

## Cañada College Academic Senate

<http://canadacollege.edu/academicsenate>

2:10pm – 4:00pm

Zoom Link: <https://smccd.zoom.us/j/84174625171>

### Minutes 1/27/2022

*Meetings of the Academic Senate are open to all members of the public. Materials are posted on the meeting page of the Senate website.*

*Members Attending:* David Eck, Natalie Alizaga, Gerardo Pacheco, Daryan Chan, Lisa Palmer, Monica Malamud, Katherine Schertle, Nick DeMello, Anne Nichols, Diana Tedone-Goldstone, Nick Martin.

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Eck		Procedure
2	<b>AB 361 – Renewal of Virtual Meeting Modality for Academic Senate</b>  • Reads “the Proposed Resolution” document.	Eck	2	Action  Motion: LP  2 <sup>nd</sup> : KS  Yes: 10  No:
3	Adoption of Consent Agenda	Eck	1	Action  Motion: LP  2 <sup>nd</sup> : MM

				Yes: 10 No:
4	Adoption of Agenda <ul style="list-style-type: none"> <li>David Eck made a change to the agenda. He moved 7.1 "College and District Health Q &amp; A" to a later time to accommodate Mr. Hernandez's schedule.</li> </ul>	Eck	1	<b>Action</b> Motion: LP 2 <sup>nd</sup> : KS  Yes: 10 No:

#### **Consent Agenda**

*All items on the consent agenda may, by unanimous vote of the Academic Senate members present, be approved by one motion after allowing for Senate member questions about a particular item. Prior to a motion for approval of the consent agenda, any Senate member, interested student, citizen or member of the staff may request that an item be removed from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.*

5.1	12/09/2021 Minutes
5.2	<b>Promise Scholar Counselor Screening Committee (for two Tenure-track positions) - Faculty Membership</b> <ul style="list-style-type: none"> <li>Sandra Mendez</li> <li>Nick Martin</li> <li>Lorraine Barrales-Ramirez</li> <li>Elizabeth Terzakis</li> </ul>
5.3	<b>Digital Arts and Animation tenure-track faculty Screening Committee – Faculty Membership</b> <ul style="list-style-type: none"> <li>Dean: Hyla Lacefield</li> <li>Paul Naas</li> <li>Diana Bennett (Digital Media faculty from CSM)</li> <li>Nathan Staples</li> </ul>
5.4	<b>Kinesiology, Dance, and Athletics Dean/Athletic Director Screening Committee – Faculty Membership</b> <ul style="list-style-type: none"> <li>Erik Gaspar</li> </ul>

	<ul style="list-style-type: none"> <li>• Ana Miladanova</li> <li>• Jessica Kaven</li> <li>• Bret Pollack (Assistant Head Football Coach from CSM)</li> </ul>			
5.5	<p><b>ASCCC Stanback-Stroud Award Nomination</b></p> <ul style="list-style-type: none"> <li>• No nominations at this moment.</li> </ul>			
<b>Public Comment</b>				
6	<p>Questions/comments on non-agenda items</p> <ul style="list-style-type: none"> <li>• No questions or comments at this time.</li> </ul>	Public	5	Information
<b>Senate Business</b>				
7.1	<p>College and District Health Q &amp; A</p> <p><b>Shifted to near end of meeting due to scheduling conflict</b></p>	Hernandez	15	Information, Discussion
7.2	<p>College Updates and Q &amp; A</p> <ul style="list-style-type: none"> <li>• Resource requests results</li> <li>• General college updates</li> <li>• Lopez shared that last night, 1/25/2022, the first slate of personnel positions was sent to the Board of Trustees.</li> <li>• Lopez shared some updates about <u>Áse Power Consult</u> is offering one-on-one sessions for anyone who wants to discuss racial or cultural equity advising or coaching. The College should be releasing the full recommendation report this week by January 31.</li> <li>• Lopez shared updates about the Mural Committee. She commended the hard and tedious work that this</li> </ul>	Lopez	15	Information, Discussion

