spring 2015

Masters in the interdisciplinary area OR
master's in one of the disciplines included in the interdisciplinary area **AND 6 units**
upper division or graduate course work in at least one other constituent discipline

This is what the committee is recommending

Masters in the interdisciplinary area OR
master's in one of the disciplines included in the interdisciplinary area **AND 6 semester or 5 quarter units of** upper division or graduate course work in at least one other constituent discipline

OR TO THIS

Masters in the interdisciplinary area OR
master's in one of the disciplines included in the interdisciplinary area **AND 2 courses of** upper division or graduate course work in at least one other constituent discipline

Curriculum and Senate Meetings 2016/2017

PROPOSED

		Fall 2016		
Month	**Curriculum I**	**Senate I**	**Curriculum II**	**Senate II**
September	Sep 01	Sep 08	Sep 15	Sep 22
October	Oct. 6	Oct. 13	Oct. 20	Oct. 27
November	Nov. 3	Nov. 10	Nov. 17	Holiday
December	Dec 01	Dec 08	Winter break	Winter break
		Spring 2017		
Month	**Curriculum I**	**Senate I**	**Curriculum II**	**Senate II**
February	Winter break	Feb 09	Feb 16	Feb 23
March	Mar 02	Mar 09	Mar 16	Mar 23
April	Mar 30	Spring Break	Apr 13	Apr 20
May	May 04	May 11	May 18	May 25

Curriculum and Senate Meetings 2017/2018

PROPOSED

		Fall 2017		
Month	Curriculum I	Senate I	Curriculum II	Senate II
September	Sep 07	Sep 14	Sep 21	Sep 28
October	Oct. 5	Oct. 12	Oct. 19	Oct. 26
November	Nov. 2	Nov. 9	Nov. 16	Holiday
December	Dec 07	Dec. 7	Winter break	Winter break
		Spring 2018		
Month	Curriculum I	Senate I	Curriculum II	Senate II
February	Winter break	Feb 08	Feb 15	Feb 22
March	Mar 01	Mar 08	Mar 15	Mar 22
April	Mar 29	Spring Break	Apr 19	Apr 26
May	May 03	May 10	May 17	May 24

Sample for CTE Advisory Training Discussion
Water Systems Technology Advisory Committee Meeting Agenda

Tuesday, October 13, 2015
12:00 to 1:30pm
College of the Canyons Valencia Campus, MENH 342

1. Welcome and Introductions

2. Instruction Reorganization
   - School of Applied Technologies
   - New Dean - Welcome Ron McFarland
   - New Position – Director, Career and Technical Education

3. Scheduling of Classes – Enrollment – Course Delivery

Fall 2015	**Spring 2016**
Water 030 – Beginning Water Math **15/11**	Water 020 – Intro. to Water Systems Technology
Water 031 – Advanced Water Math **16**	Water 030 – Beginning Water Math
Water 032 - Water Supply **22**	Water 031 – Advanced Water Math
Water 050 - Water Treatment I **17**	Water 035 – Water Quality
Water 052 – Water Treatment II 8 week course **14**	Water 040 – Water Distribution I 8 week course
Water 060 – Wastewater Treatment and Disposal I **12**	Water 041 – Water Distribution II 8 week course
Water 061 - Wastewater Treatment and Disposal II **11**	

4. WebEx Update/Canvas Update

5. Curriculum Update
   - Every course except Water 060 and 061 are due for revision.

6. Course and Program SLOs

7. CTE Enhancement Grant Funding
   - Officially and completely outfit CCC 704 for WebEx
   - Coordination/pathways with the local high schools
   - More Instructional Videos – Which ones?
   - Departmental Video
   - Peer Review of Existing Textbooks
   - Creation of New Textbooks – Which ones?
   - Regional Meetings
   - Online Certification Training

8. Internships Update
9. Marketing –
   - Website Upgrades - http://www.canyons.edu/Departments/WATER/Pages/default.aspx

- College2Careers Day, Saturday, October 3 - 9:00am – 1:00pm
- Bowman Career Day Friday, 23 October?
- PIO – Social Media Ad?

