Academic Senate Meeting Summary for September 23, 2021

Voting Members					
Senate President	David Andrus	X	Learning Resources Senator	Peter Hepburn	X
Vice President	Lisa Hooper	X	Personal & Professional Learning Senator	Garrett Rieck	X
Immediate Past President	Rebecca Eikey	A	At Large Senator	Ambika Silva	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Jennifer Paris	X
Policy Review Chair	Gary Collis	X	At Large Senator	Erica Seubert	X
AT Senator	Regina Blasberg	X	At Large Senator	Rebecca Shepherd	X
MSHP Senator	Shane Ramey	X	At Large Senator	Mike Harutunian	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Lauren Rome	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	Carly Perl	A
Kinesiology/Athletics Senator	VACANT	A	Adjunct Senator	Aaron Silverman	X
SBS Senator	*Lauren Rome proxy for* Tammera Rice	X	X= Present	A= Absent	
Business Senator	Gary Quire	X			

Non-voting Members			
Dr. Omar Torres	X	Dr. Paul Wickline	X
Marilyn Jimenez	X	Nicole Faudree (COCFA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative (Collin Shneor)	X

Guest							
Alisha Kaminsky	X	Dr. Kathy Bakhit	X	Jon Amador	X	Michael Monsour	X
Aivee Ortega	X	Dr. Edel Alonso	X	Kelly Burke	X	Siane Holland	X
Desiree Goetting	X	Hsiawen Hull	X	Larry Alvarez	X	Sonny Roquejo	X
Dr. Diane Fiero	X	Dr. Jasmine Ruys	X	Lisa Sawyer	X	Steve Erwin	X
Dianne Avery	X	Jennifer Smolos	X	Maya Succar	X		X

A. Routine Matters
1. Call to order: 3:04 pm
2. Public Comment: none
3. Approval of the Agenda
   I. Motion to approve the agenda by Aaron Silverman, seconded by Lisa Hooper. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.
4. Committee Appointments:

Academic Senate Sub-Committee List	FA 21 Selection Committees (pg. 3)
Collegial Committee List	Operational Committee List
ECON Dept. Chair, Boo Su	

5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
    I. Motion to approve the consent calendar by Regina Blasberg, seconded by Peter Hepburn. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.

Academic Senate Summary, Sept. 9, 2021 (pg. 4-10)	Curriculum Committee Summary September 16, 2021
Curriculum Committee Summary, September 2, 2021	

B. Reports
These are informational items no discussion or action will be taken. However, clarification questions are welcomed.
1. Classified Senate Report, Michael Monsour
    I. Michael was invited to present as it is important to hear from Classified Senate and their work, initiatives, functions and how various areas overlap. There are also many classified members who work closely with faculty through various collegial consultation committees. Michael shared a Classified Senate Presentation. There are currently close to 300 full-time and part-time classified staff members and it is important for the board to ensure there is equal representation across all areas. It is also important that classified members experiences and perspectives are valued and shared through the various collegial consultation meetings. The Senate also serves as a forum for people to report back and for others to hear of what is happening around campus. Classified Senate is part of the statewide 4CS which is the California Community College Classified Senate. The Classified Senate is working on developing their own 9 +1 which is similar to the Academic Senate 10 +1. These areas are being developed with CPC Committee to ensure the 9 +1 is not stepping on any areas relating to academics. The Classified Senate newsletter will be released soon and will include articles on accreditation and mental health during COVID. This newsletter will be shared campus wide and the previous edition is available on the website. A short segment of the last Classified Senate podcast episode was shared. The podcast was created as a way to member to engage during isolated times. Classified Senate has also developed the Classified Spotlight as a way to highlight members works. There has also been much work done with the Canyons Cares project as part of the Guided Pathways movement. Canyons Cares group handed out reusable water bottles for students during Welcome Week as a way to communicate to students that we are here for them. This week Canyons Cares is hosting a student panel with student athletes to give them an opportunity to share with stories and barriers. An overview was shared outlining different ways that Classified and Academic Senate can work together. Some areas include interactions and engagements through reports, collegial consultation, shared interest in building a campus culture, reducing student barriers, a shared vision for what our college future will look like, institutional values, mission statement and anti-racisms sustainability practices.
2. Minimum Qualifications & Equivalencies (MQE) Committee, Alisha Kaminsky
    I. Special thanks to David Andrus and Aivee Ortega for taking time to answer many questions. Alisha is beginning her second year as a chair. The last update was done in May 2021. Last Spring 2021 the MQE committee began reviewing the local use of the functioning equivalency process from a diversity, equity and inclusion perspective. Due to Executive Order 20-01 has charge MQE with the task of improving faculty diversity in hiring and reducing barriers to employment. The committee has been evaluating AP 7121 from the perspective of DEI. Collaboration has also taken place with HR to ensure that the policy on

full-time faculty hiring process was in alignment with AB 7121. MQE has also been discussing for the past year the possibility of adding a 3rd equivalency option for the associate's degree. This option would broaden the opportunity for candidates without college coursework but who have extensive professional experience. This for disciplines which do not require a master's degree this is predominately for an associate's degree. MQE has also been discussing the possibility of adopting the state CTE Toolkit. This topic will be later discussed and the hope is to gather some ideas on how to move forward. The committee membership is currently full. The committee meets on the 3rd Monday of each month from 9am – 10am.

3. Academic Senate Presidents Report, David Andrus

    I. <u>Brown Act Updates:</u> The CA Gov has signed into law AB 361. This replaces the executive orders which put some suspension and restrictions on the Brown Act. This has gone into effect immediately. This law will allow for the continuation of a remote environment where the agenda does not need to be publish with peoples addresses if they teleconference in. This also eliminates the need to post the agenda in various locations or be limited to counting if people are within the jurisdiction or not for quorum. This bill does include an end date of January 2024. This is not a dispositive meaning it is just a blanket term for this emergency legislation as long as the emergency orders are still in place. If the emergency order is lifted in fall 2022 the meetings would go back to a normal Brown Act environment. David also received an email from Eileen O'Hare from the district outlining their firms' legal statement regarding AB 361.

    II. <u>Technology Meeting Rooms:</u> On Monday, David, Lisa and Marilyn met with Jim Temple and went to one of the rooms, BONH-310, that has been outfitted for hybrid high FLEX committee meetings. The room has a very good set up, however it would not be functional for Senate meetings as the room is too small. As a reminder there are no distancing requirements but people are self-regulating. There was an attempt to identify another room that would be large and would accommodate more people however these rooms have been booked by instruction to host classes for students. It would not be ideal to bum 26 students out of a classroom in a large lecture hall for the needs of the Senate. Dialogue will continue with Jim Temple in terms of room availability moving forward as the currently rooms are not useful for Senate or Curriculum meetings. Lisa will discuss this topic with the Curriculum committee at the next meeting.

    III. <u>Updated 3 Committee lists:</u> List have been updated for three categorical areas of campus committees. There are still one or two people who are pending confirmation. There are some committees where committee structure is based on school or division representation. There are other committees which have people serving who have a constituency representation. There are some faculty who are the only full-time member in their school/division and are asked by default to serve on multiple committees. There was a question regarding if adjuncts are allowed to serve in their place? David will determine if this is possible. There was a recommendation made to have school/division senators go back to their school meetings and make an announcement regarding a few vacancies.

1. **Academic Staffing** has three vacancies in PPL, VPA and Humanities.
2. **Program Review** has vacancies and needs a Student Services, adjunct member and Applied Tech.
3. **Program Viability** has vacancies and needs adjunct Rep and a transfer discipline rep.
4. **CPT** needs representation from Applied Tech, KINES/Athletics and Student Services.
5. **Web Committee** need one more student rep.
6. **Instructional Resources Committee (formerly Bookstore committee)** has vacancies and needs representation from VAPA and Applied Tech. As a reminder

this committee is currently chaired by Victoria Leonard. Victoria and some of her colleagues will make a presentation to Senate soon. There has been some conversation about how to repurpose this committee.

IV. <u>Announcements Section of the Agenda</u>: There was a reminder that it is Hispanic Heritage month. There are many different celebration and academic events taking place for different departments and disciplines. There the possibility of adding a page to the Academic Senate website where academic announcements that Senate supports can be posted. This will allow for greater visibility to colleagues.

V. <u>CA Guided Pathways 25 Consortium</u>: The college has been part of a work group for several years. There were 22 colleges originally and there are now 43 in this work group. This workgroup discusses the best way to implement Guided Pathways. A few years ago, there was a discussion about having the college renew their membership for 2 more years and invest $20,000 to become involved. The former Guided Pathways liaison stated there was a value and the Senate was in support of this. Moving forward will require the Chancellors signature as well as the Senate Presidents' signature. The deadline for the signature was September 18, 2021. There was a discussion as the Guided Pathways Steering Committee about whether or not to continue membership to this group for another 3 more years. The cost would be $30,000 and there was a question regarding if the college needs to continue to work with colleagues from other colleges? However, Liz Shaker who is the Guided Pathways Liaison confirmed that it would be recommended for the college to continue with this program. The Chancellors and David agreed that the college should continue and David signed the form and committee from a Senate standpoint. The Chancellor felt it would be best to commit to 1 year ($1,000) instead and pay for one year and then reassess. The concern was that if this document was brought back to the Senate the deadline would have passed. The caveat was for Classified Senate and classified members as there is more structure built in and support necessary for classified colleagues to make Guided Pathways as functional and successful as possible.

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

1. Discipline Assignments for new full-time faculty hired 8/13/2021

Hilary Skoch, Nursing (pg. 11-12)	Tiffany "Viyakan" Diaz, Nursing (pg. 13-14)

    I. Motion to adopt these discipline assignments by Aaron Silverman, seconded by Marco Llaguno. Unanimous. Yes, proxy vote for Tammera Rice by Lauren Rome. Approved.

2. BP/AP 5700 (Athletics), Gary Collis
    II. BP 5700 (pg. 15)
    III. AP 5700 (pg. 16)
    IV. There was no follow up information regarding this policy. Motion to adopt BP/AP 5700 by Erica Seubert, seconded by Mike Harutuian. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.

3. BP/AP 5110 (Counseling), Gary Collis
    I. BP 5110 (pg. 17)
    II. AP 5110 (pg. 18-19)
    III. COC's Existing BP 510 (Counseling) (pg. 20)
    IV. There was no follow up information regarding this policy. Motion to adopt BP/AP 5100 Garrett Hooper, seconded by Gary Quire. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.

4. BP/AP 4050 (Articulation), Gary Collis
    I. BP 4050 (pg. 21)
    II. AP 4050 (pg. 22-23)

III. There was no follow up information regarding this policy. Motion to adopt BP/AP 4050 Regina Blasberg, seconded by Ambika Silva. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.

5. BP/AP 4070 (Course Auditing and Auditing Fees), Gary Collis
   I. BP 4070 (pg. 24)
   II. AP 4070 (pg. 25)
   III. There was no follow up information regarding this policy. Motion to adopt BP/AP 4070 Gary Quire, seconded by Regina Blasberg. Yes, proxy vote for Tammera Rice by Lauren Rome. Unanimous. Approved.

D. Discussion
Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.

1. AP 7121 (Minimum Qualifications and Equivalencies), Alisha Kaminsky (pg. 26-38)
   I. [CTE Faculty MQ Toolkit](#), Alisha Kaminsky
   II. [AP 7121 MQ&E:](#) This policy is incorporating as a proposal the Faculty MQ Toolkit. This has been in the works for over a year. If the MQ Toolkit is adopted by the Senate then it will go to Policy Committee for finalize. If this is not adopted then it will also go the Policy Committee to continue to be worked on. There is also option #3 that is being proposed. As a reminder there are 3 discipline levels. This discussion is not covering a master's or bachelor's degree but a select group of discipline that are predominately in CTE. This is normally an Associate's degree with 6 years of work experience. If there is a specific discipline this usually requires a Master's degree. There was a proposed edit by HR to AP 7121 add language relating to host workshops which can help promote to the community how a candidate can apply for a position. The workshop could cover who someone can quality to teach with 30 years of industry experience. There was also the idea of having a CTE Toolkit Coach however, HR cannot assist with this and this would fall to the faculty member. This is also similar to Credit by Exam or Credit for Prior Learning. This is also designed to address individuals who have gone through an entire apprenticeship or military training program as these programs are not equivalent to college credit. If a profession does require a college degree it makes it difficult faculty who can teach in those disciplines and meet the MQ's.
   III. [CCCO Executive Order (EO 20-01):](#) This EO has pushed the committee to discuss in more detail if there are obstacles or barriers for diverse students, are there appropriate instructors who mirror what they look like and where they are coming from?
   IV. [MQ Toolkit](#): This toolkit was created by both the ASCCC Statewide Senate and the State Chancellor's office. Both Dr. Rebecca Eikey (Previous Academic Senate President) and Aivee Ortega (previous MQE Committee Chair) were part of the workgroup at the statewide level. The group developed a guide as a toolkit which is going to help create a deep diversity of a qualified pool of industry expert candidates for CE programs. This toolkit was then handed to local CCC's and a group was formed and hosted at Moorpark College. The group was put into smaller groups to pretend to be a particular discipline and fill out the evidence/documentation portion. To goal for the group was to come up with some ideas so that when an HR representative gets an applicant, who using an equivalency, there is some sort of guide. An example of the discipline of Aviation was shared along with three examples of how someone may meet the requirement for Natural Sciences. The faculty member reached out to an industry expert in Construction and together added some general evidence to help guide COC's HR department.
   V. Implementation of the CTE Toolkit: The CTE Toolkit has not been adopted by any particular CCC. As of May of 2021, Dr. Rian Medline reached out to other local CCC's as she is on the MQE Committee and confirmed the majority of CCC's are not using this toolkit. It is not clear if this a bandwidth or implementation issue. There are many logistical issues for implementation. Some of the challenges are with filling out the rubric and applying the equivalency of academic standards to work experience which cannot fall to HR. This would

need to be a task for faculty. The suggestion has been to have CTE faculty fill out the rubrics and have this ready for HR to use as a template. As a clarification the term "equivalency" is being used to determine the amount of work over a lifetime and not as a degree. Another major challenge is with maintaining integrity of the process as it will extremely subjective if people are coached to fill out rubrics. There is a major concern with having faculty teach college courses who have not gone to college. Another major concern is with being early adopters of any new program.

VI. NEW Option #3: There are currently two equivalency options. If someone already has an associate's degree or a bachelor's degree and they also have 6 years of experience they could apply to teach a CTE discipline course. If they don't CTE and does not accept equivalency.
1. Option #1 is for those who went to college and have at least 60 units.
2. Option #2 is that they have 40 units of college course work and particular work experience.
3. Option #3 allows to replace the general education that someone would have received and instead uses the CTE Toolkit plus the extensive professional experience. If someone applies for a teaching position they would need to show evidence and documentation. Will additional evidence, artifacts or documentation be collected beyond what is self-reported? It was clarified that not everything that is listed in a resume is confirmed it is just accepted as something an applicant is representing. Is there a measure of time of extent to life experience? Hours would not be determining as an applicant will not be issued college credit. It was clarified by Dr. Fiero that dates are confirmed based on the application as resumes can be vague. HR will count up months and verifying dates of employment.

VII. DEI: Is there evidence that implement Option #3 would help to promote more diverse faculty? Could the absence of clear guides create issues from a DEI perspective? There was a suggestion to allow flexibility when maintaining academic standards.

VIII. This item will return either as a discussion or action item. The suggestion is to have Senator discuss this topic with at their school meeting and collect feedback.

2. Self-Service Update Discussion, Dr. Jasmine Ruys & David Andrus (pg. 39)
   I. There was a discussion regarding having a presentation on the "Self-Service" Enrollment Agreement. However, this was not done due to the inability to implement this feature. It is recommended to have a better initiative, communication and advance notice regarding training for new software. This item was brought back to allow an opportunity for more questions and discussion. There was a clarification that in order for add authorizations to be active, the waitlist had to be shut down and students lost their access to be on the waitlist. This may be what has prompted many students to email multiple instructors. Steve Erwin and Dr. Jasmin Ruys are working towards having students sit on waitlist in their self-service once the term begins. Lisa Sawyer is the new Executive Director for Enterprise Applications. It was clarified that when an instructor add-authorizes a student it will appear in their Self-Service My Canyons account. It is also recommended to have faculty to message students that they have been authorized and to proceed with registration. Students are also getting confused and think that by adding a course to a calendar or wish list that this means they are enrolled. Some of the language will be changed so it is clearer. There was a request to add back in the feature to print rosters. ASG is very interested in improving this process based on student feedback. There have been some courses that were not available on the COC MAP app. It is important to make all courses that are built accessible on the MAP. There was a suggestion to schedule some FLEX workshops on MAP to help people understand this system. Another suggestion was to schedule a presentation/update at a future Academic Senate meeting.

E. Unfinished Business

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

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. Announcements
- o Next Academic Senate Meeting Fall 2021: Oct. 7th, Oct. 21st, Nov. 4th, Dec. 2nd
- o ASCCC Fall 2021 Academic Academy – Virtual Event, Oct. 7th – Oct. 9th, 2021.
- o ASCCC Fall 2021 Plenary Session – Hybrid, Nov. 4th- Nov. 6th.
- o ACCCC Area C Meeting –*TBD*

H. Adjournment: 4:55 pm