

Academic Senate Summary for May 23, 2019

Voting Members					
Senate President	Rebecca Eikey	X	Business Senator	Gary Collis	X
Vice President	Jason Burgdorfer	X	Learning Resources Senator	Ron Karlin	X
Immediate Past President	VACANT	A	Interim At Large Senator	Erica Seubert	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Gary Collis proxy for Jennifer Paris	X
Policy Review Chair	David Andrus	X	At Large Senator	Benjamin Riveira proxy for Deanna Riveira	X
AT Senator	Regina Blasberg	X	At Large Senator	David Brill	X
MSHP Senator	Sab Matsumoto	X	At Large Senator	Sonny Requejo	A
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Erika Torgeson	X	Adjunct Senator	Jessica Small	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	Ron Mita	X
Kinesiology/Athletics Senator	Philip Marcellin	X	Adjunct Senator	Aaron Silverman	X
SBS Senator	Rebecca Shepherd	X	X= Present	A= Absent	

Non-voting Members	
Dr. Buckley	A
Marilyn Jimenez	X
Dan Portello (Warren Heaton AFT Rep)	X
Dr. Wilding	A

Guest			
Collette Gibson	X	Mary Corbett	X
Omar Torres	X	Paul Wickline (via Zoom)	X
Michelle LaBrie	X	Claudia Acosta	X
Julianne Johnson	X	Sarah Ehram	X
Tara Williams	X	Daylene Meuschke	X
Jaylon Kirk (student)	X	Michael Leach	X

A. Routine Matters

1. Call to order: 3:03 pm
2. Public Comment:
 - There was a request to start a dialogue regarding how faculty can best deal with student athletes missing class for scheduled athletic events. Issue should be addressed in a professional, respectable and equitable manner. This topic may be brought back as a separate discussion item.

3. Approval of the Agenda

- Request to modify the agenda, moving item “Program Viability Evaluation Rubric: Physical Therapist Assistant Program” from “Unfinished Business” to “Discussion.” Item becomes #4 and allows Sarah Ehram more time to answer questions pertaining to the program.
 - Motion to modify the agenda by Philip Marcellin seconded by Lisa Hooper. Unanimous. Approved.
- On the May 16, 2019 Curriculum Committee summary, a course which had been in tech review, was inadvertently omitted from the consent calendar. Lisa presented and shared a new summary with the addition of this course. It was clarified that these revisions are non-substantive and are automatically added to the consent calendar. The course was originally agendized on April 18th but the faculty member wasn’t able to complete the revisions. If this course does not go through the process, as it is scheduled for the fall, it will not be available in the fall semester. The course is **ARCHT-200B- Architecture**. The revised summary was submitted to Marilyn. Lisa Hooper, Curriculum Committee chair stated that all Curriculum Committee members are in agreement with this revision. The description of this Action was as follows:
 - *Units increased to 3 units (formerly 1 unit). Revised SLO, revised objectives and content. Recommended preparation of ID-103 changed to ARCHT-190.*
- On page 14 of the Academic Senate agenda this courses would be inserted as the first item listed under Curriculum Committee, Modified Courses-Consent Calendar.
- Regina requested to pull the Academic Senate Summary for the May 9, 2019 meeting. There are three sections in the summary which may not have captured correctly what was discussed. There was a request to pull the summary, make modifications and bring it back on the next agenda.
- Motion to amend the agenda understanding the changes noted above by Marco Llaguno, seconded by Lisa Hooper. Unanimous. Approved.

4. Committee Appointments:

- Selection Committee, Christina Chung

5. Approval of the Consent Calendar

- Motion to adopt the consent calendar by Lisa Hooper, seconded by Wendy Brill. Unanimous. Approved.
- New senators where announced and congratulated.

Academic Senate Summary, May 9, 2019 (pg. 3-9)	Curriculum Committee Summary, May 16, 2019 (pg. 10-24)
Adjunct Senator Election Results (pg. 28)	Fall FLEX Schedule, Nicole Faudree (pg. 29-33)
Program Viability Committee Summary (pg. 25-26)	

B. Reports (time limit 7 minutes each)

These are informational items no discussion or action will be taken. However, clarification questions are welcomed.

