



COLLEGE OF THE CANYONS
ACADEMIC SENATE
EXECUTIVE COMMITTEE MEETING

October 29, 2020

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

Meeting can be joined from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/99967545046>

Or iPhone one-tap (US Toll): +1-669-900-6833 or +1-253-215-8782, 99967545046#

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 principle 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. Reports:

1. ASCCC Area C Meeting report out, David Andrus

C. Action:

1. Adoption of September 15, 2020 Ex. Comm. Summary (pg. 2-5)
2. Senate Report Template and Options (pg. 6)

D. Discussion

1. ASCCC Fall Plenary Resolutions, David Andrus
2. Consideration of ASCCC Resolutions Process
3. ASCCC Exemplary Program Award?
4. Local Recognition Award Process?

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

August 19, 2020

10:00 a.m. to 11:30 a.m. via Zoom

SUMMARY

Attendees: Alisha Kaminsky, David Andrus, Jeff Baker, Nicole Faudree, Garrett Rieck, Aivee Ortega, Miriam Golbert, Lisa Hooper, Gary Quire, Claudia Acosta, Jason Burgdorfer, Dan Portillo, Gary Collis, Patty Robinson, Dustin Silva, Wendy Brill and Marilyn Jimenez

A. Routine Matters

1. Call to order: 10:03 am
2. Public Comment: none
3. Approval of the Agenda: Motion to approve the agenda by Miriam Golbert, seconded by Nicole Faudree. Approved by Zoom participant window voting. Unanimous.
 - David and Gary attended the ASCCC Leadership conference in June where there was a discussion regarding alternative methods to taking roll call votes during public meetings. Similar to how the state legislature uses a voting board in which they use green and red lights. The idea is to possibly take screen capture of the participant's window after a votes are cast in to keep for record taking purposes. Roll call votes are usually recorded only in the minutes. Further clarification on the ability to do so is forthcoming.

B. Reports: Welcome and Introductions

1. David called for introductions and welcomed all new committee chairs.
2. The meeting is about owning who the Senate Executive Committee is as a unit and ensuring that the work on this committee is functional and purposeful.

C. Action: None

D. Discussion

1. New Constitution & Bylaws Standing Committee, David Andrus
 - Background: When Edel Alonso was serving as Senate President she appointed David Andrus to head up the Constitution and Bylaws Committee. The committee met every year or every other year for about seven to eight years. The committee also dealt with a lot of changes that were happening in Senate at the time.
 - Committee on Committee: Last year there was a new Committee on Committee composition which was brought together as an attempt to

streamline communication and not have too much burden and overlap between committees. Former Senate president Rebecca Eikey wanted to contribute to the idea of streamlining committees. After some discussion and collaboration with David Andrus, it was decided the Constitution and Bylaws committee was to be disbanded and its work was given to the Policy Committee. However, due to the large queue of the Policy Committee not much work was done in regards to the Constitution & Bylaws Committee.

- Ad hoc Constitution & Bylaws: Last semester Rebecca created an ad hoc Constitution & Bylaws Committee which addressed changes that were approved last spring.
- Re-establishment of the Constitution & Bylaws committee: It is the intention to establish this standing committee to address adjustment to the Senate's governing documents.
- Anti-racism efforts with IE2 Committee: David met with IE2 Committee and other student groups over the summer to address anti-racism efforts. There is a commitment on campus from various constituents and the Senate President to ensure review is done of the district governing structure to see if there's been or could have been intentional or unintentional insidious types of barriers to equity that resulted in racial discrimination. It is important for Academic Senate to look at itself, as an internal faculty body, and analyze its written norms and rules. Also each of the Academic Senate sub-committee operating procedures also need to be looked at to ensure the committee addresses all students and COC employees of color. There is also concern with overburdening African American/Black colleagues with the position of fixing the college in terms of racial barriers. There may be a possibility of secondary reviews from outside entities due to the lack of diversity as a whole on campus.
- COCFA Anti-racism efforts: The COCFA is also planning to take on this effort and will be looking at its own faculty contract.
- Curriculum Committee Anti-racism efforts: The Curriculum committee will be helping to guide faculty through a thoughtful and reflective process of evaluation of their own curriculum through these lenses as well.
- This is intended to be long term process as there needs to be a matter of trust built from the institution to all minority colleagues.

