



# College of the Canyons Academic Senate

September 13, 2018  
3:00 p.m. to 4:50 p.m. BONH 330

## AGENDA

**Notification:** *The meetings are audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by 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 Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.*
3. Approval of the Agenda
4. Committee Appointments
  - Academic Senate Subcommittees (pg. 3-6)
  - Other College Committees (pg. 6-7)
  - Collegial Consultation Committees (pg.8-11)
  - [Tenure Committees](#)
  - Academic Freedom Committee (*ad hoc*): Gary Collis, Chair, Wendy Brill, David Andrus
5. Approval of the Consent Calendar

Academic Senate Summary, May 24, 2018 (pg. 12-19) and Academic Senate Retreat Summary August 23, 2018 (pg. 20-23)	Curriculum Committee Summary, September 6, 2018 (pg. 24-31)
<a href="#">Updated Seniority list</a> <a href="#">Education Administrator Retreat Rights list</a>	Professional Development Summaries for March 25; April 30 and May 21, 2018 (pg. 32-36 )
Summary Academic Senate Executive Committee Meeting, September 6, 2018 (pg. 37-39)	Election Results: MSHP School Senator: Sab Matsumoto
Department Chairs: <ul style="list-style-type: none"> <li>• Wendy Brill, Photography</li> <li>• <a href="#">Gary Peterson</a> &amp; Guido Santi, Cinema Co-Chairs</li> <li>• <a href="#">Garret Hooper</a>, &amp; Diane Solomon, Counseling Co-Chairs</li> <li>• <a href="#">Heidi McMahan</a> &amp; Consuelo Beecher, Chemistry Co-Chairs</li> <li>• <a href="#">Jason Burgdorfer</a>, Mary Bates &amp; Teresa Ciardi, ESS Chairs</li> <li>• <a href="#">Chris Boltz</a>, &amp; Susan Hinshaw, Theater Co-Chairs.<sup>i</sup></li> </ul>	

### B. Reports (time limit 7 minutes each)

*These are informational items no discussion or action will be taken. However, clarification questions are welcomed.*

1. President’s Report, Rebecca Eikey
2. Curriculum Report, Lisa Hooper
3. CIO Report , Dr. Jerry Buckley

<sup>i</sup> Note: Article 12, Section K, subsection 5B “Department chairs may choose to allocate their re-assigned time to department unit member who agree to take on a portion of Department chair responsibilities....One chair of record will remain for department communication and signature on district forms.” The names underlined are unidentified as the one chair of record.

- CASL/Program Review committee reports, Jason Burgdorfer, Sab Matsumoto & Nicole Faudree

**C. Action Items**

*Below are a list of items that the Senate will take action on. Discussion is welcomed by all attendees.*

- Selection of parliamentarian for the Academic Senate (term, 2018-2020)
- Selection of ASCCC delegate for College of the Canyons (term, 2018-2020)
- Joint Collaborative Consultation Understanding (JCCU), Rebecca Eikey (pg. 46-48)
- Discipline Assignments for New Fulltime Faculty: (pg. 40-45)

Sara Breshears, Library Science
Adam Kaminsky, Communications Studies
Shaunasey Lane, Nursing
Kristi Miura, Nursing
Jeremy Patrich, Geography
Jennifer Thompson, Library Science

**D. Discussion (time limit 10 minutes each)**

*Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.*

- College Planning Team Revised Strategic Goals, Barry Gribbons (pg.49-53 )
- AB 288 Dual Enrollment, Jerry Buckley & Jasmine Ruys (pg. 54)
- Resolution in Support of Resources for the Academic Senate, Rebecca Eikey (pg. 55)

**E. Unfinished Business**

*Below is a list of items that can be discussed for a future date.*

- Program Viability (BP/AP 4021)
- Advisory Boards based on Industry Clusters, Advisory Committee Taskforce
- Ad Hoc Committee Update – OEI Rubrics, Anne Marenco & Educational Technology Committee

**F. New Future Business**

*Request to place an item for a future agenda is welcomed. Below is a list of topics that will be discussed at a future business date.*

- TOP Code Alignment Project Update (Harriet Happel)
- CWEE Courses & Work Based Learning (Ad Hoc Subcommittee & Harriet Happel)

**G. In Committee**

*Here is a list of policies that the Policy Review Committee is working on in the event someone would like to attend. Please contact [David Andrus](#) if you would like to be informed when one of the specific items below will be discussed in committee. Policy Review meets every Thursday from 2:00 – 3:00 pm in BONH 330*

AP 4023- Academic Departments
BP & AP - 4030 Academic Freedom
BP & AP 7120 – Recruitment and Selection
Student Conduct (Phase 2 – BPs 5529, 5530 & 5531)

**H. Announcements**

- Next Academic Senate Meeting, September 27, 2018
- Open Faculty meetings to discuss Academic Calendar: September 11, 2018, 9-10am; September 12, 2018, 8-9am; September 13, 2018, 10-11am; September 17, 2018, 1-2pm; September 24, 2018, 3-4pm. All meeting location BONH-330 except for September 24<sup>th</sup> which is MENH-342

**I. Adjournment**

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 Affairs Office at College of the Canyons at least 48-hours before the scheduled meeting

**Committee Appointments:**

**1. Academic Senate Sub-Committee Faculty Appointments**

<b>Senate Sub-Committee</b>	<b>Faculty Appointments*</b>
Academic Staffing Committee	Miriam Golbert, Chair Jennifer Thompson, Learning Resources Erik Altenbernd, SBS Eric Arnold, Applied Technology Alan Strozer, Business John Wissmath, PE & Athletics Chris Ferguson, MSHP Diane Solomon, Student Services/Counseling VACANT, VAPA VACANT, Humanities
CASL/Program Review	Nicole Faudree, CASL Co-Chair Sab Matsumoto, CASL Co-Chair Erin Delaney, CASL Co-Chair Jason Burgdorfer, Program Review Chair VACANT, Program Review Co-Chair Erika Torgeson, Student Services Tara Williams, MSHP Gary Quire, Business Ron Karlin, Learning Resources Anne Marengo, SBS Howard Fisher, K&PE Christina Iskander, Humanities Dilek Sanver-Wang, MSHP Jeff Baker, VAPA Kelly Burke, MSHP Justin Lundin, K&PE Brittany Applen, ePortfolio Faculty Coordinator Alexa Dimakos, ePortfolio Faculty Coordinator VACANT, Applied Tech VACANT, Humanities VACANT, Adjunct
Career Education Committee	Regina Blasberg, Chair Lee Hilliard, Applied Tech Tina Waller, MSHP Nicole Faudree, Business Eric Arnold, Applied Tech Wendy Brill, VAPA Mark Daybell, VAPA Shannon Doronio, VAPA Rachael Houghton, MSHP Jeff Baker, VAPA Cindy Schwanke, Business Tim Baber, Applied Tech Larry Alvarez, MSHP Gary Quire, Business Garrett Rieck, Non-credit Wendy Ruiz, SBS
CETL	Ron Dreiling, Co-Chair Brent Riffel, Co-Chair

	<p>Mehgen Andrade, SBS  Kelly Burke, MSHP  Kelly Cude, MSHP  Deanna Davis, Humanities  Michelle LaBrie, SBS  Victoria Leonard, SBS  Tammy Mahan, SBS</p>
Civic Engagement	<p>Jessica Edmond, ESL (New Faculty Co-Chair)  Patty Robinson, Faculty Co-Chair  Lisa Malley, SBS  Sara Etheridge Criswell, SBS  Katie Coleman, SBS  Bianca Philippi, Adjunct  Ali Naddafpour, Business  Kevin Anthony, Business  VACANT, Humanities  Victoria Leonard, SBS  Kimberly Bonfigliio, Adjunct  Linda Beauregard-Vasquez, Adjunct Faculty  Silva Faust, Adjunct Faculty  Tim Fontenette, Adjunct Faculty  Pandra Hawkins, Adjunct Faculty  Siane Holland, Adjunct Faculty  Amanda Keating, Adjunct Faculty  Angela Kirwin, Adjunct Faculty  Majid Mosleh, SBS  Shana Williams, Adjunct Faculty</p>
Curriculum Committee– updates in italics.	<p>Lisa Hooper, Committee Chair  Mary Bates, MSHP  Erin Barnthouse, Learning Resources  <i>David Brill, Visual Arts &amp; Performing Arts</i>  Tricia George, School of Humanities  Lee Hilliard, Applied Technologies  Lori Young, Business  Julie Hovden, Articulation/Counseling  Rhonda Hyatt, Kinesiology/PE/Athletics  <i>Garrett Rieck, School of Non-credit &amp; Continuing Education</i>  Susan Ling, At Large  Sab Matsumoto, At Large  Anne Marengo, Social &amp; Behavioral Sciences  <i>Jeremy Patrich –Substitute for Cindy Stephens who is on Sabbatical for Fall 2018, At Large</i>  Carly Perl, Adjunct</p>
Elections Committee	<p>Dustin Silva, MSHP, Chair  Colette Gibson, MSPH  Jennifer Hauss, Humanities</p>
Faculty Professional Development	<p>Teresa Ciardi, Chair  Mehgen Andrade, Chair  Nicole Faudree, Chair  Brandon Hilst, MSHP</p>

	<p>Gary Collis, Business  Chris Cota, K&amp;PE (FALL)  Ted Iacenda, (SPRING)  Sab Matsumoto, MSHP  Wendy Ruiz, SBS  Ruth Rassool, Adjunct  Mike Harutuian, Humanities  Susan Ling, Counseling  Gregory Shrout, SBS  Sarah Burns, Adjunct  Heidi Williams, Adjunct  Sandy Carrol, MSHP  Brandon Hilst, MSHP  KC Manji, VAPA  Abram Antler, Adjunct  Phil Gussin, SBS  Lee Hilliard, Applied Technology  Alexa Dimakos, Humanities  Christian Beam, Adjunct -History  Sara Breshears, Library</p>
Honors Steering Committee	<p>Miriam Golbert, Chair  Claudia Acosta, Humanities  Caitlin Newcomer, Humanities  Mary Powell, Humanities  Patricia Foley, MSHP  Patricia Garcia, Counseling  April Reardon, Counseling</p>
Minimum Qualification & Equivalencies Committee	<p>Aivee Ortega, Chair  VACANT, Co-Chair  Pamela Brogdon-Wynne, Counseling  James Gilmore, MSHP  Sylvia Duncan, MSHP  Lee Hilliard, Applied Tech  Mary Powell, Humanities  Pamela Williams-Paez, SBS  Boo Su, Business  VACANT, VAPA  VACANT, K/PE</p>
Continuing Education/Noncredit Committee	<p>Wendy Brill-Wynkoop, Chair  Claudia Acosta  Brittany Applen  Eric Arnold  Regina Blasberg  Erin Delaney  Rebecca Eikey  Lisa Hooper  Susan Ling  Heather Maclean  Ali Naddafpour  Garrett Rieck</p>
Policy Review Committee	<p>David Andrus, Chair  Lisa Hooper, Curriculum Committee Chair</p>

	Rebecca Shepherd, SBS Lori Marie Rios, VAPA Michael McCaffrey, VAPA Gary Collis, Business Wendy Brill-Wyncoop, VAPA Garrett Hooper, Counseling
Program Viability Committee	Rebecca Eikey, Chair Chris Boltz, CTE discipline Rep Wendy Brill-Wyncoop, COCFA Rep Leora Gabay, AFT Rep David Andrus, Transfer discipline Rep Jason Burgdorfer, Program Review Rep Lisa Hooper, Curriculum Committee Chair Albert Loaiza, Counseling Rep
Scholarly Presentation Committee	Sarah Etheridge, Chair Katie Coleman, SBS Kelly Cude, MSHP Nicole Faudree, Business Pamela Williams-Paez, SBS Mary Bates, MSHP Victoria Leonard, SBS Miriam Golbert, MSHP

**\*Committee Chairs were appointed and approved by Academic Senate on 5/26/18**

## 2. Other College Committees

<b>Committee</b>	<b>Committee Appointments</b>
Academic Standards	Liz Shaker, Counseling Samuel Otto, ESL Heidi McMahon, Chemistry
Body, Mind & Wellness	Rhonda Hyatt, K&PE
Bookstore	Teresa Ciardi, ESS
Calendar Committee	Michael Sherry, Mathematics Jason Burgdorfer, ESS
Celebrating the Humanities	Adam Kaiserman, English
Commencement	Michael Dermody, History Rebecca Eikey, Chemistry
EEO Advisory Committee	Jane Feuerhelm, DSPS/counseling Pamela Brogdon-Wynn, EOPS/Counseling Pamela Williams-Paez, Sociology Ali Naddafpour, Business Mercedes McDonald, Art Luciano Cruz, Sociology
Educational Travel Advisory	Claudia Acosta, co-Chair Pierre Etienne, Modern Languages Angela Harris, Counseling Miriam Golbert, Biology Heather Maclean, ESL Anh Nguyen, Nursing
Friday Night at the Screening	Gary Petersen, Cinema