10. Open Forum

11. Determine Next Meeting & Adjournment

Program Review Budget Module Screen Enhancements for Year 3
Screen 1 Mock Up

Objective 1: Expand Forensics Program through increased participation in tournaments and coaching time.

Activity Description:
Budget Request 1: Supplies (e.g.) [drop-down menu of object codes]
Object Code: 64000
One-Time or Ongoing (drop-down menu)
Potential Funding Sources:
☐ SSSP
☐ Student Equity
☐ Perkins
☐ Grant
☐ Other (please specify):
Amount Requested:
Explanation and calculations:
Upload Supporting Documents (e.g., quotes)

Activity Description:
Budget Request 2: Conference Travel (e.g.) [drop-down menu of object codes]
Object Code: 65220
One-Time or Ongoing
Potential Funding Sources:
☐ SSSP
☐ Student Equity
☐ Perkins
☐ Grant
☐ Other (please specify):
Amount Requested:
Explanation and calculations:
Upload Supporting Documents (e.g., quotes)

Screen 2 Mock Up

Objective 1: Expand Forensics Program through increased participation in tournaments and coaching time.				
Reference #	Budget Requests (BR)	All or None	Objective Rank	College Strategic Goal
COMS 1.1	Budget Request 1: Supplies (e.g.)		1	Teaching & Learning
COMS 1.2	Budget Request 2: Conference travel (e.g.)	All		
COMS 1.3	Budget Request 3: Stipend (e.g.)			

Screen 2 Mock Up, continued

Objective 2: Provide greater access for tutoring to students who are unprepared for basic course.				
Reference #	Budget Requests (BR)	All or None*	Objective Rank	College Strategic Goal
COMS 1.1	Budget Request 1: Supplies (e.g.)		4	Teaching & Learning
COMS 1.2	Budget Request 2: College Assistant (e.g.)	None	3	Teaching & Learning
COMS 1.3	Budget Request 3:			

Objective 3: Implement a curriculum coordinator for COMS-105.				
Reference #	Budget Requests (BR)	All or None*	Objective Rank	College Strategic Goal
COMS 1.1	Budget Request 1: Supplies (e.g.)		2	Teaching & Learning
COMS 1.2	Budget Request 2: Stipend (e.g.)	All		
COMS 1.3	Budget Request 3:			

*If "All" is marked it means that funding could only be useful if all of the activities are funded. Only consider all requests for this objective. Do not consider funding only one of the requests in this activity.

Screen 3 Mock Up

Objective 1: Expand Forensics Program through increased participation in tournaments and coaching time.

Facility Needs

Equipment Needs [We could consider embedding forms]

Staffing Needs [We could consider embedding forms]

BP 3518 Child Abuse Reporting

References:
Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164-11174.3;
Welfare and Institutions Code Sections 300, 318, and 601;
Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892

The CEO shall establish procedures related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of children.

See Administrative Procedure 3518.

Approved XX/XX/XXXX

AP 3518   Child Abuse Reporting

References:
> Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164-11174.3;
> Welfare and Institutions Code Sections 300, 318, and 601;
> Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892

The District recognizes the responsibility of its staff to report to the appropriate agency when there is a reasonable suspicion that an abuse or neglect of a child may have occurred. Mandated reporters include faculty, educational administrators and classified staff. Volunteers are not mandated reporters, but are encouraged to report suspected abuse or neglect of a child.

Child abuse is defined as physical abuse, neglect, sexual abuse and/or emotional maltreatment. This procedure addresses the sexual assault, sexual exploitation, and/or sexual abuse of a child; the willful cruelty or unjustifiable punishment of a child; incidents of corporal punishment or injury against a child; abuse in out-of-home care; and the severe and/or general neglect of a child (definitions contained in Penal Code Section 11165).

"Reasonable suspicion" occurs when "it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position drawing when appropriate on his/her training and experience, to suspect child abuse" (Penal Code Section 11166(a)).

A child protective agency is a police or sheriff's department, a county probation department, or a county welfare department. School district police or security departments are not child protective agencies (Penal Code Section 11165.9).

