



ACADEMIC SENATE

Agenda for August 15th, 2:00 pm to 4:00 pm, room 119

A. Confirmation of the Agenda (8/15/19)

B. Approval of the Minutes

a. May 16, 2019

C. Audience comments. *This section of the agenda is reserved for senate guests who wish to speak on items not on the agenda. Comments are limited to a total of three minutes for each person giving comments.*

D. Consent Agenda: *The following items on the consent agenda will not be discussed. If any senator wishes to remove an item from the consent agenda, the motion should be made during agenda confirmation, item A above.*

a. Summer actions by senate officers for review

E. Information/Discussion:

a. Comments by Dr. Otten CMC President

F. Discussion/Action Items:

- a. Committee staffing, review, revision
- b. Prerequisite challenge form clean-up and other forms review
- c. Hiring Committees (Part time) as needed – standing item
- d. Board of Trustees' and President/Superintendent's Goals
- e. Equity Plan

G. Information/Discussion:

- a. Reporting absences process and process for requesting substitute instruction
- b. Review Robert's Rules of Order
- c. Part-Time Faculty Representative election
- d. Organizational leadership updates
- e. Flex feedback and planning

H. Committee Reports: (committee membership as of 5/16/19, new membership to be established 8/15/19)

CMC Academic Senate 10 +1 Title 5 responsibilities delineated in CMC Board Policy

Academic and Professional matters refer to the following:

- 1) Curriculum, including establishing prerequisites and placing courses within disciplines;
- 2) Degree and certificate requirements;
- 3) Grading policies;
- 4) Educational program development;
- 5) Standards or policies regarding student preparation and success;

- 6) District and College governance structures, as related to faculty roles;
- 7) Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- 8) Policies for faculty professional development activities;
- 9) Processes for program review;
- 10) Processes for institutional planning and budget development; and

Other academic and professional matters as mutually agreed upon between the Governing Board and Academic Senate.

a. Senate Committees

- i. **Curriculum** - Avila, Berger, Blauwkamp, Brakebill, , Chlebig, Christensen, Delaney, Hernandez, Hopkins, **Llort**, Maclaughlin, Page, D. Pieper, H. Pieper, Sparling, White (Curriculum Program Assistant Roxanne Brazell). **There will be a curriculum meeting on 5/23 at 3pm please be there. We will need a list of curriculum members on the August 15th meeting.**
- ii. **Library** - Allen, Chlebig, Danza, DeSantis, Friedt, **Hopkins**, Itnyre, Norton, Parkin, D. Pieper, Velasquez.
- iii. **Professional Standards and Ethics** - Danza, DeSantis, Itnyre, Steenberg, Walker.
- iv. **Educational Technology** - Anderson, Baird, **Berger**, Brakebill, Holley, Muchenje, Parkin, D. Pieper, Powell, Siciliano.
- v. **Cultural Education Enhancement** - **Allen**, Danza, Hopkins, D. Pieper, Downer.
- vi. **FLEX** - Brakebill, Danza, Friedt, **Maclaughlin**, D. Pieper, Sparling.
- vii. **Minimum Qualifications and Equivalency** - Avila, Basu, Brakebill, DeSantis, Friedt, Haig, **Hopkins**, Itnyre, Llort, McLaughlin, Parkin, Powell, Velasquez, Walker.
- viii. **Academic Integrity** - Avila, **Danza**, Parkin, Walker.
- ix. **Hospitality (ad hoc)** - Bridenbecker, Parkin, D. Pieper, Itnyre.
- x. **Early Alert and Intervention (ad hoc)** - Avila, Berger, **Danza**, D. Pieper, Velasquez.
- xi. **Transfer Center Advisory Committee** - Danza, Nafziger, H. Pieper, Sparling, Velasquez.

b. District Committees:

- i. **Academic Calendar** - Chlebig (alternate DeSantis).
- ii. **Student Success Planning Committee** - Anderson, Avila, Baird, Christensen, Haig, Holley, Hopkins, Muchenje, Nafziger, Norton, H. Pieper, Siciliano, Sparling, Velasquez (Abell).
- iii. **Budget Advisory** - Haig (alternate Parkin).
- iv. **Equal Employment Opportunity** - Avila (alternate Parkin).
- v. **Graduation** - Avila, Baird, Downer, Itnyre, D. Pieper, Velasquez. **Grad breakfast is happening, please participate. We will meet at Bruce's at 8:30am and serve around 10am**
- vi. **Scholarship** - Allen, Chlebig, Llort, Nafziger.
- vii. **Desert Studies** - Allen, Baird, Basu, Bridenbecker, **Delaney**, Friedt, D. Pieper, Powell.
- viii. **Technology** - Berger (alternate Parkin), Hopkins and Sparling serve by position.
- ix. **Professional Development** - Maclaughlin (alternate Brakebill).

- x. **CTE** - Blauwkamp, Brakebill, Chlebik, Friedt, Haig, Powell, Steenberg, White.
- xi. **Salary Advancement** - Muchenje, Llorca.
- xii. **Foundation Board** - D. Pieper (alternate Haig).
- xiii. **Marketing Committee** - Parkin.
- xiv. **Institutional Effectiveness** - Berger, Haig.
- xv. **Facilities** - Friedt.

