



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

October 20, 2022
11:00 a.m. to 12:00 p.m.

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/87923452060?pwd=dFltZC84VTcxUjl0aHE5SUVtdTRKdz09>

Meeting ID: 879 2345 2060; **Passcode:** 065867

One tap mobile +16694449171,# US; +12532158782,# 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 or asked via zoom chat feature.

3. Approval of the Agenda

B. Consent Calendar

1. Adoption of Sept.22, 2022 Ex. Comm. Summary (pg. 3-5)

C. Reports:

1. Academic Senate Presidents Report
 - a) [ASCCC Vice President Report for Area C](#)
 - b) [ASCCC Area C Preliminary Resolution Packet Fall 2022](#)
 - c) [ASCCC Additional Area C Proposed Resolutions](#)

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*

2. Local Faculty Award Documents for Review

- a) Academic Senate Standing Policy on Faculty Awards (Proposed Revisions) (pg. 6-7)
- b) [Local Award Criteria/Announcements](#) (Adopted Spring, 2022)
- c) 2022/23 Proposed Award Timeline (pg. 8)
- d) Executive Committee Deliberations Guidelines (Adopted Spring, 2022) (pg. 9)

E. Unfinished Business

F. Announcements

- [Next Academic Senate Meeting Fall 2022](#): Nov. 3rd, Nov. 17th, Dec. 8th, 2022.
- [2022 Fall ASCCC Plenary Session-Hybrid Event](#): Nov. 3rd – 5th, 2022, The Sheraton Grand Sacramento
- [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

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.



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

September 22, 2022
11:00 a.m. to 12:00 p.m.

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/85169181557?pwd=Si84RmlZQXgvWjRjSHdwdzRvRzJ4Zz09>

Meeting ID: 851 6918 1557; Passcode: 239064

One tap mobile +166944449171; US+17207072699 US (Denver)

Summary

Attendees: David Andrus, Garrett Rieck, Marilyn Jimenez, Gary Collis, , Lisa Hooper, Claudia Acosta , Katie Coleman, Chris Blakey, Miriam Golbert, Gary Quire, Jason Burgdorfer, Tricia George, Wendy Brill, Teresa Ciardi

F. Routine Matters

1. Call to order:11:07 am
2. Public Comment:
 - I. A question was addressed regarding where the Academic Senate stands on High FLEX pedagogy curriculum and where is the state heading with this. A conservative approach was taken as the idea was to not have instructors develop pedagogical instruction that would need to be undone. Curriculum questions will need to be addressed with Tricia George. This is now largely a discussion with expert faculty, departments chairs, School deans, and the Office of Instruction to see what will work for disciplines. There was a request for Academic Senate to have a discussion regarding institutional commitment to face-to-face classes.
3. Approval of the Agenda
 - I. Motion to approve the agenda by Lisa Hooper, seconded by Garret Rieck. Unanimous. Approved

G. Consent Calendar

2. Adoption of May 19, 2022 Ex. Comm. Summary (pg. 3-5)
 - I. Motion to adopt the summary with the dilation of awards by Gary Collis, seconded by Lisa Hooper. Unanimous. Approved

H. Reports:

1. Academic Senate Presidents Report
 - I. Communications Officer Position: There is a call for nomination for the communications officer created last year via the Const. & By-laws and the expectation is for the person to oversee the Senate newsletter. The rest of the duties are depending on how that person will want to get involved. It is suggested to have Senate Exec members talk to their committees to spread the

word.

- II. BOT meeting update: There are a lot of funds, and the college is growing the fund balance. There is a recommendation to increase the reserve from 5-8 % to 16%. The chancellor's stated this is an innovators budget. The budget is not unlimited and there is concern with having new programs be detrimental to existing programs. There are funds to support the sub-committees of the Senate. If any committee needs resources, please contact David.
- III. Academic Staffing Committee (ASC) Update: At ASC some new positions were scored. There are 73 positions on the staffing list however only 30 can be hired. Miriam feels comfortable with their process, and they are aware of enrollment trends in terms of staffing.