Grade Review	Michelle LaBrie, Psychology John Varga, History
Interdisciplinary Committee	Brittany Applen, ASL Juan Buriel, English David Michaels, Physics Heidi McMahon, Chemistry Ricardo Rosales, Biology Patricia Foley, Chemistry Sab Matsumoto, Mathematics
Management Advisory Council	Pamela Brogdon-Wynne, EOPS/Counseling Jane Feuerhelm, DSPS/Counseling
Makerspace	Teresa Ciardi, ESS Jason Oliver, Architecture/Interior Design Jim Wolf, Biology David Martinez, Engineering
Parking Committee	David Michaels, Physics Consuelo Beecher, Chemistry John Wismath, Athletics
Student Conduct Committee	Michelle LaBrie, Psychology Larry Alvarez, Administrative Justice Albert Loaiza, Counseling
Scholarship Committee	Erin Barnthouse, Library Science Mary Bates, ESS Mariana Branda, Sociology Kerry Brown, Counseling Adina Carrillo, Nursing Mary Corbett, Nursing Jennifer Hauss, English Brandon Hilst, Mathematics Keith Kawamoto, Fire Technology Michelle LaBrie, Psychology Michael McCaffrey, Art Ali Naddafpour, Business Tammera Rice, Communication Studies Lorie Marie Rios, Music Diane Solomon, Counseling Erika Torgeson, Counseling Anh Vo, Nursing Laruen Yeh, Counseling/DSPS
Student Art Collection Committee	Rebecca Edwards, Art Juan Buriel, English
Sustainable Development Committee	Jason Oliver, Co-Chair Jeannie Chari, Biology Consuelo Beecher, Chemistry Marco Llaguno, Philosophy Holly Hitt-Zuniga, Interior Design

### 3. Collegial Consultation Committees

<b>Committee</b>	<b>Faculty Appointments</b>
Accreditation Taskforce	Nicole Faudree, Paralegal Studies Rebecca Eikey, Chemistry Michael Dermody, History Cindy Stephens, ECE (On Sabbatical in the Fall) Wendy Brill, Photography
Advocacy Team	Stephen Branch, History Wendy Brill-Wynkoop, Photography John Varga, History Rebecca Eikey, Chemistry
Chancellor's Task Force on Workforce Development	Regina Blasberg, Applied Technologies
College Planning Team (CPT)	Claudia Acosta, Faculty Chair, Humanities Rebecca Eikey, MSHP Jason Burgdorfer, MSHP Teresa Ciardi, MSHP Wendy Brill, VAPA Pamela Brogdon Wynn, Student Development Cindy Stephens, SBS Justin Lundin, PE & Athletics Juan Buriel, English Tara Williams, MSHP VACANT, Counseling VACANT, Applied Technologies VACANT, Business VACANT, Student Services/Counseling VACANT, Learning Resources
College Policy Council	David Andrus, Political Science Rebecca Eikey, Chemistry Wendy Brill-Wynkoop, Photography Jane Feuerhelm, Counseling
Committees on Committees	Rebecca Eikey, Chemistry Teresa Ciardi, ESS Jason Burgdorfer, ESS Wendy Brill, VAPA Cindy Stephens, ECE Claudia Acosta, Modern Languages Nicole Faudree, SBS
Ed Tech Committee	Regina Blasberg, Engineering Technologies Mark Daybell, MEA Diane Sionko, Business Ambika Silva, Mathematics Robert Wonser, Sociology Julianne Johnson, History Sab Matsumoto, Mathematics Lauren Yeh, Counseling Samuel Bolanos, Computer Technology Anne Marengo, Sociology Amy Shennum, Nursing



Enrollment Management Committee	Rebecca Eikey, Chemistry Marlene Demerjian, Mathematics Deanna Riviera, Psychology Jason Burgdorfer, Geology Rebecca Edwards, Fine Arts Nicole Faudree, Paralegal Studies Singhi Rajan, Counseling Juan Buriel, English Sab Matsumoto, Mathematics Mike Hubbard, Mathematics Violeta-Kovavec-Nikolic, Mathematics	
Facilities Master Plan	Jeannie Chari, Biology Philip Marcellin, Kinesiology Jason Burgdorfer, ESS	
Institutional Effectiveness Inclusive Excellence (IE) <sup>2</sup>	<b>Faculty Member (full and part-time)</b>	<b>Participation Level</b>
	Alisha Kaminsky	Career Exploration (lead) and (IE) <sup>2</sup> Committee
	April Reardon	Peer Check-Ins and Career Exploration
	Heaven Warner	Peer Check-Ins and Equity-Minded Practitioners
	Nadia Monosov	Peer Check-Ins, Early Alert and (IE) <sup>2</sup> Committee
	Angela Harris	Peer Check-Ins workgroup
	Mary Angelino	Career Exploration
	Teresa Ciardi	Career Exploration and Equity-Minded Practitioners
	Ali Naddafour	Career Exploration, Noncredit and Equity-Minded Practitioners
	Jennifer Gudzah	Career Exploration
	Gary Quire	Career Exploration
	Brandon Harris	Career Exploration and Equity-Minded Practitioners
	Christina Chung	Career Exploration
	Jason Oliver	Career Exploration
	Liz Shaker	Career Exploration
	Tara Williams	Mapping & Meta-Majors (lead) and Early Alert
	Erika Torgeson	Mapping & Meta-Majors (lead) and (IE) <sup>2</sup> Committee
	Rebecca Eikey	(IE) <sup>2</sup> Committee and Faculty Committee Chair
	Vincent Devlahovich	Mapping & Meta-Majors
	Chase Dimock	Mapping & Meta-Majors
Albert Loaiza	Mapping & Meta-Majors, Equity-Minded Practitioners and (IE) <sup>2</sup> Committee	

Jason Burgdorfer	Mapping & Meta-Majors
Mary Bates	Mapping & Meta-Majors, Noncredit and Early Alert
Julie Hovden	Mapping & Meta-Majors
Ambika Silva	Mapping & Meta-Majors
Dustin Silva	Mapping & Meta-Majors and Early Alert
Anna Jane Almeda	Mapping & Meta-Majors and Early Alert
Miriam Golbert	Mapping & Meta-Majors
Sonny Requejo	Early Alert (lead)
Erin Delaney	Early Alert and (IE) <sup>2</sup> Committee
Aivee Ortega	Early Alert
Collette Gibson	Early Alert
Christine Iskander	Early Alert
Tammy Mahan	Early Alert
Julianne Johnson	Early Alert
Alexa Dimakos	Early Alert and (IE) <sup>2</sup> Committee
Jeremy Goodman	Early Alert and Equity-Minded Practitioners
Pamela Brogdon-Wynne	Equity-Minded Practitioners
Juan Buriel	Equity-Minded Practitioners
Sab Matsumoto	Equity-Minded Practitioners (IE) <sup>2</sup> Committee
Robert Wonsler	Equity-Minded Practitioners
Dora Lozano	Equity-Minded Practitioners
Hernan Ramirez	Equity-Minded Practitioners
Adam Kaminsky	Equity-Minded Practitioners
Majid Mosleh	Equity-Minded Practitioners
Patty Robinson	Equity-Minded Practitioners
Pamela Williams-Paez	Equity-Minded Practitioners
Katie Coleman	Equity-Minded Practitioners
Julie Keller	Equity-Minded Practitioners
Tammy Bathke	Equity-Minded Practitioners
Marco Llaguno	Equity-Minded Practitioners
Cindy Stephens	Equity-Minded Practitioners and (IE) <sup>2</sup> Committee
Wendy Brill-Wynkoop	Noncredit and (IE) <sup>2</sup> Committee
Kerry Brown	Noncredit and (IE) <sup>2</sup> Committee
Garrett Hooper	(IE) <sup>2</sup> Committee
Gohar Srapyan	Career Exploration and (IE) <sup>2</sup> Committee
Graciela Martinez	(IE) <sup>2</sup> Committee

	Jennifer Godzsak	(IE) <sup>2</sup> Committee
	Joe Gerda	(IE) <sup>2</sup> Committee
	Kelly Burke	(IE) <sup>2</sup> Committee
	Lisa Hooper	(IE) <sup>2</sup> Committee
	Svetlana Onthank	(IE) <sup>2</sup> Committee
President's Advisory Council-Budget (PAC-B)	Rebecca Eikey, co-Chair, MSHP Miriam Golbert, Biology Nicole Faudree, Business Jason Burgdorfer, MSHP Phylise Smith, VAPA	
Safety Committee	Tim Rorick, Nursing Pamela William-Paez, Sociology Keith Kawamoto, Fire Technology Dave Thrasher, Welding Heather Dotter, Nursing	
Technology Committee	Rick Howe, Faculty Chair, Psychology Jon Amador, MEA Brittany Applen, ASL Jeff Baker, MEA Dave Brill, MEA Marlene Demerjian, Mathematics James Gilmore, Mathematics Victor Jadaon, CAWT Adam Kempler, English Deanna Riveira, Psychology Ben Riveira, Computer Science Benjamine Riveira, Anh Vo, Counseling Boo Su, Economics Alan Strozer, CAWT Sab Matsumoto, MSHP Phylise Smith VAPA Diana Sionko, Business Kelly Aceves, Mathematics	

## Academic Senate Summary for May 24, 2018

<b>Voting Members</b>					
Senate President	Rebecca Eikey	X	SBS Senator	David Andrus <i>proxy for Rebecca Shepherd</i>	X
Vice President	Jason Burgdorfer	X	Business Senator	Gary Collis	X
Immediate Past President	VACANT	A	Learning Resources Senator	Erin Barnthouse <i>via WebEx</i>	A
Curriculum Chair	Lisa Hooper	X	At Large Senator	Erika Torgeson	X
Policy Review Chair	David Andrus	X	At Large Senator	Jennifer Paris	X
AT Senator	Regina Blasberg	X	At Large Senator	Deanna Riveira	X
MSHP Senators	Mary Bates	X	At Large Senator	David Brill	X
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Saburo Matsumoto	X
Student Services Senator	Garrett Hooper	X	At Large Senator	Benjamin Riveira	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	Nazanin Naraghi	X
Kinesiology/Athletics Senator	Philip Marcellin <i>via WebEx</i>	X	Adjunct Senator	Carly Perl	X
			Adjunct Senator	Aaron Silverman	X

Non-voting Members	
Dr. Buckley	X
Marilyn Jimenez	X
Dan Portello	A
Dr. Wilding	A
Devon Miller, ASG	A

Guests			
Leslie Carr	X	Denne Pescarmona	X
Dr. Diane Fiero	X	Ana Palmer <i>via WebEx</i>	X
Erik Reese	X	Alene Terzian <i>via WebEx</i>	X
Jasmine Ruys	X	Daylene Meuschke <i>via WebEx</i>	X

### A. Routine Matters

1. Call to order: 3:11 pm
2. Public Comment

*This portion of the meeting is reserved for persons desiring to address the Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.*

- Guest Erik Reese a Physics Instructor from Moorpark College was welcomed. He is currently the Secretary for the Academic Senate at Moorpark.
  - Wendy Brill asked for a request to advocate against the Performance Base Funding model. Signatures were requested for four letters to the four representatives.
3. Approval of the Agenda
    - President announced that once the Amendments to the Academic Senate Constitution is approved as Action, then the “pass the gavel” provision would be in place.
    - Motion to approve the agenda by David Andrus, seconded by Wendy Brill. Unanimous. Approved.
  4. Committee Appointments (pg. 3)
    - This information was listed as informational only.

5. Approval of the Consent Calendar: Motion to adopt the consent calendar by Wendy Brill, seconded by Mary Bates. Unanimous. Approved.
  - Academic Senate Summary, May 10, 2018 (pg. 4-9)
  - Program Viability Committee meetings, December 4, 2017, February 12, 2018, March 12, 2018, & May 14, 2018 (pg.10-15)
  - Center for Excellence in Teaching and Learning (CETL) committee summary, May 2018 (pg. 16)
  - Career Education Senate Committee Policy/Procedures, Regina Blasberg (pg. 22-25)
  - Curriculum Committee Summary, May 24, 2018 (pg. 17-21 ). Note the Curriculum Summary should include the following:
    - Curriculum Meeting call to order: 3:03pm
    - Motion to approve David Brill, seconded by Carly Perl.
    - Vote: Unanimous. Erin Barnthouse
    - Yay: Mary Bates, David Brill, Tricia George, Erika Torgeson (for Julie Hovden), Anne Marengo, Lori Young, Carly Perl, Garrett Hooper (for Susan Ling) & Saburo Matsumoto.
    - Absent: Lee Hilliard, Rhonda Hyatt, Cindy Stephens, Patrick Backes, Steve Erwin & Omar Torres.