I. Reports

a. Senate

- i. **Officers (President, VP, Secretary, State Senate Rep., Edu. Tech, Curriculum, PSE, Part Time faculty Rep.)**
- ii. **SLOA Coordinators**
- iii. **Senators**

b. Associated Students

c. Administration

d. Board of Trustees

J. Future agenda items and items to be carried over to the next meeting (these items are on hold [but not forgotten] due to time constraints and pressing time-sensitive matters)



ACADEMIC SENATE

Minutes for May 16, 2017

Present (bold denotes those not in attendance): **Cathy Allen**, Jennifer Anderson, Krystal Avila, Ellen Baird, Anamika Basu, Brad Berger, Christi Blauwkamp, Jim Brakebill, **Bruce Bridenbecker**, Katrina Chlebik, LeeAnn Christensen, **Mike Danza**, **Lorenza DeGuzman**, **Paul Delaney**, **Jeff Drozd**, Joe DeSantis, **Spelman Downer**, **Paul Friedt**, Jeffrey Haig, Melissa Hernandez, John Holley, Carolyn Hopkins, Cathy Itnyre, Yadira Llord, **Karey Mackert**, Colin Maclaughlin, **Kylee Muchenje**, Cassandra Nafziger, Dawn Page, **Steven Parkin**, Dean Pieper, Heidi Pieper, **James Powell**, **Anthony Siciliano**, Jennifer Sparling, **Clayton Steenberg**, **Heidi Steines**, Sheila Tyne, Vicky Velasquez, **Michel Walker**, Kimberly White.

Others in Attendance: Jane Abell, Greg Gilbert, Brian Heinemann, Steve Kemp, Jacob Kevari, Melynie Schiel, Sandy Smith

Agenda for May 16, 2019, 3:00 pm to 5:00 pm, Main Campus Room 119

- A. Confirmation of the Agenda –M/S-Itnyre/Powell** Joe friendly amendment to move Consent Agenda to Discussion/Action Items as f. since there was not quorum for the last curriculum meeting but still being brought forward due to time frame issues-
Unanimous with friendly amendment
- B. Approval of the Minutes M/S/U- Chlebik/Itnyre with corrections:** H. Reports-c. Administration- When discussing academic integrity problems, the instructor should handle in class repercussions and then report to the Dean of Student Services. D. Piper- Report all issues to the Dean of Student Services if regardless of classroom repercussions; the Dean of SS has the responsibility of looking for patterns. M. Schiel: The instructor needs to tell the students the infraction i.e. "I caught you cheating" then send to Dean of SS. Previously some instructors were not notifying the students.
 - a. May 2, 2019
 - b. November 1, 2018 as amended
- C. Audience comments.** *No audience comments*
- D. Consent Agenda:** *The following items on the consent agenda will not be discussed. If any senator wishes to remove an item from the consent agenda, the motion should be made during agenda confirmation, item A. above. Moved to Discussion/Action Item*
- E. Discussion/Action Items:**
 - a. Election results and granting of summer powers to Officers
 - i. President: Joe DeSantis

CMC Academic Senate 10 +1 Title 5 responsibilities delineated in CMC Board Policy

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- 2) Degree and certificate requirements;
- 3) Grading policies;
- 4) Educational program development;
- 5) Standards or policies regarding student preparation and success;

- 6) District and College governance structures, as related to faculty roles;
- 7) Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- 8) Policies for faculty professional development activities;
- 9) Processes for program review;
- 10) Processes for institutional planning and budget development; and

Other academic and professional matters as mutually agreed upon between the Governing Board and Academic Senate.

- ii. Vice President: John Holley
 - iii. Secretary: Krystal Avila
 - iv. State Senate Rep: Heidi Pieper
 - v. Ed Tech: Brad Berger
 - vi. PSE: LeAnn Christensen
 - vii. **M/S/U- Itnyre/Berger**- Authorize senate officers to take action on behalf of the Senate and report back in the 1st meeting in the Fall.
- b. MQ/EQ Chair for 2019-2020**
- i. Nomination of Vicky Vasquez- M/S/U: **Avila/Haig**
- c. Classroom Technology**
- i. B. Berger- recommendation to move forward purchasing 2 TVs and 10 symposiums. S. Kemp presented on the history of classroom technology. IT could put in an 86" TV in some of the larger rooms and some of the rooms could get the 75" TV. IT will move the cables under the TVs. For the symposiums they will get coiled cables for laying monitors down. Rooms 101/102/103 will lose some whiteboard space due to the sliders but Steve thinks if the Smart TV is used more it won't be needed. K. Chlebik asked if 217/219 will still have podiums? yes. S. Kemp: we could purchase training or have some basic training done internally. B. Berger: The smart symposium is set in touch screen mode; can we turn it off. Straw vote: Majority wants the touch screen mode off. S. Kemp: the funding for this would be \$125K and the proposal has been given to the foundation. We will need to set up a maintenance schedule. It has been a pleasure working with Brad Berger on the Ed Tech/Tech Comm committees.
B. Berger motions to move forward for funding- **Second: J. Brakebill**
- d. Renewal of CATEMA agreements with MUSD- M/S/U- Pieper/Haig**
- i. K. Chlebik gave a brief description of CATEMA. If a student receives an A it is automatically transcribed; any other grade the student must request. We need updated agreements and she will update over summer. Approved for Katrina to update over summer and Joe to sign necessary paperwork.
- e. FLEX Schedule for August 2019-**
- i. C. Maclaughlin: received more suggestions than ever before. Some additional suggestions: 2 sessions of faculty orientation- J. Sparling will participate for base information; Symposium training; M. Schiel- nonviolent communication; H. Pieper needs to cancel her session; Fall kick off may be added to Friday, however J. Abell said there maybe changes and she will notify faculty as soon as a decision has been made. E. Baird would like an English changes impact at the same time as the Math impact on Thursday morning. C. Hopkins motions Colin can make revisions to schedule as needed and inform faculty by email. Second by Jim Brakebill

