College of the Canyons Academic Senate

November 17, 2022
3:00 p.m. to 5:00 p.m.
Hybrid Format, via Zoom & in-person in Mentry-343

Join Zoom Meeting
https://canyonsonline.zoom.us/j/97917495774?pwd=SExPY3UvbUZpUXVCS3F4aEU2VjlPUT09
Meeting ID: 979 1749 5774 Passcode: 724800
One tap mobile +16694449171, US+16699009128, US (San Jose)

AGENDA

Notification: *The meetings may be audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Academic Senate.*

ADA statement: If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in the public meeting, or if you need an agenda in an alternate form, please contact the Academic Senate Office at academicsenateinfo@canyons.edu College of the Canyons

A. Routine Matters
1. Call to order
2. Public Comment
   - *This portion of the meeting is reserved for persons desiring to address the Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes. Public questions or comments can be submitted via email at academicsenateinfo@canyons.edu or asked via zoom chat feature.*
3. Approval of the Agenda
4. Committee Appointments: none
5. Sub-Committee Summaries:
   - I. Senate Executive Committee Summary, October 20, 2022 (pg. 8-11)
6. Approval of the Consent Calendar

Academic Senate Summary, November 3, 2022 (pg. 3-7)	Curriculum Committee Summary, November 10, 2022
Program Viability Committee Programs approved for initiation - Paramedic - Supply Chain Logistics Technician 4.0	Program Viability Committee Pilot Programs approved for permanent status - Clinical Laboratory Science - Commercial Music - Law Enforcement Technology

B. Reports
These are informational items no discussion or action will be taken. However, clarification questions are welcomed.
1. Academic Senate Presidents Report, David Andrus confirmed
   - I. ASCCC Adopted Resolutions-Fall 2022 Plenary Conference

C. Action Items
Below is a list of items that the Senate will take action on. Discussion is welcomed by all attendees.
1. Academic Senate MQE Adjunct Lists for FA 2022- Part 3 (pg. 12-19)
2. Academic Senate Standing Policy-Online/Online Live, David Andrus (pg. 20-21)

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

1. Face-to-Face Modality Student Contact Hours Reminder, David Andrus
2. Academic Calendar
      i.   2024-25 Academic Calendar draft (pg. 22)
      ii. 2025-26 Academic Calendar draft (pg. 23)
3. Curriculum Committee Annual Chair Report, Tricia George
      i.   CALGETC Discussion, David Andrus & Tricia George
4. Campus Climate Change Initiatives, Jim Schrage and Jeanni Chari
5. Academic Senate Standing Policy on Faculty Awards (Proposed Revisions), David Andrus (pg. 24-25)

E. Unfinished Business
Below is a list of items that can be discussed for a future date.
1. Academic Integrity Taskforce
2. CTE Toolkit Rubrics

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. Senate Budget Report & Survey Results
4. Academic Senate Standing Policy-Approved Modalities

G. Announcements
- Next Academic Senate Meeting Fall 2022: Dec. 8th, 2022. Spring 2022: Feb. 9th, Feb. 23rd, March 9th, March 23rd, April 13th, April 27th, May 11th & May 25th
- 2023 ASCCC Curriculum Institute-Hybrid Event: July 12th – 15th, 2023, Riverside Convention Center in Riverside.
- 2023 ASCCC Faculty Leadership Institute: June 15th-17th, 2023, Westin San Francisco Airport Hotel.
- 2023 ASCCC Spring Plenary Sessions: April 20th -22nd, 2023, Double Tree by Hilton Hotel Anaheim, Orange County

H. Adjournment

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The teleconference is accessible though the following link:
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Please note:
This meeting will be broadcasted at the following locations via zoom

1. Canyon Country Campus, Don Takeda Science Center, located at 17200 Sierra Highway, Santa Clarita CA. Office #CCLV-336
2. 6405 SW Puppy Place, Bentonville, AR

Academic Senate Retreat Meeting Summary for November 3, 2022

Voting Members					
Senate President	David Andrus	X	Business Senator	Gary Quire	X
Vice President	Lisa Hooper	X	Learning Resources Senator	Jennifer Thompson	X
Curriculum Chair	Garrett Rieck proxy for Tricia George	X	Personal & Professional Learning Senator	Garrett Rieck	X
Policy Review Chair	Gary Collis	X	At Large Senator	Ambika Silva	X
AT Senator	Regina Blasberg	X	At Large Senator	Jennifer Paris	X
MSHP-MSE Senator	Shane Ramey *via zoom*	X	At Large Senator	Erica Seubert	X
MSHP-HPPS Senator	Tammy Bathke *via zoom*	X	At Large Senator	Rebecca Shepherd	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Arshia Malekzadeh	X
Humanities Senator	Mike Harutunian	X	Adjunct Senator	Jesse Vera	X
Kinesiology/Athletics Senator	Phil Marcellin	A	Adjunct Senator	Mireya Milian	X
SBS Senator	Tammera Rice *via Zoom*	X	X= Present	A= Absent	