2. Revisiting the Purpose of the Executive Committee

- Alignment with Ex. Comm. Members
 - The Senate Executive Committee exist due to the Academic Senate Bylaws. However, the Bylaws need to be revisited to determine the functionality of the group. The Executive Committee has been functioning under the impression that is it supposed to be serving the larger Senate. It is supposed to be serving as an Executive Committee that is a sub-unit of the Senate advisors to the President on matters of the agenda. The second part of its purpose has been to support the

subcommittees of the Senate. In review of the committee composition, there are six people on this committee that are members of the Senate and attend the Senate meetings and there are about 12 members who are not. Unlike other Senate subcommittees which can have membership from those who are not part of the Senate, the Senate Executive committee is unique in that it is supposed to advise the leadership and support the Senate with intimate knowledge of the bi-monthly meetings of the Senate. In reality, and practically speaking, it is the Senate Officers (President, Vice President, Policy Review Committee Chair and Curriculum Chair) that regularly meet to set the agenda. The Bylaws provide a broad enough mission statement for the Ex. Comm to also advise the President on agenda matters. But, it is not really practical given the disconnect between so many of those sitting on Ex. Comm. that do not regularly attend (and are not required to attend) Senate meetings. At some point the Senate leadership has to have some coordinating ability to connect with all of its subcommittees to support them. This should likely be the best use of Ex. Comm. There is a possibility of adding more language to the Senate Executive composition in the Bylaws to help redefine its purpose and mission. It could be renamed to properly align it with a better function of the group, and that is sub-committee coordination, and Senate leadership support of those committees.

- Resolutions?
 - The Bylaws currently state that resolutions have to come to this group before they go to the full Senate. This language needs to be looked at again. If 2/3rd of the group do not sit on Senate and they are not hearing back once things go to the Senate and what that feedback was on the resolution then there is a disconnect between this group.
 - There are going to be a series of joint resolutions regarding racism proposed. The Constitution and Bylaws committee will look at adding more language regarding resolutions. There was an idea proposed to tweak the language of the Bylaws to exempt resolutions that are brought forth by an outside group or 3rd party committee as opposed to those brought by Academic Senate senators.
- Member suggestions and need?
 - There are other committees such as MQ&E who could use the support of this group when addressing MQ issues with HR. Others feel it is important to have a place where all committee chairs can come together and learn from respective committees and the impact that might have on senate business. Because of this, Ex. Comm. membership

might be formally expanded to include more sub-committee chairs.

- Committee Chair Reports: Committee Chair Reports have been moved to the end of the Academic Senate agendas. The agendas will be formatted as follows, action, discussion and then reports. Discussion items will also be prioritized for Senate so that those leading discussion who are not members of Senate can have their discussion go first. There will also be the options for chairs to present reports in written, in-person or video format. A committee chair report template form will be put together to provide guidance for chairs. The form will be brought back at a future Senate Executive Committee meeting for discussion and then for possible adoption.
- Membership Problems
 - It is a misnomer to refer to this group as an Executive Committee when this implies a degree of leadership over the Senate's agenda and operation that isn't actually consistent with what is happening. It is important to ensure internal procedures are being followed.
 - There was suggestion to possibly have this committee be a working group with break out rooms where other chairs can meet and discuss items. Another suggestion is to make sure new committee chairs are trained on the Brown Act. During a report questions can be clarified but it there was a reminder that reports are not discussion items and discussion items are not reports.
- 3. Establishment of meeting regularity? Dates/Times?
 - The committee agreed to continue to meet once a month. A doodle poll will be sent out to the entire group to establish the best meeting times for fall.
- 4. Future Business?

E. Adjournment: 11:30am.

Template for Committee & Faculty Reports to the Academic Senate

Note: Academic Senate reports may be presented in person, virtually (such as via zoom), written or in video format.

Reports should contain, at the minimum, the following information:

A. Committee & Committee Chair Name and Meeting Times/Location

B. Committee Membership Composition List

C. Time Stamp on Report

D. Committee background/purpose objectives or goals

Provide committee background on what is the purpose, objective or goal of the committee. Why was the committee formed? What does the committee seek to accomplish and where does it live in the campus governing structure?

E. A summary of what the committee has worked on, worked toward and accomplished since its last annual report to the Senate, and over the course of the last academic year.

F. Committee main objectives, goals or projects for the current semester and academic year

Provide a summary of what are some of the main objectives, goals or projects the committee is focusing on for the semester. What are the committee priorities?

G. Describe any challenges the committee has faced.

H. Do you need the Academic Senate, its Executive Committee, the Office of Instruction or any other campus group to provide resource support to your committee for any upcoming initiatives or matters?

I. Upcoming Senate Agenda Items or New Future Senate business from this Committee?