- f. Resolution for Christi Blauwkamp- **M/S/U- D. Page/S. Tyne** Read by C. Itnyre- motion by general acclimation
- g. Resolution for Carolyn Hopkins M/S/U-Itnyre/Allen Read by C. Itnyre and C. Allen motion by general acclimation
- h. **Consent Agenda:** *The following items on the consent agenda will not be discussed. If any senator wishes to remove an item from the consent agenda, the motion should be made during agenda confirmation, item A. above. M/S/U: Chlebig/Blauwkamp Approve all items*
 - a. CORs for approval: CD-074 Living and Teaching in a Diverse Society, CD-015 Child Development Practicum, CD 075 Observation and Assessment, ART 011A Beginning Sculpture
 - b. Deactivations corrected dates: VN-002 Vocational Nursing II and VN-002L Vocational Nursing II Lab - Change effective date from Summer 2019 to Fall 2019. VN-003 Vocational Nursing III and VN-003L Vocational Nursing III Lab - Change effective date from Summer 2019 to Spring 2020
 - c. Corrected information and implementation dates to Fall 2019 for the following: Automotive Technology Certificate of Achievement Certificate, Heating and Air Conditioning Service and Repair Certificate of Achievement Certificate, Alternative Fuel Vehicles Certificate of Achievement Certificate, Engine Performance and Drivability Certificate of Achievement Certificate, Steering and Suspension Service Certificate of Achievement Certificate, Transmission Service, Repair and Overhaul Certificate of Achievement Certificate, Associate in Science in Vocational Nursing, Vocational Nursing Certificate of Achievement
 - d. Two-Year Course Rotation Modifications: Mathematics and Communication & Theater Arts
- i. Update on CTE Dean hiring Committee- K. Chlebig and J. Brakebill
- j. Replacement positions:
 - i. M. Schiel: we previously agreed to replace Art position with a Chemistry position however the position request was not in Program Review, nor is the request for the English Position; Nursing came up high on the merged prioritization from instruction/ non-instruction. **Action:** Motion to replace vacant Art position with FT faculty for RN/VN. **M/S/U: Hopkins/Pieper** **Action:** Motion to replace vacant ECON with FT faculty in ENG. **M/S Baird/Tyne-** discussion: **K. Chlebig-** we need FT faculty for programs that have degrees. **Vote:** yes- Jim Brakebill and Ellen Baird No: all others no abstentions **Action:** Motion to backfill vacant ECON with a Business/Econ combo. **M/S-Chlebig/Hopkins**, discussion: C. Itnyre: could we combo Business/Econ/PS? M. Schiel: Some crossover but not typical to find someone who has all three. Friendly amendment: Replace with either Bus/Econ or Econ/PS. **Vote: unanimous**

F. Information/Discussion:

- a. The future of Howl

- i. S. Smith talked about funding shift; Foundation Board does not want it to be auto funded but could still submit a funding request each year. Designated donations can be made for the Howl. Baird: The ASAP states I resigned and I did not. B. Berger: It is important we carry on the traditions of the Howl, students benefit from it and I hope it continues. Trustee Gilbert: The Howl started 23 years ago at student request. The two biggest issues back then were making sure Administration were happy with the product and getting the funding. There is a benefit for both the community and the students. Students should always be favored. Hope whoever is leading will continue these efforts. Baird: It is important to keep it a printed publication and not switch to a “zine” (online publication) as the fear is there will not be the same enthusiasm. Hopkins: Senate could recommend to allow a guest from the community in each publication. I hope Ellen will consider staying in the editor role. S. Smith: There is a commitment for funding for next year. H. Pieper: I agree with Ellen on the hard copy; the live readings/events are so important to our students. DeSantis: we should consider the value we place on all academic extra-curricular issues not just athletics. CEEC could be a district committee and Sandy could be a part of this committee as this is where the Howl is housed.
- b. CMC and MUSD Joint Integrity Project
 - i. Trustee Gilbert: See pages 16-17 of the packet but this would be a great way to share the resources among both districts. This would be a way to encourage students to do research that begins with no biases.
- c. Resource allocation prioritized list
 - i. The list of priorities is available for all to see
- d. Guided Pathways updates
 - i. Avila: Jake and I attended the first Inland Empire Guided Pathways Implementation Task Force meeting on Saturday May 11th hosted by Growing Inland Achievement. The task force will be composing a proposal to put forth to various funding sources (Gates Foundation, ECMC, College Futures Foundation, etc.) asking for \$25-50million in September. The goal is to have the funds available to each college as early as January 2020. Each college will be able to use these funds to aid in the Guided Pathways Implementation process. This is a regional effort and will have regional goals that would impact each campus. There will be three more meetings over summer to solidify the proposal. J. Kevari: This is not our Region 9 GP meetings this is more focused on jobs. On All staff day we will look at the GP plan-QFE-look over the last 5 years; be ready to talk about new targets
- e. Equity Plan
 - i. J. Abell: review on pg. 37 the plan needs to be approved by September, this is a bare bones version since the data from the Chancellors Office