**B. Reports (time limit 7 minutes each)**

*These are informational items no discussion or action will be taken. However, clarification questions are welcomed.*

5. President's Report, Rebecca Eikey
  - President thanked the Senators who will be ending their tenure on the Senate and presented the Senators, Mary Bates, Garrett Hooper and Erin Barnthouse with a Certificate of Appreciation.
  - Update on the Board of Trustees meeting: There are new fulltime faculty: Jennifer Thompson (new Librarian), Jeremy Goodman (Administrative Retreat to a Math faculty position), Shaunasey Lane (Nursing Instructor) & Kristi Miura, (Nursing Instructor). The Theater position is listed as to be determined.
  - President recognized the advocacy that the Senate has done in regards to the Resolutions in opposition to the Funding Formula and the Online College.
  - President gave thanks for all the work in the Policy Review Committee, there were a lot of policies on the Board Agenda.
  - President gave thanks to the Curriculum committee for all the hard work that they do.
  - College Planning Team update: There will be work groups meeting over the summer, one will be focusing on revising the Strategic Plan Goals and aligning with the system Strategic Vision Goals and our Guided Pathways principles and Canyons Completes. Faculty will be paid at an hourly rate and meeting three times this summer for up to six hours. The second work group is the Committee on Committees which will continue the work started at the Chairs Retreat in spring. President ask that if interested to let her know.

## 6. EEO Report, Diane Fiero

- The EEO report is a yearly report mechanism for funding and diversity efforts. An EEO plan which is updated every three years will be coming in the fall and goes into more depth on the recruitment process. This report looks at nine major areas, such as have an EEO plan that is current, and criteria for pre-hiring, hiring, and post hiring. The entire plan will be posted on the intranet. Each of these measures looks at board resolutions, policies, and an EEO plan. This past year the Board and Senate passed resolutions in support of DACA students. We are in the process of revising all of our hiring procedures, Dr. Diane Fiero will be presenting in the fall on all of the revised hiring procedures to the Senate for review but first it will go through the Policy Committee. Will be working with PIO to revise our background statement mentioning that we are a Hispanic Serving Institution, dedicated to Guided Pathways, and will include a breakdown of our demographics. This will be included in the classified job announcement but not the faculty job announcements. We are looking at better Unconscious Biased Training and have included a TED talk video for our orientation. Over the past years we have had over 133 diversity offerings for trainings, this is across the campus to help celebrate diversity. The entire list is in the report, Dr. Diane Fiero asked that if anyone has any ideas to please contact her. We were able to broaden our anti-harassment training to all employees going over 250 people to over 2,000 people, this included adjunct faculty, temporary staff and students. Appreciation for diversity is now in all employee group evaluations. There are several new programs such as Pathways, Administrative & Classified Professionals Institute and LEAP forward, a yearlong program. Two groups of 10 people were sent to the USC Center for the Urban Education Institute, one last fall mostly on faculty hiring. On June 4<sup>th</sup> and 5<sup>th</sup> we have a group of nine faculty and one administrator going to the next institute specific to Equitizing their Curriculum. The EEO plan will have all of the demographics data and how that data has changed for our hiring. All of this will be coming to the Senate in the fall.

## 7. Policy Report, David Andrus

- There were two handouts shared, the “2017/18 Committee Report and Summary to the full academic Senate,” and the “Appendix H, Board Policy: How New Polices are Developed, and Existing Policies are changed.” The information for this report is also included in the Policy Committee Bylaws. Included in the annual report was a copy of the mission statement from the Bylaws. Committee members were thanked for their flexibility, meeting times were stated, and a list of BP’s, AP’s and standing rules, which have been forwarded to the Senate this academic year. It was explained that the last three polices, AP 4225, BP 4230 and BP & AP 4021 listed have not been approved. BP’s have to go to the board for two reads for approval and AP’s do not have to go through board approval but can be sent to board for context. The handout “Appendix H, Board Policy: How New Polices are Developed, and Existing Policies are changed,” contains two flow charts for both the Board and Policy Committee outlining how board policies are developed. The notation at the bottom of the flow chart regarding “Administrative Procedures will go to College Policy Council” making clear that this was not a standard practice. Once CPC has reviewed new policies that makes them official and operational. There are circumstances when college council cannot weigh in on polices and the chancellor agreed to report back if that was ever the case. A Canvas page has been

created to support the Policy Committee and modules were set up to be used as a tracking mechanism for the various polices. The Canvas page is not animated, there was a suggestion for a District wide software program which can be updated and everyone can tap into to track polices.

8. CA Guided Pathways Project Yr. 2 & Survey of Entering Student Engagement, Denee Pescarmona & Jasmine Ruys (pg. 26)
  - We were selected for the CA Guided Pathways Demonstration Project. Various teams composed of faculty, administrators and others have attended three institutes this past year: the first one focused on leadership change, the second on the development of maps, and the last was on making the bridge between transfer and career. The fourth institute is coming up in September will focus on the intake and student flow process. There will also be a classified employee attending as they are a critical part of the process. We are all Pathways practitioners, from faculty, adjunct faculty, administrative staff, and our student workers. A few years ago we did the “Community College Survey of Student Engagement” (CCCSSE). As part of the project we are required to do the (Survey of Entering Student Engagement (SENSE). This is operated out of the University of Austin, we will be sending this survey out to faculty the first week of the fall semester. The SENSE survey is targeting entering students and will take 45-50 minutes to complete. If faculty don’t feel they can give up that amount of time they can opt out. The Math, Science, Health, Humanities professions as well as Student Services will be the most heavily impacted.
9. Academic Staffing Report, Dr. Jerry Buckley
  - There was a meeting last month to discuss a proposal a new Library position, the library has recently had the retirement of a classified employee. The proposal was to convert that classified position to another faculty librarian, performing in-reach. The committee heard and is supporting the proposal. There was a recent hire for an outreach librarian this will be for an in-reach librarian. There was a library position on the Academic Staffing Recommended list from the fall of 2016. Due to the resignation of Galeen Roe a librarian position was recently advertised and there was an active pool. There will an attempt to pull a candidate at out of the same pool.

### **C. Action Items**

*Below are a list of items that the Senate will take action on. Discussion is welcomed by all attendees.*

1. Academic Senate Agenda submission form (pg. 27)
  - Due to the many request to put items on the agenda, when to put items on the agenda and what types of attachments are needed a template was created. It is important to make clear that the information that is being shared will become public due to the Senate being a “Brown Act” body. There was a request for support, to enable the form in place in order begin using it in the fall. This form would be a way to inform the planning of the Senate Agenda. It was made clear that there will some flexibility for someone to fill out the form after a meeting, for record purposes, if it is an item that is urgent. There were suggestions to add to the form when an item needs approval, under “report items” to put a limitation of “7 minutes,” add a question asking whether an item is time-sensitive (such a due date when the board has to take action on) and to clarify

what constitutes a report. This form will be an electronic web form to have a better system of tracking.

- Motion to adopt the form knowing that there will be modifications by Wendy Brill, seconded by Regina Blasberg. Unanimous. Approved.
2. Amendments to the Academic Senate Constitution, David Andrus (pg. 29-37)
    - Election Results (pg. 28)
    - There was a response rate of 32%, 68% of the votes were “yes” and 2% of the votes were “no” on the ratification of the constitution. The amendment to the Constitution passes.
    - Motion to acknowledge the election results by Wendy Brill, seconded by Mary Bates, Unanimous. Approved.
  3. Revised Academic Senate By-Laws, David Andrus (pg. 38-50)
    - Adjustments were made, such as including specifically the duties of the policy review chair and curriculum committee chair. There was additional language added regarding what a Senate reading is, clarification on the standing committees, Executive committee, resolutions, and a section on the delineation of functions.
    - Motion to adopt the By-Laws by David Andrus, seconded by Wendy Brill. Unanimous. Approved.
  4. Academic Calendar-FY: 2019-20, Jason Burgdorfer (pg. 51)
    - The outcome of the Academic Calendar committee meeting was to forward for discussion only the FY: 2019-20 year. The calendar is in the same format as the current academic calendar. The FLEX week in August is a week earlier due to the first day of winter falling on a Wednesday. That first week got pushed to the following Monday and it shifted everything a few days. On the spring calendar, the end of the semester is not the week of Memorial Day, but the week after. The first week of winter session starts on the 6<sup>th</sup>. If the college started a week prior, there would only be a one day during the first week of winter session. There must be at least three days in an academic week. The Board of Trustees has the final authorization for academic calendars. There was a recommendation to allow more time for faculty to have a more thoughtful conversation regarding the calendar and not rush through it.
    - Motion to support the calendar proposal by Garrett Hooper, seconded by Aaron Silverman. Unanimous. Approved.
  5. Course Repetition (AP 4225), David Andrus (pg. 52-55)
    - There was one change clarifying additional information regarding students not receiving a “W” on their fourth attempt at a class. There is a website listed under Section I subsection b.) “Alleviate Substandard Grades”, [www.canyons.edu/v11](http://www.canyons.edu/v11) “the Virtual Learning Lab.” The repeat of the data isn’t listed on this website anymore, the website will be updated. We will no longer put a direct link and instead direct students to the “Course Repetition” page.
    - Motion to adopt AP 4225 understand the URL will be updated by David Andrus, seconded by Mary Bates. Unanimous. Approved.
  6. Grade Symbols (BP 4230), David Andrus (pg. 56-61)
    - Language from Title 5 regarding “Excused Withdrawal” (EW) was added. The Academic Standing Committee would decide if the circumstances were beyond the control of the student. This law came into effect due to inmate education. When an inmate is released they are forced out and can’t return to the class, resulting in the student collecting



“W’s” which then hurts them when they come to campus to continue their education. There are specific rules for this population such as they cannot go into the same class with the same instructor. This puts them at risk of losing a BOG waiver or getting on probation. There was some lobbying with the state requesting another grade symbol which allows a student to be withdrawn from the class but doesn’t hurt them from getting a waiver or earning units towards their progress or probation. Title 5 change was in response to the situation with students who are inmates, but this is change not limited to inmates. That is why the language is not specific to inmates in this policy. This was to prevent any bias to anyone who has an “EW” on their transcript. It is up to the student to provide documentation of extenuating circumstance. The college works with Pitches Detention Center and receives information regarding students who will be released. Academic Standards Committee Petition would list an “EW” as an option for students to check off on the form. The language definitions in Section 4230.7- Withdrawal (W) and Section 4230.8-Military Withdrawal (MW) are from Title 5 and are very similar. There will be a need to make clear what the differences are. The material that is given to students cannot be changed until the policy is changed. There was an agreement to approve BP 4230 with the existing language then bring back with revision and explain how the committee has to decide to implement.

- Motion to approve David Andrus, seconded by Regina Blasberg. Unanimous. Approved.
7. Recommendations for Professional Development for new full-time faculty-Kelly J. Cude (pg. 62)
- The recommendation is that faculty have a variety of options to complete the 41 hours of professional development. For new full-time faculty we would recommend to have faculty attend the New Faculty Orientation that is offered during FLEX. The semester long mentoring or learning community program known as Synergy. We would encourage faculty to participate in the mentor program that is operated through the professional development office per conversations with their tenure committees. Motion to adopt the recommendations by Wendy Brill, seconded by Mary Bates. Unanimous. Approved.
8. Program Viability Evaluation Rubrics:
- Initiate Pilot Status **Career Skills Non-Credit Certificate of Completion** (pg. 63-66)
  - Initiate Pilot Status **Civic & Community Engagement Credit Certificate of Specialization** (pg. 67-70)
    - This certificate is still being worked on, the curriculum has been through the process and approved most of the career skills. This Civic Engagement course is a duplicate of what is being offered at CSUN.
  - Initiate Pilot Status **Green Gardner Non-Credit Certificate of Completion** (pg. 71-74)
  - Initiate Pilot Status **Land Surveying Global Navigation Satellite System (GNSS)** (pg. 75-78)
    - It was confirmed that the GNSS program is Non-credit and has been approved.
  - The Service Learning course was removed.
  - Motion to adopt all four Program Viability Evaluation Rubrics by Lisa Hooper, seconded by Wendy Brill. Unanimous. Approved.

