Academic Senate Summary for October 29, 2020

Voting Members					
Senate President	David Andrus	X	Learning Resources Senator	Peter Hepburn	X
Vice President	Lisa Hooper	X	Personal & Professional Learning Senator	Garrett Rieck	X
Immediate Past President	Rebecca Eikey	X	At Large Senator	Ambika Silva	X
Curriculum Chair	Lisa Hooper	X	At Large Senator	Jennifer Paris	X
Policy Review Chair	Gary Collis	X	At Large Senator	Erica Seubert	X
AT Senator	Regina Blasberg	X	At Large Senator	Rebecca Shepherd	X
MSHP Senator	Shane Ramey	X	At Large Senator	Mary Corbett	X
VAPA Senator	David Brill	X	At Large Senator	Benjamin Riveira	X
Student Services Senator	Garrett Hooper	X	Adjunct Senator	Lauren Rome	X
Humanities Senator	Marco Llaguno	X	Adjunct Senator	Carly Perl	X
Kinesiology/Athletics Senator	Philip Marcellin	A	Adjunct Senator	Aaron Silverman	X
SBS Senator	Tammera Rice	X	X= Present	A= Absent	
Business Senator	Gary Quire	X			

Non-voting Members			
Dr. Omar Torres	X	Dr. Wilding	A
Marilyn Jimenez	X	Nicole Faudree (COCFA President)	X
Dan Portillo (Warren Heaton AFT Rep)	A	ASG Student Representative: David Gonzalez	A

Guest							
Chuck Lyon	X	Dr. Edel Alonso	X	Maral Markarian	X	Sab Matsumoto	X
Collette Gibson	X	James Glapa-Grossklag	X	Mary MacAdam	X	Tim Honadel	X
Dr. Diane Fiero	X	Dr. Jasmine Ruys	X	Michael Monsour	X	Vida Manzo	X
Donald Carlson	X	Jia-Yi Cheng-Levine	X	Miriam Golbert	X	Wendy Brill-Wynkoop	X
Dustin Silva	X	Kelly Burke	X	Patti Haley	X		

A. Routine Matters
1. Call to order: 3:01pm
2. Public Comment
   - Public Comment #1, Student Mary MacAdam: Mary is a second year student and athlete at COC. The experience at COC, during fall 2019, had been great. There are many students who desire to return to campus learning. The desire for valuable education outweighs the fear of the possible exposure to COVID-19. If LA County Dept. of Public Health were to enter the proper phase to

reopen, would COC possibly consider some form of hybrid or hybrid interactive learning for spring 2020? This topic may return as a discussion item on a future agenda.

- Public Comment #2, President, David Andrus message: It's usually not customary to list as a discussion item any area on the agenda where senators, who attend their school meetings, can report back to Senate.
- Public Comment #3, Shane Ramey: There is an issue related to the OnBase computer application. The issues related to OnBase are having a negative impact on faculty compensation.
  - o There was a reminder that any issues related to compensation are a COCFA issues. However, there may be some overlap with Academic Senate. More context was requested relating to this issue.

3. Approval of the Agenda
   - Motion to approve the agenda by Tammera Rice, seconded by Lauren Rome. Votes counted using the participant's window. Unanimous. Approved.
4. Committee Appointments: (pg. 3)
   - There was a reminder that two years ago Academic Senate adopted an internal standing policy regarding committee appointments and the creation of committees. The policy states that committee appointments are not voted on but they are listed on the agenda. Senators then have the right to pull the item for discussion or can request to have this item voted on.
5. Approval of the Consent Calendar
   - Motion to adopt the consent calendar by Carly Perl, seconded by Benjamin Rivera. Votes counted using the participant's window. Unanimous. Approved.

| Academic Senate meeting, Oct. 15, 2020 Summary (pg. 4-10) | Curriculum Committee Summary Oct. 22, 2020 |
| Program Viability Committee Summary, Oct. 8, 2020 (pg. 11-15) | |

Note: There was a reminder that at the beginning of the semester it was stated that the agenda scheduled would be inverted to preserve as much time for action and discussion items. Report would then be listed last on the agenda. However, report were moved to the beginning of the agenda to allow more time for the 1st report.