keeps changing. Pg. 40 is speaking to this in the plan; there are other things we funded through equity this is just a current list of all activities. Budget from 2014 on will be added. We will need to get this approved during summer to make sure it gets to the BOT on time. We will make sure to add the updated plan to the August 15th Senate Agenda. J. Kevari: GP indicators will align to the Equity Plan and the Vision for Success goals. D. Pieper: are we evaluating the data? J. Abell: yes, we are collecting the data and evaluating it. J. Kevari: Using the data we have been able to close gaps; we are working towards a full blown evaluation.

f. Registration and Multiple Measures

- i. J. Abell: We are trying to be transparent about what is happening in Student Services; it's kind of been a mess, we had plans in place but they failed so as of right now we are still manually doing multiple measures. We don't have all the necessary requirements to meet the State Senate model of putting every student into college level courses so we have come up with our own baseline GPA guidelines. We will submit this to the Chancellors Office by July 1st for approval. Action: Motion to approve suggested guidelines in ASAP. **M/S:** Chlebik/Itnyre discussion: Berger- Not happy with the GPA- what suggestions do others have? H. Pieper: We must now follow the law that says they place themselves. Berger: suggesting 3.0+ GPA for college level math, 0-2.5 GPA for Math 45. Avila: Counselors also look at course completion along with overall GPA when having the Guided Self Placement discussions. Schiel: Prerequisites haven't changed but students can still place themselves. Christensen: I thought students could only self-select for ENG/Math? Abell: Correct but once a student meets a prerequisite they meet it. For example, CH 3, has a prereq of Math 40 so if a student self-places into Math 10 they can now take CH3. Kevari: Accuplacer is gone and is replaced by HS GPA; this is a good thing to let the students make their own decisions and meet their own expectations. There will be evaluations of this. Friendly amendment to Motion to change GPAs as suggested- **Unanimously approved**

G. Committee Reports:

a. Senate Committees

- i. **Curriculum** - Avila, Berger, Blauwkamp, Brakebill, , Chlebik, Christensen, Delaney, Hernandez, Hopkins, **Llort**, Maclaughlin, Page, D. Pieper, H. Pieper, Sparling, White (Curriculum Program Assistant Roxanne Brazell). **There will be a curriculum meeting on 5/23 at 3pm please be there. We will need a list of curriculum members on the August 15th meeting.**
- ii. **Library** - Allen, Chlebik, Danza, DeSantis, Friedt, **Hopkins**, Itnyre, Norton, Parkin, D. Pieper, Velasquez.
- iii. **Professional Standards and Ethics** - Danza, DeSantis, Itnyre, Steenberg, Walker.

- iv. **Educational Technology** - Anderson, Baird, **Berger**, Brakebill, Holley, Muchenje, Parkin, D. Pieper, Powell, Siciliano.
- v. **Cultural Education Enhancement - Allen**, Danza, Hopkins, D. Pieper, Downer.
- vi. **FLEX** - Brakebill, Danza, Friedt, **Maclaughlin**, D. Pieper, Sparling.
- vii. **Minimum Qualifications and Equivalency** - Avila, Basu, Brakebill, DeSantis, Friedt, Haig, **Hopkins**, Itnyre, Llort, McLaughlin, Parkin, Powell, Velasquez, Walker.
- viii. **Academic Integrity** - Avila, **Danza**, Parkin, Walker.
- ix. **Hospitality (ad hoc)** - Bridenbecker, Parkin, D. Pieper, Itnyre.
- x. **Early Alert and Intervention (ad hoc)** - Avila, Berger, **Danza**, D. Pieper, Velasquez.
- xi. **Transfer Center Advisory Committee** - Danza, Nafziger, H. Pieper, Sparling, Velasquez.

b. District Committees:

- i. **Academic Calendar** - Chlebik (alternate DeSantis).
- ii. **Student Success Planning Committee** - Anderson, Avila, Baird, Christensen, Haig, Holley, Hopkins, Muchenje, Nafziger, Norton, H. Pieper, Siciliano, Sparling, Velasquez (Abell).
- iii. **Budget Advisory** - Haig (alternate Parkin).
- iv. **Equal Employment Opportunity** - Avila (alternate Parkin).
- v. **Graduation** - Avila, Baird, Downer, Itnyre, D. Pieper, Velasquez. **Grad breakfast is happening, please participate. We will meet at Bruce's at 8:30am and serve around 10am**
- vi. **Scholarship** - Allen, Chlebik, Llort, Nafziger.
- vii. **Desert Studies** - Allen, Baird, Basu, Bridenbecker, **Delaney**, Friedt, D. Pieper, Powell.
- viii. **Technology** - Berger (alternate Parkin), Hopkins and Sparling serve by position.
- ix. **Professional Development** - Maclaughlin (alternate Brakebill).
- x. **CTE** - Blauwkamp, Brakebill, Chlebik, Friedt, Haig, Powell, Steenberg, White.
- xi. **Salary Advancement** - Muchenje, Llort.
- xii. **Foundation Board** - D. Pieper (alternate Haig).
- xiii. **Marketing Committee** - Parkin.
- xiv. **Institutional Effectiveness** - Berger, Haig.
- xv. **Facilities** - Friedt.