Non-voting Members			
Dr. Omar Torres	X	Jeff Gregor	X
Marilyn Jimenez	X	Jason Burgdorfer (COCFA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative	A

Guest							
Brandon Ashford	X	Dr. Jasmine Ruys		Leora Gabay	X	Pamela Williams-Paez	X
Collette Gibson	X	Jason Burgdorfer	X	Michael Felix	X	Dr. Preeta Saxena	X
Cyndi Trudeau	X	Jeff Gregor	X	Michael Monsour	X	Ruth Rassool	X
Dr. Daylen Mueschke	X	Jennifer Smolos Steele	X	Michelle LaBrie	X	Steve Erwin	X
Dr. Edel Alonso	X	Julie Johnson	X	Nadia Cotti	X	Siane Holland	X
Dr. Kathy Bakhit	X	Lisa Sawyer	X	Dr. Omar Torres	X	Teresa Ciardi	X

A. Routine Matters
5. Call to order: 3:06 pm
6. Public Comment:
    I. The STEM Equity Alliance will be hosting STEM week in the next week.
    II. Reminder that the mentor applications for the ASCCC Faculty Employer Leadership Academy are due on November 18th.

III.   Adjunct Senator Mireya Milian has requested senator photos to include in the upcoming Adjunct newsletter. David Andrus also plans on requesting photographs of each Senator to improve our Senate web site.

IV.   There has been a recommendation to change local transfer patterns, one change which will have significant impact on particular academic disciplines is the the elimination of area E as lower division requirement (Life Long Learning). At the ASCCC Fall 22 Plenary a meeting took place on this new transfer pattern known as CalGETC.

7. Approval of the Agenda:
   I.   The agenda was amended to move report #2 to #1.
   II.   Motion to approve the agenda with the amended order by Lisa Hooper, seconded by Erica Seubert. Garrett Rieck proxy for Tricia George (yes vote). Unanimous. Approved.

8. Committee Formation/Appointments:
   - Academic Senate Ad Hoc Committee on Local Diversity Requirement (pg. 3)
     a.   There is an ethnic studies course requirement for CSU transfer and local degree. COC has had for many years a local diversity requirement. However, at present, the Ethnic Studies requirement will arguably satisfy the diversity requirement. The group will include 6 faculty members including two co-chairs to explore a revision to the local diversity requirement.
     b.   A list of past ad-hoc committees was composed. This list will come through Senate for formal dissolution as some of these groups are no longer active.

7. Sub-Committee Summaries:
   I.   Senate Executive Committee Summary from Sept. 22, 2022 (pg. 8-10)

8. Approval of the Consent Calendar
   I.   Motion to approve the consent calendar by Tammera Rice, seconded Gary Quire. Garrett Rieck proxy for Tricia George (yes vote). Unanimous. Approved.

Academic Senate Summary, October 20, 2022 (pg. 4-7)	Curriculum Committee Summary, October 27, 2022

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

Note: the report where renumber to allow the Academic Senate President's report to be #1.

2. Academic Senate Presidents Report, David Andrus
   I.   **ASCCC Plenary Fall 22 session:** The first general session was about Academic Freedom. Our own local Academic Freedom Report listed on this agenda as Action conditional will soon be adopted. It is recommended that local Senates create Academic Freedom Committees, policies and statements.
   II.   **AB 928 CALGETC:** This is the new singular path for CSU's and UC's and will do away with IGETC. This will reduce units from 37 to 34 units and will remove lifelong learning. This is now law and colleges have until May 2023 to work with the UC's and CSU's to finalize the pattern. All policies that mention IGETC will need to be updated. Tricia George is working with David to get information to bring back for a presentation.

III. **New Common Course Numbering:** This needs to be implemented by fall 2024. There is also a new unit alignment.
IV. **BP/AP 6305 discussion at CPC:** There is a proposal to raise the minimum general funds reserve from 6% to 16.7% percent. The Emergency Conditions Allowance (ECA) requires continued documentation. Sharlene and Jason Hinkle included in BP/AP 6305 the 16.7% revision. There are concerns from COCFA in terms of available funds, wage increases, hiring, and PV if this is not implemented thoughtfully. The BP was voted on separately as it is necessary to qualify for the ongoing Emergency Conditions Allowance. Everyone was generally comfortable with 16.7% but not comfortable with how the college will get there. The AP was tabled. BP/AP 6200, and BP/AP 6305 will be brought back. This BP will not be listed on tomorrow's BoT agenda and will go back to PAC-B, then CPT and then to again to CPC to add improved language.