#### **D. Discussion (time limit 10 minutes each)**

*Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.*

1. Placement Changes in Mathematics & English and AB 705 Implementation, Denee Pescarmona, Alene Terzian (will attend virtually) & Sab Matsumoto

- Some background was shared regarding the passage of AB 705 (Irwin).
- Sab shared some background regarding changes the Math department made in terms of placement and sequencing. As of two years ago, there were four lower level courses (below transfer). For students starting with Arithmetic, they would take five to six courses.
  - Q; If a student who takes intermediate Algebra has a less than 50% chance of success are they going to do better in the higher level?
  - A: The data the Chancellor's Office is using focuses on "throughput" data primarily. They are comparing placements and success rates in transfer, within a semester, within a year and through "throughput" data.
- By keeping students out of the transfer level courses, it is thought that colleges are reducing the likelihood that students will be successful. The data is supposed to be driving the additional support mechanics that will help raise those success rates of those transfer level classes.
- The Chancellor's Office implementation timeline for AB705 was shared.
- The Accuplacer is going away as of January 2018. Not having a placement test, and the requirements of AB 705 to place students into transfer level courses may have huge consequences in Science and Math courses which have math pre-requisites.
- The C-ID is a cooperative agreement between the local community colleges and the CSU's. The C-ID's inform colleges on pre-requisites for below transfer level math. However, CSU is eliminating the developmental math program.
- Alene Terzian shared some background on changes in the English department. A group of seven faculty from the English department have been meeting over the past year, over two semesters, to investigate the changes with AB705. Three potential models were created that could be adopted. The English Department voted on Monday May 21<sup>st</sup> by majority (not unanimously) to implement a 4-unit English 101 course taken by every student as all developmental classes will be eliminated. We have not written any curriculum for this course. The reasoning behind a 4-unit course is that if you are moving students into transfer level course per AB705 then you must offer additional support. The extra unit is built in for that support such as, adding embedded training for extra support. Non-credit allows for basic skills, there is some interest in creating some of these courses in Non-credit.
- It was discussed that at the California Acceleration Project conference faculty stated that those students who are placed into classes below transfer can feel they are aren't worthy of college. Students may feel labeled or branded and therefore have a higher tendency to fail. In the English department, they are embracing this idea and believe if all students are placed at the transfer level English course, that the students will rise to the challenge. Those students at the top level are going to be models to students who need more help.
- Denne Pescarmona: We are cognizant of the concerns. The BSSOT grant that will help to support this work. We have increased our allocation by about \$200,000, allowing for re-assign time for faculty, in Math and English in particular, to do the work, attend the conferences, and to support research and inquiry groups who are meeting over the summer. This item will come back as a discussion item.

2. Votes of No Confidence in State Chancellor Eloy Oakley, Wendy Brill (pg. 79-82)
  - The San Diego, Glendale, East LA and Los Rios District local Senates have all passed a Vote of No Confidence with the State Chancellor’s Office. Allan Hancock, Cuesta, Sierra College, College of the Sequoias, and City College of San Francisco are all talking about their local senates passing a Vote of No Confidence. Consultation Council is supposed to discuss regulations and the State Chancellor doesn’t attend those meetings. Oakley ended the Common Assessment Initiative, which was attempting to create a common placement exam for students. Concerns about consultation at the state level, combined with the new Funding Formula and approval of the new Fully Online College have created the climate that have resulted in the Votes of No Confidence. It was requested to create a resolution for discussion at a future meeting.
3. Joint Collaborative Consultation Understanding (JCCU), Rebecca Eikey (pg. 83-85)
  - An ad hoc committee with representation from both COCFA and Academic Senate have created the JCCU. The intent is for both bodies (COCFA and Senate) to discuss and approve.

*The remaining discussion items will be on hold until the fall semester.*

4. Resolution in Support of Resources for the Academic Senate, Rebecca Eikey (pg. 86)
5. Program Viability (BP/AP 4021) (pg. 87-102)

**E. Unfinished Business**

*Below is a list of items that can be discussed for a future date.*

1. Advisory Boards based on Industry Clusters, Advisory Committee Taskforce
2. Ad Hoc Committee Update – OEI Rubrics, Anne Marengo & Educational Technology Committee
3. Curriculum Committee Procedures, Lisa Hooper

**F. New Future Business**

*Request to place an item for a future agenda is welcomed. Below is a list of topics that will be discussed at a future business date.*

1. TOP Code Alignment Project Update (Harriet Happel)
2. CWEE Courses & Work Based Learning (Ad Hoc Subcommittee & Harriet Happel)
3. Commencement Committee (Michael Dermody)
4. Academic Calendar FY: 2020-21

**G. In Committee**

*Here is a list of policies that the Policy Review Committee is working on in the event someone would like to attend. Please contact [David Andrus](#) if you would like to be informed when one of the specific items below will be discussed in committee. Policy Review meets every Thursday from 2:00 – 3:00 pm in BONH 330*

Recruitment and Selection (AP 7120)
Academic Freedom (AP 4030)

**H. Announcements**

- Academic Senate Retreat, August 23, 2018
- Academic Senate Meeting, September 13, 2018
- 2018 Faculty Leadership Institute, June 14-16, San Diego
- 2018 Curriculum Institute, July 11-14, Riverside

**I. Adjournment:** 5:03 pm

## Academic Senate Retreat Summary for August 23, 2018

Voting Members					
Senate President	Rebecca Eikey	X	SBS Senator	David Andrus <i>proxy for Rebecca Shepherd</i>	X
Vice President	Jason Burgdorfer	X	Business Senator	Gary Collis	X
Immediate Past President	VACANT	A	Learning Resources Senator	Ron Karlin	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Erika Torgeson	X
Policy Review Chair	David Andrus	X	At Large Senator	Jennifer Paris	X
AT Senator	Regina Blasberg	X	At Large Senator	Deanna Riveira	X
MSHP Senators	VACANT	X	At Large Senator	David Brill	X
VAPA Senator	Wendy Brill-Wynkoop	X	At Large Senator	Saburo Matsumoto	X
Student Services Senator	Erika Torgeson	X	At Large Senator	Benjamin Riveira	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	VACANT	
Kinesiology/Athletics Senator	Philip Marcellin	A	Adjunct Senator	VACANT	
			Adjunct Senator	VACANT	

Non-voting Members	
Dr. Buckley	X
Marilyn Jimenez	X
Dan Portello	A
Dr. Wilding	A
Devon Miller, ASG	A

Guests	
Jessica Small	X
Sara Farnell	X
Aivee Ortega	X
Miriam Golbert	X
Carly Perl	X

### A. Routine Matters

1. Call to Order: 3:05pm
2. Public Comment

*This portion of the meeting is reserved for persons desiring to address the Academic Senate on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.*

3. Approval of the agenda

### B. Presidents' Report, Rebecca Eikey

*These are informational items no discussion or action will be taken. However, clarification questions are welcomed.*

President welcomed the attendees to the meeting.

### C. Discussion

*Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.*

- a. Introduction Activity
  - o All Senators and attendees introduced themselves.
- b. Meetings/Calendar

- The 2018-19 meeting schedule and the dates for the Academic Senate was reviewed.
- c. Robert's Rules of Order and Brown Act
  - Rebecca Eikey, Gary Collis and Sab Matsumoto attended the Leadership Institute in which Jake Knapp (Deputy Attorney from the Chancellors office) presented on the Robert's Rules of Order and the Brown Act.
  - A review of the Brown Act was shared and there was a reminder that because the Academic Senate are delegates of the Board, the Academic Senate is subject to the Brown Act. A review of reasons of why the Brown Act is in law, such as openness and transparency to the public, was provided. It was clarified that Senate sub-committees are also subject to the Brown Act if they meet one of the two following conditions:
    - ✓ Continuing subject matter jurisdiction, or
    - ✓ A meeting schedule fixed by resolution or formal action
  - Discussion of the Brown Act in terms of requirements for agendas was discussed. For example, the agendas are public and should be detailed enough to convey what will be discussed. The agendas are to be posted 72-hours in advance. The Brown Act emphasizes the importance to have enough detail in discussion and action items for the public to understand the context under which the decision was made. The Brown Act defines a website as a public location.
  - There was some concern regarding if confidential information is being discussed in a subcommittee meeting how much of that detail should be included? The context and practice regarding this area has not been discussed at the statewide Senate.
  - Senator shared about a resource "California Legal Cities" handbook which is a guide for the Brown Act.
  - There are currently no consequences for failure to comply with the Brown Act but it was emphasized that failure to comply with the law is a misdemeanor and could be a criminal infraction.
  - Brown Act states, "No Serial Meetings" such as Daisy Chain, Hub and Spoke and email. Each teleconference location must be identified and the location must be accessible to the public and allow for public participation even if the location is a private residence.
  - Location must also be accessible for ADA compliance.
- d. Request for Item on the Agenda Form
  - The form will help to give an idea of how much time is being requested and what sort of materials are being needed to discuss items on the agenda. This semester will be a trial run of the form.
  - The form will be on the Senate Website as a fillable web based form and once available an email notification will be sent out. This form could be expanded to other faculty who have requested to add items to the agenda.
  - Deadline to submit the form will be the Friday before the Monday deadline to send out the Agenda. If an item is urgent that needs to be noted.
  - Committees are also encouraged to use the form to help the Senate understand the time needed to discuss and keep track of some items.
  - There was a consensus to have the form be submitted electronically with the ability to upload supportive documentation.
  - There was a request to notify Committee Chairs in advance as to when they will

be presenting a report at Senate. This topic will be added to the first semesters Executive Committee meeting agenda to work out those dates.

- e. Responsibilities of the Academic Senate (10+1) and more
  - o Rebecca shared a PowerPoint presentation with the Senators, which included the following topics:
    - ✓ Roles and Responsibility of Local Senate
    - ✓ Where does the Academic Senate Authority come from?
      - o California Education Code & Title 5 Regulations
      - o Title 5 has removed the requirement for students to self-refer for tutoring. There used to be tutoring across the academic disciplines but was removed 10 years ago due to a lack funding and restricted to basic skills courses. To help reinforce completion tutoring has been restored.
    - ✓ What is the role of the Academic Senate?
    - ✓ “Academic & Professional Matters”
    - ✓ “What Powers?”
      - o President would like more faculty to attend BOT meetings.
    - ✓ What’s “Consult Collegially?”
    - ✓ Collegial Consultation Defined
    - ✓ What is our BP7215?
    - ✓ Other Authority for Senates
    - ✓ Constitution and By Laws
    - ✓ Ralph M. Brown Act
    - ✓ Applying the Brown Act
    - ✓ Rules of Order
    - ✓ Senate Meeting
      - o Report vs Discussion
      - o Action Items
      - o Discussion Items
    - ✓ Senator’s Roles & Responsibilities
    - ✓ Resource

#### **D. Announcements**

- Senate Elections call for open senate seats
  - a. Two vacancies for FT senator seats:
    - i. MSHP School Senator (Term 7/1/18 – 6/30/20)
    - ii. At-Large (Term 7/1/17 – 6/30/19)
  - b. Three vacancies for Adjunct Senator (Term 9/13/18 – 6/30/19)
- Interesting in joining a committee? Here are some open positions, contact Rebecca Eikey or Marilyn Jimenez for more information.
  - a. Academic Staffing Committee (meets 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 4:00pm)
  - b. Committee for Assessing Student Learning (CASL) and Program Review Committee (meets 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 1:30pm)
  - c. Faculty Professional Development Committee (meets 4<sup>th</sup> Monday at 11:00am)
  - d. Honors Advisory Committee (meets 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 4:00pm)
  - e. Minimum Qualifications & Equivalencies Committee (meets every 3<sup>rd</sup> Monday at 3:30pm)
- Next Academic Senate Meeting, September 13, 2018
- Next Curriculum Committee Meeting, September 6, 2018

#### **E. Adjournment 4:30pm**

# CURRICULUM COMMITTEE SUMMARY

September 6<sup>th</sup>, 2018

3:00 pm – 5:00 pm

Bonelli Hall 330

**Members Present:** Patrick Backes – Articulation Officer & Curriculum Analyst (Non-voting); Erin Barnthouse – Learning Resources; Mary Bates – Mathematics, Science and Health Professions; David Brill – Visual and Performing Arts; Steve Erwin – Admissions and Records; Tricia George – Humanities (Substitute Chair for this meeting); Lee Hilliard – Applied Technologies; Julie Hovden – Enrollment Services; Rhonda Hyatt – Kinesiology, Physical Education & Athletics; Susan Ling – At large member; Anne Marengo – Social and Behavioral Sciences; Saburo Matsumoto – At large member; Jeremy Patrich (Substitute for Cindy Stephens); Carly Perl – Adjunct Representative; Lori Young – Business