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

1. ISP Report, Sab Matsumoto & Brent Riffel
   - https://www.canyons.edu/academics/isp/int_forum_youth.php
   - Both Sab and Brent are representing the International Student Program (ISP). Both are serving as the faculty organizers for the International Forum for 2020. This is three year grant funded event. Last year the theme was on "Identity" and it proved to be very successful. There were many students and faculty who participated along with three or four scholar presenters who were also invited from all over the word. The mission and vision of this event is to promote global understanding of international issues. Due to this event being held virtually this year there is a possibility that more people will attend this year as opposed to the previous year. Many people from Asia and Europe have been invited and are planning to participate. This year's theme is on "Migration." This word is being taken in a broader sense of its meaning. This is just not the migration of people or groups of people but more so in terms of cities, ideas, thoughts such as cancer cells. Next year's theme will be on "transition." There was a recent email sent out which included a register button. Due to this being a grant funded event all are

being asked, who are interested in participating, to register as there is a $300 limit via zoom. FLEX credit will also be available for anyone who attends. There is also a great lineup of speakers and many of these speakers are accommodating to the Pacific Time Zone as many are in different parts of the world and time zones. There will also be a student panel. Students will be discussing concerns regarding globalization issues related to the international community and students abroad. The website is still being worked on and will be updated with more information. Faculty are encouraging their students to attend. Perhaps students can receive extra credit. It is also encouraged to share the website on social media or a CANVAS shell.

2. CASL Jeff Baker & Cindy Stephens (pg. 16-18)
   - Senators were encouraged to read this written report.
3. Program Review Committee Report, Jason Burgdorfer (pg. 19)
   - Senators were encouraged to read this written report.
4. Academic Senate Presidents Report, David Andrus
   - Mission Statement: There was a reminder that Dr. Michael Wilding sent out a coc-all email regarding the COC Mission Statement. Every few years the mission statement is revisited and restructured in terms of the content to reflect the reality of what is happening at COC. It's important to ensure everyone on campus has an opportunity to weigh in such as faculty and staff. There will be two mission statement brainstorming meetings on November 12, 2020 at 1:00pm and Friday, November 13, 2020 at 2:00pm. Both meetings will be hosted by Michael Wilding. There are also some working drafts that are being shared at CPT. CPT will most likely adopt the proposed mission statement and it will return to Senate for approval.
   - Senate Executive Committee: The Senate Executive Committee meets once a month. The Academic Senate Bylaws provide the authority of that committee to expand its membership. The idea is to expand the membership to include the chairs of committees that were not originally listed in the Bylaws. In addition, to include new sub-committees such as the Academic Freedom Committee. There has also been discussion in regards to repurposing the committee in terms of appointing more regular duties.
   - ASCCC Statewide Academic Senate's Exemplary Award: The deadline to submit nominations for the statewide Senate award is November 9. Each college can nominate one education program and/or one person overseeing that program. There has been discussion in the past regarding what if there are multiple applicants? The hope is that the Senate Executive Committee works on adopting a structure for receiving applications for statewide awards. There are also two other awards and those deadline are in December and in January.
   - Awards in Excellence in Teaching: There has also been discussion regarding the idea of creating a local awards process for full-time and adjunct faculty. This has been an important to both past and current Senate leadership. This process will continue to be developed in the Executive Committee of the Senate.
   - Academic Senate Agenda Item Request: There was a reminder that if anyone submits agenda item request to please submit to David Andrus and copy Marilyn Jimenez. There is also a submission form that was developed by Academic Senate which anyone can use.
   - Anti-Racism Resolutions: There are plans to adopt anti-racism resolutions at the beginning of the year. There was a call to action letter that was signed by several people in Spring semester of this year. The Board of Trustees and ASG also adopted their own Anti-racism resolutions. It is

important to recognize that ASG, Academic Senate and the Board of Trustees are absolutely committed to working together on joint resolutions. However, there is also value in individual or bilateral resolutions. It is very possible that at the next Academic Senate meeting in November there will be a draft that can be considered for adoption. Work has been done with IE2 on identifying what may be some institutional barriers and ensuring there is a public presence.

- ASCCC Fall 2020 Plenary: David attended the ASCCC Area C on October 17th. There were about 12 to 14 resolution discussed. Chancellor Eloy Oakley was present and answered many questions relating to redirecting funds from Cal Bright to other areas statewide. However, there are no plans to redirect funds. Oakley also stated that the consequences of the pandemic will be felt in the system until around 2024. This does not mean that instruction will remain remote until 2024. Even if an effective vaccine or antibody treatment is identified there is going to be a long process with re-affirming our new normal. There is a possibility that ONLINELive instruction will live on past the pandemic.

- Return to Campus Committee: There is a need to have faculty and other staff appointed to this group. There is a desire to consider what can be accomplished in the near future in terms of preparation. The committee also needs to have a COCFA presence as there are academic issues involved. Academic thinking will need to be adjusted in terms of when it will be safe to return to campus.