3. PAC-B Annual Committee Chair Report, Jason Burgdorfer
   I. **Budget Report Update**: Full-time and classified staff both had concerns about how the college will get to 16.7%. The concern is that a plan would be created and presented to the BoT without involving other constituency groups.
   II. **Presidents Advisory Council on the Budget (PAC-B):** The committee begins the year with hosting budget process FLEX workshops. As a reminder, AP 6200 was developed to outline budget cuts. In September the BOG makes a budgetary request to the state legislature and in January the governor releases the budget. In Spring, program review requests go to different levels. The committee has worked on definitions to forced cost categories such as external, health and safety, enrollment and PV. The May revise to the Governor's budget is presented to the college and in June the tentative is budge is completed. Jason would like to see more robust development of budgeting procedures and more involvement in the budgetary decision process.

C. Action Items
Below is a list of items that the Senate will take action on. Discussion is welcomed by all attendees.
3. Student, Equity and Achievement (SEA Plan), Dr. Jasmin Ruys
   a. SEA Plan
   b. SEA Metric Overview *(Information only)*
   c. SEA Plan Overview *(Information only)*
      I. Items b. and c. were included in past agendas. The final draft has been uploaded to the IE2 website.
      II. Motion to adopt the final SEA Plan by Arshia Malekzadeh, seconded by Gary Quire. Garrett Rieck proxy for Tricia George (yes vote). Unanimous. Approved.

4. Academic Freedom Report, Chris Blakey (pg. 11-20)
   1. Motion to approve the consent calendar by Erica Seubert, seconded Mike Harutunian. Garrett Rieck proxy for Tricia George (yes vote). Unanimous. Approved.

5. Faculty Professional Development Committee (FPDC), Teresa Ciardi (pg. 21-26)
   I. There was a clarification that the travel report is for District reporting and does not impact the eligibility for FLEX credit. The "travel report" will be revised to read as, "documentation of travel." Under, *"Guidelines for Professional (FLEX) Credit"* the first mention of the AFT contract will be included and the sentence will end with, *"to*

> *specifications outlined within the collective bargaining agreement."* Section E will be re-added to state that faculty can attend professional development.

      II.   Motion to adopt the procedures with the amended language that Dr. Torres will forward to Teresa Ciardi, replacing report with documentation and removing the strikeout and underlines by Rebecca Shepherd, seconded Lisa Hooper. Garrett Rieck proxy for Tricia George (yes vote). 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. Self Service/Student Registration Proposed Changes, Steve Erwin, Lisa Sawyer & David Andrus
   i. Some proposed solutions were discussed based on feedback provided from both faculty and students.
   ii. **Phase 1:** This change be can operational by spring 23. When a class opens, the waitlist is activated, and there is an "auto roll" feature. If this is disabled on the Friday before the class begins it allows the waitlist to still be active but not "rolling." Faculty would still be able to view waitlisted students and be able to enable add authorizations. Starting in winter 23 the waitlist cap will be 7 students.
   i. **Phase 2:** This feature will not be available until summer or fall 23. **"**Waitlist" means there are seats available but not that a class is open. "Open" means there are seats available. The substitute of the status field that students see on the course catalogue will be changed. There will also be a "Add Authorization Required" notice.
   ii. FLEX presentation will be hosted for faculty to show the new features. Specials thanks to Steve Erwin and Lisa Sawyer for all their hard work on behalf of faculty and students.

2. Student Onboarding/Orientation Discussion, David Andrus, Garrett Hooper & Dr. Jasmine Ruys
   i. There have been concerns about students not being prepared for college level work. This has been exacerbated by the pandemic. The new student orientation can be completed in 2 minutes as there is no timing mechanism. Students can advance through the module without reading the material. The suggestion is to create smaller videos to send to students every few days such as via tiktok videos. There are different populations of students and it is hard to come up with a uniform approach. Anyone interested in joining the Matriculation group can reach out to Dr. Ruys or Clinton Slaughter. David will continue to work on this to ensure the Senate is involved and updated.

3. Academic Senate Standing Policy-Online/Online Live, David Andrus (pg. 27-28)
   I. There is no definition for the Online/OnlineLIVE modality. The Senate leadership is not interested in setting a percentage requirement per each modality. However, the Senate needs to formally acknowledge and approve this as a mode of instruction. This is a blended modality. There will be another document that will come through Senate with a list of recognized modalities for approval.

4. Face-to-Face Modality Student Contact Hours Reminder, David Andrus.
   I. This item was tabled.

E. Unfinished Business

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

3. Academic Integrity Taskforce

4. CTE Toolkit Rubrics

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.
    5. Department Chair Training Workshops
    6. Tenure Committee Training Workshops
    7. Academic Senate Standing Policy-Approved Modalities
    8. Sustainable Climate Presentation
    9. Senate Budget Report & Survey Results

G. Announcements
  - o <u>Next Academic Senate Meeting Fall 2022:</u> Nov. 17th, Dec. 8th, 2022. <u>Spring 2022</u>: Feb. 9th, Feb. 23rd, March 9th, March 23rd, April 13th, April 27th, May 11th & May 25th
  - o <u>2023 ASCCC Curriculum Institute-Hybrid Event:</u> July 12th – 15th, 2023, Riverside Convention Center in Riverside.
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H. Adjournment: 5:07 pm

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    3. Canyon Country Campus, Don Takeda Science Center, located at 17200 Sierra Highway, Santa Clarita CA. Office #CCLV-336
    4. 1117 Walnut Street, Inglewood, CA 90301
    5. 6405 SW Puppy Place, Bentonville, AK

COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

October 20, 2022

11:00 a.m. to 12:00 p.m.