	<p>committee has done. The project was approved unanimously (5-0) by board members.</p> <ul style="list-style-type: none"> <li>• Jeison Velazquez commented on the great news about the Mural approval.</li> <li>• Lopez shared EMP is having a fourth forum on Feb. 11, from 1-3 to prioritize what issues will be addressed in the following 5 years. She would like to get some input from the faculty by May.</li> <li>• Lopez shared updates about the Presidential Search Collegewide Town Hall meeting, which will be held, virtually, on Tuesday, February 8 from 2:30 pm-3:30 p.m.</li> <li>• Lopez shared that she is meeting weekly with the Interim Director of Community Fitness, Kurt Shoulder, regarding SMAC (San Mateo Athletic Club) working in Building 1.</li> <li>• Lopez shared information about the next Community Hour event this Friday, 1/28/2022, to talk about COVID-19 and other new variants with Dr. Spencer Wong.</li> <li>• DE- asked if the pools will be scheduled to be used in February. Lopez shared that swimming classes will begin in February. SMAC members will be invited to use the pools in April.</li> <li>• DE- shared a resource Personnel Positions document and asked when testing will be available to improve services on campus. Lopez stated that Virus Geek is providing compliance PCR testing in Building 1. However, she acknowledges this is not enough, so COVID Clinic will</li> </ul>		
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	<p>offer testing for everyone in 2 or 3 weeks. In addition, Lopez shared that Chancellor Claire shared in an email last night, 1/26/2022, that the district has purchased 15000 thousand rapid tests for students and employees. The distribution of these tests to the division offices will be scheduled this week, but there is a delay with the distribution of these test kits, so the distribution will be done by next week. Students will be likely to get these testing kits at the Bookstore.</p> <ul style="list-style-type: none"> <li>• DE-asked about testing. Can people walk-in or drive to this testing modules? Lopez stated that yes people can make appointments or drive to these modules.</li> <li>• DE- reminded Academic Senate to follow the guidelines provided by the district before the semester began.</li> <li>• MM- wanted to clarification regarding Virus Geek because Virus Geek was only hired for compliance testing. Lopez stated that it is more about staffing between compliance testing season to accommodate the needs and demands outside of compliance season. Lopez stated that the goal is to make it easy for everyone to get tested.</li> <li>• DE-asked about “compliance.” He asked if faculty could tell student who is in isolation that they can make an appointment with Virus Geek to take a PSC test to test out of isolation. Lopez stated that the student needs to get antigen test to get out of isolation.</li> </ul>			
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7.3	<p>Academic Senate Appointees to Safety Committee</p> <ul style="list-style-type: none"> <li>With new Safety Committee Bylaws, we need an adjunct representative to Safety Committee</li> <li>Adjunct would be paid for their time serving during the meetings</li> <li>DE- will work with Richard Schulke to compose and send an email or call in order to recruit an Adjunct Faculty to work with the Safety Committee.</li> <li>DE- shared that Interim-President Lopez has shared that a pay position will be available.</li> </ul>	Eck	5	Information
7.4	<p>Flex Day Coordinator Reassign Time Position and <u>Faculty Learning Coordinator</u> Reassign Time Position</p> <ul style="list-style-type: none"> <li>Both position announcements, including responsibilities</li> <li>Relationship between the two coordinator positions</li> <li>Possible timelines for posting and filling both coordinator positions</li> <li>Reed stated there has been a lot of collaboration amongst faculty to share input in order to get the titles of each position correct. In addition, he stated that each position will have different duties.</li> <li>Reed stated that the Flex Day Coordinator duties really focused on organizing Flex Day events (six Flex Days) and working really closely to organize these events, and also serving on the Professional Development Planning Committee, which is that planning body that really focuses on</li> </ul>	Reed & Eck	10	<p>Action</p> <p>Motion: DT-motions to post these two reassigned positions and see faculty to fill up these position as soon as possible.</p> <p>2<sup>nd</sup>: LP</p> <p>Yes: 10</p> <p>No:</p>

