



# ACADEMIC SENATE

Agenda for January 27, 2022 2pm to 4pm, Room 119

**A. Confirmation of the Agenda-**

**B. Approval of the Minutes December 16, 2021**

**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. Time for audience comments will also be provided as needed or requested during each agenda item.

**D. 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. Coordinators/Division Chairs**

**e. Board of Trustees**

**E. 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.

**F. Discussion/Action:**

**a. Hiring Committees:**

**i. Student Support Specialist II, 1 faculty needed**

**ii. Director of Information Services, 2 faculty needed**

**iii. Part-time Counselor- 2 faculty needed**

**iv. Program Assistant, Adult Basic Education- 1 faculty needed**

**b. HyFlex Decision- Danza**

**c. Automation of ASAP form- Danza**

**d. Syllabus language regrading attendance & camera use for SP22- Llort**

**e. Change CTRAC Meeting- Llort**

**f. Part-time Faculty Election-Gibbons, DeSantis, Avila**

**g. Part-time representative for EEOC-Bilger**

**h. Formally Adopt the OEI Course Design Rubric- Martin**

**i. Transfer, Career & Grad Week, April 18 – 22, 2022-Nafziger, Sanchez**

**G. Information/Discussion:**

**a.**

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## ACADEMIC SENATE

### H. Committee Reports: (Please inform Danza and Avila of Corrections)

#### a. Senate Committees

- i. **Curriculum**-Anderson, Avila, Berger, Brakebill, Bridenbecker, Chlebik, Christensen, Danza, DeSantis, Gibbons, **Llort**, Maclaughlin, Martin, Monypeny, Nafziger, Page, Steines, Velasquez (Non-voting: Shannon Freschette, Melynie Schiel, Leila Smith).
- ii. **Library-Monypeny**, Baird, Basu, Friedt, Parkin, Siciliano.
- iii. **Guided Pathways Committee-Avila**, Haig, Nafziger, **Pieper**, Velazquez, Classified reps: Deanna Johnson and Chelsi Chastain, Management reps: Jane Abell VPSS and Melynie Schiel VPAA, Student rep: Vacant
- iv. **Professional Standards and Ethics**- Baird, Christensen, Itnyre, Swanson.
- v. **Educational Technology** - Anderson, **Berger**, Connor, Holley, Martin, Monypeny, Parkin, Powell, Siciliano.
- vi. **Cultural Education Enhancement** – Allen, Baird, Monypeny.
- vii. **FLEX** -, Brakebill, Friedt, Holley, **Maclaughlin**, Martin, Velasquez.
- viii. **Minimum Qualifications and Equivalency** - Avila, Basu, Brakebill, Delaney, DeSantis, Friedt, Haig, Parkin, Powell, Tyne, **Velasquez**.
- ix. **Academic Integrity** - **Danza**, Gibbons, Martin, Parkin.
- x. **Hospitality (ad hoc)** – Bridenbecker, Drozd, Itnyre, Parkin.
- xi. **Transfer Center Advisory Committee** – Anderson, **Nafziger**, Velasquez.
- xii. **MAVSAC**- Anderson, Avila, DeGuzman, Nafziger, **Salomon**, Sanchez, Management reps: O'Donnell
- xiii. **Brown Bag Teaching**- Danza, Friedt, Gibbons, **Holley**, Martin, Page.

#### b. District Committees:

- i. **Academic Calendar** - Chlebik (alternate Connor).
- ii. **Budget Advisory** - Velasquez (alternate Parkin).
- iii. **Equal Employment Opportunity** – Avila, Velasquez (alternate Parkin).
- iv. **Commencement** - Avila, Christensen, Velasquez
- v. **Scholarship** – Allen, Baird, Llort, Monypeny, Nafziger
- vi. **Desert Studies** -Baird, Basu, Bridenbecker, **Delaney**, Powell, Steines, Tyne.
- vii. **Technology** – Anderson, Berger, Monypeny (alternate Parkin).
- viii. **Employee Development Fund**-Velasquez.
- ix. **Professional Development** – Maclaughlin (alternate).
- x. **CTE**-Brakebill, Chlebik, DeGuzman, Drozd, Friedt, Haig, Martin, Page, Powell, Steines, Swanson, Tyne.
- xi. **Salary Advancement** - Connor, Llort, Salomon.

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## **ACADEMIC SENATE**

- xii. **Foundation Board** – Brakebill.
  - xiii. **Marketing Committee** –Nafziger
  - xiv. **Institutional Effectiveness** - Berger, Christensen, Gibbons.
  - xv. **Facilities** –Friedt.
- 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).**
- a. Call to Action shared resolution drafting (tabled at College Council)
  - b. PT Faculty Participation on Academic Senate Committees
  - c. Revisit Diversity, Equity and Inclusion Committee Membership
  - d. Ad Hoc Bylaw committee