1. President Report, Rebecca Eikey

- President gave thanks to the Academic Senate for a wonderful year and for all that was accomplished. Certificates of Appreciation were presented for the following senators for serving on the Academic Senate:
 - Ron Mita 2018-19-Adjunct Senator
 - Warren Heaton 2018-19 AFT Representative
 - Deanna Rivera 2017-19 At-Large Senator
 - Sonny Requejo 2018-19 At Large Senator
2. College Planning Team Committee Report, Claudia Acosta
- The committee meets once a month, on the 3rd Monday of the month. Last meeting of the semester took place on May 20th. The committee met in January to plan a Planning Retreat and to discuss how to best connect with the community and overall partnerships. There was also a proposal to do a Planning Summit in the fall. This summit will help to create a dialogue and motivate people. There will be further discussion on the Committees on Committees. The hope is that every committee provides an evaluation or an annual report summary.
 - CPT oversees the planning efforts of the college district and evaluates the college effectiveness. The focus of CPT is to promote innovation and identify issues and trends that will impact what the college does. CPT receives a lot of input and updates from other planning committees such as Guided Pathways Initiative, Local Goal Settings, Student Equity & Achievement, Strategic Planning, Civic Engagement, ISP, Enrollment Management and IE2. CPT has developed a template form which is filled out by anyone who requests to present a report. This form helps to orient all the request which come through. CPT also reviews research reports and action implication to ensure that the college's strategic plans are carried out.
3. COC Speech Team National Tournament winner - student Jaylon Kirk & faculty Michael Leach
- Michael Leach introduced student Jaylon Kirk, a student in his speech class. It was emphasized that one of the most underrepresented groups in the Speech community are those with disabilities. Jaylon was in the final round of Pros, one of the most competitive and heavily entered national tournament events. A professional actress by the name of Valerie, with 20 years of acting and writing experience, was on staff this semester. Valerie emphasized the importance of letting students tell their stories in their own words.
 - Student Jaylon Kirk shared his story through a speech which he presented to the Senate. The student was able to develop his speech in the COMS 100. The course is part of the Communications Department and is 3-4 units which can be repeated.
4. Policy Review Committee, David Andrus
- David shared his Policy Review Committee yearly report. The committee met and discussed how it can become more efficient. The committee functions on a practical rather than a theoretical approach and mostly makes recommendations but has held votes in the past when needed. Unanimous recommendations may be forwarded to the Academic Senate. The Policy Committee receives policies from different members of administration on campus. All Academic Policies (AP's) and Broad Policies (BP's) go through CPC. BP's have to be approved by the Board and AP's do not. For example a

recent Academic Freedom policy was first approved by Senate, was then forwarded to College Policy Council (CPC) and is now back in Policy Committee

- David shared a list of policies which were cleared by Senate and a list of documents in committee, including AP 7120A Faculty Recruitment, which may be broken out into separate procedures. Lastly, the Appendix H, a flow chart on how policies move throughout the campus, was shared. David thanked all the committee members for all their work throughout the semester.

C. Action Items

Below are a list of items that the Senate will take action on. Discussion is welcomed by all attendees.

1. Academic Program Review Prompts- minor edits, Jason Burgdorfer (pg. 34-39)
 - The Program Review Prompts were modified last year. This year was the first year of implementation. No new prompts were added only deleted and language was clarified. On pg. 36 the information was replaced with a table.
 - Motion to approve the Program Review edits to the prompts by David Andrus, seconded by Philip Marcellin. Unanimous. Approved.
2. Discipline Memos:
 - Additional Discipline Assignment for Brittany Applen (pg. 40-41)
 - Brittany is meeting the equivalency for Recreation Management. Brittany met the equivalency back in 2011. There was an error in terms of how HR was counting her teaching experience. The experience was being counted under the equivalency that would have been valid in 2011. This has now been corrected.
 - Motion to approve the additional Discipline Assignment for Brittany Applen by Regina Blasberg, seconded by Sab Matsumoto. Unanimous. Approved.
3. Starfish/Canyons Connects recommendations, Collette Gibson & Julianne Johnson (pg. 42-45)
 - Approval of the prompt recommendations will allow for the pilot to be tested over the summer. Julianne will then update the Senate on updates and how it will move forward to the fall semester. The "Flag: Low Scores" prompt phrase "Here are your instructor's comments, if submitted:" will be deleted and the Academic Steps option can also be deleted.
 - Motion to approve the prompt recommendations by Erica Seubert, seconded by Philip Marcellin. Unanimous. Approved.
4. Program Viability Rubric:
 - Clinical Lab Science Credit Certificate, (pg. 46-54)
 - This action item is to create a new Credit Certificate of Specialization program for a Clinical Lab Science. Letters of support for Clinical sites were identified. This creates an opportunity for MLT student to do another level of technical work in the medical field. This program will be for credit.
 - Motion to initiate this program by Lisa Hooper, seconded by David Andrus. Unanimous. Approved.
 - Law Enforcement Technologies Associates Degree, (pg. 55-60)
 - This is for the initiation of a new degree program in Law Enforcement Technologies. This program may be offered online. This program is for students

- Motion to initiate this new program by David Andrus, seconded by Gary Collis. Unanimous. Approved.