- ASCCC Resolutions: In previous year's, resolutions have been reviewed in the Academic Senate, however due to time constraints it is not clear if this is the best use of time. The list of resolutions document was received from the state and there was not much time to review in Senate Executive Committee. A link to the list of resolutions will be sent for senators to review and anyone can then make comments on the statewide website. The Senate Executive Committee may be a great place to consider developing resolutions that can percolate to Area C and then statewide.

- Student orientation letter for winter and spring: There will be a reminder email from either David or Dr. Torres, or both, regarding making sure that what is printed in the faculty orientation letters match with what is presented in the schedule of classes.

- Zoom protocol: There was a workgroup at the beginning of the semester which included Senate leadership, members from the Office of Instruction and Dr. Jasmine Ruys which addressed the need to clarity Zoom within the classroom. A best practices sheet was developed and is posted on the Office of Online Instruction website at COC. One area that is covered is in regards to Privacy and FERPA and whether students should be required to turn on their cameras during class? There are some faculty who feel as though they should require students, through a policy or in an orientation letter, to turn their cameras on so they're engaged in the classroom. The state Chancellor's office issued a legal advisory opinion which cited our own best practices sheet. There is a division between the Academic Freedom of the instructor and what's best for students. There are other issues, such as the privacy of students, the effectiveness of learning for students, as student may feel anxiety by having to constantly have their cameras on. David will also follow up with ASG. This item may return as a discussion item.

C. Action Items
Below are a list of items that the Senate will take action on. Discussion is welcomed by all attendees.
1. Credit for Prior Learning Policy, Gary Collis

- It was clarified that the items included in the agenda are the same which were discussed in the last meeting. The policies were updated to comply with the Title 5 change. These changes require that all community colleges adopt a Credit for Prior Learning policy that allows for expanded opportunities for students to earn Credit for Prior Learning outside of a traditional college classroom. There was a lot of Title 5 language added to this policy while at the same time preserving maximum discretion for faculty with respect to most aspects of the policy in term of what type of Credit for Prior Learning would be permitted. Title 5 also requires that there not be a separate policy for Credit by Exam. The Credit by Exam options has been added to the Credit for Prior Learning policy.
- BP 4235: A "clean" version of the Credit by Examination policy (pg. 20)
- AP 4235: A "clean" version of the Credit by Examination policy (pg. 21-22)
- BP 4235 Credit for Prior Learning (pg. 23)
  - Motion to adopt BP 4235 by Erica Seubert, seconded by Regina Blasberg. Votes counted using the participant's window. Unanimous. Approved.
- AP 4235 Credit for Prior Learning (pg. 24-29)
  - Motion to adopt AP 4235 by Regina Blasberg, seconded by Gary Quire. Votes counted using the participant's window. Unanimous. Approved.

D. Discussion
Below are items that the Senate will discuss and no action will be taken. Discussion is welcomed by all attendees.
1. Camera Policy, David Andrus & Gary Collis
   - BP 3535 (pg. 30)
   - AP 3535 (pg. 31-35)
   - The college has had cameras for many years and it was determined that there is a need to have a camera policy to regulate the use of the public safety camera system.
   - There was a recent PERB administrative ruling which states that this is a negotiable working condition item for unions as it relates to staff. Both COCFA and CSEA adopted language in their contracts. This policy was also forwarded to CPC and Michael Wilding stated this is a campus culture issues and encouraged campus collaboration. The policy was also discussed in Policy Review Committee and a work group was started to address larger structural issues. Sharlene Coleal has been tasked with reviewing this policy from an Administrative standpoint as this is a risk management issue. This policy is also an important issue of liability to have a public safety camera system board policy and procedure in place. There is a lot of interest in how privacy is viewed today.
   - It is challenging to craft a policy that incorporates what the unions are bargaining for and the various competing interests, including overall privacy interests. There are many people with concerns for the safety, privacy of students, faculty and staff. It was stated that there was no discussion regarding having armed security on campus as it relates to his policy and procedure.
   - The policy states that "system images will be recorded and stored on a 24 hour basis every day of the week." It was clarified that recordings will be kept for a period of 6 months and the cameras record 24 hours a day. This is an ongoing recording with a six month data store. This is in the event of a complaint or a crime that needs to be investigated.
   - Comparable policy language from other California Community Colleges were reviewed. Much of the language that was added to this policy is mirroring what is considered as best practices at

other colleges. The COCFA contract does state that a list of cameras will be provided on an annual basis to the COCFA leadership. The AP policy states that the Safety Committee will provide a presentation on an annual basis regarding the use of cameras. There is concern with not disseminating this information to the public due to safety reasons. If there are concerns with enforcement, effectiveness or an evaluation of how effective the cameras are working an ad-hoc group or taskforce can be put together.