	<p>Flex Day and also works with Academic Senate. On the other hand, the Faculty Learning Coordinator focusses on supporting individual faculty to be able to do Professional Development and lead workshops and works with other faculty.</p> <ul style="list-style-type: none"> <li>• Reed stated that The Flex Day Coordinator's job needs to be distilled down to more Flex Day planning and calling for proposals. In addition, he stated that there has been increased district wide coordination that's been happening and people have been really enthusiastic about this.</li> <li>• Reed also stated that the Flex Day Coordinator will work with the dean to share a flexible calendar for event updates. There needs to be a an annual reporting (an obligation to report) to our college what has been done for Flex Day. Reed also stated that the amount of reassigned time is quite a bit less than the Faculty Learning Coordinator.</li> <li>• DE- stated that Academic Senate would like to know the time line to submit and prioritize these two items.</li> <li>• NA- asked about the difference and clarifications between these two positions. Reed stated that lex Day Coordinator position is all about Flex Day events. Faculty Learning Coordinator position will help faculty who may need the support in case a Program Improvement Plans (<b>PIP</b>) is requested.</li> <li>• DT- motions to post these two reassigned positions and see faculty</li> </ul>		
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	<p>to fill up these position as soon as possible. LP seconds this motions.</p>			
7.5	<p>CTE (Career and Technical Education) Liaison Updates</p> <ul style="list-style-type: none"> <li>• Billy Burger is the new CTE Liaison. He is still putting his team together.</li> <li>• Billy stated that the CTR position has another definition which is career education, and he is still working on the CTE definition. He highlighted that what CTE is teaching in the classroom spans out into careers. He drives his efforts to answer this question: Are we doing things that the industry is looking for? So he stated that this question is key in this on ongoing process.</li> <li>• Billy also stated he had meetings with BACC and Kelly Green, who is in charge of career technical education. A meeting is scheduled in two weeks in order to go over position opportunities, and he is working on a document in which Deans will share what they are looking for in regards of careers.</li> <li>• Tammy Robinson shared that Black Brown Summit (a free event) is this 2/24. It is a great opportunity to show students to be exposed to new jobs or internships like the State Department and Photonics Course.</li> <li>• DeMello- shared a link: <a href="https://www.usajobs.gov/">https://www.usajobs.gov/</a> to find jobs. To be shared in case students are interested on looking for a job.</li> </ul>	Burger	10	Information, Discussion