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# ACADEMIC SENATE

## Minutes for December 16, 2021, 3pm to 5pm, Room 119

Present (bold denotes those not in attendance; Italicized denotes those on Zoom ):  
**ALLEN, CATHY**; ANDERSON, JENNIFER; AVILA, KRYSTAL; **BAIRD, ELLEN**;  
*BASU, ANAMIKA*; BERGER, BRAD; **BRAKEBILL, JIM**; BRIDENBECKER, BRUCE;  
 CHLEBIK, KATRINA; **CHRISTENSEN, LEEANN**; *CONNOR, KYLEE*; DANZA, MIKE;  
**DE GUZMAN, LORENZA**; *DELANEY, PAUL*; *DESANTIS, JOE*; **DROZD, JEFF**;  
**FRIEDT, PAUL**; GIBBONS, HEIDI; HAIG, JEFF; HOLLEY, JOHN; ITNYRE, CATHY;  
 JARVI, GEORGE; *LLORT, YADIRA*; MACLAUGHLIN, COLIN; *MARTIN, KIM*;  
*MONYPENY, DEREK*; *NAFZIGER, CASSANDRA*; **NORTON, DAVID**; **PAGE,**  
**DAWN**; PARHAM, WALTER; **PARKIN, STEVE**; PIEPER, DEAN; **REYES, FRANTZ**;  
**POWELL, JIM**; SALOMON, MARISSA; SANCHEZ, HEATHER; *SICILIANO,*  
*ANTHONY*; **STEINES, HEIDI**; **SWANSON, CLARISSA**; **TYNE, SHEILA**;  
 VELASQUEZ, VICTORIA;

Part Time Rep: *GILMORE, HEATHER*

Student Rep: *JOSEPH CANDELERIA*

Others in attendance: JANE ABELL, ALMA CORREA, MATTHEW BARBOZA, JENN O'DONNELL, MELYNIE SCHIEL, LINDA THOMAS, SHANNON FRECHETTE, JENNIFER DIELEMAN

- A. **Confirmation of the Agenda- M/S/U- Berger/Velasquez** remove action item d. v.i. (DE 342)
- B. **Approval of the Minutes December 2, 2021, M/S/U- Bridenbecker/Haig**
- 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. Time for audience comments will also be provided as needed or requested during each agenda item.
- D. **Reports**

- a. **Senate**

- i. **Officers:**

- 1. **President:** College Council-we went through a bunch of AP/BP's. A comment to have less meetings. Heather, you item about food on campus was brought up at College Council. It was also raised by Lily from student government; I was promised that there would be movement on this issue. They never thought about vending machines with credit cards. They did tell me to inform all of our students that there is food at the student activity center, nutrition breaks (granola bars) around campus and in the library. Dean, you asked me to bring the GP PR template. They saw it and said

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cool. Melynie said that she can speak to any groups on campus that wanted to learn more about what we're doing on the on the teaching side.

- 2. **VP-Next term** I have a class at this time so I will not be attending meetings.
- 3. **Part-time faculty Rep.-** This is my last AS meeting, officially stepping down as of the last day of term. When we get into the conversation of the committee, I have someone who is interested in stepping into this position. Following in Mike's steps, I have drafted a letter for the next person coming in. We all strongly believe in the power of education and to help the students be better citizens. As a Senate, let us not forget what we are really hear for. Mike, as our President, I am requesting that you follow up on the identification cards for all employees, moving the CBA to the faculty portal for easier access, and finally just an understanding that there are a lot of part time faculty members an many voices. There is a fine line between work conditions and 10+1. A little bit more understanding from all of you and welcoming the new representative.
- 4. **Secretary, State Senate Rep., Edu. Tech, Curriculum, PSE- No Report**

- ii. **SLOA Coordinators-** Gibbons-I have stepped down as the Arts & Humanities SLOAC- if any full time in Arts & humanities are interested in that position, let Linda know. Thank you for everything. You have all brought it up to speed. Berger- Your SLO assessments are due when grades are due- January 3<sup>rd</sup>.

- b. **Senators-** Itnyre- The foundation has begun to create a Cathy Allen Art scholarship that is going to rely on donations. I beseech everyone to think about walking down to the foundation office with a check for this. Cathy over the many years that she was here has done so much for the campus, art shows and so on. It would be really nice if everyone on the faculty will contribute to this fund.
- c. **Associated Students-** Thank you all for advocating so hard for the students this term. I was not as active as I would have liked to have been. We are having a winter formal next Wednesday. The first in person event ASCMC has done in 18 months. Everyone is invited, Wednesday 12/22 6-9pm Community Room at the Bell Center. I'm excited to get back to work next term.
- d. **Administration-** Abell-Thank you everyone with all the ups and downs throughout the term. I hope everyone has a restful, wonderful break throughout the holidays. Thank you for everything you have done for the students. I did want to highlight yesterday's grocery vendor giveaway. It was discussed at BAC last week and Vicky set it up in only a couple days. I'll let Vicky give the details. Bilger- If you got a notice about your TB test expiring, you don't necessarily have to get the test, there was an update.

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You can take a questionnaire that you review with your provider, and they can sign off on the form. If needed Danielle Jackson can get you the form. The classified employees asked me to bring out the estate planning for the Employee Assistance Plan. Would you like to have me bring out for your group as well? They can help with your will, health care and/or financial power of attorney. So, you can get this taken care of for you and your family for no cost. I will look for a couple times that will work in January. Schiel- Were at the end of the term trying not to make anything more hectic than they already are. A couple things to look forward to for next term. There was an update to the regular and effective contact policy for distance education, which is now the regular and substantive interaction policy. Keep that in mind as you are developing your courses as there were some changes. Lisa Larson's retirement- we have some people who are willing to backfill. Right now, Brian Scott is working to take care of any requests you have as the semester winds down. He will work with me and Kim Martin to make sure all your needs are meet at the end of the term. We are working on looking at how to best configure the roles that Lisa was doing. Janie Ramstorf is taking care of the curriculum piece. Once everything goes to the Chancellor's Office, she is working the system to build the catalog. My number 1 priority is to make sure that the classroom and the students are supported in the space. If there are any gaps in services or any questions you have, the communication will help us be sure were doing the absolute best we can for you and our students. Happy holidays everyone.

