

Academic Senate Meeting Summary for April 27, 2023

Voting Members					
Senate President	David Andrus	X	Business Senator	Gary Quire	X
Vice President	Lisa Hooper	X	Learning Resources Senator	Jennifer Thompson	A
Curriculum Chair	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 <i>via zoom</i>	X	At Large Senator	Erica Seubert	X
MSHP-HPPS Senator	Tammy Bathke	A	At Large Senator	Rebecca Shepherd	X
VAPA Senator	<i>Gary Quire proxy for David Brill</i>	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	VACANT	A	Adjunct Senator	Mireya Milian	X
SBS Senator	Tammera Rice <i>via zoom</i>	X	X= Present	A= Absent	

Non-voting Members			
Dr. Omar Torres	X	Paul Wickline <i>via zoom</i>	X
Marilyn Jimenez	X	Jason Burgdorfer (COCA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative	A

Guest							
Amy Foote	X	Dianne Avery	X	Jennifer Smolos Steele	X	Michaëlle Labrie	X
Andrew Jones-Cathcart	X	Dilek Sanver-Wang	X	Julie Johnson	X	Miriam Golbert	X
David Vakil	X	Dr. Kathy Bakhit	X	Michael Sherry	X	Nadezha Monosov	X
Dr. Daylen Meuschke	X	Dr. Jasmine Ruys	X	Maral Markarian	X	Robert Wonser	X
Dr. Deanna Riviera	X	Jeff Gregor	X	Michael Felix	X	Ruth Rassool	X

A. Routine Matters

1. Call to order: 3:07pm
2. Public Comment:
 - I. CTE toolkit: Lynn Shaw working with ASCCC will be doing a road show and asked if they can visit COC in fall 23. The toolkit went to Senate and CPC, however, Dr. Van Hook stated there were some areas of concern regarding the legality of how adjuncts and FTF are processed by the proposed document.

3. Approval of the Agenda
 - I. Motion to adopt the agenda by Erica Seubert seconded by Arshia Malekzadeh. Gary Quire proxy for David Brill (yes, vote). Unanimous. Approved.
4. Committees/Appointments:
 - Campus Safety Committee (pg. 3)
 - This is a new committee put together by Dr. Jasmine Ruys. This committee deals with campus safety committee and DEI concerns.
 - Tara Williams, Dept Chair, Chemistry
 - An ad-hoc committee was convened to determine a replacement for Dr. Rebecca Eikey who has resigned from the college.
 - Ruth Rassool (*Adjunct Rep for English*) Ed Tech Committee
5. Sub-Committee Summaries: none
6. Approval of the Consent Calendar
 - Academic Senate Summary, April 13, 2023 (pg. 4-7)
 - [Curriculum Committee Summary](#), March 30, 2023
 - Motion to approve the consent calendar by Gary Quire, seconded by Lisa Hooper, Gary Quire, Gary Quire proxy for David Brill (yes, vote). Unanimous. Approved.

B. Reports

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

1. Honors Committee Annual Chair Report. Miriam Golbert
 - I. There are currently 700 students in the Honors program. The Honors Program Annual Celebration is next Thursday May 4th 6-8pm in the UCEN lobby. The Honor's program has a UCLA TAP agreement.
2. Academic Staffing Committee Annual Chair Report, Miriam Golbert
 - I. The FON is at 214. The Chancellor is recommending hiring 15 positions that will take the total FON to 229. The FON for 2024 from the state is 238.7, therefore the Chancellor recommended an additional 11 positions.
3. Academic Senate Presidents Report, David Andrus
 1. Commencement Meeting update: There are 2119 total graduates, 882 honor, 89 valedictorians. Deadline for signing up to be a reader is May 4th.
 2. End of the Year Celebration, June 1st: PAC lobby approved for June 1st from 3-5pm. A RSVP google form link will be sent out. David Andrus will work on collecting information for the program.
 3. ASCCC SP 23 Plenary Update: Congratulations to Sherrill Auchenbach: She will serve as the new ASCCC President as "Ginni" May is stepping down. There were several important resolutions at plenary discussed relating to the Brown Act, Ethnic Studies, Low Textbook Studies, Lifelong Learning and Academic Freedom.
4. Vice Presidents Report, Lisa Hooper
 1. Self-Services: A small group of people from enrollment services will come up with a FAQ sheet. The second change requested will take time to implement.
 2. Faculty Offices: Business Services desk procedure allows 30 days to vacate. The suggestion is to put in place a mechanism to help faculty vacate their offices sooner. An office lottery will be conducted soon.
 3. Communications Officer Update: Lisa will conduct a Faculty Member spotlight for Bernardo Feldman on Monday 15th, 3:00-4:30pm in HSLH-101. The session may be recorded, and Flex credit will be available. Suggestion to interview Michael Dermody as he served as president for 17 years and is retiring in spring 23.