**Members Absent:** Lisa Hooper – Faculty Co-Chair; Omar Torres – Administrative Co-Chair

## TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
BUS-113	Retail Management	<b>Adding DLA.</b> 100% online & Hybrid options.	C. Chung	Fall 2018 (Late Start)
NC.CSKL-001	Time Management	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-002	Business Writing in the Technology Age	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-003	Critical Thinking (Problem Solving and Decision Making)	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-004	Customer Service	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-005	Negotiation	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-006	Personality Styles	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-007	Successfully Managing and Developing People	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)
NC.CSKL-008	Workplace Communication Strategies	<b>Adding DLA.</b> 100% online & Hybrid options.	G. Rieck	Fall 2018 (Late Start)



CULARTS-121	Culinary Fundamentals I	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-123	Culinary Fundamentals II	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-125	Principles of Garde Manger I	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-127	Principles of Baking I	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-128	Principles of Baking II	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-129	Cake Decorating Essentials	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-130	Pastry Art	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-131	Chocolates	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-132	Culinary Fundamentals III	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-134	ICuE Café Production I	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-136	ICuE Front of House Service	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
CULARTS-138	ICuE Café Production II	Adding "Field trips may be required" to course description.	C. Schwanke	Spring 2019
KPET-205	Personal Trainer Certification Preparation	<b>Adding DLA.</b> 100% online & Hybrid options.	R. Dos Remedios	Spring 2019
PHYSICI-101	Physical Science	<b>Adding "Physical Science" discipline as a minimum qualification option.</b>	A. Ortega	Fall 2018

WATER-040	Water Distribution Operator I	Adding "Field trips may be required" to course description.	R. Blasberg	Spring 2019
WATER-041	Water Distribution Operator II	Adding "Field trips may be required" to course description.	R. Blasberg	Spring 2019
WATER-050	Water Treatment Plant Operation Processes I	Adding "Field trips may be required" to course description.	R. Blasberg	Spring 2019
WATER-052	Water Treatment Plant Operation Processes II	Adding "Field trips may be required" to course description.	R. Blasberg	Spring 2019

### TECHNICAL CHANGES (PROGRAMS) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Program	Degree/Certificate	Description of Action	Author	Effective
Administrative Assistant	A.S. Degree	Adding CAWT-076 to "plus six units from the following" electives. No change in total major units required.	M. Lipman	TBD
Administrative Assistant	Certificate of Achievement	Adding CAWT-076 to "plus six units from the following" electives. No change in total certificate units required.	M. Lipman	TBD
Computer Applications	A.S. Degree	Adding CAWT-076 to "plus six units from the following" electives. No change in total major units required.	M. Lipman	TBD
Computer Applications	Certificate of Achievement	Adding CAWT-076 to "plus six units from the following" electives. No change in total certificate units required.	M. Lipman	TBD
Gas Tungsten Arc Welding	Certificate of Achievement	Converting to Certificate of	T. Baber	TBD

		Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.		
Interior Design - Set Decorator for TV and Film	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.	J. Oliver	TBD
Medical Office Administrative Assistant	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.	M. Lipman	TBD
Network Engineer	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V	L. Hilliard	TBD

		regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.		
Robotic Welding Automation	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.	T. Baber	TBD
Shielded Metal Arc Welding	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16 or more semester units to constitute a Certificate of Achievement.	T. Baber	TBD
Wine Studies	Certificate of Achievement	Converting to Certificate of Achievement (formerly Certificate of Specialization) due to revised Title V regulations lowering the number of units from 18 or more semester units to 16	C. Schwanke	TBD

		or more semester units to constitute a Certificate of Achievement.		
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**NEW DISTANCE LEARNING ADDENDUMS – CONSENT CALENDAR**  
 The following is a summary of new Distance Learning Addendums (DLA's) that were reviewed in technical review sessions and recommended for approval as part of the Consent Calendar of this agenda. The authors of the following new DLA's are not required to attend this meeting.

<b>Subject &amp; Number</b>	<b>Title</b>	<b>Type of Delivery</b>	<b>Author</b>
BUS-113	Retail Management	100% online & Hybrid options.	C. Chung
NC.CSKL-001	Time Management	100% online & Hybrid options.	G. Rieck
NC.CSKL-002	Business Writing in the Technology Age	100% online & Hybrid options.	G. Rieck
NC.CSKL-003	Critical Thinking (Problem Solving and Decision Making)	100% online & Hybrid options.	G. Rieck
NC.CSKL-004	Customer Service	100% online & Hybrid options.	G. Rieck
NC.CSKL-005	Negotiation	100% online & Hybrid options.	G. Rieck
NC.CSKL-006	Personality Styles	100% online & Hybrid options.	G. Rieck
NC.CSKL-007	Successfully Managing and Developing People	100% online & Hybrid options.	G. Rieck
NC.CSKL-008	Workplace Communication Strategies	100% online & Hybrid options.	G. Rieck
KPET-205	Personal Trainer Certification Preparation	100% online & Hybrid options.	R. Dos Remedios

**-Motion to approve all items on the 9/6/2018 Consent Calendar, motion by Mary Bates, second Lori Young. All in favor: Unanimous.**

**Discussion Items:**

- Articulation Report – Patrick Backes  
**-UC Transfer Course Agreement.** Courses were submitted in August for the 2018-2019 UC Transfer Course Agreement. We've been told decisions will be received by the middle of October...stay tuned. No second submission cycle in October again this year.**New ---- -New State/ACCJC Approvals.** Carpentry Technology Certificate of Achievement , Construction Technology AS Degree and Certificate of Achievement, Customer Relations Noncredit Certificate of Completion, Environmental Science AS-T Degree, Environmental Studies AA Degree, Electrical

Technology Certificate of Achievement, Hospitality Management AS-T Degree, Management Tool Box Noncredit Certificate of Completion, Plumbing Technology Certificate of Achievement, Public Health Science AS-T Degree, Technical Theatre AA Degree and Certificate of Achievement, Workplace Essentials Noncredit Certificate of Completion. These were all approved after the 2018-19 Catalog was published, but an addendum is in the process of being created to list all of these newly approved programs in. Hoping the addendum will be published by the end of the month. With all of these approvals, everything the curriculum committee approved last year has now been fully approved!

**-Curriculum Resources,**

[www.canyons.edu/Offices/curriculum/Pages/resources.aspx](http://www.canyons.edu/Offices/curriculum/Pages/resources.aspx). The following documents have been added to the Curriculum Committee Resources webpage: Associate Degrees for Transfer Tracking Sheet, Degree and Certificate Numbers, and the Noncredit Curriculum Tracking Sheet.

**-2018 Five Year Revision List.** Updated list will be posted next week on the curriculum committee webpage. Please remind faculty in your School if they have courses on the five year revision list.

- Noncredit Report from Curriculum Institute – Garrett Rieck

**-Mirrored Credit/Noncredit Courses.** Noncredit version have the same Objectives/SLOs same as credit course, can be CDCP or Non-CDCP, provides pathways to credit and work, and separate credit noncredit registration. Noncredit students attend credit course in same class as credit students, have the same syllabus/course requirements as credit course, and can earn a noncredit certificate. Credit faculty enter weekly noncredit attendance and noncredit grades, no additional pay for the noncredit course.

**-Noncredit Distance Education.** In 2016-2017, noncredit interactive DE (internet-based) was <0.001% of all system-wide FTES ([CCCCO Datamart](#)). 158,294 Credit DE FTES (14% of all system credit FTES), 112 Noncredit DE FTES (<0.002% of all system noncredit FTES). At the “New World of Work” IEPI Summit hosted by San Diego Continuing Ed in Oct 2017, feedback regarding “noncredit needs” during a breakout spoke of the need for information about offering noncredit via distance education. This topic has also come up during other noncredit-related breakouts at various events.

**-Satisfactory Progress Grades.** The Satisfactory Progress (SP) designation completes the list of noncredit progress indicators, which already includes P (passing) and NP (no pass). These two grade indicators have been in existence but were insufficient on their own because the progress of noncredit students cannot be divided into passing and non-passing cohorts without losing track of efforts made towards attendance and course completion by students who, for a variety of reasons, cannot complete their courses in a single academic term. Noncredit apportionment is based on positive attendance, which means that noncredit institutions are reimbursed by the state only for students who are attending classes.

Because of the open entry – open exit system of attendance instituted at a majority of noncredit institutions, but not all, students are free to come and go from the class of their choosing. Students with the fewest hours of attendance earn an NP grade because they are not able to achieve the course outcomes in the limited time they attend. Students with P grades normally attend school more consistently and are able to achieve the course outcomes. The SP designation shows that students are progressing and have acquired some of the skills and knowledge needed to achieve course outcomes but still have work to do; they are worthy of the state reimbursement. The SP designation is therefore a reflection of student progress and success.

New Courses - Includes ISA's	-0-	Modified Non Credit Courses	-0-	Modified Prerequisites	-0-
New Programs	-0-	New DLA's	10	Deleted Courses	-0-
Modified Courses	-0-	New SLO's	-0-	Deleted Programs	-0-
Modified Programs	11	Modified SLO's	0	Proposals Reviewed in Technical Review Session	-0-
New Non Credit Courses	-0-	New Prerequisites	-0-	Proposals Returned from Technical Review Session	-0-

## Faculty Development Committee March 25, 2018, Meeting Summary

By Teresa Ciardi, Co-Chair

**Members Present:** Leslie Carr (Director), Sandy Carroll, Teresa Ciardi (CO-Chair), Nicole Faudree (CO-Chair) Lee Hilliard, Brandon Hilst, Ted Iacenda, Simon Kern, Wendy Ruiz, Gregory Shrout, Diane Sionko

- The Fall flex theme “Choose Your Own Adventure!” was announced. FLEX for 2018/2019 will focus primarily on engagement with pathways/Canyons Completes, which is the second year of the pathways process.
- The committee approved the minutes and summaries from the October, November, and February meetings.
- The committee reviewed the Faculty Professional Development proposals.
- SLO Closing the Loop meetings were discussed and received unanimous vote to be included on the Pre-Approved List
- Faculty Professional Development Committee Draft Guidelines and Operating Procedures were revisited and directions from Academic Senate were presented to the committee. The Co-Chairs will re-submit Faculty Professional Development Committee Draft Guidelines and Operating Procedures for approval with the changes directed by Academic Senate.

<b>Faculty</b>	<b>Activity</b>
Ballesteros, Na...	WASC Educational Program Assessment 201: Advanced Topics in Assessment <a href="https://wascsenior.box.com/s/f5tjbdeouupwmxi7dxy7v2bwgff2x65m">https://wascsenior.box.com/s/f5tjbdeouupwmxi7dxy7v2bwgff2x65m</a>
Bolanos, Samuel	CCC Digital Learning Day: Social Media, Social Change: Using Digital Tools Today to Respond to Tomorrow's Challenges <a href="http://onlinenetworkofeducators.org/webinar/cccdlday-keynote/">http://onlinenetworkofeducators.org/webinar/cccdlday-keynote/</a>
Bolanos, Samuel	Discipline Input Group Meeting - Southern California
Faudree, Nicole	The New and Future Reality: How Technology is Affecting Litigation
Gabay, Leora	OER
Gerda, Joe	SECOND ANNUAL ACCELERATION ACROSS CALIFORNIA CONFERENCE
Grigoryan, Anzh...	CCCDLD: Reimagining Writing, Amplifying Student Voices with Asynchronous Video Tools, Student Panel , Reflections on the Day <a href="http://onlinenetworkofeducators.org/webinar/cccdlday">http://onlinenetworkofeducators.org/webinar/cccdlday</a>
Hilliard, Lee	Discipline Input Group Meeting - Southern California - 3/2/2018 <a href="https://www.eventbrite.com/e/discipline-input-group-meeting-southern-california-322018-tickets-41850116826">https://www.eventbrite.com/e/discipline-input-group-meeting-southern-california-322018-tickets-41850116826</a>
Iskander, Chris...	SECOND ANNUAL ACCELERATION ACROSS CALIFORNIA CONFERENCE <a href="http://accelerationproject.org/Portals/0/Documents/Cap_Conference_2018_WEB_FINAL.pdf">http://accelerationproject.org/Portals/0/Documents/Cap_Conference_2018_WEB_FINAL.pdf</a>
LaBrie, Michelle	CCCDLDay - Sharing Our Way through Times of Change through @ONE
LaBrie, Michelle	Amplifying Student Voices with Asynchronous Video Tools <a href="http://onlinenetworkofeducators.org/cccdlday/registration/">http://onlinenetworkofeducators.org/cccdlday/registration/</a>
Martinez, David	CA Engineering Liaison Council Meeting - Spring 2018 <a href="http://www.caelc.org">www.caelc.org</a>