- **Coordinators/Division Chairs- Velasquez:** Jeff will be speaking about the American Rescue Plan layer on in this meeting. Yesterday the student portion of the funds were used to distribute \$200 Stater Bros. cards to students. Our average distribution was 300 (\$100) cards for previous drive thru events. We started this event with a total of 354 envelopes each containing 2 (\$100) Stater Bros. cards, which were distributed by noon. We stayed open until 4pm for those students who were not able to get there by noon and took down their information so cards can be mailed to them next week. 354 students received cards at event; 87 students will receive cards by mail; 441 X (\$200) Total students served = Total \$88,200. I would like to thank Sandy Smith, ASCMC student Leo Bills, Chelsi Chastain, Krystal Avila, Heather Sanchez, and Marissa Salomon for their assistance with this event. Without them this event would not have been such a success. Also, on the CMC webpage, the ribbon now has a CalFresh link. If any students need assistance with food, have them apply, it is a simple application. Anderson- thank everyone who donated to the ACCESS Awards Banquet. All the students were adopted. It was a difficult semester for all of us. All of you faculty have been awesome with ACCESS students and accommodations and flexibility without me even having to ask. It has been a really tough week and each of you have an impact on the students and I have not heard one negative thing. This

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## ACADEMIC SENATE

makes my job easier. Thank you to each of you. I am happy to work with such great faculty.

### e. Board of Trustees- No Report

E. **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.

### F. Discussion/Action:

#### a. Hiring Committees:

- i. Interim Art Full-Time Instructor, 3 faculty needed- Itnyre, Pieper, Danza Alt. DeSantis **M/S/U- Bridenbecker/Gibbons**

#### b. Part-time Representative election committee- Danza

- i. Gibbons- I have done it for the last two cycles and am happy to help. Other volunteers: DeSantis and Avila.

#### c. Course Outline of Record amended courses: **Motion to approve amended courses M/S/U-Bridenbecker/Berger-** Llort- These CORs were taking through CTRAC and Curriculum but unfortunately, we didn't have quorum.

- i. HS (NA) 064 Nurse Assistant (Page)
- ii. HS (HHA) 066 Home Health Aide (Page)
- iii. SPAN 001 Elementary Spanish I (Llort)
- iv. SPAN 002 Elementary Spanish II (Llort)
- v. SPAN 003 Intermediate Spanish I (Llort)
- vi. SPAN 004 Intermediate Spanish II (Llort)

#### d. Deactivations: **Motion to deactivate all besides DE 342 M/S/U-Salomon/Chlebik** Schiel- I would like to take a minute to acknowledge Frantz Reyes and Shannon Freschette for the work they have been putting in to getting this curriculum updated.

- i. DE 320 American Literature
- ii. DE 321 World Literature
- iii. DE 330 Math Skills
- iv. DE 332 Pre-Algebra
- v. DE 334 Algebra
- vi. ~~DE 342 Art History~~
- vii. DE 350 World History
- viii. DE 351 United States History
- ix. DE 352 American Government
- x. DE 353 Economics
- xi. DE 360 Biology
- xii. DE 365 Physical Science
- xiii. DE 370 Health Science I
- xiv. DE 394 GED Preparation – Language Arts, Reading
- xv. DE 398 GED Preparation – Language Arts, Writing

#### e. Course Outline of Record, new courses: **Motion to approve new courses M/S/U- Chlebik/Itnyre**

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- i. FIRE 181 Non-Credit Fire Apparatus Driver/Operator (Emergency Vehicle Operations) (Brakebill)
- ii. FIRE 184 Non-Credit Driver/Operator (Pump Operations) (Brakebill)
- f. 2-year rotation cycles, updated: **Motion to approve updated 2-year cycles M/S/U- Bridenbecker/Salomon**
  - i. Math 2-year rotation cycle (attached)
  - ii. EGSJ 2-year rotation cycle (attached)
- g. Planning the conference- Event Planning Committee
  - i. Danza- I have created some flyers for our conference with the help of Mr. Jarvi- what I am asking in this motion is to select the name of the conference and authorize the committee to communicate with the faculty. We have a bunch of potential titles. We want a snazzy title. Chlebk- why does it have to be a war? Danza- I agree, I hate the culture war idea but at the same time I want to connect with what is going on in our society. Berger- I think C is more descriptive and potentially rewriting it: Distinguishing fact from fiction: Navigating a postmodern world or adding in the culture war. Danza- our ILO is differentiating fact from opinion. We should keep that in mind. Sanchez- What if we said: Fact or Opinion? Velasquez- Differentiating fact from opinion: What is the role of education? Danza- We did talk about that but again, we want to tape into the larger conversation within our society. I think were going to have a lot of conversation and we had this in the committee- we'd love more members. Berger- There needs to be a decision about whether it is about fact or fiction, this fake news or is it determining what the differences between an opinion and fact or is it both? Salomon- We want to make it a little sensationalized, so we grab students' attention. Danza- Fake news and the culture war, I like that. Velasquez- keep it simple. Anderson- I think fact or opinion. Gibbons- I have an issue with fake news because what is real news anymore? Maybe: Fake news, real news, and the culture war. Dieleman- I feel like it is going to make abrasive for students to come and want to fight. We need to find the balance between students having an educational conversation and a fight. Velasquez- We were at the communication club and those topics were divisive and the students were able to have great conversations. Danza-The idea would be that our students would be presenting papers that they wrote on these topics with instructor help. Then at the conference you come and talk about differentiating fact from opinion. It wouldn't just be show up and have discussions. It would be an academic conference. Berger- Maybe a subtitle: civilized discussion? Gilmore-coming from an old marketing background, we want something around the line students know. Games like truth or dare- What are other ways in which we can talk about propaganda or fake news? We need things to draw

