



COLLEGE OF THE CANYONS  
ACADEMIC SENATE  
EXECUTIVE COMMITTEE MEETING

**May 19, 2022**  
11:00 a.m. to 12:00 p.m.

**Join Zoom Meeting**

<https://canyonsonline.zoom.us/j/95955038658?pwd=S0NMRTBlcTlubWQrekx6VkowMEhMdz09>

**Meeting ID:** 959 5503 8658; **Passcode:** 738832

**One tap mobile** +1-669-900-9128, US (San Jose); +1-253-215-8782, US (Tacoma)

**AGENDA**

*According to Article 6 of the By-Laws of the Academic Senate the purpose of the Executive Committee is to foster coordination among the principal subcommittee chairs of the Academic Senate, to advise the President, and the overall strategic development and planning of matters before the Academic Senate.*

**A. Routine Matters**

1. Call to order
2. Public Comment

*This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. Public questions or comments can be submitted via email at [academicsenateinfo@canyons.edu](mailto:academicsenateinfo@canyons.edu) or asked via zoom chat feature.*

3. Approval of the Agenda

**B. Consent Calendar**

1. Adoption of April 14, 2022 Ex. Comm. Summary (pg. 3-5)

**C. Reports:**

1. Academic Senate Presidents Report

**D. Action:**

1. Academic Senate Faculty Award Deliberation Guidelines (pg. 6)
2. Academic Senate Faculty Award Deliberation and Voting
  - a. [Academic Senate Faculty Awards Descriptions & Criteria](#) (Informational only)

**E. Discussion**

1. Committee Needs? Future Business?

**E. Unfinished Business**

**F. Announcements**

- a. Next Academic Senate Meeting Spring 2022: May 26<sup>th</sup>

- b. [ASCCC 2022 Faculty Leadership Institute](#)- June 16<sup>th</sup> – 18<sup>th</sup>, 2022, Hybrid Event \*Subject to change\*
- c. [ASCCC 2022 Curriculum Institute](#)- July 6<sup>th</sup> – July 9<sup>th</sup>, 2022, Hybrid Event \*Subject to change\*

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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](mailto:academicsenateinfo@canyons.edu) College of the Canyons.



COLLEGE OF THE CANYONS  
ACADEMIC SENATE  
EXECUTIVE COMMITTEE MEETING  
**April 14, 2022**  
11:00 a.m. to 12:00 p.m.

**Summary**

**Attendees:** Alisha Kaminsky, David Andrus, Dr. Claudia Acosta, Garrett Rieck, Gary Collis, Gary Quire, Jason Burgdorfer, Julie Johnson, Katie Coleman, Lisa Hooper, Marilyn Jimenez, Miriam Golbert, Nicole Faudree, Patty Robinson, Robert Wonser, Teresa Ciardi, Wendy Brill-Wynkoop

**F. Routine Matters**

1. Call to order: 11: 04 am
2. Public Comment: none
3. Approval of the Agenda
  - a. Motion to approve the agenda by Miriam Golbert, seconded by Gary Collis. (Verbal Yes vote from Lisa H. and Jason B. Unanimous. Approved.

**G. Immediate Action Item - Adoption of April 14, 2022 of the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Executive Committee) No. 2021/22-03 (pg. 3-4)**

- a. This resolution will give us another 30 days of teleconferencing.
- b. Motion to adopt by Claudia Acosta, seconded by Gary Quire. Two verbal yes votes from Lisa Hooper and Jason Burgdorfer. Unanimous. Approved.

**H. Consent Calendar**

2. Adoption of March 10, 2022 Ex. Comm. Summary (pg. 5-7)
  - a. Motion to adopt the consent calendar by Miriam Golbert, seconded by Gary Collis. Two verbal yes votes from Lisa Hooper and Jason Burgdorfer. Unanimous. Approved.

**I. Reports:**

1. Academic Senate Presidents Report
  - a. ASCCC SP 22 Plenary Update: Jennie May has been elected president of the ASCCC Academic Senate and has served as VP in the past. Dolores Davidson will be finishing up her term as President. David encourage all committee members to attend the ASCCC Fall 22 plenary as there are many relevant workshops and resolutions.

**J. Action:**

1. Adoption of April 14, 2022 of the Resolution to Implement Teleconferencing Requirements During a Proclaimed State of Emergency (Senate) No. 2021/22-05 (pg. 8-9)
  - a. As a reminder Senate Executive Committee needs to adopt any Academic Senate

resolutions first.

- b. Motion to adopt the resolution by Alisha Kaminsky, seconded by Claudia Acosta. One abstention from Dr. Claudia Acosta. Two verbal yes votes from Lisa Hooper and Jason Burgdorfer. Unanimous. Approved..

