



COLLEGE OF THE CANYONS ACADEMIC SENATE EXECUTIVE SENATE MEETING

September 6, 2018 1:00 p.m. to 2:00 p.m. BONH 330

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. No action will be taken. Speakers are limited to three minutes.

3. Approval of the Agenda

B. Reports

1. President's Report
 - [Request for an item Agenda document](#)
2. Committee Chairs Report (Faculty Chairs of the Academic Senate Committee and/or Collegial Consultation committee have an opportunity to report)

C. Action

1. Creation of a Calendar for Committee report (pg. 2-3)

D. Discussion

1. [Constitution](#) & [By Laws](#)
2. Academic Senate for California Community Colleges (ASCCC) delegate for College of the Canyons
3. Selection of Senate Parliamentarian
4. Job Descriptions for Career Education & Guided Pathways liaisons (pg. 4-5)
5. Priorities for the Senate in the upcoming year

Calendar for Committee Chair Reports

SENATE MEETING DATE FALL SEMESTER	COMMITTEE REPORTING?	SENATE MEETING DATE SPRING SEMESTER	COMMITTEE REPORTING?
September 13		February 7	
September 27		February 21	
October 11		March 7	
October 18		March 21	
October 27		April 11	
November 8		April 25	
December 6		May 9	
		May 23	

STANDING COMMITTEES OF THE ACADEMIC SENATE

Curriculum Committee
 Academic Staffing Committee
 Career Education Committee
 Center for Excellence in Teaching and Learning Steering Committee
 Civic Engagement Steering Committee
 CASL/Academic Program Review
 Elections Committee
 Faculty Professional Development
 Honors Steering Committee
 Minimum Qualifications & Equivalencies Committee
 Policy Review Committee
 Program Viability Committee
 Scholarly Presentation Committee

Request for an Item to be place on Agenda Form and supplemental materials due the Friday before the Monday of the week of the actual Senate Meeting.

Agenda Item Submission Calendar

Meeting Dates	Agenda Items Due	Agenda Posted
September 13	September 7	September 10
September 27	September 21	September 24
October 11	October 5	October 8
October 25	October 19	October 22
November 8	November 2	November 5
December 6	November 30	December 3
February 14	February 8	February 11
February 28	February 22	February 25
March 14	March 8	March 11
March 28	March 22	March 25
April 11	April 5	April 8
April 25	April 19	April 22
May 09	May 3	May 6
May 23	May 17	May 20

DRAFT

Career Education Liaison Position (1) – Two-Year Position, starting Fall 2018

Reassigned Time: 40 % or 6 TLUs per semester.

Background:

The Academic Senate for California Community College is actively seeking to build a stronger CTE faculty voice in response to the 2015 Board of Governors Task Force on Workforce, Job Creation, and a Strong Economy recommendations. During the 2015 Spring Plenary, the statewide Senate body approved Resolution 17.02 S15 establishing the CTE Faculty Liaison position.

The CE Liaison serves as the voice of CTE faculty within the college and to broader audiences such as regional and state.

Responsibilities include:

- Update and engage the local academic senate on statewide matters related to career education by signing up for ASCCC CTE Liaison listserv and attending statewide and regional career education events;
- Work with the Academic Senate to maintain a list of CTE Faculty and support dialog about upcoming changes related to the Doing What Matters/Strong Workforce efforts with the purpose of creating a group of CTE faculty advocates;
- Facilitate local and regional CTE discussions by Chair the Career Education Committee, standing committee under the Academic Senate, and participating in the South Central Coast Regional Consortia meetings;
- Participate in committees that are supporting the work of Strong Workforce/Doing What Matters;
- Communicate with other CTE Liaisons within the region;
- Attend local senate meetings and report as needed about statewide issues of concern in CTE;
- Identify CTE issues of concern locally or regionally;
- Communicate opportunities for CTE faculty to participate in CTE related statewide initiatives, workgroups, committees and taskforces to ensure that CTE interests are represented;
- Communicate the Board of Governors Task Force on Workforce, Job Creation, and a Strong Economy recommendations and participate in conversations to implement system-wide policies and practices that may significantly affect career technical education programs;
- Act as the lead along with the Chief Instructional Officer and the Career Education Dean to support dialog about upcoming changes related to the Doing What Matters/Strong Workforce efforts;
- Serve as the project manager with support from the CIO and Career Education Dean on CTE marketing efforts and enrollment management strategies;

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Guided Pathways Liaison Positions (2) – Fall 2018 and Spring 2019

One position – Student Services, One position – Academic Affairs/Instruction

Reassigned Time: 40 % or x TLUs per semester for each faculty member.

Background:

“The Academic Senate for California Community Colleges (ASCCC) is actively seeking local academic senate liaisons to facilitate the inclusion of faculty voice in the implementation of the Guided Pathways Award Program outlined in the Governor’s 2017- 2018 California state budget with a one-time allocation of \$150 million. The Chancellor’s Office and the Board of Governors are responsible for statewide implementation of this program for colleges that includes “organizing students’ academic choices in a way that promotes better course-taking decisions,” as well as creating the necessary “framework for colleges to better organize existing student support programs and strategically use existing funding to support student success.”¹ Thus, it is imperative that local senates within California community colleges are prepared to address the impacts of this transformational effort that requires engaging in deliberative conversations and creating collaboration with faculty, students, staff, and administrators, as colleges consider adopting a Guided Pathways framework.”

The CCCCO Guided Pathways Work Plan

Responsibilities include:

- Update and engage the local academic senate on statewide matters related to guided pathways by signing up for ASCCC Guided Pathways Liaison listserv and attending statewide guided pathways events;
- Communicate opportunities for faculty to participate through the ASCCC in statewide workgroups, committees and taskforces in relation to Guided Pathways;
- Serve as a conduit between the local faculty and the ASCCC Guided Pathways Taskforce representatives and identify local issues of particular concern around a Guided Pathway approach and convey those to the ASCCC Guided Pathways Task Force;
- Consult with the senate leaders to create a mechanism for the most effective communication with faculty at the local campus about issues of common concern and/or support for Guided Pathways;
- Monitor local and regional Guided Pathways discussions and act as a resource for local inquiries;
- Communicate with the local senate and campus faculty regarding guided pathways efforts and implementation relevant to College of the Canyons;
- Participate in committees that are supporting the work of Guided Pathways/Canyons Completes, including but not limited to the Institutional Effectiveness and Inclusive Excellence (IE)² committee, and related workgroups, Committee for Assessing Student Learning, and California Guided Pathways Project Steering Committee;
- Act as the lead, along with the Associate Vice Presidents of Institutional Research, Planning and Institutional Effectiveness (IRPIE) and Student Services, for the meta-majors and mapping (IE)² workgroup.
- Support the development of the Student Success Teams;
- Support department chairs, faculty, and deans in crafting program map elements in alignment with meta-majors;
- Participate in the Guided Pathways meetings as necessary; this may include the Steering Committee, Institute Meetings, Institutional Effectiveness Partnership Initiative (IEPI) trainings, ad-hoc meetings.
- Travel may be necessary for off campus meetings, trainings, and institutes.
- Recommend professional development opportunities that supports guided pathways.