

## Academic Senate Retreat Meeting Summary for September 8, 2022

Voting Members					
Senate President	David Andrus	X	Learning Resources Senator	Jennifer Thompson	X
Vice President	Lisa Hooper	X	Personal & Professional Learning Senator	Garrett Rieck	A
Immediate Past President	VACANT		At Large Senator	Ambika Silva	X
Curriculum Chair	Tricia George	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-MSE Senator	Shane Ramey <i>via Zoom</i>	X	At Large Senator	Benjamin Riveira	A
MSHP-HPPS Senator	Tammy Bathke <i>via Zoom</i>	X	Adjunct Senator	Arshia Malekzadeh	X
VAPA Senator	David Brill	X	Adjunct Senator	Jesse Vera	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Mireya Milian	X
Humanities Senator	Mike Harutunian	X			
Kinesiology/Athletics Senator	Phil Marcellin	A			
SBS Senator	Tammera Rice <i>via Zoom</i>	X	X= Present	A= Absent	
Business Senator	Gary Quire	X			

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- Jesse McClure	A

Guest							
Anzhela Grigoryan	X	Dr. Edel Alonso	X	Jennifer Smolos Steele	X	Michael Felix	X
Christopher Blakey	X	Dr. Jasmine Ruys	X	Jessica Crowley	X	Siane Holland	X
Cyndi Trudeau	X	Dr. Kathy Bakhit	X	Katie Coleman	X	Steve Irwin	X
Desiree Goetting	X	James Glapa-Grossklag	X	Lisa Sawyer	X		
Dianne Avery	X	James Temple	X	Maral Markarian	X		

### A. Routine Matters

1. Call to order: 3:08 pm
2. Public Comment:
  - I. A reminder that September 17<sup>th</sup> is Constitution Day. Small pocket constitutions were handed out along with bookmarks. There will be some events on campus from different departments such as History and Political Science.
3. Approval of the Agenda:
  - I. The agenda was reordered by moving the reports at the end after discussion items. The Self-Services discussion was moved from #2 to #1 under discussion items.

- II. Motion to approve the agenda by Erica Seubert, seconded by Lisa Hooper. Unanimous. Approved.
4. Committee Appointments:

<a href="#">Academic Senate Sub-Committee List</a>	SU 22 & FA 22 Selection Committees (pg. 3)
<a href="#">Collegial Committee List</a>	<a href="#">Tenure Committee 2022-2023</a> list (pg. 3)
<a href="#">Operational Committee List</a>	Advisory Committee for Teaching Incarcerated Students (pg. 4)
Mireya Milian, Lead Adjunct Senator (Term: 7/1/22-6/30/24)	

5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
- I. Motion to approve the consent calendar by Lisa Hooper, seconded by Regina Blasberg. Unanimous. Approved.

Academic Senate Retreat Summary, August 25, 2022 (pg. 5-8)	Program Viability Committee <ul style="list-style-type: none"> <li>Meeting Calendar for 2022-23 (pg. 9)</li> <li><a href="#">Program Initiation and Proposal for a new Department: Diagnostic Medical Sonography</a></li> </ul>
<a href="#">Curriculum Committee Summary, September 1, 2022</a>	
<a href="#">Updated Seniority List 2022-2023</a>	

## B. Action Items

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

- Alene Terzian, Academic Senate DEI liaison (Term: 7/1/22-6/30/23)
  - As per the new By-Laws approved last semester Alene Terzian will be appointed as the new Academic Senate DEI liaison. Aileen is also working as the current Guided Pathways liaison with IE2.
  - Motion to approve Alene Terzian as the new Academic Senate DEI Liaison by Regina Blasberg, seconded by Regina Blasberg. Unanimous. Approved.

Note: Discussion Item #2 was moved #1 to accommodate speakers.

## C. Discussion

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

- Self Service/Student Registration Process/Waitlist, David Andrus (pg. 14)
  - In deference to Math and Science faculty, in spring, 2022 the Senate elected to close classes to students adding on the first day of instruction. The result of this has been to place total control of adding students to rosters in the hands of the faculty for each class. This decision was made prior to the shift by Students Services to Self Service, the new enrollment software. At that time, the previous system allowed for some nuance to programming. Self Service does not allow for such nuance. This has been a significant problem for students as have other aspects of Self Service. Several solutions were proposed including allowing students to add through the add deadline and adding a message on the "add code" field in Self-Service to contact their instructor. COC is the only college in the region that is 5% below in enrollment compared to previous semesters. There are plans to update registration videos with A&R and ASG. Administration and the vendor are aware of the issues with registration "add code authorizations", drops, rosters, and waitlist. Discussion will take place with programming colleagues to determine what can be changed. A follow up discussion will take place.
- Online Schedule, David Andrus & Dr. Omar Torres
  - A discussion took place with Enrollment Management and the Instructional Advisory Council to remove the waitlist from first main screen as this may discourage student enrollment under certain scenarios. In the self-service page if a user hovers over a course section a window will display showing the number of seats available. Senators are asked to share this information with their Schools. These conversations

will continue.

3. [ASCCC OERI Report and Discussion](#), David Andrus & Jennifer Paris (pg. 15)
  - I. Jennifer is the OERI Liaison and local OER liaison. There is an interest in increasing OER opportunities for interested faculty. Under OERI, to qualify for funding there needs to be faculty on OER design teams across three districts. If taxpayer funds are being used OER needs to be used across the state. The local OER team can help and support faculty with updating materials. It is recommended to have an institutional plan for how to fund and sustain OER. Sustaining quality OER resources is an ongoing concern. It is also recommended there be an institutional plan to ensure proper peer review. There was a reminder that Academic Freedom allows faculty to choose a text and that OER may not work well for all disciplines. The discussion highlighted differences between the OERI and local OER opportunities and funding. Any follow up questions can be addressed with Jennifer.

Note: Reports were moved at the end of the agenda to allow further time for discussion items.

#### **D. Reports**

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

1. Policy Committee Annual Chair Report, Gary Collis (pg. 10-13)
  - I. Jason Burgdorfer is now a new member of the Senate's Policy Review Committee. CA law requires that the faculty voice be heard and that the District listen to other campus constituencies. There are close to 500 BP's and AP's. The difference is that a BP is a statement of intent, and the AP is the method. The policies cover all aspects of campus operations. In the last Accreditation cycle it was recommended to improve the policy process. 13 policies were moved through the Senate last year and there are 24 pending. Faculty and administrators are at times invited to attend for their expertise.
2. Academic Senate Presidents Report, David Andrus
  - I. This report was tabled.

#### **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
3. Academic Senate Survey
4. Climate Survey

#### **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

#### **G. Announcements**

- Next Academic Senate Meeting Fall 2022: Sept. 22<sup>nd</sup>, Oct. 6<sup>th</sup>, Oct. 20<sup>th</sup>, Nov. 3<sup>rd</sup>, Nov. 17<sup>th</sup>, Dec. 8<sup>th</sup>, 2022.
- [ASCCC Fall 2022 Plenary Session-Hybrid Event](#), Nov. 3<sup>rd</sup> – 5<sup>th</sup>, 2022, The Sheraton Grand Sacramento

#### **H. Adjournment:** 5:02 pm

<https://canyonsonline.zoom.us/j/97917495774?pwd=SExPY3UvbUZpUXVCS3F4aEU2VjIjPUT09>

**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. 1117 Walnut Street, Inglewood, CA 90301
3. 6405 SW Puppy Place, Bentonville, AR