H. Reports

a. Senate

- i. **Officers (President, Vice President, Secretary, State Senate Representative, Educational Technology, Curriculum, Professional Standards and Ethics, Part Time Faculty Representative)**
- ii. **SLOA Coordinator**

- iii. **Senators:** E. Baird read: Spelman Evans Downer started teaching visual art classes in 2001. Early on he was mostly responsible for painting, drawing, and the design classes. Shortly after he started at Copper Mountain College, he jumped into the photography class and guided it into the digital age. With a background in analog film, the principals of light, focal lengths, and the creative control of shutter speed and aperture applied equally to digital capture. Driven by Digital Photography and other digital design classes offered at the time, Mr. Downer launched a student screening/competition, RGB MultiMedia, which allowed students to showcase their photography, videos, short films, and animations.

In 2003 and 2005 Downer initiated and coordinated a group of students to develop a regional, then national earth works exhibition, Earth Works Now, using CMC's unique desert environments as context and backdrop. The two shows had widespread participation and were well reviewed in the local press. A number of the installations are still present on the campus, including the donated Half Henge of Simi Daba sculptures and the Medicine Wheel in front of the Bell Center.

More recently, Mr. Downer started a new, informal student group, the CMC MultiMedia Club. The club became active in multi-camera live performance videotaping, and recorded many performances on campus and around the Morongo Basin, including the Hi Desert Cultural Center's Black Box classical music performances, the annual Christmas performance by the Joshua Tree Philharmonic, Joshua Tree Music Festival, and most recently the Bhakti and Shakti Yoga and Music Festivals held at the Joshua Tree Retreat Center. Over the last 2 years the club has expanded into multi-camera live streaming, and has broadcast Fighting Cacti basketball games, the annual Nursing Pinning Ceremonies, and Commencement at the CMC Graduation.

In 2014/2015 Mr. Downer pursued a yearlong sabbatical to study the History of Southern California and develop a body of new works in his map-space paintings. This reinvigorated his painting process and prepared him to return to teaching the painting class, which became his most popular.

As he is returning to the world of independent art production, the Nevada Museum in Reno, with a soon to be opened branch in Las Vegas, has shown interest in his original map-space paintings and 360-degree digital photographs. Mr. Downer will continue to base his operations atop Turquoise Ridge in Yucca Valley, with a summer studio in Copper Landing, Alaska.

Mr. Downer thanks the College for 18 years of empowering employment. He has formed lasting bonds with student and colleagues alike and looks forward to continuing as part of the High and Low Desert Communities.

b. Associated Students

c. Administration

- i. M. Schiel: I will be sending out one more email for the catalog review. The review needs to happen in June please review your areas. We need to have a party for retirement/tenure celebration. Jane will host at her home. Email with date coming soon. Smith: Thank you Dean Pieper; Received \$10K from Tortoise Rock Casino. Brian: I started here in March 2008- I enjoyed it, thanks, bye. Kevari: Please fill out the DSPS survey that I sent you a link to.

d. Board of Trustees

- i. Gilbert: Thank you Jeff Haig for your service. Senate Bill 777 is in committee today. Existing law requires that community college districts with less than 75% of their hours of credit instruction taught by full-time instructors apply a portion of their program improvement allocation, as provided, to reaching the 75% standard. The deficit must be removed by 10% each year.
- I. Future agenda items and items to be carried over to the next meeting (these items are on hold [but not forgotten] due to time constraints and pressing time-sensitive matters). Future meeting dates: August 15, 2019. Meetings are Thursdays from 3pm to 5pm on the Main Campus of Copper Mountain Community College District, Room 119. Agenda by Haig.

Motion to adjourn Senate meeting: MSU: Chlebik/Itnyre.

Minutes by Avila

1. Motion approved to authorize Colin and DeSantis to give any final approval or agreement for a finalized flex schedule
2. Approved Authorization for DeSantis to approve volunteers for Library Specialist hiring committee.
3. Approved authorization for DeSantis to approve a volunteers to work with HR for Part-Time Faculty hiring committees including finding alternates when needed.
4. Officers discussed but did not feel an immediate action was needed for changes to administrative assignments but felt it should be discussed by the Senate.
5. Authorized the plan outlined by Dean Schiel - clean up the Business Degree so that we can get it correct in the 19-20 catalog with the support/approval of Professors Chlebig and Haig.
6. Approval of statement - The Academic Senate officers on behalf of the Senate appreciate the consideration and thought Mr. Cummings has given our concerns and request. We support fully the recommendation "that HR develop Administrative Procedures that clearly outline the agreed upon hiring processes for all CMC employee groups. The AP's can then go completely through the participatory governance process and be appropriately memorialized." It is an important issue and one that we welcome an opportunity to address through institutional dialogue.
7. Requested the district use the past process as anticipated at the time of committee creation and approved the Senate President authority to act, as described below, regarding hiring committees impacted by the proposed process changes.