Summary

Attendees: Alisha Kaminsky, Christopher Blakey, Dr. Claudia Acosta, David Andrus, Garrett Rieck, Gary Collis, Gary Quire, Jason Burgdorfer, Julie Johnson, Lisa Hooper, Marilyn Jimenez, Miriam Golbert, Sarah Etheridge, Tricia George.

A. Routine Matters
1. Call to order: 11:05 am
2. Public Comment: none
3. Approval of the Agenda
   a. Motion to approve the agenda by Gary Quire, seconded by Gary Collis. Unanimous. Approved

B. Consent Calendar
1. Adoption of Sept.22, 2022 Ex. Comm. Summary (pg. 3-5)
   a. Motion to approve the consent calendar by Miriam Golbert, seconded by Chris Blakey. One abstention by Dr. Claudia Acosta. Approved.

C. Reports:
1. Academic Senate Presidents Report
   a) ASCCC Vice President Report for Area C
      I. This report includes an update from the Common Course Numbering Task Force. In addition, there is mention of various initiatives coming from the state.
   b) ASCCC Area C Preliminary Resolution Packet Fall 2022
      I. This is the full resolution packet that will be discussed at plenary. The packet will be shared with everyone on campus via e-mail.
   c) ASCCC Additional Area C Proposed Resolutions
      I. This document includes last minute resolutions that various colleges proposed. This will be moved statewide to be included as part of the final resolutions packet. David welcomes feedback from faculty as to how to vote for resolutions.
   d) Facilities Master Plan Update: A request was included in the plan for a possible larger Senate meeting conference room.

e) Regular meetings with Committee chairs: David is meeting regularly with committee chairs to learn about their committee work and needs.

D. Action: None

E. Discussion
1. 2022 ASCCC Exemplary Program Award
   a) Theme: *Walk a Mile in Someone Else's Shoes: An Ethnic Studies Approach to California Community Colleges Curriculum*
   b) Standard: *Excellence in this area will be demonstrated by understanding the experiences, challenges, and thought processes of students, and the promotion of efforts to teach ethnic studies centered on African American, Chicano/Latino, Asian American, and Native American courses which enable students to learn about their own stories*
      I. The idea is to improve our local awards process. Originally, 3 out of the 6 awards were modeled off the statewide awards and rubric. The awards at the statewide have a thematic approach that is different every year. This year's Program Award is related to Ethnic Studies. Past local Program Award recipients were Robert Wonser and Julie Johnson. The Program Award now includes an open nomination period that ends on Nov. 6th. There is concern that some of our local award honorees may not be as competitive statewide if their candidacy does not reflect the 2023 ASCCC thematic criteria. How does the Senate address multiple candidates if only one name can be forwarded? There may not be a program to promote that relates to the ASCCC Ethnic Studies 2023 theme. However, if anyone feels different, they can let David know. CETL may not meet this theme (this year). If the ethnic studies class is approved for Area F, this may be one area to promote.

2. Local Faculty Award Documents for Review
   a) Academic Senate Standing Policy on Faculty Awards (Proposed Revisions) (pg. 6-7)
      II. This policy was adopted by the Senate and is now being proposed with revisions. There is now a new nomination criterion stating someone cannot nominate themselves. All mention of the word "shall" were changed to "may."
   a) Local Award Criteria/Announcements (Adopted Spring, 2022)
      I. There are some areas that are very focused. As a reminder, Garrett Rieck was the recipient for the Program Award the program focused on equity in an online environment.
   b) 2022/23 Proposed Local Award Timeline (pg. 8)
      I. The new call for nominations is 02/27/2023 and the closing time is 04/13/2023. Nominations will close after spring break to give people an extra week to review.
   c) Executive Committee Deliberations Guidelines (Adopted Spring, 2022) (pg. 9)

I. This document has not changed and is what was adopted last year only by Senate Exec. This document can be changed at any time. As a reminder there is a Senate Executive Committee Canvas shell where these documents are housed.

II. Should people be allowed to submit a letter of support?

III. <u>Award Rubric:</u> The committee agreed with jettisoning the rubric. However, there was some concern with removing rubrics. This may be important when dealing with colleagues to quantify a decision to avoid being seen as a popularity contest. The idea is to develop the committees own rubric. Rubrics would need to be publicized. David will draft a rubric and will bring this document back. The document may be done by end of the semester to review in spring. Need to distinguish nominating criteria vs a rubric being used internally.