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them in. Jarvi- We may not be converging on a title, but we are working on our mission. Heather- What is Fake news? Distinguishing fact from opinion. Itnyre- What is really real? Distinguishing facts from Opinion. Dieleman- is this going to be the scope of social media, news broadcasting an all-encompassing? Danza- we don't have a mission statement yet, but anyone could work on these topics. Heather can run a room about truth or dare, anyone can propose anything. What if we communicated to the faculty, next semester can you have it in your syllabus on the first day of class? One suggestion is offering extra credit or some incentive to attend. I would love to get good participation for this event. I would like to start this right from the beginning of the term. So does anyone have a title they are really married to? Jarvi- the consensus of this event is to help students get educated and to engage our community. Danza- Our students would be highlighted with the data that they have researched. Salomon- it might be easier to have a mission statement first. Danza- Does anyone want to join the committee? Volunteers: Monypeny, Velasquez, Itnyre, and Salomon. The event will be held in April or May. Schiel- If people could say if we ok with the culture war or fake news then maybe we can solve this and get into syllabus like you wanted. Danza- I don't really care about a title- I would like to have move forward. **Working title: What is really real? Distinguishing facts from opinion. M/S/U- Gibbons/Danza** Berger- Encourage faculty members to design their classes next semester to focus on the selected ILO. There is very little fiction in mathematics. Statistics is used to differentiate, so there are some courses that it works. I am wondering how all courses could contribute? Danza-It could be the numbers behind the arguments for vaccinations, climate change, immigration, taxes and so forth. Salomon- I think looking at scientific method, how to collect data. Velasquez- Every student can learn math: fake or real news. Itnyre- How do you really know you are dead. Anderson- maybe it doesn't have to be an assignment, it could just be offering extra credit? Danza-We have no power to tell anyone what to do but I'm just asking could we move the needle by saying we are focusing on an ILO this semester would you consider somehow into your syllabus? Itnyre- If you have multiple classes, you could make one class focus on it. **Motion to empower the committee to communicate with faculty to encourage participation. M/S/U- Itnyre/Berger** Monypeny-One of the library workshops is on evaluating sources and there is a module that is specifically about fake news and how to evaluate the sources your find online. We have specific activities geared toward teaching students the basics of how to source an article, where does it come from, what kind of bias does it have. So, this is something we already offer and could be expand in the classroom.

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- h. Guided Pathways NCII Team Recommendations- Pieper, Avila
  - i. Pieper- The committee and the leads consolidated all the teams' goals and now it is coming for our endorsement. If you have something you would like to contribute to or modify, we welcome your feedback. **Motion to endorse- M/S/U- Velasquez/Bridenbecker** Schiel- The NCII teams were brought together to guide us on some of our biggest guided pathway's challenges and some of you have been serving on these teams. These are the recommendations from these teams. We are still going to be working with Rob Johnstone for implementation. This document is the piece where our community comes together and were going to look at it and see what we can execute right now and what resources we can use toward these goals. It paints our theme of what we're trying to do going forward with Guided pathways. The program review template that was brought here last time was part of this but there is a lot more. We want everyone to be aware. Gilmore- The recommendations for problem one- students need to feel connectiveness, can we add social clubs and things like joining student government? The students are missing out on those opportunities, they are attempting to be built again. Pieper- a good suggestion. Berger- These are team are pretty nebulous, like how big are the teams, who is going to be on the teams, how are we going to decide? I remember when I was in undergrad, faculty were assigned individual students. I don't know if we want to go that route. Dieleman- I like the ideas of building clubs. I would love to build an early childhood education club and have connections to the community. Berger- what I am reading is the need to develop a culture around each pathway and have reinforcement for the students who work in those pathways, a constant reinforcement. They talk about the why, why are you on this pathway- get people to remember that and to have it embedded so the goal is to finish the pathway. Avila- I think that is the exact plan for student success teams, build it directly from the pathway. So, each team would be the pathway- you would have a public safety pathway and so forth. The team would be built around the pathways, so all the faculty that fit in the pathway would be apart of the team and you would have support people from the student services side you would report to, and we would come back to you. It would be a large team, how that would function is part of the implementation. Berger- When are we going to start doing this and what kind of resources are we going to use to do these things? Avila- We have some resources through our guided pathways funds and the goal is Rob will start talking to us about implementation next semester. Schiel- We have this concept and we kind of drop it on the group and it bounces off the group. We want to develop the concept from within, so it is something that is valuable. That is why this process seems