Authorized the Senate President to communicate with the District our desire to

- a. To proceed as originally planned using the standard process in place at the time the committees were formed for the time being and to have proposed process changes/revisions addressed through the typical collegial consultation process.
- b. Authorize the Senate President to take action in opposition to changes in hiring processes to specifically include authorization to remove faculty from committees until a) the standard process is used or b) a new process is agreed upon in a collegial manner.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Invitation to President Otten for remarks

Type of Consideration:
Information item

Desired Outcome:
Provide Dr. Otten an opportunity for remarks to the Academic Senate.

Background:



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Committees

Type of Consideration:
Action Item

Desired Outcome: Fill all committee positions and revise, review, or edit committees and membership as needed.

Consider need for a committee to review and update Constitution and By-laws.

Background:

- a. **Senate Committees (chairs and voting members for committees with restricted membership listed. Other positions to be filled)**
 - i. **Curriculum – Chair Llord**, Avila, Berger, Brakebill, Chlebik, Christensen, Delaney, Hernandez, Maclaughlin, Nafziger, Page, H. Pieper, D. Pieper, White, Monypeny (Brazell, Curriculum Program Assistant).
 - ii. **Library – Chair Monypeny**,
 - iii. **Professional Standards and Ethics – Chair Christensen**,
 - iv. **Educational Technology – Chair Berger**,
 - v. **Cultural Education Enhancement – Chair Allen**,
 - vi. **FLEX – Chair Maclaughlin**,
 - vii. **Minimum Qualifications and Equivalency - Chair Velasquez**,
 - viii. **Academic Integrity – Chair Danza**,
 - ix. **Ad Hoc Committees**
 1. **Hospitality –**
 2. **Early Alert and Intervention – Chair Danza**,
 3. **Transfer Center Advisory Committee -**
- b. **District Committees: (Those serving by position listed, other voting members to be filled)**
 - i. **Academic Calendar –**
 - ii. **Student Success and Support Committee –**

- iii. **Budget Advisory –**
- iv. **Equal Employment Opportunity –**
- v. **Graduation -**
- vi. **Scholarship –**
- vii. **Desert Studies - Delaney**
- viii. **Technology – (Monypeny by position, Base Coordinator by position?)**
- ix. **Employee Development Fund -**
- x. **Professional Development –**
- xi. **CTE –**
- xii. **Salary Advancement –**
- xiii. **Foundation Board – D. Pieper**
- xiv. **Cultural Education Enhancement Committee (CEEC) – Chair Cathy Allen,**
- xv. **Marketing -**
- xvi. **Institutional Effectiveness -**
- xvii. **Facilities -**
- xviii. **College Council – (DeSantis by position)**



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Clean up of Prerequisite Challenge and other forms

Type of Consideration:
Action Item

Desired Outcome:

Approval of edited forms. Forms should be available in advance by email from the Office of Instruction.

Background:



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Part-Time Faculty Hiring Committees

Type of Consideration:
Action Item

Desired Outcome:

Authorization for staffing of hiring committees for part time faculty positions by the Academic Senate President in coordination with Human Resources.

Background:

Ideally save Senate time and coordinate volunteers through emails to all Full Time Faculty and the Part Time Faculty Senate Representative. Authorize the president to coordinate and approve participation through email and then report committee staffing in the consent agenda of future meetings.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Board of Trustees' and President/Superintendent's Goals

Type of Consideration:
Action Item

Desired Outcome:

Discuss Board of Trustees' and President/Superintendent's goals and provide feedback to be presented to the Board and President/Superintendent.

Background:

Currently the Board is reviewing their and the President's goals.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Equity Plan

Type of Consideration:
Action Item

Desired Outcome:
Approval of the Districts Equity plan.

Background:

Approve and comment on Equity plan in a timely manner so the District may meet required timelines for submission.

Student Equity Plan Summary

Contacts

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Approved by Tony DiSalvo

2019-07-01

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Chancellor/President

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Approved by Jeff Cummings

2019-06-27

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Awaiting Approval

Chief Business Officer

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Awaiting Approval

Details

Assurances

- I have read the legislation [Education Code 78220](#) and am familiar with the goals, terms and conditions of the Student Equity Plan, as well as the requirements of Student Equity & Achievement legislation ([Education Code 78222](#)).

Progress & Success

Process & Schedule

We plan to reach full equity and close all gaps within five years. We will match our equity data and metrics to Vision for Success goals, and local goals that we have set. Activities will be reviewed on a regular review cycle, and data and analysis of progress toward equity goals will be required for each activity.