Any person not mandated by law to report suspected child abuse has immunity unless the report is proven to be false and the person reporting knows it is false, or the report is made with reckless disregard of the truth or falsity of the incident (Penal Code Section 11172(a)). Reporting is an individual responsibility. An employee making a report cannot be required to disclose his/her identity to the employer (Penal Code Section 11166(h)). However, a person who fails to make a required report is guilty of a misdemeanor punishable by up to six months in jail and/or up to a $1,000 fine (Penal Code Section 11172(e)).

Mandated reporters must report immediately any reasonable suspicion of child abuse to a local child protective agency and follow up with a written report within 36 hours. Contact Los Angeles County Family Services 28490 Avenue Stanford # 100, Santa Clarita, CA 91355, (661) 702-6262 or contact The Child Abuse Reporting Line at 800-540-4000.
The written report may be mailed or submitted by facsimile or electronic transmission.

Child abuse reporting forms are available in the Valencia and Canyon Country Campus mailrooms.

No mandated reporter who reports a known or suspected instance of child abuse shall be civilly or criminally liable for any report required or authorized by the Penal Code. Any person other than a child care custodian reporting a known or suspected instance of child abuse shall not incur any liability as a result of making any report of child abuse, unless it can be proven that a false report was made and the person knew that the report was false. (Penal Code Section 11172(a))

When the Director, Campus Safety or Administrator associated with the Early Childhood Education Center releases a minor pupil to a peace officer for the purpose of removing the minor from the campus, the District official shall take immediate steps to notify the parent or guardian regarding the release of the minor to the officer, and regarding the place to which the minor is reportedly being taken (Education Code Section 87044), except when a minor has been taken into custody as a victim of suspected child abuse, as defined in Penal Code Section 11165 or pursuant to Welfare and Institutions Code Section 305. In those cases, the official shall provide the peace officer with the address and telephone number of the minor's parent or guardian.

Non-accidental physical injury is considered to be a health and safety emergency; and parental consent is not required for release of student information under the Family Education Rights and Privacy Act, or the California Student Records Act (Education Code Sections 76200 et seq.).

Information relevant to the incident of child abuse may be given to an investigator from a child protective agency who is investigating the known or suspected cause of child abuse (Penal Code Section 11167(b)).

The District shall provide a mandated reporter with a statement informing the employee that he/she is a mandated reporter and inform the employee of his/her reporting obligations under Penal Code Section 11166 and of his/her confidentiality rights under subdivision (d) of Penal Code Section 11167. The District shall provide a copy of Penal Code Sections 11165.7, 11166, and 11167 to the employee. New employees, prior to commencing his/her employment and as a prerequisite to that employment, shall sign and return the statement to the District. The signed statements shall be retained by the District (Penal Code Section 11166.5).

The District will distribute this procedure to all employees.

Approved XX/XX/XX

BP/AP 4021 Program Viability Evaluation: *Computer Applications & Web Technologies (CAWT)*
Proposal Submitted by: Melanie Lipman, Victor Jadaon, Alan Strozer with support from Jennifer Brezina, Diane Stewart, and Audrey Green
Committee Meeting Date(s): October 24, 2015 (Committee Reviewed) and November 19, 2015 (Proposal presentation and Q&A)
Committee Members: David Andrus, Wendy Brill-Wyncoop, Dr. Jerry Buckley, Teresa Ciardi, Rebecca Eikey, Ann Lowe, (ASG and Counseling department representatives were absent)

Program Viability Evaluation Criteria	Program Viability Committee's Assessment
1. Ability of program to meet standards of outside agencies/licensing boards	There are not outside agencies or licensing boards for this program.
2. Ability of students to complete program	This is a noncredit program, but there is demonstrated success in the credit program as the credit courses were offered as all workshop-type courses. These courses would be offered in noncredit where there is an enrollment plan and strategies in place to offer classes to support success.
3. Status of curriculum of program courses	As of 11/23/15, all the NC.CAWT courses are Stage 4 (Division Dean)
4. Alignment with the mission, values, and goals of the institution	There is an alignment with the mission, values and goals of COC.
5. Alignment with the mission of the CCC Chancellor's Office	There is an alignment with the mission, values and goals of CCC Chancellor's Office.
6. Appropriateness of the projected timeframe for implementation	The program courses are projected to be offered in F16.
7. Articulation considerations	Not applicable
8. Quality of program (input from program review, advisory committees, universities, community)	There is demonstrated quality in the credit program, which will be replicated in the non-credit format.
9. Relevance of the discipline	Meets relevance.
10. Replication of programs in surrounding college districts	The only programs nearby offer credit courses (include for-profit). This would be the first noncredit offering in the surrounding area.
11. Which individual, academic department and school will be responsible?	The CAWT faculty and department would be responsible.