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- 6) District and College governance structures, as related to faculty roles;
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## ACADEMIC SENATE

nebulous. It needs to be valuable to everybody to feel that this is going to work. The teams' recommendations are what we are looking at as we think what would be good for our students and then that is valuable for faculty and how can we build upon it. We are working on building the ownership of it. Velasquez- it deals with the connectedness as well since you are part of that family, and you know that you have all of that support. Avila- We want to give students the names of their teams once they decide on their pathway. The information will be available right from the beginning so if they are struggling, they know this is the counselor they can reach out to, the professors that are in my pathway, the librarians- really everywhere on campus. Gilmore- does this include mental health counseling? Anderson- yes, through our counselors

i. Student Equity Planning Project- Pieper, Avila

i. Avila- The student equity plan needs to be written next year and it is a three-year plan. The chancellor's office is working on this now so we don't exactly know what it will look like but they do want a strong tie to guided pathways and those initiatives. Our goal is to get a representative from each of the pathways to sit on our equity team. There is an institute that is being hosted by the CCHALES research collective. The first meeting is February 1<sup>st</sup> and 3<sup>rd</sup>, and we may have a pre meeting in late January. Abell- We have always done the equity plan, but it's always been student services heavy. We have always had a team and we've written it but to have it cross functional, cross institutional would be great. It is supposed to be aligned with our guided pathways framework because it is and equity framework, so if we could get volunteers from each pathway, it would make it more robust, more institutional wide. That's the goal and the dream. They promised that we would be doing a deep dive into our specific student data. Gilmore- Is this open for part time? Schiel- yes, we wanted to offer to full time first. *Volunteers: Social/Behavioral- Danza; Business- Haig; STEM-Berger/Jarvi; Arts/Humanities- DeSantis; Counseling- Velasquez, Anderson Other volunteers: Walter Applied technology-Friedt (volunteered) Public Service-Brakebill- (volunteered)*

j. ARP Task Force-Haig

i. Haig- We have \$5million we need spend. \$2.5 million is allocated to the students. \$2.8million institution funds. If we don't use it for the institution, then it will go to the students as direct aid. I will send out an email with more information but if you have any ideas, please send them to me. It must be COVID related or to get students reengaged, retention or reenrolled. Velasquez- We are thinking of a mobile bus for health resources, dental things like that. We just spent out a big chunk of money \$1000 each for full time students and our grocery vendor card giveaway. Those are important things but what else can we do? Haig- Compensation is not legal. If you

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## ACADEMIC SENATE

see an issue that could be fixed with this money that is what we are looking for. Jarvi- One of the biggest problems was a way to keep them engaged when they had to quarantine. If there was a way to send them donuts or something- we are still here. Gibbons-Jeff you will send an email? Haig- yes, it will have Q&A with how this funding can be spent. Velasquez- Were talking about food insecurity. We have Bruce have a \$5 menu and we pay the bill. Gilmore- We moved a lot of courses online so with student retention there is a technology built into canvas called signalz, that shows engagements. You can send draft templates “you’re doing great” “how can I help you?” you can copy their counselor as well. It is another way we can keep students involved. Berger- what about other technology that students lack, internet service to the equipment that they use? Candelaria- internet service is a good idea- Avila-Is there time to go through program review and see if there were items that instructors are changing due to COVID. I know there was mention of ventilation in the chemistry lab. Schiel- it is on track to get consolidated by January, so I think that’s an option. Berger- Brainstorming about this internet, we have a service with MBTA for free riding, couldn’t we contact Verizon, spectrum and ask them for a package. Salomon- in the rural areas, the companies don’t go out to all of our areas. We need to have multiple options including Mojave Wi-Fi and hotspots. Abell- We have hotspots through the foundation and laptops through student services. Danza- President Otten said he doesn’t like the idea of subsidizing directly to these companies, he’d rather it goes to the students and then let them use it. Sanchez- It would be nice to purchase rapid tests and have those available for students. Danza- please send your ideas to Jeff.

### G. Information/Discussion:

- a. Flex schedule for Jan. 2022, final look- Maclaughlin
  - i. Maclaughlin- A couple sessions that are still up in the air- one of them was the 10+1- I did just hear back from ASCCC and they are going to get someone to talk about the responsibilities of the Senate. There is other one was about the “Art of Teaching”, I talked to Mike about that. The request was about teaching philosophy, but Mike didn’t want to lead that and wanted to lead more of a session or forum. Danza- I wanted to do something about the ILO and go in that direction. There was a request on mental health or self-care if anyone could this- Volunteers: Anderson and Salomon. Gilmore- I want to do the understanding critical concepts through analogies workshop.