I. Action:

None

J. Discussion

- 1. Future Meeting Dates/Times/Format
 - I. The committee unanimously agreed to continue to meet on Thursdays, once a month at 11am. The meeting will also continue via zoom.
- 2. Debrief of Spring 2022 Faculty Awards Process
 - 1. Fall 2022 ASCCC Awards Process
 - a. Deliberation Meetings: There is a request to hold deliberation meetings for awards in April as May can be a busy month.
 - b. Award Nomination Marketing: There is a need for more marketing for the overall process and the award categories. Need to communicate the award process to colleagues in division meetings. Jim temple is willing to work to create a nomination process form.
 - c. Renomination of past award winners: It is possible that those who are awards winners could be re-nominated as they deserve it due to their continuous work. It was not clear if some awards were recognizing the totality of work over time, or just the work completed within the year for which the nomination is being requested.
 - d. Collegial Celebration: Michael Dermody's is interested in hosting this event again. There is support from the budget office in terms of funds to purchase the perpetual plaques and awards.
 - e. Ed. Facilities Master Plan: The Senate needs a new meeting place as the Senate has outgrown its existing conference room.
 - f. Award Nomination Eligibility: Members of the Senate Exec Committee are currently eligible to nominate themselves. However, self-nomination was never discussed until after the process was adopted. Many members of the Ex. Comm. are concerned about the ethics or optics of self-nomination for faculty awards. If a committee member is nominated, they should refuse themselves from the deliberations process.

- g. Award Criteria: Some of the award criteria focused on whether the area being promoting was marketable. There is concern that instead of stating if the work could be reproduced by a school that it should focus on whether the work was helpful for students. It was clarified that the award criteria were borrowed from the statewide awards as the goal was to reduce the workload to be able to forward nominees for statewide award consideration.
- 3. Fall, 2022 ASCCC Area C & Plenary Resolutions
 - a. This is an opportunity for faculty to be heard on resolutions for the entire state. If anyone has ideas for developing resolutions, please contact David. Resolutions need to be adopted locally first before going statewide.
- 4. 2022/23 COC District Budget
 - a. [Academic Senate Program Review](#)
 - This program review was from last year and was included as reference.
 - b. Committee Program Reviews?
- 5. Committee Needs? Future Business?
- 6. Will populate meeting once a month for.

G. Unfinished Business

H. Announcements

- Next Academic Senate Meeting Fall 2022: Oct. 6th, Oct. 20th, Nov. 3rd, Nov. 17th, Dec. 8th, 2022.
- [2022 ASCCC Role of local Academic Senates and Curriculum Committees in regard to GE Webinar](#): Sept. 27th, 2022
- [2022 Fall ASCCC Addressing the impact of California General Education Transfer Curriculum \(CalGETC\) Webinar](#): Oct. 3rd, 2023 & Oct. 6th, 2022
- [2022 Fall ASCCC Plenary Session-Hybrid Event](#): Nov. 3rd – 5th, 2022, The Sheraton Grand Sacramento
- [2023 ASCCC Curriculum Institute-Hybrid Event](#): July 12th – 15th, 2023, Riverside Convention Center in Riverside.
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I. Adjournment: 12:01 pm.



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

COC FACULTY AWARD TIMELINE
2022/23 Academic Year

1. Call for Nominations - 02/27/2023
2. Nominations Close - 04/13/2023
3. Academic Senate Executive Committee Screening/Deliberations - 04/27/2023 Action at that meeting. No need for second read. 90 minute meeting.
4. Announcement of Award Recipients - 05/11/2023 or 05/25/2023 (3pm Senate Agenda - Information Only. Award Recipient and Congratulations email sent out separately from Agenda in the morning.)
5. Award Presentations - June 1, 2023
Valencia Campus Academic Senate Collegial Celebration Event.
6. Academic Senate President forwards those recipient names that also qualify for statewide awards to ASCCC in the subsequent fall/winter semester. Senate President will use the same application materials for statewide submission that were used for local awards.

**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.