12. Impact on COCFA contract issues	Concerns from COCFA perspective:
	Full-time faculty who teach non-credit courses will only receive half of the units on their load sheets. For example, compensation for a 3 unit non-credit course is only 1.5 TLUs. In negotiations, the District and COCFA have agreed, but have not signed a Tentative Agreement regarding what we have called Enhanced Non-credit whereby full-time faculty will receive equity in pay. For example, under our agreement compensation for a 3 unit enhanced non-credit course would be 3 TLUs. If the CAWT courses would qualify for the enhanced non-credit, then we should make sure that information is included in our discussions at the negotiations table. If not, then the faculty need to be aware of this limitation.
	Second, all non-credit can increase the workload for department chairs and some departmental faculty without additional compensation given the current contract. The workload consideration include but are not limited to marketing, staffing, evaluation, scheduling, training, budgeting, and planning.

Program Viability Committee Recommendation	__X___ Initiate _____ Not Initiate
	_____ Modify _____ Not Modify
Committee Chair's Signature	_____ Discontinue _____ Not Discontinue

Program Viability Narrative

This summary is for **Program Initiation**.
1. The proposed noncredit CAWT courses were not part of an existing program, so the certificate is a new program as defined by BP/AP 4021.
2. The Chancellor's Officer considers the change to a non-credit certificate a new program and requires colleges to present this information when they send up the new program for approval.

The credit courses have been modified and moved to noncredit so that a Digital Certificate can be created from the four-course sequence (NC.CAWT 10A, Computer and Internet Fundamentals, NC.CAWT 10B, Word Processing Basics, NC.CAWT 10C, Spreadsheet Basics – Excel, NC.CAWT 10D, Digital Communications). There has been demonstrated success for this course material in the credit program. However, moving this to noncredit will expand opportunity to new populations of students and will support the noncredit GED program, where computer application skills are necessary. Providing a noncredit foundation in these computer application skills will help with improving workforce skills and could help with increasing enrollment in the more advanced credit courses. The CAWT program has the software and technology to offer these courses on the Valencia campus, but with the expansion of noncredit for the college, there is an institutional commitment to offer additional noncredit locations across Santa Clarita valley. This will allow for students who may not have transportation or access to the Valencia location to enroll in these skill building courses. The faculty who brought this proposal forward are moving credit courses to noncredit and believe the benefit to the department will offset any additional workload associated with noncredit. In addition, there appears to institutional support for expanding and supporting noncredit program.

New Adjuncts MQs Info from 10/22/14 to 1/21/15

Last Name	First Name	Discipline	Qualifications*
Antwi	Evita	Adjunct – Counseling	MS Educational Counseling, University of La Verne
Arnold	Eric	Adjunct – Welding	BS Engineering, CSU Northridge + 2 yrs of experience
Asmus-Kim	Karolanne	Adjunct - Geology	MS Education/Geology, CSU Northridge
Berube	Melissa	Adjunct – Biological Sciences	MS Biology /Marine Biology, Loma Linda University
Botieff	Mark	Adjunct – Culinary Arts / Wine Studies / CWEE	BA Liberal Studies, Whittier College + 2yrs experience
Boylan	Joseph Eddie	Adjunct – English as a Second Language	MA TESL, Biola University
Delos Reyes	Manuel	Adjunct – Medical Laboratory Technologies	MD Medicine, FEU-NRMF Institute of Medicine-Manilla + 2yrs exp + Clinical Laboratory Scientist (Equivalency Report by International Education Research Foundation, INC- Doctor of Medicine)
Descher	Kristianne	Adjunct – Culinary Arts	AA Occupational Studies, Le Cordon Bleu College of Culinary Arts + 6yrs experience
Descher	Kristianne	Adjunct – Culinary Arts	BA Media Management, CSU Northridge + 2yrs experience
Ellis	Kai	Adjunct – Paralegal/Legal Assisting	BA in Paralegal Studies from Univ. of West LA, + 2 years Exp.
Estephan	Joseph	Adjunct – Mathematics	MS Mathematics, USC
Fenison	Michael	Adjunct – Physical Education	MA Physical Education, Azusa Pacific University
Ferguson	Donna	Adjunct – Nursing	MA Health Care Mgt and RN License + 2yrs experience (is this for