5. Joint Advocacy Letter Regarding Governor's Budget Proposal (pg. 70-73)

6. Resolution in Support of Climate Change and Environmental Sustainability, Marco Llaguno & Jason Oliver (pg. 74)

- ## 1. Zero Textbook Cost (ZTC) & Low Cost Material (LCM) Categories, Teresa Ciardi & Gina Bogna

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2. Mapping and General Education Courses & Meta Majors Proposal, Erika Torgeson (pg. 75-84)
 - The students want the Meta Majors to be the schools. When the new COC website goes live the Meta Majors will be on the home page. If schools were to separate or if there is misalignment within a school then subsequent pages will need to be further developed to show the students the information. The suggestion is to model after Pasadena City College. This work will be done by the Deans as the Deans are responsible for dealing with the webpages for the schools. In order for schools to split a conversation needs to take place in Senate as it will affect Senate sub-committees representation. Taglines have not been approved and will not be going live on the website as these are still being explored. Meta Majors are not schools structure. Meta Majors are based on curriculum. Schools are based on administration. It was clarified that Meta Majors are large groups of programs.
 - There was a question in regards to, is it ok for maps to have basic general education headings? Or does the program mapper have to be uploaded with specific GE courses? The re-certification of the guided pathways grant for year two allocations, which will occur in year three, will happen in September. COC has been accepted into the second pilot for the program mapper which Bakersfield College is using.
3. Academic Calendar 2020-2021, Daylene Meuschke
 - Results of the Academic Calendar 2020-2021 Survey were shared. Students, Faculty, Staff, and Administrators, Full-time and Adjunct faculty were all surveyed. The data demonstrates averages. However, it was clarified that Survey Monkey generated this data and not the Institutional Research Office. The numbers have been reconfigured.
 - Survey Calendar options were:
 - **1st choice, Calendar Version A: adds a fall break.**
 - 2nd choice, Calendar Version B: creates a 6 week winter break and adds a fall break.
 - 3rd choice, Calendar Version C: Only creates a 6 week winter break.
 - **4th choice, Calendar Version D: status quo (leaving existing calendar as is).**
 - Across all of the groups, 2nd choice, Calendar Version B and 3rd choice, Calendar Version C do not come out as a top choice. However, 4th choice, Calendar D does came out as top choice and received the most votes in the student, full-time, adjunct and classified/confidential staff groups. The Classified/Educational Administrators group favored 1st choice, Calendar Version A, coming out as top choice.
 - The Academic Calendar Town Hall meetings discussed topics such as at what length format classes do students succeed best? What is the student population during the day vs night? These ideas were then forwarded the Faculty Calendar Committee. There was a request to revisit these questions and to not change the calendar until these questions are answered along with the data. Due to the Calendar Committee needing a Calendar for 2020/2021 by default the status quo option will be selected.
4. Program Viability Evaluation Rubric: Physical Therapist Assistant Program, Sarah Ehram
 - The 2017 Advisory Board Meeting for the Sport Medicine program approached the consideration to have COC offer a Physical Therapist Assistance Program. There is a growing need as data from 2017-2020 demonstrated a 25% increase in jobs. This program was presented to the Program Viability Committee in October. There are two deans, Micah Young and Chuck Lyon who are interested in accepting this program into their schools. There is a question of where will this program live best.

- This program would be similar to the Nursing program in that it will have an external accrediting agency. All Physical Therapy programs must be accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). CAPTE mandates a director be hired 18 months prior and a clinical coordinator be hired 9 months prior to offering classes. The program director has to be a part of the curriculum development. Grant funds are available for hiring a program director prior to the program being developed. In terms of CAPTE candidacy accreditation the earliest a class could be offered would be for the fall of 2022. A program director would need to be hired by Feb. 2021. There are only two other locations which offer the PTA program, one is Cerritos College receiving over 350 applicants a year. Several letters of commitment from local business such as Vargo Physical Therapy and Henry Mayo Newhall Hospital are offering their clinics as teaching lab sites. There is still a need for a faculty member to continue to move this through the process, such as a chair of a hiring committee. Without CAPTE accreditation students could not sit for the state licensing exam. Lisa Hooper stated she will bring this program through Academic Staffing and request a program director & clinical coordinator position. This item will return in the fall as an action item.

E. Unfinished Business

Below is a list of items that can be discussed for a future date.

1. Program Viability Evaluation Rubric: Physical Therapist Assistant Program
 - This item was moved to #4 discussion item.

F. New Future Business

Request to place an item for a future agenda is welcomed. Below is a list of topics that will be discussed at a future business date.

G. In Committee

Here is a list of policies that the Policy Review Committee is working on in the event someone would like to attend. Please contact [David Andrus](#) if you would like to be informed when one of the specific items below will be discussed in committee. Policy Review meets every Thursday from 2:00 – 3:00 pm in BONH 248

BP & AP 7120 – Recruitment and Selection
(Phase 2 – BPs 5529, 5530 & 5531)- Student Conduct
Digital Badges
BP & AP 5010 Admission and Concurrent Enrollment
BP & AP 2410 – COC Board Policy and Procedures
BP & AP 5410 DSP&S
Substitute Teacher Policy/Procedure

H. Announcements

- Next Academic Senate Retreat, Aug. 15, 2019
- Next Academic Senate Meetings, Aug. 29, Sept. 12, Sept. 26 & Oct. 10, 2019
- [2019 Faculty Leadership Institute, June 13-15, 2019](#), Sacramento
- [2019 Academic Academy, Aug. 23, 2019](#), Long Beach, Queen Mary
- [2019 Fall ASCCC Fall Plenary Session, Nov. 7-9, 2019](#), Newport Beach

I. Adjournment: 5:20 p.m.