7.6	<p>Dual Enrollment Plan, Opportunities</p> <ul style="list-style-type: none"> <li>Arellano shared that Dual Enrollment Plan highlights and shares milestones this team has accomplished in the past year. She stated that Dual enrollment will be expanding here at Cañada College. She mentioned 3 specific areas in this meeting: 1. Seamless Connections- connect with students early is the best way to reach students. 2. Targeted Outreach and Recruitment. Targeting non-usual students. 3. Enhanced Messaging.</li> <li>Arellano shared a document, "Dual Enrollment Implementation Plan": 1. Seamless Connections- connect with students early is the best way to reach students. 2. Targeted Outreach and Recruitment. Targeting non-usual students. 3. Enhanced Messaging.</li> <li>Arellano shared that "College Readiness" is key for students to who students that they can be college students. In addition, she stated that "Equity and Access" is also key to show students they can succeed in college.</li> <li>Arellano shared it is important to show students a clear pathway, so "Improving College Transitions" is key for students to see their pathway toward Canada College and see themselves they can successfully complete this pathway.</li> <li>Arellano shared that this plan to expand Dual Enrollment aligns with the college's 2017-22 goals.</li> <li>Arellano shared it is important to create career and pathways, and</li> </ul>	Arellano, Pérez, & Engel	20	Information, Discussion
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	<p>also it is key that students understand these pathways. She shared what they have done in the San Mateo High school. Arellano highlighted that Sarita Santos and Ami Smith are teaching at the high school in a Dual Enrollment pathways. In addition, Arellano mentioned that in Carlmont Highschool, students are learning about our Business Program. Moreover, she stated that Candice Nance is piloting a Business Pathway in a high school.</p> <ul style="list-style-type: none"> <li>• ND asked how many students (on average) do you have in these courses given at the high schools? Dr. Engel answered that she did not have a clear number of students. Arellano stated that about 30-40 students are enrolled in Sarita's Early Childhood class.</li> <li>• Arellano shared "Sample HS On-Ramps to Pathways" document. She stated that students who want to be teachers can begin their teaching career at the high school level in a teacher preparation pathway. She mentioned that there is also a business and engineer pathway in the high shchool.</li> <li>• Engel- shared the information about the "Enrollment of High Schools Students." She stated that there will be an increase on the number of students who will be served. Engel stated that these numbers are low average now due to COVID-19 Pandemic, yet Arellano stated that the number might increase.</li> </ul>			
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	<ul style="list-style-type: none"> <li>• Arellano shared that it is key to connect our faculty with the local high schools. In addition, she shared that their website has been updated that shows these updates. Also, she stated feedback is important for Dual Enrollment program to succeed. She is in the process of hiring an Enrollment Services Coordinator.</li> <li>• MM- stated that Dual Enrollment has been proposed in the past. She asked what is the research and data that shows Dual Enrollment is beneficial for our college and not just selective for some students or programs. Arellano added that the Dual Enrollment team is trying to reach out to the non-college bound students who might not be doing well or being successful in high school.</li> <li>• ND-shared that historically there is small number of students in the high school who are interested on specific classes like engineering. He also stated that using technology like MEAT boards can also be used to connect high school students with our college classes. Arellano agrees that bringing different cohort of student via DE classes from different high schools can be a great idea.</li> <li>• NA- asked clarification about “the play a part of the college students...” slide. NA stated it is important to show and to teach students that college is different about college and high school. In addition, she also stated it is important to include professional development to learn</li> </ul>		
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	<p>different ways to work with students. Arellano agrees with NA. She also stated that there will be a leadership summit to help faculty to learn more about how to teach high school students.</p>			
7.7	<p>Preliminary Discussion of teaching in-person: how are folks doing? New challenges?</p> <ul style="list-style-type: none"> <li>• Sarah Harmon- shared ideas about different teaching modalities. The lack of training can be counterproductive in our classes due to lack of training.</li> <li>• GP- shared that the information regarding training gets lost and this leads to confusion and not participating from faculty.</li> </ul>	Eck & Alizaga	10	Discussion
7.8	<p>College and District Health Q &amp; A</p> <ul style="list-style-type: none"> <li>• Hernandez- shared the same information as Interim Lopez. See 7.2 “College Updates and Q &amp; A.” In addition, Hernandez added new information (see below notes).</li> <li>• Hernandez shared that he there has been conversation and people with different perspectives what the district is doing and things that didn’t happen, so he believes that it is key to explain that due to the new COVID surge, our resources were over utilized. Therefore, the District has hired a Program Specialists at each campus to complete the ongoing attestation of students. In addition, he stated that district employees (50-60 with exemptions)</li> </ul>	Hernandez	15	Information, Discussion