			clinical only- does it have to be a nursing degree? Yes for Clinical – she has a BSN too from University of Phoenix)
Fetter	Pamela	Adjunct – English as a Second Language	MA TESL, CSUN
Foley	Patricia	Adjunct – Chemistry	PhD Chemical Engineering, Cornell University
Frieder	Mitchell	Adjunct – Culinary Arts	BA Theatre Arts, CSU Fresno + 2yrs experience
Fu	Joseph	Adjunct – Medical Laboratory Technologies	BA Medical Technology, CSU Los Angeles + 2yrs exp + Clinical Laboratory Scientist
Fuller	Celene	Adjunct – Sociology	MA Sociology, California State University Northridge
Kaddu	Alex	Adjunct – Nursing	MS Nursing, American Sentinel University + 2yrs experience
Kalustian	Michael	Adjunct – Communication Studies	MA in Communication Studies from CSULA
Kaminsky	Alisha	Adjunct – Counseling	MA Counseling, Loyola Marymount University
Kelkar	Asawari	Adjunct – Mathematics	MS Applied Mathematics, CSU Northridge
Khoury	Margaret	Adjunct – ESL	MA in TESOL from USCLA
Lim	William	Adjunct – Nursing	BS Nursing, University of Great Falls, 2yrs experience + RN License
Muraco	Vincent	Adjunct – Culinary Arts	AA Occupational Studies, Le Cordon Bleu College of Culinary Arts + 2yrs experience
Naraghi	Nazanin	Adjunct - Geography	MS Geography, CSU Long Beach
Pavik	Lisa	Adjunct – Counselor (Financial Aid)	MS Educational Counseling CSU Los Angeles

Peled	Ifat	Adjunct – Psychology	PhD in Clinical Psychology from Pacifica Graduate Institute
Pressman	Howard Mark	Adjunct – Philosophy	PhD Philosophy, UC Davis
Rice	Thaddeus	Adjunct – Emergency Medical Technician (Substitute)	AA in Registered Nursing - College of the Canyons 6 years professional experience
Sadeora	Ranbir	Adjunct – Nursing	MSN – Family Nurse Practitioner University of Phoenix
Sandoval	Tony	Adjunct – Sociology	BA Sociology, University of California, LA and MA in Chicano Studies, California State University Northridge
Sarkissian	Scarlet	Adjunct – Mathematics	MS Financial Mathematics, University of Chicago
Steffen	Nick	Adjunct – Water Technology	MS Civil Engineering, Norwich University + 2yrs experience
Sushinsky	Mitra	Adjunct – Chemistry	MS Organic Chemistry, CSU Fullerton
Zingo	Nicholas	Adjunct – Administration of Justice	MA Public Administration, CSU Long Beach + 2yrs experience

New Adjunct MQ info Spring 2015 to Fall 2015

Name	Discipline	Qualifications
Abraham, Patricia	Adjunct – Nursing (clinical)	BS Nursing, University of Great Falls, MT + 2 years' experience + current RN license
Acosta, Maria Mauro	Adjunct – Admin of Justice	BA Sociology, CSUN + 2 years' experience
Allen, David	Adjunct – Business/Accounting	MA Accountancy, University of Phoenix
Alonso, Jose Angel	Adjunct Spanish	MA in Spanish Studies from Evaluation from WES
Anguiano, Evie	Adjunct – Admin of Justice	BA Nursing, University of Phoenix + 2 years' experience
Arzunyan, Silva	Adjunct – Counseling	MS College Counseling and Student Development, Azusa Pacific University
Beauregard-Vasquez, Linda	Adjunct English	MA in English from CSUN
Beck, John	Communication Studies	MA in Communication Management from USC
Bertirotti, Amy	Adjunct – Nursing (clinical)	BS Nursing, West Coast University + 2 years' experience + current RN license
Berube, Melissa	Adjunct – Biological Sciences	MS in Biology, specialization in Marine Biology, Loma Linda University
Bourget, Robert	Adjunct – Fire Technology	B.A. French, UCLA, 2+ years exp.