2. [COC Academic Senate Faculty Awards Descriptions & Criteria](#)

a. Faculty Award Timeline (*Information Only*) (pg. 10)

- I. As per the timeline David will send out the award descriptions to all faculty. Nominations close on the May 6<sup>th</sup>, 2022. David has created a new CANVAS shell for the Senate Exec committee. As a reminder all sub-committee are beholden to Brown Act. The CANVAS shell will serve as a repository for all awards. All discussion features will be turn off so there is no violation of the Brown Act. Modules will be used to organize the various awards. There will be a deliberation meeting scheduled for May 19<sup>th</sup>, 2022.
- II. End of the Year collegial Celebration will be scheduled and hosted in the PAC lobby on June 2<sup>nd</sup> from 3:00pm-4:30pm. This will be hosted on the same day as the grad walk. The commencement ceremony was scheduled for June 3<sup>rd</sup>. Students will need to RSVP for one or the other as they cannot attend both. Readers are need for the Grad Walk and David will be sending an email out to everyone.
- III. This event will recognize all award recipients.

b. Faculty Award Policy (*Information Only*) (pg. 11)

- The idea is to have Academic Senate approve this policy at today's meeting. The approval of this policy will afford Senate Exec the purview of overseeing the process for Faculty awards.
- There are three awards which mimic the ASCCC statewide awards those recipients can then be advanced statewide. Some of the awards have an award rubric that was modeled after the statewide awards.
- The Senate Exec will be solely responsible for reviewing the awards including the ASG President. Students cannot nominate faculty for all awards but may be able to for the COC Excellence in Education Award and the International Education Award. It is possible that students may be able to provide a voice in the award process. The suggestion is to ensure students are made aware of the award nomination process.
- A decision will be made to determine if the entire group will review award applications or if the applications will be divided by group. This will be dependent on the number of awards received. Nominations will close on May 6, 2022. The deliberation meeting scheduled for May 19<sup>th</sup> will be scheduled for 90 minutes.
- Motion to adopt the award descriptions including the rubrics with a noted amendment that the Excellence in Teaching will be changed to Excellence in Education by Garrett Rieck, seconded by Miriam Golbert. Unanimous. Approved.

**K. Discussion**

1. [Spring 2022 Committee Survey Template](#)

- a. Committee should be surveying themselves annually and preferably in the spring. Faculty can contact Alisha LeValley or Daylene to have a generated link created. If anyone plans on surveying their committee please inform David. The Academic

- Senate will also be surveyed and the results will be discussed at the Senate Retreat.
- b. Any committee chairs who receive survey results can keep their results within their own committee. If any faculty choose to survey their committees there is an expectation based on the Committee on Committees to capture qualitative feedback.
  - c. The survey can be very long and there is concern with how quickly faculty can complete it. However, each faculty can modify the survey as needed.

2. Committee Needs? Future Business?

**G. Unfinished Business**

**H. Announcements**

- a. Next Academic Senate Meeting Spring 2022: April 28<sup>th</sup>, May 12<sup>th</sup> & May 26<sup>th</sup>
- b. [ASCCC 2022 Career and Noncredit Education Institute, May 12<sup>th</sup>-14<sup>th</sup>, 2022](#)-Hybrid Event \*Subject to change\*
- c. [ASCCC 2022 Faculty Leadership Institute](#)- June 16<sup>th</sup> – 18<sup>th</sup>, 2022, Hybrid Event \*Subject to change\*
- d. [ASCCC 2022 Curriculum Institute](#)- July 6<sup>th</sup> – July 9<sup>th</sup>, 2022, Hybrid Event \*Subject to change\*

Additional Announcements:

- CPT Annual Retreat, Monday, April 18, 1-5p.m. UCEN-258 or Zoom (lunch at 12p.m.).
- MCC Center temporary location, grand opening next week.
- There will be email coming forward regarding the June 7<sup>th</sup> election. Upcoming statewide Civic Summit. Gen Z Cory Seemiller coming back and this event will have an international perspective.
- Wendy will be at the Senate meeting to talk about advocacy. As a result of AB 1705 there is a need for civic engagement and advocacy in many areas.

**I. Adjournment:** 11:50 pm

**EXECUTIVE COMMITTEE  
of the  
ACADEMIC SENATE**

**Faculty Award Deliberation Guidelines**

1. Executive Committee members will maintain the confidentiality of all nomination/application materials and deliberations.
2. All awards deliberations will be conducted by cross referencing the submitted nomination evidence against the award rubric.
3. All awards nominations require deliberation, even if there is only one nominee for an award.
4. Abstentions will be counted as no votes unless there are more than two nominees for one award.
5. If there is only one nominee for an award, the nominee must receive a majority vote of a quorum of the Executive Committee to be determined the award recipient.
6. If there are two nominees for an award, a nominee must receive a majority vote of a quorum of the Executive Committee to be determined the award recipient. The vote will be cast between the two candidates.
7. If there are more than two nominees for one award, the vote will be cast among all candidates and the nominee receiving the plurality of votes will be determined the award recipient.
8. If an award allows for two adjunct recipients, and there is more than one nominee, each of the two adjunct awards will be voted on separately. After the first adjunct recipient is determined, remaining adjunct recipients will be voted on for the second adjunct award.
9. Proxy votes are allowed. Proxy votes will not count toward quorum unless the proxy is held by a person not already serving as a voting member of the Executive Committee and that is in attendance.
10. Adjunct Senators shall be invited to deliberate as voting members of the Executive Committee for the purpose of determining award recipients.
11. The Chair of the Executive Committee shall only vote in the case of any outcome that results in a tie.
12. The Administrative Assistant of the Academic Senate shall oversee and record all votes.
13. Vote tallies will not be published in the meeting summary but will be available for public inspection upon request.