C. Action Items

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

1. Victoria Leonard, appointment as SBS Senator 2023-2024

- a. Motion to approve Victoria Leonard as SBS Senator by Mike Harutunian, seconded by Jenn Paris. Gary Quire proxy for David Brill (yes, vote). Unanimous. Approved.
2. Declaration of 2023-2025 At-Large Senate Seat Vacancy (Erica Seubert)
 - a. Erica will be school senator as MSE senator and will be resigning from her At-Large seat.
 - b. The At-large seat will be vacant, and a special election will need to be run.
 - c. Shane will be the new At-Large senator after this year. Erica will finish off her remaining term.
 - d. Motion to approve by Erica Seubert, seconded by Ambika Silva. Gary Quire proxy for David Brill (yes, vote). Unanimous. Approved.
3. Senate Elections Nomination Results (pg. 8)
 - a. Motion to approve nomination results by Mike Harutunian, seconded Arshia Malekzadeh. Gary Quire (yes, vote). Unanimous. Approved.
4. Academic Calendar, Dr. Jasmine Ruys
 - a. 2024-25 Academic Calendar draft (pg. 9)
 - i. The Juneteenth Holiday has moved from the 22nd to the 19th.
 - ii. Motion to adopt the Academic Calendar by Regina Blasberg, seconded by Lisa Hooper. Gary Quire (yes, vote). Unanimous. Approved
5. Senate & Curriculum Committee Meetings Calendars FY: 23-24 (pg. 10-11)
 - a. Option #1
 - b. Option #2
 - i. The only diff between option #1 and #2 is that the retreat is held during Fall FLEX.
 - ii. Motion to adopt option #1 by Lisa Hooper, Seconded by Regina Blasberg. Gary Quire (yes, vote). Unanimous. Approved.
6. AP 4105 (Distance & Correspondence Education), Gary Collis
 - a. AP 4105 (Clean Version) (pg. 12-15)
 - b. AP 4105 (Final-Redlined Version) (pg. 16-20)
 - i. The sentence on touch points was deleted. Correspondence Education was moved from section E. and it now on paragraph 8.
 - ii. Motion to adopt AP 4105 as amended by Erica Seubert, seconded by Rebecca Shephard. Gary Quire (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. Academic Senate/COCFA Joint Task Force on Full-Time Evaluations, David Andrus, Julie Johnson, Robert Wonsler
 - a. Senate Explanation of Purpose (pg. 21-22)
 - b. Full-Time Faculty Professional and Instructional Evaluation Summary (pg. 23-27)
 - i. A new COCFA & Senate joint taskforce created a new evaluation document due to the creation of new modalities and Title 5 requirement on DEI and evaluation. Some changes discussed include a new rubric and changes to section B, C, & D, new Section F on Equity & Inclusion. The new evaluation will be for new tenure track faculty as well as tenured faculty. BoT evaluation policies will need to be created to establish standards related to new Title 5 DEI standards. A revised noninstructional evaluation form needs to be developed as well. This item may return.
2. [Revisiting the Low Textbook Cost \(LTC\) Designation](#), Jennifer Paris
 - a. This data is from fall 2021
 - i. The recommendation is to adopt the \$30 designation threshold for printed textbooks; this should not include rentals. Is, “no textbook” considered ZTC? Standards and data points will be developed for the required XB12 form. This item will return as action.
3. AP 4238 (Non-Credit Learning Parity), Gary Collis
 - a. AP 4238 (Clean Version) (pg. 28-29)
 - b. AP 4238 (Final-Redlined Version) (pg. 30-34)

- i. This item 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. Self-Service Update and Continuous Discussion

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 Spring 2023: 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.](#)
- [CCCO Online Teaching Conference, June 21-23rd, Long Beach Convention Center](#)

H. Adjournment: 5:01 pm