Brar, Anjuman	Adjunct Psychology	MA in Psychology (Evaluation report)
Brotchner, Ben	Adjunct – Welding	BA in Food Marketing and Agribusiness Management, Cal Poly Pomona and 2 years experience
Brown, Heather	Adjunct – Nursing (clinical)	BS Nursing, Samuel Merritt University + 2 years' experience + current RN license
Brown, Melissa	Adjunct Physical Education	M.S. Kinesiology (Univ of Tenn Knoxville)
Burch, Melanie	Adjunct Physical Education	M.S. Kinesiology (Fresno Pacific University)
Caldani, Patricia	Adjunct – Biological Sciences	MS, Molecular Biology – Cal Poly Pomona
Carder, Lloyd	Adjunct – Welding	BS, Medical Technology – Cal Poly Pomona + 2 years' experience
Cawthon, Joy	Adjunct – Admin of Justice	AA General Studies, El Camino College + 6 years experience
Dayal, Smita	Adjunct – Chemistry	PhD Chemistry – Case Western Reserve University
Del Real, Antonio	Adjunct – Counseling	MS College Counseling (CSUN)
Dela Fuente, Cherylle	Adjunct – Nursing (Clinical)	BS in Nursing, University of Santo Tomas, RN and 2 years experience
Dertsakyan, Petros	Adjunct – Biological Sciences	MS Molecular & Cell Biology – CSU San Marcos
Dewberry, Elaine	Adjunct – Admin of Justice	AA Interdisciplinary Studies, Los Angeles Valley College + 6 years experience
Donaire, Jenny	Adjunct – Photography	MFA in Art, from California State

		University, Northridge
Donovan, Jeff	Adjunct – Phlebotomy (Medical Laboratory Technologies)	BS, Healthcare Administration – University of Phoenix + 2 years' experience + Certified Phlebotomy Technician w/ 3 years' experience
Doronio, Shannon	Adjunct – Graphic Design	BA Graphic Design, Otis College, plus over 2 year's experience
Eller, Wendy	Adjunct - Spanish	BA in Spanish from Univ. of California Berkeley and MA in Hispanic Linguistics from Evaluation from IERF
Estephan, Joseph	Adjunct – Mathematics	MS Mathematics - University of Southern California
Feldmeier, Kenneth	Adjunct – Anthropology	MA Anthropology, Prescott College
Ferreira, Amy	Adjunct – Chemistry	MS Physical Chemistry – UC Los Angeles
Fidger, Angela	Adjunct Paralegal	JD from Whittier College
Fisher, Ying	Noncredit English as a Second Language	MA in English Literature, pending Certification in TESL
Fitzgerald, Michael	Adjunct - Counseling	MS Educational Counseling, University of La Verne
Fletcher, Jesse	Adjunct Sociology	PhD in Sociological Theory and Social Psychology from UC Riverside and MA in Sociology
Fullbright, Mark	Adjunct – Fire Technology	Speech Communication, 6+ years exp.

Garagliano, Samantha	Adjunct - Communication Studies	MA in Communication from CSULA
Gavin, Thomas	Adjunct – Physical Sciences	EQ#1: MA, Educational Administration (CSUN) + 24 units (12 graduate) in Physical Sciences
Glapa-Grossklag, Anna	Adjunct – Modern Languages/German	MA German, Evaluation Report (WES)
Gonzales, Adrianne	Adjunct – Nursing (Clinical)	BS in Nursing, CSUN, RN and 2 years experience
Gorman, Alixan	Adjunct English as a Second Language	MA in TESOL from CSUN
Granillo, Ashley	Adjunct English	MA in English from CSUN
Harris, Angela	Adjunct - Counseling	MS Counseling – CSU Northridge
Holland, Siane	Adjunct – Psychology	MA Psychology, Pepperdine University
Hovsepyan, Haykanush	Adjunct – Graphic Design	BA Graphic Design, The Art Institute, plus over 2 year's experience
Jenison, Jordan	Adjunct – English as a Second Language	MA in TESOL, from California State Fullerton
Johnson-Patel, Shannon	Adjunct – Biological Sciences	MS Biology – Texas Women's University
Jose, Edyrose	Adjunct – Nursing (clinical)	BS Nursing, evaluation report + 2 years' experience + current RN license
Kane, Brian	Adjunct – Fire Technology	A.S. Fire Administration, 6+ years exp
Keating, Amanda	Adjunct – Anthropology	MS Social Anthropology – University of London, Evaluated for US Equivalency

