



COLLEGE OF THE CANYONS  
ACADEMIC SENATE  
EXECUTIVE COMMITTEE MEETING

**May 20, 2021**

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

**SUMMARY**

Attendees: Alisha Kaminsky, Nicole Faudree, David Andrus, Dr. Claudia Acosta, Dustin Silva, Garrett Rieck, Gary Quire, Jason Burgdorfer, Julie Johnson, Lisa Hooper, Marilyn Jimenez, Miriam Golbert, Robert Wonser, Sarah Etheridge, Teresa Ciardi & *Lisa Hooper proxy for Gary Collis.*

**A. Routine Matters**

1. Call to order: 11:05am
2. Public Comment: none
3. Approval of the Agenda: Motion to approve the agenda by Nicole Faudree, seconded by Miriam Golbert. Votes Collected using the Zoom Participants Window. One Proxy vote from Lisa Hooper for Gary Collis. Approved.

**B. Reports:**

1. Chair Update

- **Brown Act:** There was a reminder that the Brown Act is intended to create transparency with public meetings. There may be a need for a local extension of the emergency order as there is concern that if Senate and subcommittees are forced to return to campus that quorum may not be established at times. If the state of emergency is lifted and there are no other Brown Act orders people will still be able to participate in meetings via zoom. However, Senate members will have to have their addresses published in order for them to be available to the public.
- **Senate Exec Committee Purpose:** The purpose of the Executive Committee has been evolving. There is a proposal to formalize the officers of the Senate as the Executive Cabinet. This includes Lisa Hooper, (Chair Curriculum Committee), Gary Collis (Chair, Policy Committee), Academic Senate Vice President and President. These officers meet weekly and advise the President. The members of the Senate Executive Committee also advise the President. Another primary functions of the committee is to allow collaboration and serve as a communication loop. There is a need for the committee to meet and consult as some of these areas are required by the Constitution and By-Laws.
- **Convocation & Collegial Consultation:** Dr. Torres has reached out to David regarding Convocation and Collegial Consultation. There is some discussion regarding should this be virtual or on campus? The proposal is similar to the

retirement banquet. Adjustments will be made based on safety protocols. What should convocation focus on? Discussion will continue over the summer. The Executive Committee should develop as this is an instructional based convocation and make this event meaningful. Any ideas can be emailed to David.

- **Constitution & By-Laws Committee Update:** Rebecca Shepherd Chair of the Constitution & By-Laws Committee will not be available to share an update regarding the Committee and where they are with revising the Academic Senate Constitution and By-laws. There will be a proposal coming soon from the Constitution and By-Laws committee to increase or rename some of the recently created officers. For example, the Communications Officer (who would oversee the development of the newsletter and an ASCCC Liaison (who could do outreach for the Senate).
- **Committee on Committees:** This committee is meant to find more efficiency and identify overlap of committee functions. All committee chairs were interviewed by a consultant who was hired as a way to make the campus life of committees more efficient. Whether its AB1725 or Collective Bargaining Agreements, nothing gets done on campus without a work group. There is overlap with the Senate Executive, Program Viability, Curriculum and Academic Staffing. The idea of eliminating many of the committees may not be possible.
- **Return to Campus Coalition (R2CC):** There has not been much discussion at the Academic Senate regarding R2CC due to many of these discussions relating to work place conditions. The R2CC has heard from Dr. Torres and David Andrus as it relates to the instruction plan of returning to campus. This is more largely discussed with IAC and department chairs as they are who create their scheduling, staffing and instructional plans. There was some discussion regarding CAL OSHA recommendation for returning to the workplace with no social distancing, and no mask if you are vaccinated. There was also some discussion regarding the pros and cons to mandating vaccines. The District is NOT interested in mandating vaccines. However, this will create two groups of people: those vaccinated and those that are not. There are some people who cannot get vaccinated and there are others who do not believe in vaccines. CAL OSHA and the CA Dept. of Public Health are looking to adopt a new health mandate. If anyone is vaccinated they can be inside a room with no social distancing. What will this mean for teaching during the fall semester? The recent retirement celebration also required proof of vaccine. There is concern that if there is not a mandate requiring all students to be vaccinated that this will discourage students from coming to campus. Many students have the same concerns as other faculty in that they do not want to return to the classroom if they don't know who has been vaccinated.
- **FLEX week Partially on Campus in the fall:** There are plans to host FLEX week partially on campus in fall 2021. FPDC has been asked to host some of the workshops on campus in hybrid format. Teresa Ciardi suggested to send out a 1 question survey to all faculty to see if faculty would prefer to have FALL FLEX on

campus, zoom or in a hybrid format? It is also important to determine if presenters want to present on campus or via zoom?