IV. <u>Governance Award:</u> The rubric can be cut down and reworded into different criteria. This will no longer be called a rubric. The rubric will instead be the internal process for review (for all awards). The criteria will be used for public distribution (for all awards).

V. <u>Collegiality and Campus Citizenship Award:</u> There may be some areas of overlap if faculty are in governance, and they are working with others for shared collegial outcomes. What are the criteria for measuring subjective ideas such as positive attitude or courage? The description states positive input towards students. This will be difficult to measure without the student voice. Students should be allowed to nominate someone for specific awards (such as the educator award). There needs to be a way to enter this into the rubric as objectively as possible.

VI. <u>International Education Faculty Award:</u> The suggestion is to add, "the nominee has shown a commitment to international education in the following way…." What if the candidate only meets 4 out of 6 requirements, would that qualify? Another suggestion is to reword to read as, "Has achieved some or all" and have those on Senate Ex. Comm. deliberate based on the number of criteria met.

VII. <u>Excellence in Education (called this to include non-instructional faculty):</u> This award is not just about teaching in the classroom. DEI is important and it seems to be the major focus. This is the same as in teaching in education. DEI is omnipresent everywhere. The emphasis of DEI is on how many students have been left behind because they can't relate to the subject matter. Support for open access has reverberations of OER. There is a lot in the description that may be very ambiguous. Maybe helpful to update DEI with IDEAA. As a reminder the acronym IDEAA stands for Inclusion, Diversity, Equity, Accessibility & Anti-racism. The open access means a lot more than OER and 508. OER can be good or very bad and just because someone is using OER doesn't mean they are a good educator.

VIII. Gary will share pages 8-9 of the policy. The last sentence under nominating, states, "Any member of the academic senate exec

committee that is nominated for an award must recuse themselves." The idea is to prohibit members of the Senate Ex. Comm. from engaging in the deliberation process and for being nominated. The Senate Exec Committee's role is to administer the deliberations. David will work on a rubric and the remaining awards will be reviewed.

E. Unfinished Business

F. Announcements
  o <u>Next Academic Senate Meeting Fall 2022:</u> Nov. 3rd, Nov. 17th, Dec. 8th, 2022.
  o 2022 Fall ASCCC Plenary Session-Hybrid Event: Nov. 3rd – 5th, 2022, The Sheraton Grand Sacramento
  o 2023 ASCCC Curriculum Institute-Hybrid Event: July 12th – 15th, 2023, Riverside Convention Center in Riverside.
  o 2023 ASCCC Faculty Leadership Institute: June 15th-17th, 2023, Westin San Francisco Airport Hotel.
  o 2023 ASCCC Spring Plenary Sessions: April 20th -22nd, 2023, Double Tree by Hilton Hotel Anaheim, Orange County

G. Adjournment: 12:10 pm.

Name	Position Title	Discipline Assignment	MQ&E for the specified discipline as listed in the current MQ&E state handbook/ Equivalency	Evidence for how the faculty member meets MQ or E
Karamian, Martin	Adjunct – Business	Business	Master's in business, business management, business administration, accountancy, finance, marketing or business education OR Bachelor's in any of the above AND Master's in economics, personnel management, public administration, or JD or LL.B. degree OR Bachelor's in economics with a business emphasis AND Master's in personnel management, public administration, or JD or LL.B. degree OR the equivalent.	MBA from CSU Northridge
Fuh, Jessica	Adjunct - Cinema	Film Studies	Master's degree in Film/Cinema and Media Studies, Film, Television, and Media Studies, Drama/Theater, Mass Communication OR Bachelor's degree in any of the above AND Master's degree in Visual Studies, Media Studies, English, or Communication	Master of Fine Arts in Film and Television from UC Los Angeles.
Laplante, Elise	Adjunct - Cinema	Film Studies	Master's degree in Film/Cinema and Media Studies, Film, Television, and Media Studies, Drama/Theater, Mass Communication	Masters of Film and Television Producing from Chapman University

			OR Bachelor's degree in any of the above AND Master's degree in Visual Studies, Media Studies, English, or Communication	
Garcia, Alaina	Adjunct –Coaching (Physical Education/Kinesiology)	Coaching	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR- Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent	BS in Kinesiology from CSU Northridge and 3.2 years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent
Hamouche, Noah	Adjunct - Construction Management / Construction Technology	Construction Management	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR - Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	MS in Engineering frum CSU Long Beach and 7 years of full-time equivalent professional experience directly related to the faculty member's teaching assignment.
Moya, Ezequiel	Adjunct - Construction Management / Construction Technology	Construction Management	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent;	AA in Automotive Technology from Pierce College and 6 years of professional experience directly related to the faculty member's