Success Criteria

Our Student Success Planning Committee is the committee that discusses student success related initiatives and activities, and is comprised of faculty, classified staff, students, and administrators. It has representation from established categorical programs, as well as representation from task force groups working with basic skills and equity. The personnel from Office of Institutional Effectiveness, Office of Academic Affairs, and Office of Student Services work together through the Student Success Planning Committee for the implementation of Guided Pathways, infusing technology, support programs, and instruction into a holistic, wrap around approach for the benefit of students. To ensure activities are coordinated, the Student Success Planning Committee will meet on a monthly basis. In the monthly meetings, representatives from programs and task forces will bring forward activities from their respective areas to ensure alignment with institutional set targets, and bring back information to their respective groups. Further, the Student Success Planning Committee will report to College Council so that all constituency groups are informed of student equity efforts on campus.

Executive Summary

<https://docs.google.com/document/d/1kgAkTPSKtTjB-WbhMRTJJFtJxMatFbZoK3sL6qrQ-Bk/edit?usp=sharing>

Metrics

Overall Student Population

Metric	Baseline	Goal	Equity Change
Transferred to a Four-Year Institution	100	120	+20%
Attained the Vision Goal Completion Definition	202	242	+19.8%
Completed Both Transfer-Level Math and English Within the District in the First Year	34	34	0%
Retained from Fall to Spring at the Same College	1370	1370	0%
Enrolled in the Same Community College	2889	2889	0%

Disproportionately Impacted (DI) Student Groups

Demographic	Gender	Metric	Baseline	Goal	Equity Change
Disabled	Female	Transferred to a Four-Year Institution	6	12	+100% ◀
Hispanic or Latino	Female	Transferred to a Four-Year Institution	15	20	+33.33% ◀
Disabled	Male	Enrolled in the Same Community College	50	65	+30% ◀ ▶
White	Female	Enrolled in the Same Community College	639	728	+13.93% ◀ ▶
Black or African American	Female	Enrolled in the Same Community College	138	160	+15.94% ◀ ▶
Some other race	Female	Enrolled in the Same Community College	4	10	+150% ◀ ▶
LGBT	Female	Enrolled in the Same Community College	74	88	+18.92% ◀ ▶
LGBT	Male	Enrolled in the Same Community College	35	46	+31.43% ◀ ▶
Hispanic or Latino	Male	Retained from Fall to Spring at the Same College	150	169	+12.67% ◀ ▶
Black or African American	Male	Retained from Fall to Spring at the Same College	36	45	+25% ◀ ▶
Foster Youth	Male	Retained from Fall to Spring at the Same College	8	15	+87.5% ◀ ▶
White	Male	Attained the Vision Goal Completion Definition	32	41	+28.13% ◀
Hispanic or Latino	Male	Attained the Vision Goal Completion Definition	9	28	+211.11% ◀
Disabled	Male	Transferred to a Four-Year Institution	1	5	+400% ◀
More than one race	Male	Transferred to a Four-Year Institution	1	2	+100% ◀
Foster Youth	Female	Transferred to a Four-Year Institution	1	3	+200% ◀
Some other race	Male	Attained the Vision Goal Completion Definition	1	1	0% ◀ ▶
LGBT	Female	Attained the Vision Goal Completion Definition	3	4	+33.33% ◀
LGBT	Male	Attained the Vision Goal Completion Definition	1	2	+100% ◀

Demographic	Gender	Metric	Baseline	Goal	Equity Change
Disabled	Female	Completed Both Transfer-Level Math and English Within the District in the First Year	0	2	+100% ◀ ▶
LGBT	Male	Transferred to a Four-Year Institution	0	1	0% ◀ ▶
Foster Youth	Male	Transferred to a Four-Year Institution	0	1	0% ◀ ▶
Some other race	Male	Transferred to a Four-Year Institution	0	1	0% ◀ ▶
Some other race	Female	Transferred to a Four-Year Institution	0	2	+100% ▶▶◀◀
Filipino	Female	Transferred to a Four-Year Institution	0	1	0% ◀ ▶
Black or African American	Female	Transferred to a Four-Year Institution	0	3	+200% ▶▶◀◀
Foster Youth	Male	Attained the Vision Goal Completion Definition	0	3	+200% ▶▶◀◀
Native Hawaiian or other Pacific Islander	Male	Attained the Vision Goal Completion Definition	0	1	0% ◀ ▶
Filipino	Female	Attained the Vision Goal Completion Definition	0	2	+100% ▶▶◀◀
Black or African American	Male	Attained the Vision Goal Completion Definition	0	7	+600% ▶▶◀◀
Disabled	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	0	1	0% ◀ ▶

Additional Categories

No population groups selected.

Activities

Tutoring for students with disabilities

Brief Description of Activity

Equity will fund tutoring as a specialized service through our DSPS program for students with disabilities to assist in completion of a transfer-level math and English and transferring to a 4 year institution.

Related Metrics

- Disabled : Female : Transferred to a Four-Year Institution

- Disabled : Male : Transferred to a Four-Year Institution
 - Disabled : Female : Completed Both Transfer-Level Math and English Within the District in the First Year
 - Disabled : Male : Completed Both Transfer-Level Math and English Within the District in the First Year
-

Mental Health Services

Brief Description of Activity

We will provide free mental health services to all students so that students have resources and help to handle the personal struggles affecting their academics.