- There may also be instances where the cameras will need to be monitored in real time such as a public safety issue. Legal standards have been added to serve as oversight for how and when the live monitoring would be needed. The policy statement indicates that the Information Technology department will maintain the inventory of all existing and approved public safety cameras. It was clarified that the AP states that, "Under the purpose and scope in no case will cameras be used by a supervisor to monitor employee compliance with regular daily job responsibilities."

- There are some concerns with the use of the word "reasonable" in the policy as this can leave much to interpretation and/or disagreement regarding signage and notification. The goal was to identify language that could have some type of objective meaning. In addition, to provide a sense of doing right and making a good faith effort to do right by the people.

- Both documents will return as "Action" items on the next agenda for Nov. 12th. Once the items are adopted by Academic Senate they will advance to College Policy Council.

2. School Senator Report Out-Issues
- There was a reminder that this item is not a requirement for every school senator to report out to Academic Senate.

- <u>Students on Campus:</u> There are many students who have returned to campus in particular in the area of Applied Technologies. There have been questions regarding how to address certain issues or concerns related to COVID-19. For example, if a student reaches out to a faculty member and states they are not feeling well at what point can they return to campus? There are some areas of overlap in regards to working conditions and instructional delivery.

- <u>Online Instructor Certification and Qualifications for Teaching Synchronous and Asynchronous format:</u> There are concerns with how these changes affect class schedules and what effects these changes have on department chairs assigning courses. There are some faculty who are provisionally trained who are spending time getting trained during the fall semester to obtain their 36 hour IOI permanent certification so they can teach both Online and ONLINELive formats. There has been some discussion regarding spring 2021 as related to online certification requirements since what was adopted will be expiring on June 6 the day before the start of the summer intersession. Administration is waiting as long as possible to build the summer intersession schedule of classes to see what will happen in regards to the public health crisis. This will determine which type of format and environment we will be in. If anyone is experiencing any issues in regards to the scheduling process that was adopted for winter and spring the plan is to initiate a discussion after the first Academic Senate meeting in spring 2021 regarding whether or not to roll over online certification requirements and revising standards. There was also a suggestion to send out another student survey to COC students. Another survey is also being put together by COCFA and will be sent to faculty. Once it is legal and safe to return to campus it will more than likely be in a staggered process.

E. Unfinished Business
Below is a list of items that can be discussed for a future date.
- *none*

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.
- Faculty Hiring Procedures
  - The ASCCC had a resolution regarding administrative retreat rights which addressed having faculty move into a probationary faculty member position. This is relevant to our hiring administrative procedure. A question was asked as to the status of that pending AP revision. This item was discussed a few years ago but there hasn't much discussion since. David and Diane Fiero made clear that the Senate's Policy Review Committee as well as the EMP Group on campus have reviewed the faculty hiring AP. It will soon come to Senate for discussion.
- ASCCC paper on Equivalencies with the CTE Toolkit:
  - There has been some discussion with recommendations for Title 5 to change one of the requirements for sensitivity for diversity and being more culturally aware. There is also a need to discuss faculty hiring in terms of diversity and ensuring faculty mirror the student population.
  - This item is in Policy Review committee. This item was also brought froth to the Equity Minded Practitioners group for review as it relates to institutional barriers, diversity and equity. This item will go back to the Equity Minded Practitioners group. This item will then go to Policy Committee and return to Academic Senate.
  - There is a separate board policy, BP 7121 and an administrative procedure relating to the MQ&E's which has been maintained by Aivee Ortega and others.

G. Announcements
  - Next Academic Senate Meetings Fall 2020: Dec. 3. Spring 2021: Feb. 18, March 4, March 18, April 1, April 22, May 6 & May 20
    - The next Academic Senate meeting is scheduled for Nov. 12, 2020.
  - ASCCC 2020 Fall Plenary Session, Nov. 5 – Nov. 7, 2020, Virtual Event
  - ASCCC 2021 Part-Time Faculty Institute, Feb. 18-Feb. 19, 2021, Virtual Event
  - ASCCC Spring 2021 Plenary Session, April 15- April 17, 2021, TBD
  - 2021 Career Noncredit Education Institute, April 30-May 2, 2021, TBD

H. Adjournment: 4:51 pm