- **LEAP:** Faculty who are serving on LEAP were invited to attend LEAP meetings on campus. The district has asked faculty to submit a copy of their vaccination record if on campus. Faculty can also continue to attend virtually.
- **Vaccination cards for offsite locations:** There are many off site locations where classes are being held. There was a question regarding who makes the decision regarding whether or not vaccination cards are required at offsite locations, is this COC or the offsite partner? There is concern with older adult facilities. COCFA President Nicole Faudree will follow up on this question.
- **Academic Senate Special Celebration Meeting June 3, 2021-** There is a special celebration meeting to recognize tenured and retiree faculty. This meeting is not part of the meeting adopted last year. There is no in person commencement and there is no other way to honor faculty. This process was started by past President, Rebecca Eikey. Once we are out of the pandemic the idea is to revert back to the old process where during a business meeting a senator could nominate a retiree for Emeriti status. The idea is to also host, outside of this business meeting, a larger celebration for Emeriti faculty. Many years ago there used to be a collegial celebration put on by the Senate. It is now being run by the District. This celebration not only recognized Emeriti status but also faculty accomplishments. COCFA also host an off campus celebration. There was an idea proposed to also invite those who retired last year so they can also be recognized.

#### C. Action:

1. Adoption of March 11, 2021 Ex. Comm. Summary (pg. 2-5)
  - Motion to adopt by Lisa Hooper, seconded by Gary Quire. *Lisa Hooper proxy for Gary Collis*, yes vote. Unanimous. Approved.

#### D. Discussion

1. [ASCCC Leadership Conference](#) (June 16-18, 2021)
  - There are several ideas being proposed such as having the new Communications Office chair the Senate Executive Committee. This can help faculty develop their leadership skills and be more involved in various roles. There are funds available to send faculty to the ASCCC Leadership Conference. If any faculty have any ideas for professional development they can reach out to David. Anyone interested in attending can contact David and Marilyn.
2. Fall 2021 Committee Membership Appointments and Intranet Committee Updates
  - Faculty appointments to committee need to be reappointed annually. This requires updating three separate list of committees and sending out various emails. David has asked all Committee Chairs to follow up with their committee members to confirm who is interested in continuing to serve and report back to David and Marilyn. It would be appreciated to customarily build this follow up

process into committee chair duties. Many of the collegial consultation committees do not have a faculty chair. It would also be recommended to have committee chairs reach out to school senators for assistance with finding new faculty committee membership. School Senators can also be of service in the process by passing the word to their Schools/Divisions. There was also some previous discussion regarding approving committee work as FLEX, however this was never approved. If anyone has been regularly attending meetings but they have not been officially appointed David can confirm their membership and appoint them. The intranet has a committee directory. There was a request to have all committee chairs update their membership and information on this page. If there is a change in chair then the new chair will need to be notified. Chairs will be sent a link to the committee membership list so that chairs can confirm their membership.

3. Committee Surveys Update

- Academic Senate conducted its own survey. The results will be discussed during the upcoming fall 2021 Senate Retreat. If a chair has not surveyed their committee they can reach out to Daylene or Alisha in IRD. Chairs should have an internal dialogue regarding the survey results. If committees are struggling for any reason, then those areas could be addressed by the Senate Executive Committee. It was suggested to allow each chair to determine what information they'd like to bring back to the group that could benefit others.

4. Academic Senate Release Time

- The Release Time memo was shared. The Academic Senate By-laws require the Senate Executive Committee to be consulted on the distribution of 350% release time that is allotted to the Senate. There has been a request by Teresa Ciardi chair of the FPDC for 20% release time as this is the only committee that has not been allotted release time. There will also continue to be 20% release time allotted to the Curriculum Committee Articulation officer, Julie Hovden. There is some discussion that the District should compensate release time for the Articulation officer and not the Senate. If the District can provide 20% release time then this can be instead allocated for Teresa's position. The other option would be change the amount of other positions to free up 20%. The Senate president will continue to be allocated 100% of reassign time. A correction will be made to this document to list Gary Quire as CTE Liaison and remove Regina Blasberg. The final memo will be reported at the next Senate meeting.

5. Committee Needs? Future Business?

**E. Unfinished Business**

1. Local Recognition Awards and Processes.

**F. Announcements**

1. [ASCCC Leadership Conference](#) (June 16-18, 2021)
2. Fall Meeting Dates TBD – Likely Thursdays 11am to Noon.

**G. Adjournment:** 12:04 pm