### H. Committee Reports: (Please inform Danza and Avila of Corrections)

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# ACADEMIC SENATE

## a. Senate Committees

- i. **Curriculum**-Anderson, Avila, Berger, Brakebill, Bridenbecker, Chlebig, Christensen, Danza, DeSantis, Gibbons, **Llort**, Maclaughlin, Martin, Monypeny, Nafziger, Page, Steines, Velasquez (Non-voting: Shannon Freschette, Melynie Schiel, Leila Smith).
- ii. **Library-Monypeny**, Baird, Basu, Friedt, Parkin, Siciliano.
- iii. **Guided Pathways Committee-Avila**, Haig, Nafziger, **Pieper**, Velazquez, Classified reps: Deanna Johnson and Chelsi Chastain, Management reps: Jane Abell VPSS and Melynie Schiel VPAA, Student rep: Vacant
- iv. **Professional Standards and Ethics**- Baird, Christensen, Itnyre, Swanson.
- v. **Educational Technology** - Anderson, **Berger**, Connor, Holley, Martin, Monypeny, Parkin, Powell, Siciliano.
- vi. **Cultural Education Enhancement** – Allen, Baird, Monypeny.
- vii. **FLEX** -, Brakebill, Friedt, Holley, **Maclaughlin**, Martin, Velasquez.
- viii. **Minimum Qualifications and Equivalency** - Avila, Basu, Brakebill, Delaney, DeSantis, Friedt, Haig, Parkin, Powell, Tyne, **Velasquez**.
- ix. **Academic Integrity** - **Danza**, Gibbons, Martin, Parkin. Danza-thank you for those of you who have emailed me, I will send out an email and will publish your students work.
- x. **Hospitality (ad hoc)** – Bridenbecker, Drozd, Itnyre, Parkin.
- xi. **Transfer Center Advisory Committee** – Anderson, **Nafziger**, Velasquez.
- xii. **MAVSAC**- Anderson, Avila, DeGuzman, Nafziger, **Salomon**, Sanchez, Management reps: O'Donnell
- xiii. **Brown Bag Teaching**- Danza, Friedt, Gibbons, **Holley**, Martin, Page.

## b. District Committees:

- i. **Academic Calendar** - Chlebig (alternate Connor).
- ii. **Budget Advisory** - Velasquez (alternate Parkin).
- iii. **Equal Employment Opportunity** – Avila, Velasquez (alternate Parkin).
- iv. **Commencement** - Avila, Christensen, Velasquez
- v. **Scholarship** – Allen, Baird, Llort, Monypeny, Nafziger
- vi. **Desert Studies** -Baird, Basu, Bridenbecker, **Delaney**, Powell, Steines, Tyne.
- vii. **Technology** – Anderson, Berger, Monypeny (alternate Parkin). - Berger: technology master plan is being worked on; Ed tech will be doing our piece next term.
- viii. **Employee Development Fund**-Velasquez.
- ix. **Professional Development** – Maclaughlin (alternate).

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**ACADEMIC SENATE**

- x. **CTE-Brakebill**, Chlebig, DeGuzman, Drozd, Friedt, Haig, Martin, Page, Powell, Steines, Swanson, Tyne.
- xi. **Salary Advancement** - Connor, Llorc, Salomon.
- xii. **Foundation Board** – Brakebill.
- xiii. **Marketing Committee** –Nafziger
- xiv. **Institutional Effectiveness** - Berger, Christensen, Gibbons.
- xv. **Facilities** –Friedt.

**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).**

- a. Call to Action shared resolution drafting (tabled at College Council)
- b. PT Faculty Participation on Academic Senate Committees
- c. Revisit Diversity, Equity and Inclusion Committee Membership
- d. Ad Hoc Bylaw committee

***Motion to adjourn-M/S/U- Salomon/Itnyre***

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

**Date of Senate Meeting:** 1/27

**Requested by:** Michael Danza

**Subject:** HyFlex Decision

**Type of Consideration:**

- Action Item**
- Information/Discussion**

**Desired Outcome:**

The Senate President would like the Senate to discuss and take action on decision and communication about the offering “HyFlex” for the Spring semester of 2022.

As always, the Senate President will deliver a report at the next Board of Trustees meeting. This report should not reflect the President’s view on the process but the Senate’s view on the process. What do you want him to report about the decision and the Academic Senate’s role in the process? Please keep in mind that we are not focusing on work conditions.

Does the Senate want to take any additional action on this issue?

The following aspects of the 10+1 are involved:

- Curriculum, including establishing prerequisites and placing courses within disciplines
- Standards or policies regarding student preparation and success
- Processes for institutional planning
- Other academic and professional matters as are mutually agreed upon between the governing board



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

**Date of Senate Meeting:** 1/27

**Requested by:** Mike Danza

**Subject:** Automation of ASAP form

**Type of Consideration:**

- Action Item**
- Information/Discussion**

**Desired Outcome:**

I would like the Academic Senate to discuss and approve the use of a google form for ASAP submission.

I've adapted this form from Skyline college:

<https://forms.gle/6ZQkAp2MwCup2MUGA>

**Background:**

I think one of the major advantages of this form is it requires anyone who submits an ASAP to identify what part of the 10+1 is being addressed. Consequently, I think it has an educational aspect as each Senator will be required to look at the 10+1 every time they submit an ASAP.

I'd like to thank Bonnie Bilger for locating this form by Skyline College and sharing it with me.

# Copper Mountain College Academic Senate: ASAP

Please answer these questions if you'd like to submit an Agenda item to the Academic Senate.

kavila@cmccd.edu [Switch account](#)



The name and photo associated with your Google account will be recorded when you upload files and submit this form. Your email is not part of your response.

What is your name?

Your answer

What is your email address?

Your answer

Name of Agenda Item

Your answer

Description of Agenda Item

Your answer



Type of agenda item

- Information (report; minimal questions, no discussion)
- Discussion (present item and solicit input)
- Action (present, discuss, and senate vote)

Do you need the Senate to review at any document(s) prior to the meeting or during the meeting? Please upload any documents here:

 [Add file](#)



Please describe how this item aligns with academic and professional matters, commonly known as the "10 + 1". (If your topic does not fall within the 10+1 then you are probably not dealing with an issue relevant to the Academic Senate.)