Related Metrics

- Overall : All : Attained the Vision Goal Completion Definition
 - Overall : All : Retained from Fall to Spring at the Same College
-

Learning Resource Center

Brief Description of Activity

We will help provide tutoring services to the overall student population to help student get through transfer level Math and English, attain a Vision Success Goal, and transfer to a 4 year institution.

Related Metrics

- Overall : All : Transferred to a Four-Year Institution
 - Overall : All : Completed Both Transfer-Level Math and English Within the District in the First Year
 - Overall : All : Retained from Fall to Spring at the Same College
-

Part Time Counselors

Brief Description of Activity

Part time counselors will focus on getting students through matriculation, completing comprehensive student education plans for all students, getting students through 30 credits in their first year, and transferring to a 4 year institution and/or attaining a Vision Success Goal. The part-time counselors will also be trained to serve students with an equity lens, putting emphasis on disproportionately impacted student groups, and assisting with activities that close the equity gaps.

Related Metrics

- Overall : All : Transferred to a Four-Year Institution
 - Overall : All : Attained the Vision Goal Completion Definition
 - Overall : All : Completed Both Transfer-Level Math and English Within the District in the First Year
 - Overall : All : Retained from Fall to Spring at the Same College
 - Overall : All : Enrolled in the Same Community College
-

Campus Experience

Brief Description of Activity

The Campus Experience and Transfer Specialist will work specifically with disproportionately impacted groups in connecting them to campus activities and transfer events, and hosting a variety of cultural events and activities on campus. Because we do not currently have designated programs for LGBTQ+ students, African American/Black students, or Latino/a students, Campus Experience will focus on activities, resources, and events to close the equity gap for these student groups.

Related Metrics

- Hispanic or Latino : Female : Transferred to a Four-Year Institution
 - Black or African American : Female : Enrolled in the Same Community College
 - Hispanic or Latino : Male : Retained from Fall to Spring at the Same College
 - Black or African American : Male : Retained from Fall to Spring at the Same College
 - Hispanic or Latino : Male : Attained the Vision Goal Completion Definition
 - LGBT : Female : Attained the Vision Goal Completion Definition
 - LGBT : Male : Attained the Vision Goal Completion Definition
 - LGBT : Male : Transferred to a Four-Year Institution
-

Foster Youth program coordination and student aid

Brief Description of Activity

We will provide direct student aid in the manner of school supplies and basic needs assistance, as well as a means for coordinating these efforts through our existing categorical programs.

Related Metrics

- Foster Youth : Male : Retained from Fall to Spring at the Same College
 - Foster Youth : Female : Transferred to a Four-Year Institution
 - Foster Youth : Male : Transferred to a Four-Year Institution
 - Foster Youth : Male : Attained the Vision Goal Completion Definition
-

Veterans Services

Brief Description of Activity

We will provide direct student aid in the manner of school supplies and basic needs assistance to our student veterans.

Related Metrics

Not Entered

Library Services

Brief Description of Activity

We will fund a part time librarian so that we can open up to library to provide additional access to computers, tutoring, and media for students who do not have access to internet or technology at home.

Related Metrics

- Overall : All : Attained the Vision Goal Completion Definition
 - Overall : All : Completed Both Transfer-Level Math and English Within the District in the First Year
 - Overall : All : Retained from Fall to Spring at the Same College
-

Transfer Services

Brief Description of Activity

The Transfer Center focuses on activities to help disproportionately impacted student groups get to their transfer institutions. Activities consist of Latinx and Black College Expos, HBCU tours and expos, coordination with Veterans services, DSPS services, and other categorical programs at the universities.

Related Metrics

- Disabled : Female : Transferred to a Four-Year Institution
- Hispanic or Latino : Female : Transferred to a Four-Year Institution
- Disabled : Male : Transferred to a Four-Year Institution
- Foster Youth : Female : Transferred to a Four-Year Institution
- Overall : All : Transferred to a Four-Year Institution
- LGBT : Male : Transferred to a Four-Year Institution
- Foster Youth : Male : Transferred to a Four-Year Institution
- Black or African American : Female : Transferred to a Four-Year Institution



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**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Equity Plan

Type of Consideration:
Information/Discussion Item

Desired Outcome:

Absences, process, and substitute instruction process discussion

Background:

Requested by faculty peer for discussion.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Part-Time Faculty Senate Representative election process update

Type of Consideration:
Information/Discussion Item

Desired Outcome:

Provide information on the Part-Time Faculty Senate Representative election process.

Background:

New election is needed and multiple candidates are running. Need to identify an election committee of part time faculty as possible and provide expected timelines.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Interim leadership and organizational structure updates

Type of Consideration:
Information/Discussion Item

Desired Outcome:

Begin a dialogue on organizational leadership structure changes that occurred over summer

Background:

Interim administrative positions and other organizational changes made over the summer. CTE Dean, Base Coordinator, Financial Aid, etc.



**Copper Mountain College
Academic Senate Agenda Packet
(ASAP)**

Date of Senate Meeting: next

Requested by: DeSantis

Subject: Flex feedback and timelines for future planning

Type of Consideration:
Information/Discussion Item

Desired Outcome:

Thank our colleagues for our flex session and discuss our next upcoming flex as well as the planning process.

Background: