

Academic Senate Meeting Summary for May 12, 2022

| Voting Members | | | | | |
|-------------------------------|--|---|--|--|---|
| Senate President | David Andrus | X | Learning Resources Senator | Peter Hepburn | X |
| Vice President | <i>Erica Seubert proxy for Lisa Hooper</i> | X | Personal & Professional Learning Senator | <i>Regina Blasberg proxy for Garrett Rieck</i> | 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 | Jesse Vera | X |
| Kinesiology/Athletics Senator | VACANT | A | Adjunct Senator | <i>Lauren Rome proxy for Aaron Silverman</i> | X |
| SBS Senator | Tammera Rice | X | X= Present | A= Absent | |
| Business Senator | <i>Gary Collis proxy for Gary Quire</i> | X | | | |

| Non-voting Members | | | | |
|--------------------------------------|---|----------------------------------|--|---|
| Dr. Omar Torres | A | Luis Gonzalez | | A |
| Marilyn Jimenez | X | Nicole Faudree (COCFA President) | | A |
| Dan Portillo (Warren Heaton AFT Rep) | A | ASG Student Representative- | | A |

| Guest | | | | | | | |
|----------------|---|---------------|---|-----------------|---|-------------|---|
| Claudia Acosta | X | Kathy Bakhit | X | Maral Markarian | X | Nadia Cotti | X |
| Dustin Silva | X | Kelly Burke | X | Michael Felix | X | | X |
| Jeff Gregor | X | Larry Alvarez | X | Michelle LaBrie | X | | X |

A. Routine Matters

1. Call to order: 3:07 pm
2. Public Comment
 - Peter Hepburn acknowledged Ron Karlin who will be retiring soon after working at COC for the past 20 years. Ron also served on Senate.
3. Approval of the Agenda

- Motion to approve the agenda by Tammera Rice, second Jesse Vera. Gary Collis proxy for Gary Quire (yes, vote), Lauren Rome proxy for Aaron Silverman (yes vote), Unanimous. Approved.

4. **Immediate Action Item:**

- **Statement on Finding Facts to Implement Teleconferencing During a Proclaimed State of Emergency**, David Andrus (pg. 8-9)
- This will be the last resolution passed to cover the last two Senate meetings via zoom. David will explain what the plan will be for holding meetings in fall 22.
- Motion to adopt the resolution by Lisa Hooper, seconded by Peter Hepburn. Gary Collis proxy for Gary Quire (yes, vote), Lauren Rome proxy for Aaron Silverman (yes vote), Unanimous. Approved.

5. Committee Appointments:

- SP 22 Selection Committees (pg. 3)

6. Sub-Committee Summaries: none

7. Approval of the Consent Calendar

- Motion to adopt the consent calendar by Lisa Hooper, seconded by Garrett Rieck. Gary Collis proxy for Gary Quire (yes, vote), Lauren Rome proxy for Aaron Silverman (yes vote), Unanimous. Approved.

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| Academic Senate Summary, April 28, 2022 (pg. 4-7) | Academic Senate & Curriculum Certifications of Elections (pg. 10-12) |
| Curriculum Committee Summary, May 5, 2022 | Program Viability Committee Program Initiation Proposals: <ul style="list-style-type: none"> • ASL Degree Program • Sustainable Architecture Baccalaureate |

B. Reports

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

1. Personal & Professional Learning Committee (PPL) Annual Committee Chair Report, Garrett Rieck
 - a. Personal & Professional Learning Dept used to be the *Continuing & Community Education Dept.* oversees all non-credit and community ed programs. The committee was re-branded 3 years ago and does more reporting now on marketing, outreach, dual enrollment, and non-credit efforts. The committee is now looking at new non-credit pathways. Garrett highlighted both past and new key programs that doing well in non-credit.
2. Academic Senate Presidents Report, David Andrus
 - a. [Faculty Office Furniture Policy](#) *information only*
 - I. This document outlines the process for how people vacate the offices. This doc will be posted and linked on the Senate website.
 - b. [Academic Senate Release Time](#) – 2022/23 Academic Year (pg. 13)
 - I. The Academic Senate is allotted 350 hours of release time. As a reminder there is still release time through the District for the faculty articulation liaison/officer position which is Julie Hoven.
 - c. [End of the year Collegial Celebration](#): A message went out to all faculty. A message will go out to deans and instructional classified. There are 600 students who will be participating for the Gard Walk. Michael Dermody will be hosting this event. Special thanks to Victoria Leonard, Wendy Ruiz and Marilyn Jimenez for helping with this event. There is still a need

for commencement readers. Retirees will be listed on the last Senate agenda for approval of Emeriti status.

- d. Const. & By-laws: As a reminder this item is listed on the agenda for action. If adopted by 2/3^{rd's} of the quorum, then this will trigger a Senate Election. The Elections Committee will send out an email notification.
- e. Future Business: Gary Collis and David have been working on the Brown Act protocols for fall semester Senate meetings. People will still be able to zoom in. Agendas will need to be posted at those sites. Reminder, quorum can only be made by those who are in District.
- f. New AVP Dr. Luis Gonzalez was welcomed for attending 1st Senate meeting at COC.

C. Action Items

1. Academic Senate Constitution & Bylaws Proposed Changes, Rebecca Shepherd

a. Constitution

- I. On page 2 of the Bylaws the language will be re-worded to, "*lead adjunct will be selected based on a randomization process*" as this doesn't commit to any software. This process may also be administered by the Academic Senate. The *Lead Adjunct* Senator will need to be available to attend Senate Exec Committee meetings. If no adjunct wants to serve, there will be no Lead Adjunct.
- II. Motion to adopt the Constitution by Tammera Rice, seconded by Mike H. Gary Collis
- III. Votes collected via roll call vote:

| | | |
|-----------------------------|--|---|
| David Andrus – Did not vote | Lisa Hooper - AYE | Lauren Rome - AYE |
| Regina Blasberg- AYE | Marco Llaguno - AYE | Erica Seubert - AYE |
| David Brill - AYE | Jennifer Paris - AYE | Rebecca Shepherd - AYE |
| Gary Collis - AYE | <i>Gary Collis proxy for Gary Quire - AYE</i> | Ambika Silva - AYE |
| Rebecca Eikey - Absent | Shane Ramey - AYE | Lauren Rome proxy for Aaron Silverman - AYE |
| Mike Harutunian - AYE | Tammera Rice - AYE | Jesse Vera - AYE |
| Peter Hepburn - AYE | <i>Lisa Hooper proxy for Garrett Rieck - AYE</i> | Motion passed with 20 votes in favor and one absent. |
| Garrett Hooper - AYE | Benjamin Riviera - AYE | |

b. Bylaws

- I. Motion to adopt the Bylaws. with the amended language by Erica Seubert, seconded by Regina Blasberg.
- II. Votes collected via roll call vote:

| | | |
|-----------------------------|---|---|
| David Andrus – Did not vote | Lisa Hooper - AYE | Lauren Rome - AYE |
| Regina Blasberg- AYE | Marco Llaguno - AYE | Erica Seubert - AYE |
| David Brill - AYE | Jennifer Paris - AYE | Rebecca Shepherd - AYE |
| Gary Collis - AYE | <i>Gary Collis proxy for Gary Quire - AYE</i> | Ambika Silva - AYE |
| Rebecca Eikey - Absent | Shane Ramey - AYE | Lauren Rome proxy for Aaron Silverman - AYE |
| Mike Harutunian - AYE | Tammera Rice - AYE | Jesse Vera - AYE |

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|----------------------|---|---|
| Peter Hepburn - AYE | Lisa Hooper proxy for Garrett Rieck - AYE | Motion passed with 20 votes in favor and one absent. |
| Garrett Hooper - AYE | Benjamin Riviera - AYE | |

2. Academic Senate Tenure Philosophical Statement, David Andrus (pg. 14-15)
 - a. Third sentence language will be changed to *“The primary responsibility of addressing evaluator performance and improvement recommendations rests with the contract faculty member being evaluated.”*
 - b. Motion to adopt this statement with the amended language to paragraph three by Regina Blasberg, seconded by Mike Harutunian. Gary Collis proxy for Gary Quire (yes, vote), Lauren Rome proxy for Aaron Silverman (yes vote), Lisa Hooper proxy for Garrett Rieck (yes, vote). Unanimous. Approved.

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

D. Discussion

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

1. 2022/2023 Academic Senate and Curriculum Committee Meeting Calendar, David Andrus
 - a. Calendar Option #1 & #2 (pg. 16-17)
 - I. Option 1 mimics the schedule for this year as it has been successful. The December month has to end with Senate meeting to adopt Curriculum committee summaries. There is a recommendation to create a mechanism for creating meeting calendars in the future. Item will return as action.
2. Academic Senate Study Abroad Advisory Council (SAAC) Procedures, Dr. Claudia Acosta (pg. 18-20)
 - a. SAAC is now a Senate sub-committee chaired by Dr. Acosta. The mission is broadened students understanding of other cultures and train and mentor new faculty teaching abroad. The committee will review and approve program proposals. This item will return as an action item.
3. COC CTE Toolkit Equivalency (Report out from workgroup), David Andrus
 - a. AP 7121 Minimum Qualifications and Equivalencies (pg. 21-32)
 - b. [CTE Faculty MQ Toolkit](#) (Information only)
 - I. Several meetings took place with Senate Leadership, CTE Faculty Workgroup, MQE and HR to identify a hiring administrative process, for a new option #3, that is formalized, meaningful, fair, equitable and which everyone is comfortable with. The hope is to have some cross collaboration with other colleges. This new process will be piloted and restricted to only adjuncts. The MQE committee with CE faculty will develop a rubric for each discipline that can be used by HR, MQE chair and a hiring chair to process applicant materials. In the interim the CTE faculty can use this to dev. cheat sheets and see if any recruitment can be expanded. Rather than revising 7120A this could be altered in the MQE policy (7121) and procedure as was proposed. The Policy Review Committee discussed the approval of suggested rubrics and if CE faculty and HR will be consulted. The committee discussed the possibility of having the Senate approve the objective rubrics to allow for greater input. The GE area is what is more challenging and this is why there is a need for cheat sheets (rubrics) that will require GE faculty input. This are approximately 6 programs including some in non-credit that are interested in option #3. This item will return as action.
4. AP 4024 (Substitute Instructors), Gary Collis (pg. 33-35)

- a. This is a new AP. The general rule is that the District will provide a faculty instructor when faculty are absent on the second absence. Ed Code states short term instructors are at 60%. There is no law defining “short term.” Need to determine when an instructor is no longer a sub but an instructor of record. There is concern with certifying a sub in the modality being taught and adding this to the AP. Gary will meet with Dr. Torres and the new AVP Luis Gonzales for further discussion.

E. Unfinished Business

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

1. Academic Integrity Taskforce
2. Brown Act Senate Procedures 2022-2023

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.

1. Department Chair Training Workshops
2. Tenure Committee Training Workshops
3. Educational Administrator Retreat Rights list 2022-2023

G. Announcements

- Next Academic Senate Meeting Spring 2022: May 26th
- [ASCCC 2022 Career and Noncredit Education Institute, May 12th-14th, 2022](#)-Hybrid Event *Subject to change*
- Academic Senate Collegial Celebration, June 2, 2022, 3:00pm-4:30pm, PAC Lobby
 - Reminder to have school senators inform their school of upcoming celebration meeting.
- [ASCCC 2022 Faculty Leadership Institute](#)- June 16th – 18th, 2022, Hybrid Event *Subject to change*
- [ASCCC 2022 Curriculum Institute](#)- July 6th – July 9th, 2022, Hybrid Event *Subject to change*

H. Adjournment: 5:07pm