<i>Maxwell, Robert</i>	<i>McGraw-Hill Education Connect with Success: Introductory Accounting Summit</i>
<i>Maxwell, Robert</i>	<i>Wiley EdTech Summit <a href="http://www.cvent.com/events/wiley-edtech-summit-usc-ca/agenda-0648962314f4489b9d34d49726a35c6b.aspx?i=64afb54-df07-46b9-b6f3-1af0bbf8bc1d">http://www.cvent.com/events/wiley-edtech-summit-usc-ca/agenda-0648962314f4489b9d34d49726a35c6b.aspx?i=64afb54-df07-46b9-b6f3-1af0bbf8bc1d</a></i>
<i>Palavecino, Pat...</i>	<i>Reimagining writing</i>
<i>Palavecino, Pat...</i>	<i>Amplifying students voice</i>
<i>Ruddell, Jeanae</i>	<i>Digital Learning Day</i>
<i>White, Lee</i>	<i>Digital Storytelling: The Why, What and How of Creativity, Learning, and Assessment <a href="http://onlinenetworkofeducators.org">http://onlinenetworkofeducators.org</a></i>
<i>White, Lee</i>	<i>Supporting Students Digitally! <a href="http://onlinenetworkofeducators.org/webinar/cccdlday-session-1/">http://onlinenetworkofeducators.org/webinar/cccdlday-session-1/</a></i>
<i>White, Lee</i>	<i>Sharing Our Way Through Times of Change! <a href="http://onlinenetworkofeducators.org">http://onlinenetworkofeducators.org</a></i>
<i>Willibey, Holli</i>	<i>Digital Storytelling_ The Why-What-and How of Creativity-Learning-and Assessment <a href="http://onlinenetworkofeducators.org/cccdlday/showcase/">http://onlinenetworkofeducators.org/cccdlday/showcase/</a></i>
<i>Zollman, Andrea</i>	<i>Digital Learning Day <a href="http://onlinenetworkofeducators.org/cccdlday/">http://onlinenetworkofeducators.org/cccdlday/</a></i>

**Faculty Development Committee April 30, 2018, Meeting Summary**  
**By Nicole Faudree, Co-Chair**

*Members Present: Leslie Carr (Director), Sandy Carroll, Teresa Ciardi (Chair), Nicole Faudree (Chair), Lee Hilliard, Brandon Hilst, Susan Ling, Wendy Ruiz, Gregory Shrout, Diane Sionko.*

- Committee decided the newly approved procedures will go into effect July 1, 2018.
- Approval of minutes from March 26, 2018 full committee meeting.
- Reviewed and provided their decisions on Faculty Professional Development Proposals & Reports. Please see the table of proposals for the committee's decisions.
- Results from the professional development needs assessment survey and the fall FLEX planning meetings was shared with the committee. The committee reviewed the workshops, proposals, and ideas. The committee approved the draft fall FLEX week to be sent to the Academic Senate.

**April 2018 FLEX Applications with Committee Decisions**

LaBrie, Michelle	Amplifying Student Voices with Asynchronous Video Tools	2/22/2018	Non-COC Provider Tra	A
Maxwell, Robert	Teachers of Accounting at Two Year Colleges (TACTYC) Conference <a href="https://www.tactyc.org/page-829537">https://www.tactyc.org/page-829537</a>	05/18/2018 - 05/19/2018	Attending a Conferen	A
Mkrtchyan, Hasmik	Cengage workshop in Long Beach College	3/16/2018	Attending a Conferen	A
Ruiz, Wendy	Week of the Young Child Play Day	4/14/2018	Outreach	A - 8 hours
Ruiz, Wendy	ECE Focused Job Fair	5/4/2018	Outreach	A - 6 hours
Adamyan, Alvard	Tech Experience, Cengage	3/16/2018	Non-COC Provider Tra	A
Riveira, Deanna	Western Psychological Association <a href="http://westernpsych.org/wp-content/uploads/2018/03/WPA-2018-Online-Program-update-3-15-2.pdf">http://westernpsych.org/wp-content/uploads/2018/03/WPA-2018-Online-Program-update-3-15-2.pdf</a>	04/26/2018 - 04/28/2018	Attending a Conferen	A
Marengo, Anne	InstructureCon <a href="https://www.canvaslms.com/news/instructurecon/">https://www.canvaslms.com/news/instructurecon/</a>	07/25/2018 - 07/26/2018	Attending a Conferen	A
Marengo, Anne	California Sociological Association Conference <a href="https://cal-soc.org/">https://cal-soc.org/</a>	11/08/2018 - 11/10/2018	Attending a Conferen	A
Ruiz, Wendy	ECE Faculty Seminar	4/26/2018	Collaboration	A
Dermody, Michael	Story of Medieval England: From King Arthur to the Tudor Conquest <a href="https://www.thegreatcourses.com/courses/story-of-medieval-england-from-king-arthur-to-the-tudor-conquest.html">https://www.thegreatcourses.com/courses/story-of-medieval-england-from-king-arthur-to-the-tudor-conquest.html</a>	05/24/2018 - 06/14/2018	Non-COC Provider Tra	A
Dermody, Michael	History of Tudor and Stuart England <a href="https://www.thegreatcourses.com/courses/history-of-england-from-the-tudors-to-the-stuarts.html">https://www.thegreatcourses.com/courses/history-of-england-from-the-tudors-to-the-stuarts.html</a>	04/19/2018 - 06/05/2018	Non-COC Provider Tra	A
Wonser, Robert	2018 Diversity, Equity, and Inclusive Democracy: The Inconvenient Truths <a href="https://www.aacu.org/conferences/dlss/2018">https://www.aacu.org/conferences/dlss/2018</a>	3/23/2018	Attending a Conferen	A
Dos Remedios, R...	Perform Better Summit <a href="http://www.performbetter.com/daily-schedule-orlando-summit">http://www.performbetter.com/daily-schedule-orlando-summit</a>	06/01/2018 - 06/03/2018	Attending a Conferen	A
Gopal, Bhuvana	2nd Annual Chemistry Conference	3/9/2018	Attending a Conferen	A
MacLean, Heather	TESOL	03/27/2018 - 03/29/2018	Attending a Conferen	A
Ciardi, Teresa	Makerspace Festival	4/28/2018	Outreach	A
Brill, Dave	ABC7 Tour	4/14/2018	Outreach	A

## Faculty Development Committee Meeting Summary

May 21, 2018

11:00 am @ BONH 330

**Members Present:** *Leslie Carr (Director), Teresa Ciardi (Co-Chair), Nicole Faudree (Co-Chair), Sandy Carroll, Brandon Hilst, Ted Jacenda, Susan Ling, Wendy Ruiz, Gregory Shrout, Diane Sionko*

- Nicole conducted a survey of department chairs, and 60% (mostly smaller departments) indicated that they do not hold their Department Retreat during the time block held on the FLEX schedule while 40% (mostly larger departments) indicated that they use the Department Retreat time block during FLEX week. Therefore, it was decided that it is acceptable to schedule workshops at the same time as the Department Retreats to provide another opportunity for faculty to complete FLEX hours.
- The committee approved the April 30<sup>th</sup> minutes and the March and April Summaries for Academic Senate.
- The committee reviewed the proposals received in May.

Submitted by	Activity Title	Date	Form	Committee Decision
Ruiz, Wendy	CAAEYC California Association for the Education of Young Children Annual Conference <a href="http://conference.caeyc.org/attendees/schedule-glance/">http://conference.caeyc.org/attendees/schedule-glance/</a>	04/19/2018 - 04/21/2018	Attending a Conferen	A
Ruiz, Wendy	29th Annual RIE Conference <a href="https://www.rie.org/home-page/2018conference/">https://www.rie.org/home-page/2018conference/</a>	4/28/2018	Attending a Conferen	A
Shepherd, Rebecca	Western Psychological Association (WPA) <a href="http://westernpsych.org/convention/">http://westernpsych.org/convention/</a>	04/26/2018 - 04/29/2018	Attending a Conferen	A
Stanich, Diana	USC Equity-Minded Teaching Institute	06/04/2018 - 06/05/2018	Attending a Conferen	A
Ehram, Sarah	<a href="http://www.fwata8.org/committees/annual-meeting/">http://www.fwata8.org/committees/annual-meeting/</a>	04/27/2018 - 04/29/2018	Attending a Conferen	A
Kawamoto, Keith	Fire Department Instructors Conference (FDIC) <a href="http://www.fdic.com/event-information/about.html">http://www.fdic.com/event-information/about.html</a>	04/25/2018 - 04/27/2018	Attending a Conferen	A
Sison, Deborah	Ethical Considerations Choosing the Right Job	5/9/2018	Attending a Conferen	A
Sison, Deborah	A Weekend with Wink at College of the Canyons	05/11/2018 - 05/12/2018	Attending a Conferen	A

- Fall meeting dates were proposed and confirmed.

	<b>Chair(s) &amp; Director</b> <i>2<sup>nd</sup> Monday</i>	<b>FLEX Week Planning</b> <i>3<sup>rd</sup> Monday</i>	<b>Full Committee</b> <i>4<sup>th</sup> Monday</i>	
August	-	-	27	
September	10	17	24	
October	8	15	22	
November	12	19	26	
December	3	-	-	
February	11	-	25	
March	11	18	25	<i>Yes, the dates repeat</i>

Schools/Services	Representatives
Professional Development Director	Leslie Carr
Chair(s)	1. Teresa Ciardi (School of Mathematics, Science, & Health Professions) 2. Nicole Faudree (School of Business) 3. Mehgen Andrade (School of Social and Behavioral Sciences) – on sabbatical
School of Applied Technologies	Lee Hilliard
School of Business	Diane Sionko Nicole Faudree
School of Humanities	Vacant
School of Kinesiology/Physical Education	Chris Cota (Fall) & Ted Iacenda (Spring)
School of Learning Resources	Vacant
School of Mathematics, Science, & Health Professions	Sandy Carroll Brandon Hilst Teresa Ciardi
School of Social & Behavioral Sciences	Simon Kern (Communications) Wendy Ruiz (Early Childhood Education) Mehgen Andrade (Psychology)
School of Student Services	Susan Ling (Counseling)
School of Visual & Performing Arts	Vacant
Adjunct Faculty	1. Gregory Shrout (History) 2. Vacant
ASG Representative	Vacant

April	8	15	22	
May	6	13	20	1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> , Monday-avoid finals week

#### Announcements

- New FPDC Guidelines and Operating Procedures go into effect **July 1, 2018**
- Next Full Committee Meeting **August 27 – Required for all School Representatives**
- *Enjoy your Summer and Thank YOU*

Faculty Professional Development Committee Representation  
Current as of May 2018



# 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.

**Attendees:** Teresa Ciardi, Nicole Faudree, Regina Blasberg, Claudia Acosta, Wendy Brill-Wynkoop, Rebecca Eikey, Marilyn Jimenez.