- Curriculum, including establishing prerequisites and placing courses within disciplines
- Degree and certificate requirements
- Grading policies
- Educational program development
- Standards or policies regarding student preparation and success
- District and college governance structures, as related to faculty roles
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- Policies for faculty professional development activities
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- Processes for institutional planning and budget development
- Other academic and professional matters as are mutually agreed upon between the governing board

Proposed Senate Meeting Date

Date

mm/dd/yyyy

External Deadline Related to Agenda Item

Date

mm/dd/yyyy



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# Google Forms





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

**Date of Senate Meeting:** Jan. 27, 2022

**Requested by:** Curriculum Committee

**Subject:** Syllabus language regarding attendance and camera use for Spr 2022

**Type of Consideration:** Action

**Desired Outcome:** Action

**Background:** Reviewed and approved by Curriculum Committee on Jan. 24<sup>th</sup> 2022.



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

**Date of Senate Meeting:** Jan. 27, 2022

**Requested by:** CTRAC Committee

**Subject:** Change CTRAC meeting from Feb. 3<sup>rd</sup> to Feb. 11<sup>th</sup>, 2022.

**Type of Consideration:** Action

**Desired Outcome:** Action

**Background:** The originally approved CTRAC session of Feb. 3<sup>rd</sup> (first Fri.) was based on Feb. 11<sup>th</sup> (second Fri.) being a holiday. Since the holiday was moved to a later date, CTRAC does not have the urgency to meet on the first Friday of February 2022.



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

**Date of Senate Meeting:** Jan 27, 2022

**Requested by:** Kim Martin, Distance Ed Coordinator

**Subject:** Formally Adopt the OEI Course Design Rubric as the Standard for CMC Online Course Design

**Type of Consideration:**

**XX Action Item**

**Information/Discussion**

**Desired Outcome:** Have the Senate formally adopt the OEI Course Design Rubric as the standard for online course design for all online and hybrid courses.

**Background:**

1. The OEI Course Design Rubric is currently endorsed as best practice for online course design, not formally adopted as the standard.
2. The past and current online teaching certification course (OTC) is based on and teaches the sections of the OEI Course Design Rubric.
3. Other colleges use the Rubric as the mandatory standard for their online course design and use it for their certification courses.
4. **Student Success:** The Rubric would create continuity and consistency across all online and hybrid courses.
5. **Student Success:** The Rubric aligns with ed code (regular and substantive interaction) and ADA accessibility requirements ensuring equitable and compliant course design (see also: Universal Design for Learning principles handout).



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

**Date of Senate Meeting:** January 27, 2022

**Requested by:** C. Nafziger & H. Sanchez on behalf of the Event Planning Committee

**Subject:** Transfer, Career & Grad Week, April 18 – 22, 2022

**Type of Consideration:**

- Action Item**
- Information/Discussion**

**Desired Outcome:** Volunteers & direction on best way to begin planning the career sessions/tabling for fair.

**Background:**

Our vision is that we would offer a week of career sessions, organized by Pathway of Interest that would inform students and community of potential jobs, fields, skills, employers, pay (?) related to majors we offer.

We don't have to have sessions about all of our majors but we'd like to offer sessions on at least a couple programs in each pathway.

Sessions can be open discussion, or panels with multiple experts, programs can table...

We can help to coordinate meeting times, rooms, the set-up for the room/table, marketing the event, etc. As the Senate has adopted organizing annual campus-wide events like these to focus on an ILO, we would like instructional faculty to recruit speakers/plan sessions for their pathway of interest.

If we organize this by Pathway of Interest, are there volunteers for each pathway that we can work with to plan this event?