Kessler, Jaclyn	Adjunct – Mathematics	MS, Mathematics – Stephen F. Austin State University
Kirst, Katherine	Adjunct – Psychology	BA in Psychology, MA in Counseling Psychology
Kirwin, Angela	Adjunct – Anthropology	MA Anthropology, California State University Northridge
Leal, John	Adjunct – Automotive Technology	AA, General Arts & Sciences – College of the Canyons + 6 years' experience
Lee, Grace	Adjunct English	MA in English from Claremont Graduate University
Lee, Samuel Sang	Adjunct Economics	MA in Economics from Claremont Graduate Univ.
Lemm, Sean	Adjunct – Fire Technology	B.A. Sociology, UCSB, 2+ years
Lopez, Christina	Adjunct English	MA in English from University of Kentucky
Luciano, Shantel	Adjunct – Fire Technology	BS – Nursing, University of Phoenix + 2 years' experience
Marrott, Cynthia Rodriguez	Noncredit English as a Second Language	MA in Education from National University, pending Certification in TESL
Masci, Felix	Adjunct - Accounting	MA in Accounting from USC
McGuire-MacDonald, Vicki	Adjunct - Fire Technology	AS - Nursing, Cerritos College + 6 years' experience
Monical, Craig	Adjunct - Fire Technology	BS Business Mgmt., University of Redlands + 2 years' experience
Nelson, Darren	Adjunct - Fire Technology	B.A. Sociology, UCSC, 2+ years
Neumann, Brent	Adjunct – Physics	MS Astronomy, San Diego State University

Novak, Eryn	Adjunct English as a Second Language	MA in TESOL from CSU San Bernadino
Odom, Maryam Lisa	Adjunct – Paralegal Studies	JD from Pepperdine University, School of Law
Okatsuka, Atsuko	Adjunct Cinema	MA in Film/Video and Critical Studies from California Institute of Arts
Panczenko, Andralena	Adjunct – Noncredit English as a Second Language	MA in Education, Certificate in TESL
Paraon, Tanya	Noncredit Basic Skills Math	B.A. Math (UC Santa Cruz)
Pereira, Neville	Adjunct – Construction Mgmt Tech	BS Civil Engineering – Cal Poly Pomona + 2 years' experience
Perez Larios, Osvaldo	Adjunct – Biological Sciences	MS, Biology – CSU Northridge
Portman, Neal	Adjunct - Accounting	BA in Accounting from CSUN and MA in Taxation from CSUN
Power, Kyle	Adjunct - Fire Technology	B.S. Business Administration, 2+ years
Rahman, Rashad	Adjunct – Emergency Medical Technologies (Substitute)	BS, Business Administration – CSU, Northridge + 2 years' experience
Rajan, Singhi	Adjunct – Counseling	MA Social Work, CSU San Bernardino
Rauch, Lauren	Adjunct – Admin of Justice	B.S. USC Public Administration, 2+ years
Robinson, Polly	Adjunct Communication Studies	MA in Communication Studies from CSUN and EdD in Educational Leadership and Policy Studies
Rocha, Elena	Adjunct Spanish	Equiv. Option #2: BA in Spanish from CSUN and in a MA Spanish program with 21 semester units/upper division.