## A. Routine Matters

1. Call to order: 1:10 pm
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

- [The Constitution and By-Laws was updated last semester so there is more formality with who is on the Executive Committee. This includes the committee chairs of the senate standing committees, the liaisons, and those faculty co-chairs of a key Collegial Consultation Committees.](#)
- [There will be a need to follow-up with those who are not present to determine a meeting time for the next Executive Senate meeting. It was suggested to have these meeting during the first week of each month.](#)
- [Request for an item Agenda document](#)
  - [This was shared as a reminder that Senate will begin using this form. The form should indicate if the request is to be an "Action" or "Discussion" item.](#)
  - [If there is something the Committee chair would like to report out or discuss with the senate, the form should be used.](#)
  - [This form will not be needed for Committee summaries.](#)
  - [There was request to bring back the Resolution in terms of vote of no confidence in the Chancellor of the California Community Colleges for the fall semester. A group will write this resolution and complete the "Request for an Agenda Item" form.](#)

2. Committee Chairs Report (Faculty Chairs of the Academic Senate Committee and/or Collegial Consultation Committees have an opportunity to report)

- Regina Blasberg with Career Education (CE) Committee shared changes in membership appointments:
  - Garrett Hooper- Noncredit
  - Cindy Stephens on Sabbatical- Wendy Ruiz will fill in for her.
  - Lisa Hooper no longer on the CE committee but can attend as need be.
- Claudia Acosta with College Planning Team (CPT) shared some updates:

- There are current vacancies for VAPA, Counseling, Applied Technologies, Business, Student Services/Counseling and Learning Resources.
  - CPT will be hosting an orientation to communicate what they do and what are some of the sub-committees, etc. An email will go out to all the Deans to include the vacancies and orientation.
- Claudia Acosta with Educational Travel Committee is in contact with James Glapa-Grossklag regarding this committee.
- Wendy Brill with Non-credit Committee requested to remove members from the list who were not attending last year. The committee will meet in a week and they will make a note of who attends. Those who currently do attend are:
  - Regina Blasberg
  - Lisa Hooper
  - Lee White
  - Garrett Rieck
- Rebecca Eikey with the Academic Calendar Committee: This committee should have representation from the students, faculty, and classified staff. There is standards list of state holidays from the state Chancellors office that need to be observed and this is usually discussed in committee. There was desire expressed at the last senate meeting of the spring semester to open up additional conversations related to the academic calendar. This could be in terms of Guided Pathways and what is the best way to meet our students with that framework. The committee met yesterday and brainstormed ideas related to future calendars. The 2019-20 calendar is going to the Board of Trustees for approval. Possible ideas discussed at yesterday's meeting included adding a fall break, and whether or not to keep a winter session. It was reported the various ways that students have been involved in the past regarding possible changes to the academic calendar.
  - Both the Senate president and the COCFA president should appoint members. The Senate President will be requesting more senate representatives serve than two.
  - To recruit new senate representatives:
    - Recruit from those who attend the Town Hall meetings.
    - Send an email invitation to all faculty.
- Teresa Ciardi with Bookstore committee stated they have not met yet.
- Teresa Ciardi with Makerspace Committee stated Coordinators are being decided this week.

**C. Action**

1. Creation of a Calendar for Committee report (pg. 2-3)
  - CPT, Ed Tech and PAC-B Committees could be included within the list of standing committees.
  - The report will be an opportunity for committees to report back to Senate on what decision they have made within their committees. A report could also be an end of the year report on what was accomplished. This will help to maintain communication between the committees and the Senate.
  - Below is the calendar for committee chair reports that was created:

<b>Calendar for Committee Chair Reports</b>			
<b>SENATE MEETING DATE FALL SEMESTER</b>	<b>COMMITTEE REPORTING?</b>	<b>SENATE MEETING DATE SPRING SEMESTER</b>	<b>COMMITTEE REPORTING?</b>
September 13	CASL/Program Review	February 14	Career Education
September 27	Academic Staffing Committee	February 28	CPT/PAC-B

October 11	Scholarly Presentation	March 14	Continuing & Noncredit Education
October 25 <sup>TH</sup>	Faculty PD	March 28	CETL
November 8	Curriculum Committee	April 11	Honors
December 6	Elections Committee Academic Staffing	April 25	Civic Engagement
		May 9	MQE
		May 23	Policy Review

Note: Technology Committee & Ed Tech Committee will be scheduled later in the year.

#### D. Discussion

##### 1. [Constitution](#) & [By Laws](#)

- [There was a discussion about revisiting the constitution so that more officer positions could be identified as a way to have a better succession.](#)
2. Academic Senate for California Community Colleges (ASCCC) delegate for College of the Canyons
    - Last year it was understood that Jason Burgdorfer, Vice President would be the delegate for one year since the Senate President was serving as delegate as ASCCC Area C Representative and couldn't be two delegates. There was a recommendation to ask at the Academic Senate if anyone else would be interested in serving as a delegate.
  3. Selection of Senate Parliamentarian
    - There was a recommendation to ask someone from the Senate to serve as Parliamentarian. The Bylaws do not state the individual must be a member of the Senate. There may need to be training provided on Robert's Rules of order.
  4. Job Descriptions for Career Education & Guided Pathways liaisons (pg. 4-5)
    - There was a recommendation to bring these job description through the respective committees before bringing to the full Senate. The CE position is for 2 years due to the scope of work. There are two GP positions each for one year, one in Student Services and one in Academic Affairs. Each will focus on the Meta Majors and program mapping as well as meet with data coaches and individual faculty.
  5. Priorities for the Senate in the upcoming year
    - Priorities will be discussed at the next meeting.

**E. Adjournment:** 2:05pm

# ***HUMAN RESOURCES OFFICE***

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Date: August 22, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Linda Clark  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Sara Breshears

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Name: Sara Breshears

Hire Date: July 2, 2018

Position: Librarian

Discipline Assignment: Library Science

The minimum qualifications for Library Science are the following:

- ✓ Master's degree in library science, library and information science.

Sara Breshears meets the minimum qualifications with:

Master's degree in Library Science, San Jose State University



# ***HUMAN RESOURCES OFFICE***

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Date: August 22, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Linda Clark  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Adam Kaminsky

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Name: Adam Kaminsky

Hire Date: August 10, 2018

Position: Communication Studies (Forensics) Instructor

Discipline Assignment: Communication Studies

The minimum qualifications for Communication Studies are the following:

- ✓ Master's in speech, speech broadcasting, telecommunications, rhetoric, communication, communication studies, speech communication or organizational communication OR:
  - Bachelor's in any of the above AND Master's in drama/ theater arts, mass communication or English OR;
  - The equivalent.

Adam Kaminsky meets the minimum qualifications with:

- Master's degree in Communication Studies, California State University, Northridge.

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Santa Clarita Community College District  
COLLEGE OF THE CANYONS

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# ***HUMAN RESOURCES OFFICE***

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Date: August 31, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Yvette Pesina-Vazquez  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Shaunasey Lane

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Name: Shaunasey Lane

Hire Date: August 10, 2018

Position: Full-time Nursing Instructor

Discipline Assignment: Nursing

The minimum qualifications for the discipline of Nursing:

- Master's degree in Nursing

AND

Additional qualifications as required by the Board of Registered Nursing:

- At least one year's experience as a registered nurse providing direct patient care within the last five (5) years OR Completion of one (1) academic year of teaching courses, within the last five (5) years, related to nursing or a course which includes practice in teaching nursing.

Heather meets minimum qualifications with:

- Master's degree in Nursing from Western Governors University
- 11 years of experience as a registered nurse providing direct patient care within the last 5 years
- .40 years of experience as an adjunct at College of the Canyons

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Santa Clarita Community College District  
COLLEGE OF THE CANYONS

# ***HUMAN RESOURCES OFFICE***

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Date: August 31, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Yvette Pesina-Vazquez  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Kristi Miura

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Name: Kristi Miura

Hire Date: August 10, 2018

Position: Full-time Nursing Instructor

Discipline Assignment: Nursing

The minimum qualifications for the discipline of Nursing:

- Master's degree in Nursing

AND

Additional qualifications as required by the Board of Registered Nursing:

- At least one year's experience as a registered nurse providing direct patient care within the last five (5) years OR Completion of one (1) academic year of teaching courses, within the last five (5) years, related to nursing or a course which includes practice in teaching nursing.

Heather meets minimum qualifications with:

- Master's degree in Nursing from Western Governors University
- 13.5 years of experience as a registered nurse providing direct patient care within the last 5 years
- 1.06 years of experience as an adjunct at College of the Canyons

# ***HUMAN RESOURCES OFFICE***

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Date: August 31, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Yvette Pesina-Vazquez  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Jeremy Patrich

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Name: Jeremy Patrich

Hire Date: August 10, 2018

Position: Full-time Geography Instructor

Discipline Assignment: Geography

The minimum qualifications for the discipline of Geography:

- Master's degree in Geography
- OR
- Bachelor's degree in Geography AND Master's degree in Geology, History, Meteorology, or Oceanography
- OR
- Equivalency: An official transcript documenting successful completion of any Master's degree from an accredited institution of higher education AND official transcripts documenting successful completion of 24 semester units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units

Patrich meets minimum qualifications with:

- Master's degree in Geography from California State University, Northridge

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Santa Clarita Community College District  
COLLEGE OF THE CANYON

# ***HUMAN RESOURCES OFFICE***

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Date: August 22, 2018  
To: Rebecca Eikey  
President, Academic Senate  
From: Linda Clark  
Senior Human Resources Generalist (Faculty)  
CC: Rian Medlin, Director, Human Resources  
Marilyn Jimenez, Administrative Assistant to the Academic Senate

Subject: Discipline Assignment for Jennifer Thompson

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Name: Jennifer Thompson

Hire Date: July 2, 2018

Position: Librarian

Discipline Assignment: Library Science

The minimum qualifications for Library Science are the following:

- ✓ Master's degree in library science, library and information science.

Jennifer Thompson meets the minimum qualifications with:

- Master's degree in Library Science, The University of North Carolina at Chapel Hill.

**College of the Canyons Academic Senate &  
College of the Canyons Faculty Association  
Joint Collaborative Consultation Understanding (JCCU)**

An understanding between College of the Canyons Academic Senate and  
College of the Canyons Faculty Association

1. The Academic Senate provides the faculty with a formal and effective procedure for participating in the formation of District policies on academic and professional matters. California Education Code section ~~70902(f)~~ **70901(b)(1)(E) and 70902(b)(7)**.
2. The College of the Canyons Faculty Association (“COCFA”) is the exclusive bargaining agent for all contract (probationary, and temporary) and regular (tenured) faculty, instructional and non-instructional, including those whose contracts specify less than a full-time assignment. See California Government Code section 3543 and COCFA Collective Bargaining Agreement Article 2.
3. The College of the Canyons Academic Senate and COCFA desire to enter into this Agreement in order to avoid future misunderstandings and to clarify their respective roles relating to the implementation of AB 1725 Shared Governance mandates contained in both education code and Title 5.
4. The College of the Canyons Academic Senate and COCFA wish to work together effectively in the areas where their purviews overlap, and are committed to communication, transparency, understanding of the roles and scope of each organization, and collegiality.
5. It is the state intent of Title 5, Section 53204, that all parties will respect agreements between the Academic Senate and COCFA as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to the Academic Senate pursuant to Title 5.
6. Title 5, California Code of Regulations, Section 53200, et, seq., indicates a minimum of ten (10) specific areas of academic and professional matters in which the Academic Senate shall consult collegially with the Board of Trustees or their designee. The primary function of the Academic Senate is to participate in the development of policies regarding these specific areas and/or other areas that have been mutually agreed upon. The specific areas of academic and professional matters include
  - a. Curriculum, including establishing prerequisites and placing courses within disciplines;
  - b. Degree and certificate requirements;
  - c. Educational program development;
  - d. Grading policies;
  - e. Standards or policies regarding student preparation and success;
  - f. District and college governance structures, as related to faculty roles;
  - g. Faculty roles and involvement in accreditation processes, including self-study and annual reports;

- h. Policies for the faculty's professional development;
  - i. Processes for program review;
  - j. Processes for institutional planning and budget development; and
  - k. Other academic and professional matters as mutually agreed upon between the board of trustees and the Academic Senate.
7. Many of the academic and professional matters identified in Title 5 are also within the jurisdiction of the collective bargaining Agreement between COCFA and the District.
8. Collective bargaining for community colleges is defined in the Education Employment Relations Act (EERA) pursuant to section 3543.2 and as a non-exhaustive list includes matters relating to the following:
- a. School calendar;
  - b. Compensation;
  - c. Wages;
  - d. Hours of employment;
  - e. Terms and conditions of employment - health and welfare benefits;
  - f. Leave;
  - g. Transfer and reassignment policies;
  - h. Safety conditions;
  - i. Class size;
  - j. Procedures for evaluation of employees;
  - k. Organization security;
  - l. Procedures for processing grievances;
  - m. Layoff procedures;
  - n. Alternative compensation or benefits for employees adversely affected by pension limitations;
  - o. Additional compensation or salary schedule based on criteria other than years of training and experience.
9. In those areas of academic and professional matters which appear to be both within the jurisdiction of the Academic Senate as per Title 5 and within the jurisdiction of COCFA as per the contract, or allowable under Education Code, both organizations agree to consult with one another.
10. Specific areas where the duties and responsibilities overlap include but are not limited to Professional Development, Faculty Evaluations, Tenure Review Process, Enrollment Management, Program Viability/Discontinuance, Office Assignment, Faculty Hiring Procedures, Curriculum and Textbooks.

College of the Canyons Academic Senate and COCFA agree to the following best practices for collaboration between the two organizations:

- A. So as to better collaborate the Presidents of COCFA and Academic Senate are strongly encouraged to maintain currency and awareness of local, regional, and statewide issues that affect faculty purview within each organization's scope.
- B. The Presidents of COCFA and Academic Senate should meet regularly throughout the semester, but no less than monthly.
- C. COCFA agrees that the President of the Academic Senate or designee will be given the opportunity to provide feedback related to contract language being negotiated between COCFA and the District as it relates to matters that overlap.
- D. The Academic Senate agrees that the President of COCFA or designee will be given the opportunity to provide feedback related to the development of policies and procedures as it relates to matters that overlap.
- E. The Presidents of the Academic Senate and COCFA should consult collaboratively prior to making appointments to collegial consultation and college wide committees, especially where those appointments are within jurisdiction shared by both.
- F. The Executive Committees or Executive Boards of the Academic Senate and COCFA shall meet jointly at least once each semester to discuss matters of mutual interest and concern.
- G. It is the intent of the parties that changes to this Understanding shall be arrived at through a process of collaborative discussions. Reference to and acknowledgement of this understanding should be memorialized in the Academic Senate's Bylaws and COCFA's Standing Rules. Modifications shall be subject to the approval of the Academic Senate and COCFA's Representative Council.

\_\_\_\_\_  
Academic Senate President

\_\_\_\_\_  
COCFA President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Draft Strategic Plan Goals

FOCUS: We are so committed to our students and to a healthy environment, that every decision we make will be through the lens of student success and fostering well-being for all who come to College of the Canyons

## **STRATEGIC GOALS - PREAMBLE**

The California Community Colleges are experiencing disruptive structural change due to system-wide initiatives like Guided Pathways, the new funding formula based on student completion, as well as the aspirational goals of the CCCCO's Vision for Success. With external pressures such as these and funding metrics tied to new success measures, there is an urgency related to dramatically shifting College of the Canyons' focus of its planning documents and double down on our commitment to student success. In response, the district could not simply revise the prior 12 goals we strove for in the past XX years. The 2018-21 Strategic Goals are S.M.A.R.T. (specific, measurable, attainable, relevant, and timely) goals, carefully designed to put the *student experience* first. To do this the college must prioritize its activities under three overarching principles: access, success, and engagement.

We recognize that this plan is a significant shift from what the College has done for decades, and that this plan may be met with some anxiety or concern. However, this plan incorporates disruptive innovation to reengineer how we serve students and our community, and to challenge how we operate and plan for the College in fundamental ways. It is important to engage in dialogue about this shift if we are to be more successful in how we serve students.

The 2018-21 Strategic goals are measurable and obtainable in three years or less. All college stakeholders should pay close attention to the district's philosophy statement and use it to frame their objectives. Equity, inclusion, and diversity are not goals in themselves but ideologies embedded in all actions and planning at the college.

## **PHILOSOPHY**

College of the Canyons is committed to ensuring learning. We honor and value exemplary teaching and learning, which is best accomplished if the entire campus community is working to support this important focus. COC ensures that its Strategic Goals are guided by the following philosophies:

1. **Equity-Minded:** College of the Canyons will approach its strategic goals with an equity-minded lens by

1. **acknowledging, and empathizing** with disparate life-experiences contributing to inequalities/gaps in educational outcomes,
2. **attributing** inequalities/gaps to unfair structural/political/environmental/ social/cultural/historical practices and policies that have created barriers (deliberately or unintentionally) for individuals to improve their life opportunities through educational achievement
3. **responding** to barriers with deliberate efforts to eliminate them
4. **co-creating** more fair and just higher education institutional policies and practices that account for disparate life-experiences
2. **Equitable Student Success:** College of the Canyons will provide support to facilitate equitable student success and maximize opportunity for all students with intentional efforts to address inequities among student groups, including minoritized student populations.
3. **Inclusion and Collegiality:** College of the Canyons will foster healthy inclusion through inquiry, shared dialogue and reflection to ensure that we promote a sense of community, collegiality and cooperation among student, faculty, staff, and administrators.
4. **Partnership with the Community:** We create relationships providing the foundation of success for chosen current and future partnerships with local schools, colleges and universities, businesses, government and social agencies. These partnerships advance the educational, artistic, civic, cultural and economic aspirations of our community. (*Insert Patty Robinson AAC&U civic engagement literature on coeducation*).
5. **Experiential Learning** for the entire campus community (*wordsmith*)
6. **Data-Driven:** College of the Canyons will utilize quality data to inform and drive decision-making and planning processes.
7. **Creativity and Innovation:** College of the Canyons embraces a spirit of innovation and encourages faculty, staff, administrators, and students to develop innovative solutions to help the District achieve its strategic goals.
8. Pursue additional **financial resources** to help us advance our efforts/goals (*wordsmith*)
9. **Mutual respect** (expand)
10. **Safety / Welcoming** environment...

**NOTE: Develop incremental goals for each year (this came out of the EMP meeting 7.3.18)**

## ACCESS

With an equity-minded lens, promote student access so that every student is able to enter an informed path.

- Increase the percentage of students coming to COC from local high schools by 1% each year from X in 2018/19 to Y by 2020/21.

- Increase the adult participation (25+?) rate by X each year from X in 2018/19 to Y by 2020/21.
- Increase # of concurrently and dual-enrolled students from X to Y by 2020/21.
- Increase participation of incarcerated students from X each year from X in 2018/19 to Y by 2020/21.
- Increase the completion of initial educational plans from X each year from X in 2018/19 to Y by 2020/21.
- Reduce the % of students dropping out of the process between application and registration (capture rate) from X each year from X in 2018/19 to Y by 2020/21.
  - Website as a *strategy* for this objective
  - Reduce the number of students on waitlists
  - Reduce financial barriers to education via financial aid, First Year Promise, and Open Educational Resources.
  - Increase percentage of eligible students receiving financial aid, increase participation in First Year Promise, increase percentage of sections using OER.
  - Remove financial barriers...
- Increase noncredit FTES from X each year from X in 2018/19 to Y by 2020/21.
- Increase CCC FTES from X each year from X in 2018/19 to Y by 2020/21.
- Increase transition from noncredit to credit from X each year from X in 2018/19 to Y by 2020/21.
  - Strategy of alignment of class modalities...
- Increase overall enrollments for all CTE programs by 4% by 2019-2020.

## SUCCESS

Promote equitable student success, attainment of students' goals, and intentionally maximize opportunities for all students.

- Increase # of degrees awarded from X each year from X in 2018/19 to Y by 2020/21
- Increase # of certificates (16+ units) awarded from X each year from X in 2018/19 to Y by 2020/21
- Increase # of noncredit certificates awarded from X each year from X in 2018/19 to Y by 2020/21.
- Increase % of exiting CTE students employed in field of study from X in 2018/19 to Y by 2020/21.
- Increase # of students completing nine credit CTE units from X in 2018/19 to Y by 2020/21.
- Develop "on path" education plans...(define metric to track timely progression)
- Increase # of students earning a living wage from X in 2018/19 to Y by 2020/21.
- Skill builders wage gains...

- Increase # of students who transfer from from X each year from X in 2018/19 to Y by 2020/21
- Increase skill gains by wage builders from from X each year from X in 2018/19 to Y by 2020/21.
- Increase the % of students who participate in experiential learning from X each year from X in 2018/19 to Y by 2020/21.
- Increase the % of students who participate in student support services at VLC/CCC/OLC by X each year from X in 2018/19 to Y by 2020/21.
- Increase unit completion for first-time college students by 12% by 2023.
- Increase completion of Transfer-Level Math and English in Year 1 for first-time college students by 10% by 2023.
- Increase student persistence, term-to-term, by 10% by 2023.
- Decrease the average number of units completed from 86 to X by 2023.
- Increase the completion of comprehensive educational plans from X to y by 2023.
  - **[May be too many goals / consider refining]**
- Reduce equity gaps by 40% in 5 years for areas of disproportionate impact identified through the College's Equity Heat Map and other internal analyses.

## ENGAGEMENT

Cultivate an equitable, inclusive, and welcoming environment that supports teaching and learning, fosters engagement, promotes belonging, values diversity, and sustains well-being at our campuses.

- Increase diversity of hiring from X in 2018 to Y by 2020/21.
- Increase student participation in civic, social, global, and cultural engagement from from X each year from X in 2018/19 to Y by 2020/21.
  - Define "global citizenship" strategies...(UN/UNESCO sustainable development goals)
- Increase faculty, staff, and administrator participation in civic, social, and cultural engagement from X each year from X in 2018/19 to Y by 2020/21.
- Increase the % of students who participate in campus life from X each year from X in 2018/19 to Y by 2020/21.
- Increase the % of faculty, staff, and administrators who participate in campus life from X each year from X in 2018/19 to Y by 2020/21.
- Decrease the # of students who are food and housing insecure X each year from X in 2018/19 to Y by 2020/21.
- Increase the # of students who engage with mental health services at VLC/CCC/OLC by 2023.
- Increase employee well-being from x to y (*Employee Satisfaction - wordsmith*)
- Increase interconnectedness through dialogue and collaboration from X each year from X in 2018/19 to Y by 2020/21. (*measure by survey*)

## Access

- Increase the percentage of students coming to COC from local high schools by 1% each year from X in 2018/19 to Y by 2020/21.
- Increase the adult participation (25+?) rate by X each year from X in 2018/19 to Y by 2020/21.
- Increase # of concurrently and dual-enrolled students from X to Y by 2020/21.
- Increase participation of incarcerated students from X each year from X in 2018/19 to Y by 2020/21.
- Increase the completion of initial educational plans from X each year from X in 2018/19 to Y by 2020/21.
- ...

## Success

- Increase # of degrees awarded from X each year from X in 2018/19 to Y by 2020/21
- Increase # of certificates (16+ units) awarded from X each year from X in 2018/19 to Y by 2020/21
- Increase # of noncredit certificates awarded from X each year from X in 2018/19 to Y by 2020/21.
- Increase % of exiting CTE students employed in field of study from X in 2018/19 to Y by 2020/21.
- ...

## Engagement

- Increase diversity of hiring from X in 2018 to Y by 2020/21.
- Increase student participation in civic, social, global, and cultural engagement from from X each year from X in 2018/19 to Y by 2020/21.
  - Define “global citizenship” strategies...(UN/UNESCO sustainable development goals)
- Increase faculty, staff, and administrator participation in civic, social, and cultural engagement from X each year from X in 2018/19 to Y by 2020/21.
- ...

- **ADD IRPIE APPENDIX (heat map, DI, other data)?**
- **ADD PARAGRAPH/STATEMENT on how this document can “inform” other plans, such as the Enrollment Management Plan**

## **AB 288 Dual Enrollment Resources**

Below are some resources with background material for Dual Enrollment using AB 288 Guidelines.

[http://www.careerladdersproject.org/wp-content/uploads/2015/12/FAQ-DETOOLS\\_10.3.docx.pdf](http://www.careerladdersproject.org/wp-content/uploads/2015/12/FAQ-DETOOLS_10.3.docx.pdf)

[https://extranet.cccco.edu/Portals/1/AA/MCHS/Dual%20Enrollment/AB\\_288\\_College\\_and\\_Career\\_Access\\_Pathways\\_Apportionment\\_Eligibility\\_Guidelines\\_3-11-16.pdf](https://extranet.cccco.edu/Portals/1/AA/MCHS/Dual%20Enrollment/AB_288_College_and_Career_Access_Pathways_Apportionment_Eligibility_Guidelines_3-11-16.pdf)

<http://www.careerladdersproject.org/areas-of-focus/pathways/cccode/>

### **Resolution in Support of Resources for College of the Canyons Academic Senate**

Whereas, it is critical for local full and part-time faculty leaders to attend Academic Senate for California Community College's (ASCCC) biannual plenary sessions and other ASCCC institutes for leadership development, curriculum support, and to learn and respond to ever changing the state landscape as related to academic and professional matters;

Whereas, attendance at the ASCCC biannual plenary sessions is essential for College of the Canyons faculty delegates to participate in the resolution process and election of ASCCC Executive Committee members;

Whereas, it is necessary to train the next generation of faculty leaders at College of the Canyons, and recent initiatives, grants, increases in categorical funds, and changes to the curriculum processes all require locate senate input and approval that should be done upon understanding the issues from a diversity of perspectives; and

Whereas, College of the Canyons Academic Senate does not have sufficient funds to support faculty attendance at ASCCC plenaries and other leadership and curriculum institutes and has continued to request increasing to travel and conference budgets that have been to no avail;

Resolved, College of the Canyons Academic Senate urges the Board of Trustees to adopt a policy that ensures the Academic Senate has the adequate resources to support faculty attendance at ASCCC biannual plenary sessions and other ASCCC institutes and regional meetings to support leadership development and curriculum.