**Academic Affairs Alignment to Guided Pathways effective July 1, 2021 (please see notes that accompany this table)**

Pathways of Interest	Pathway Disciplines	FT Pathway Faculty	Fall 2021 PT Pathway Faculty	Pathway PT on seniority list and not teaching FA21	Div. Chair/Coord	Chair/Coord Name (term)	SLOAC Name (one year)	Dean
 Applied Technology	Automotive Technology, Computer Aided Drafting and Design, <b>Computer Programming</b>	Paul Friedt, Jeff Drozd, Jim Powell	Michael (Jason) Collins, Michael Morrow, Kent Stevenson,	None	Division Chair of CTE	Katrina Chlebik (through 6/30/2023)	LeeAnn Christensen	Matthew Barboza, Associate Dean of Career Technical Education
 Business & Industry	Accounting, Business, Computer Information Systems, Culinary Arts, <b>Economics</b> , Hospitality, Real Estate, Work Experience	Katrina Chlebik, Jeff Haig	Jill Michaels, Robert Pansegrau, Vala Stults, Sarah Witt, Crystal Wysong,	Merritt McKinney	Division Chair of Career Technical Education (CTE)	Katrina Chlebik (through 6/30/2023)	LeeAnn Christensen	Matthew Barboza, Associate Dean of Career Technical Education
 Public Service	Fire Technology, Criminal Justice (Administration of Justice), Emergency Medical Technician, <b>Security Guard</b>	Jim Brakebill, FT CJ Vacant	Sarah Delucia-Morning, Wayne Ginnini, Brennain Gorter, Frantz Reyes, Tracy Rickman,	Joshua Holkesvig, Scott Jaeggi, Julie Reyes, Donald Simard, M. Torgeson	Division Chair of Career Technical Education (CTE)	Katrina Chlebik (through 6/30/2023)	LeeAnn Christensen	Matthew Barboza, Associate Dean of Career Technical Education
 Health Sciences	Nurse Assistant, Home Health Aide, Health Sciences, Nursing, Vocational Nursing	Dawn Page, Heidi Steines, Lorenza DeGuzman, Sheila Tyne, Mary Medina, Clarissa Swanson	Christi Blauwkamp, Tanya Gwin, Lashara Maea, Vala Stults,	Donna Bailey-Giannini, Catherine Benson, Daniell Berry, Linda Bosch, Linda Crider, Ella Crowe, Sarah Hagedorn, Tina Huff, Karey Mackert, Mariah McKinney, Lonnie Mills, Danette Mondary, Kathleen Oconnor, Sarah Overaag, Anna Urban	Coordinator of Health Sciences (HS)	Dawn Page (FT position)	LeeAnn Christensen	Matthew Barboza, Associate Dean of Career Technical Education
 Arts and Humanities	American Sign Language, Art, English, Philosophy, Spanish, History, Music, Theater, <b>Speech Communication</b>	Cathy Allen, Michel Walker, Ellen Baird, David Norton, Cathy Itnyre, Yadira Llort, <b>Dean Pieper, Joe DeSantis</b>	Graciela (Carolina) Arriaga-Sosa, William Doyle, Jonathan Dunn, Heather Gilmore, Keegan Goodman, Renee Gurley, Mary Addison Hackett, Thomas Hauser, Miri Hunter, Martin Jones, Elle Weatherup, Kyle Webb, John (Ed) Will Jr., Elizabeth Wyatt, <i>George Zein</i>	Jamie Anderson, Brian Bosworth, Lisa Cutler(Reading), Antonio De La Garza, Lauren Henley, William Loveless, Astrid Ryterband (reading), Richard Sanchez, Emily Silver	Division Chair of Arts, Humanities and Social Sciences (AHS)	Joe Desantis (Through 6/30/2024)	Heidi Gibbons	Linda Thomas, Dean of Arts and Science
 Social/Behavioral Studies	Child Development (Early Childhood Ed.), Education, Psychology, Sociology, Political Sciences, Anthropology, <b>Cultural Geography, Economics, Speech Communication, Student Development</b>	Kim Martin, Kylee Connor, Mike Danza, <b>Dean Pieper, Joe DeSantis</b>	Omar Abdul-Majid, Nicole Braun, Antoine Clerc, Heather Gilmore, Christopher Guido, Renee Gurley, Cheryln Henderson, Kay Jayo-Meads, Arwen Jordan-Zimmerman, Robert Pansegrau, Arianne Shultz, Rebecca Simpson	Antonio De La Garza, Jennifer Dieleman, Mona Infante, Elizabeth Rowen	Division Chair of Arts, Humanities and Social Sciences (AHS)	Joe Desantis (Through 6/30/2024)	Heidi Gibbons	Linda Thomas, Dean of Arts and Science
 Science, Technology, Engineering and Math	Astronomy, Biology, Chemistry, <b>Computer Science</b> , Desert Studies, Environmental Studies, <b>Physical</b> Geography, Kinesiology, Geology, Mathematics, Natural Resources, Physics, PE, Varsity Sports	Bruce Bridenbecker, Anamika Basu, Paul Delaney, Steve Parkin, <b>Jim Powell</b> , Brad Berger, LeeAnn Christensen, John Holley, Colin MacLaughlin, Anthony Siciliano	David Aleshire, Bob Anaya, Nicky Barker, Michael Collins, Salila Drukas, Boris Dunkov, Gregory Fox, George Jarvi, Curtis Koch, Jeffery Morse, Laura O'Brian, Walter Parham, James Sabel, Cynthia Sanchez, Ken Simmonds, Kevin Slotta, Dawn Williams, Lee Wright	Caitlin McConnell, Laurie Miller	Division Chair of Math and Science (MAT/SCI)	Bruce Bridenbecker (Through 6/30/2022)	Brad Berger	Linda Thomas, Dean of Arts and Science

**Notes:**

Economics, Computer Science (transfer CS classes), and Computer Programming (CTE CS classes) fall into multiple pathways with multiple deans. ECON and CS will be scheduled by the CTE Division chair and supported by the CTE SLOAC (LeeAnn Christensen) with supervision provided by the Associate Dean of CTE. FT faculty in these disciplines will engage in multiple pathway program reviews (once complete) and

Speech Communication falls in two pathways within the Arts, Humanities and Social Sciences Division. FT faculty in Speech Communications will engage in multiple pathway program reviews (once complete) and pathway dialogue.

**The following lists should be updated to reflect the correct FT faculty, deans, division chairs and SLOACS:**

- Academic Affairs, Master Schedules (shows which Division Chair Schedules)
- Institutional Effectiveness, Department SLO and PLO assessment tracking
- Student Services, Course evaluation for disciplines where there is no FT faculty
- Division Chairs/Academic Affairs, PT textbook adoption tracking
- Institutional Effectiveness mapping data to pathways
- Academic Affairs, Faculty evaluation lists and tracking
- Student Services, Pathway documentation if applicable
- Payroll, FT and PT faculty responsible dean - see notes above
- Human Resources, for Division Chair contact on interviews if necessary

**Acronym Table:**

- CTE - Career and Technical Education
- HS - Sciences
- AHS - Arts Humanities and Social Sciences
- MAT/SCI - Math and Science
- SLOAC - Student Learning Outcome Assessment Coordinator