Rosenstein, Joshua	Adjunct - Fire Technology	AA Liberal Arts, Santa Monica College + 6 years experience
Sanchez, Israel	Adjunct – Admin of Justice	B.S., Criminal Justice – California State University, Long Beach, 2+ years exp.
Saraf Jr., Theodore T.	Adjunct - Fire Technology	A.S. Nursing, 6+ years exp.
Saunders, Natashia	Adjunct Business (Law)	JD from Trinity Law School
Shi, Nigie	Adjunct – Mathematics	MS Mathematics - University of California Davis
Sisco, Jan	Adjunct – Nursing (Nursing)	BS in Nursing, Chamberlain College of Nursing, RN and 2 years experience
Small, Jessica	Adjunct English	MA in English from CSUN
Sourbeer,Chad	Adjunct - Fire Technology	MFA, University of Southern California + 2 years' experience
Starkey, James	Adjunct Political Science	MA in Political Science from CSULA
Sullivan, Brian	Adjunct – Chemistry	PhD Chemistry – University of Southern California
Svoboda, Theodore	Adjunct - Fire Technology	AA Fire Science, Oxnard College + 6 years' experience
Underwood, Brian	Adjunct - Fire Technology	AA Fire Technology, Antelope Valley College + 6 years' experience
Valance, Mary	Adjunct - Fire Technology	Masters, Nursing – University of California, Los Angeles + 2 years' experience
Vanichbutr, Viyakan	Adjunct – Nursing (clinical)	BS Nursing, CSU Dominguez Hills + 2 years' experience + current RN license

Walters, Laura	Adjunct - Fire Technology	B.A. Sociology /Criminology, 2+ years
Wasserman, Philip	Adjunct Paralegal Law	JD from Loyola Law School
Whetter, Jevon	Adjunct American Sign Language	MA in Theatre Arts from San Diego State Univ. and 10yrs exp. ASL
Wiewel, Wendy	Adjunct American Sign Language	BA in Liberal Studies from CSUN and in MA program with 13 yrs. Exp.
Williams, Tara	Adjunct – Chemistry	PhD, Inorganic Chemistry – University of Sessex (evaluation report)
Winger, Leah	Adjunct Psychology	BA in Psychology and MA in Counseling both from CSUN
Winter, Teresa	Adjunct – Nursing	MA Nursing (CSU, Dominguez Hills
Wylie, Erik	Adjunct - Fire Technology	AA Liberal Arts, Santa Monica College + 6 years experience
Yousefian, Avo Masihi	Adjunct Accounting	MA in Accounting from CSU Los Angeles
Zaidi-Merchant, Syeda	Adjunct – Biological Sciences	MS Biology – CSU Northridge

COLLEGE OF THE CANYONS

Academic Senate Resolution on Course Management System Training

Whereas Course Management Systems, such as Canvas, Blackboard, Moodle, etc., are an integral part of distance education, and affect course quality, and Title 5 § 55374 [Distance Education Course Quality Determinations] indicates that determinations and judgments about the quality of distance education, under the course quality standards in Section 55372, shall be made with the *full involvement of faculty* in accordance with Sections 53200 [et seq.] and

Whereas Title 5 §53200 identifies "policies for faculty professional development activities" as an academic and professional matter *under the purview of academic senates*, and training for any Course Management Systems, such as Canvas, Blackboard, Moodle, etc., is a professional development activity and,

Whereas The Academic Senate of College of the Canyons has demonstrated collaboration with Education Technology committee with the 2006 approval of local online teaching qualifications, which specify course work, training for the college's course management system, and Section 508 compliance, and defined equivalencies as "two semesters of teaching in a predominantly online format, or a teaching demonstration in an online format" for those who instructors who wish to teach online courses.

~~**Resolved**, That the Academic Senate of College of the Canyons asserts that recommendations for training requirements related to any Course Management System cannot be made without approval of the Academic Senate, and~~

~~**Resolved**, That the Academic Senate of College of the Canyons is opposed to the requirement of training for a new Course Management System before the college grants access for any instructor who chooses to use the Course Management System for their courses, and~~

Resolved, That the Academic Senate of College of the Canyons will create an ad hoc committee who will collaborate with Distance Education, Educational Technology committee and others to develop training recommendations or training equivalencies for any new Course Management System for any instructor who chooses to use a Course Management System for their courses.

Approved xx-xx-2015