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Name	Position	Discipline	Minimum Qualifications	Qualifications
			OR - Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	teaching assignment.
Gollnick, Michael	Adjunct – Pre-Apprenticeship in Construction Technology	Construction Technology	OR - Possession of an associate degree, plus four years of occupational experience in the subject matter area to be taught; OR - Six years of occupational experience in the subject matter to be taught, a journeyman's certificate in the subject matter area to be taught, and completion of at least twelve (12) semester units of apprenticeship or college level course work. The twelve (12) semester unit requirement may be satisfied concurrently during the first two years of employment as an apprenticeship instructor.	Journeyman 's Certificate issued by the United Brotherhood of Carpenters & Joiners of America which is in the subject matter area to be taught, 20 semester units of apprenticeship or college level course work and 17 years of occupational experience in the subject matter to be taught.
Shultz, Maseri	Adjunct – English	English	Master's in English, literature, comparative literature, or composition

OR

Bachelor's in any of the above AND Master's in linguistics, TESL, speech, education with a specialization in | MA in English from CSU Northridge |

			reading, creative writing or journalism	
Payne, Thomas (Brent)	Adjunct – Water Systems Technology	Environmental Technology	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR - Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	BS in Chemical Engineering from University of New Mexico and 30 ears of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent
Matherne, Susan	Adjunct – Graphic & Multimedia Design	Graphic Arts	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR - Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	MFA in Graphic Design from Vermont College of Fine Arts and 9 years of full-time equivalent professional experience directly related to the faculty member's teaching assignment
Sotelo, Simon	Adjunct – Graphic & Multimedia Design	Graphic Arts	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR - Any associate degree and six (6) years of professional experience directly	BA in Illustration from Otis School of Design and 2.5 years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent

			related to the faculty member's teaching assignment or the equivalent.	
Pfeiffer, Martin	Adjunct – Computer Applications & Web Technology	Office Technologies	Any bachelor's degree and two (2) years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent; OR - Any associate degree and six (6) years of professional experience directly related to the faculty member's teaching assignment or the equivalent.	BA in Music from Whitworth University and 13+ years of full-time equivalent professional experience directly related to the faculty member's teaching assignment or the equivalent.
Slutsky, Simon	Adjunct - Physics	Physics / Astronomy	Master's in physics, astronomy or astrophysics OR Bachelor's in physics or astronomy AND Master's in engineering, mathematics, meteorology or geophysics	PhD in Nuclear Physics from University of Maryland
Paz-Durocher, Evelyn	Adjunct – Psychology	Psychology	Masters in psychology. OR - Bachelor's in psychology AND Master's degree in counseling, sociology, statistics, neuroscience, or social work.	MA in Educational Psychology from CSU Northridge BA in Psychology from CSU Northridge
Sanchez, Genesys	Noncredit – Career Skills Vocational (Short Term)	Vocational (Short-term) Noncredit	Any bachelor's degree and two (2) years of occupational experience related to the subject of the course taught or the equivalent; OR- Any associate degree and six (6) years of occupational	BA in Chicana and Chicano Studies from UC Los Angeles and 2.3 years of occupational experience related to the subject of the course taught or the equivalent.

			experience related to the subject of the course taught or the equivalent; OR- Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter; OR- For courses in an occupation for which the District offers or has offered apprenticeship instruction, the minimum qualifications for noncredit apprenticeship instructors in that occupation, as specified in title 5 section 53413.	
Brackett, Trevor	Noncredit – Life Skills Vocational (Short Term)	Noncredit Vocational (short-term):	Any bachelor's degree and two (2) years of occupational experience related to the subject of the course taught or the equivalent; OR- Any associate degree and six (6) years of occupational experience related to the subject of the course taught or the equivalent; OR- Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter; OR- For courses in an occupation for which the District offers or has offered apprenticeship instruction, the minimum qualifications for noncredit apprenticeship instructors in that	MS in Counseling from Fresno University and 2 years of occupational experience related to the subject of the course taught or the equivalent

			occupation, as specified in title 5 section 53413.	
Haynes, Taylor	Noncredit – Life Skills Vocational (Short Term)	Noncredit Vocational (short-term):	Any bachelor's degree and two (2) years of occupational experience related to the subject of the course taught or the equivalent; OR- Any associate degree and six (6) years of occupational experience related to the subject of the course taught or the equivalent; OR- Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter; OR- For courses in an occupation for which the District offers or has offered apprenticeship instruction, the minimum qualifications for noncredit apprenticeship instructors in that occupation, as specified in title 5 section 53413.	MS in Counseling/Marriage Family and Child Therapy from Phoenix University and 6 years of occupational experience related to the subject of the course taught or the equivalent
Narvaez, Isaias	Noncredit – Life Skills Vocational (Short Term)	Noncredit Vocational (short-term):	Any bachelor's degree and two (2) years of occupational experience related to the subject of the course taught or the equivalent; OR- Any associate degree and six (6) years of occupational experience related to the subject of the course taught or the equivalent; OR- Possession of a full-time, clear California	MA in Clinical Psychology from Antioch University and 4.9 years of occupational experience related to the subject of the course taught or the equivalent/

			Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter; OR- For courses in an occupation for which the District offers or has offered apprenticeship instruction, the minimum qualifications for noncredit apprenticeship instructors in that occupation, as specified in title 5 section 53413.	
Diaz, Jimmie	Noncredit, The Learning Center Adjunct Instructor	Learning Assistance	Any master's degree level discipline in which learning assistance or tutoring is provided at the college where the coordinator is employed; OR A master's degree in education, educational psychology, or instructional psychology, or other master's	MA in Education from Arizona State University

Academic Senate for College of the Canyons
STANDING POLICY

Online/OnlineLIVE Modality

In collaboration with the offices of Instruction, Online Education and the Educational Technology Committee, and for purposes of ensuring effective student learning and to uphold regulatory and professional academic standards, the Academic Senate hereby establishes this policy to formally define the Online/OnlineLIVE instructional modality.

"Online/OnlineLIVE" is a blended modality combining two previously authorized and defined instructional modalities at College of the Canyons. Online/OnlineLIVE is a distance education modality, subject to District Administrative Procedure 4105, the Academic Senate Distance Education Faculty Handbook, and state and federal policies and regulations governing Distance Education.

College of the Canyons has established the "Online" modality as 100% Fully Online Asynchronous (FOA) instructional delivery.

The Academic Senate at College of the Canyons previously approved a definition of the OnlineLIVE modality, which is as follows:

> "OnlineLIVE" is considered synchronous instruction through ConferZoom on the days and times listed in the class schedule. Such days and times are intended to replace face-to-face class meetings for lecture, small group discussion, and other activities normally associated with on-ground class session and are not voluntary for the student or instructor, nor to be replaced with any asynchronous instruction.
> The clause, "...nor to be replaced with any asynchronous instruction" shall be interpreted to mean that no class meetings in their entirety as listed in the schedule of classes shall be wholly replaced with asynchronous instruction. Asynchronous instruction is allowed as a component of a synchronous class session, provided that the instructor is synchronously available to students during the entire class meeting time.

Online/OnlineLIVE is a blended modality defined collectively by the following criteria and guidelines:

1. Online/OnlineLIVE must adhere to previously established College of the Canyons instructional definitions and standards for both the Online, and OnlineLIVE modalities.

2. Online/OnlineLIVE must use the adopted District learning management system to support instructional delivery, verify student enrollment and identity, and ensure regular and substantive student interaction.

3. All scheduled synchronous contact hours must be published in the schedule of classes. The specific dates and meeting times must be published prior to the start of student enrollment for that class.

4. Any scheduled synchronous contact hours must be maintained and may not be replaced by asynchronous instruction.

5. Instructors must meet certification requirements to teach both Online and OnlineLIVE prior to the first day of Online/OnlineLIVE instruction.

6. No class shall be taught as Online/OnlineLive unless the appropriate modality is indicated on its Course Outline of Record.

7. In order to promote transparency and consistency for students, departments are encouraged to develop consistent scheduling patterns by course, in consultation with the Office of Instruction.

Policy Rationale:

At present, there is no formal definition of the Online/OnlineLIVE instructional modality found in California law or regulation.   Only emerging customary understandings exist. The purpose of establishing formal guidelines for the Online/OnlineLIVE modality is to ensure students have adequate notice at the point of enrollment regarding the intended instructional delivery method(s). Doing so increases the likelihood of student success by making transparent the manner in which instruction for each class will be delivered. Students may then self select modalities based on personal preference. Establishing this policy is also necessary to ensure uniform and consistent academic standards as well as to guarantee instructional integrity for transfer institutions.

College of the Canyons
Academic Calendar – 2024/25
Draft Developed Spring 2022
Updated Fall 2022

Fall 2024

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 16-22 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 23 (Friday)
	First Day of Fall 2024	August 26 (Monday)
September	Labor Day Holiday	September 2 (Monday)
November	Veterans Day Holiday Observed and Actual	November 11 (Monday)
	Thanksgiving Day Holidays	November 28- December 1 (Thursday – Sunday)
December	Last Day of Fall Semester	December 14 (Saturday)
	Campus Closed	TBD

Winter Intersession 2025

Month	Event	Date
January	New Year's Holiday	January 1 (Wednesday)
	First Day of Winter Term	January 6 (Monday)
	Martin Luther King Holiday	January 20 (Monday)
February	Professional Development Week (FLEX, Employees Only)	February 3-7 (Monday to Friday)
	Last Day of Winter Term	February 8 (Saturday - 5 weeks)

Spring 2025

Month	Event	Date
February	First Day of Spring Semester	February 10 (Monday)
	Lincoln/Washington Holidays	February 14-17 (Friday to Monday)
April	Spring Break	April 7-13 (Monday – Sunday)
May	Memorial Day	May 26 (Monday)
	Last Day of Spring Semester	June 5 (Thursday)
	Commencement Ceremony	June 6 (Friday)

Summer 2025

Month	Event	Date
June	Start of Summer session	June 9 (Monday)
	Juneteenth	June 19 (Thursday)
July	Independence Day	July 4 (Friday)
August	**Last possible day of Summer Session**	**August 16**

Academic Calendar Committee Reviewed and Endorsed 10.24.22

College of the Canyons
Academic Calendar – 2025/26
Draft Developed Spring 2022
Updated Fall 2022

Fall 2025

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 15-21 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 22 (Friday)
	First Day of Fall 2025	August 25 (Monday)
September	Labor Day Holiday	September 1 (Monday)
November	Veterans Day Holiday Observed and Actual	November 11 (Tuesday)
	Thanksgiving Day Holidays	November 27- 30 (Thursday – Sunday)
December	Last Day of Fall Semester	December 13 (Saturday)
	Campus Closed	TBD

Winter Intersession 2026

Month	Event	Date
January	New Year's Holiday	January 1 (Thursday)
	First Day of Winter Term	January 5 (Monday)
	Martin Luther King Holiday	January 19 (Monday)
February	Professional Development Week (FLEX, Employees Only)	February 2-6 (Monday to Friday)
	Last Day of Winter Term	February 7 (Saturday - 5 weeks)

Spring 2026

Month	Event	Date
February	First Day of Spring Semester	February 9 (Monday)
	Lincoln/Washington Holidays	February 13-16 (Friday to Monday)
April	Spring Break	April 6-12 (Monday – Sunday)
May	Memorial Day	May 25 (Monday)
	Last Day of Spring Semester	June 4 (Thursday)
	Commencement Ceremony	June 5 (Friday)

Summer 2026

Month	Event	Date
June	Start of Summer session	June 8 (Monday)
	Juneteenth	June 19 (Friday)
July	Independence Day	July 3-4 (Friday - Saturday)
August	**Last possible day of Summer Session**	**August 15**

Academic Calendar Committee Reviewed and Endorsed 10.24.22

ACADEMIC SENATE FOR COLLEGE OF THE CANYONS
STANDING POLICY
Faculty Awards

The Academic Senate at College of the Canyons hereby formally establishes the following annual faculty awards:

1. Academic Senate Excellence in Education Award*
2. Academic Senate Diversity Award*
3. Academic Senate Exemplary Program Award*
4. Academic Senate International Education Award
5. Academic Senate Governance Award
6. Academic Senate Collegiality and Campus Citizenship Award

Academic Senate Executive Committee Authority

The award descriptions, criteria and application guidelines shall be established and approved by the Academic Senate in appendices to this policy. The awards are to be administered and determined solely by the Executive Committee of the Academic Senate on behalf of the Academic Senate. The Executive Committee will publicly report out to the Academic Senate and the campus community its annual determination of award recipients. The Executive Committee shall follow all established award guidelines and rubrics when making its recipient determinations. The Executive Committee shall have the authority to organize its deliberative process in the manner it prescribes. All COC award recipient determinations shall require majority votes from a quorum of the Executive Committee. All awards shall be administered and determined annually during the spring semester of the academic year.

ASCCC Equivalent Awards

Those awards having an asterisk next to their titles are awards **closely** modeled after the ASCCC annual statewide awards. The recipients of those three designated awards ~~shall~~ **may** be forwarded for consideration by the ASCCC of the statewide equivalent award in the subsequent fall/winter semester. If there are multiple COC recipients of any of the equivalent awards, the Executive Committee will convene to determine which award recipient to forward for statewide consideration. Further limitations might apply. Additional information will be included in the individual award descriptions and information sheet. Any determination by the Executive Committee regarding which nominee will be forwarded for statewide award consideration shall require a majority vote from a quorum of the Executive Committee. The Executive Committee will report out to the Academic Senate any such determinations. ~~If any of the statewide award criteria or information changes at any time, the COC equivalent award shall be amended to reflect such changes.~~ Those recipients forwarded for statewide consideration might be required to complete further nominating documentation per ASCCC guidelines.

ASCCC awards often have thematic criteria that changes annually. If the ASCCC award differs significantly from the COC award criteria, or if no COC honoree aligns with the ASCCC award theme and standards, the Executive Committee may decide not to submit any COC local award honoree for consideration of the statewide award. In such cases, the Executive Committee may nominate any qualifying COC candidate for the ASCCC award, even if such candidate has not been locally honored.

Nominating Criteria

The nominating criteria for each award shall be listed in each individual award announcement publicized annually to the campus community. Faculty may not self-nominate for any award. Any member of the Academic Senate Executive Committee that is nominated for an award must recuse themselves from the deliberation for the award in which they have been nominated.

Adopted by the Academic Senate, April 14, 2022