	<p>have been also tested. As of this week, we have approximately 160 exemptions for students and the bulk of them are at CSM with 75 students right now. Canada has probably the lowest number of about 40 students right now.</p> <ul style="list-style-type: none"> <li>• Hernandez also share that for athletes, the recommendation for testing increased again.</li> <li>• Hernandez also stated that today, 1/27/2022, his team had a meeting with an organization called COVID Clinic, a larger and safer than Virus Geek. He mentioned that Virus Geek is a state chancellor, office sanctioned organization, so that's what the district went with, thinking that we'd get what we needed and we didn't. He stated a decision was made to go with an organization Covid Clinic to establish a drive thru site at each campus, all three sites will be open five days a week from 10 a.m. to 6 p.m. so that we could serve our evening students and staff as well. In addition, he stated that this would be a community resource, so it's not just reserved for our employees and students. The hope is to implement or launch this on the 22nd of February.</li> <li>• Hernandez also mentioned that when employees came back on the 2nd of January, they saw the surge and the COVID reporting. A week later, the county revised its guidance and directives, and so they integrated that very quickly and put that into action. For the district, we prepared as fully vaccinated to have a primary vaccine, not a booster.</li> <li>• Hernandez also mentioned the county has then give given guidance and</li> </ul>			
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	<p>recommendations. However, Cal OSHA requires and the county requires that we trace COVID positives and symptomatic to ensure that we keep our campuses healthy and safe. Therefore, we must monitor students five to ten days. He mentioned that the turnaround time in Week 1 was late for about 24 hours since faculty inform his office. However, in Week 2, the turnaround time has been faster since things have slowed down.</p> <ul style="list-style-type: none"> <li>• Hernandez explained what is the first step to the tracing process. First, he calls students (most students are responsive and others are not). If students are responsive, the process is faster (notify faculty member and get the list of students, so the other students can be notified of the exposure). Hernandez stated the exposure piece is not required to be documented it in or monitored. A self-assessment in the process. Hernandez reminded Academic Faculty that students who are coming to campus have been vaccinated.</li> <li>• Hernandez stated for the people who have tested positive are asymptomatic, and if they're symptomatic, they need to get tested to find out whether it's COVID or non-COVID related, so it still fits into the five to 10 day quarantine isolation. In addition, he said if they want to get out of isolation in five days, then they must attest that they are negative and that a testament is that we are trusting that people are doing their due diligence, and so they are testing to me that they follow the directives to be released early. If they're being released early, an official email reply</li> </ul>			
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	<p>will be sent to faculty or supervisor. However, if they choose not to do that, whether it's an employee or a student, then they go through the 10 day isolation period, and that's the other piece that we're going to change as well.</p> <ul style="list-style-type: none"> <li>• DE- stated that getting emails fall students is confusing on WebSmart. He advises to download a rooster with emails and save it to your computer. Hernandez added that Banner is not intuitive or a helpful tool yet. He is working with Form Stack in order to support faculty.</li> <li>• Hernandez stated once students are enrolled, students cannot be dropped for not having a booster due to Title V.</li> <li>• NA- wrote Criteria and metrics could also include following the guidance of the UCs or CSUs, since we have used those metrics in the past. Hernandez stated that these institutions are not following the same metrics.</li> <li>• MM- asked if faculty could ask students about their Covid status in. She wanted to have clarification in order to share this information with other faculty members. Hernandez would like to have more information (background/ context information of previous conversation or meeting event in which he might have stated this) to provide a clear answer. He said if a student, if any individual's approved to be on campus, then asking them for other health information is not acceptable. However, a statement that encourages students to disclose their</li> </ul>		
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	<p>Covid status can be added into the syllabi.</p> <ul style="list-style-type: none"> <li>• ND- wrote access to campus is different than enrollment. In addition, he stated HIPAA restricts health care professionals. Faculty can ask, they can chose to answer or not. One individual can ask another, there is no law preventing you from asking. There are laws preventing a health care professional from divulging confidential information. that's HIPAA.</li> <li>•</li> </ul>			
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### Regular Reports

8.1	<p>President's report</p> <ul style="list-style-type: none"> <li>• AB 928 Feedback for ASCCC <ul style="list-style-type: none"> <li>◦ ASCCC is collecting feedback from college Academic Senates to help them inform how AB 928 is implemented.</li> <li>◦ Background: AB 928 (Berman, 2021) is the state legislation that requires the creation of "a singular lower-division general education pathway that meets the academic requirements necessary for transfer admission to the California State University and the University of California...".</li> <li>◦ In other words, AB 928 means that there will no longer be different transfer standards for CSUs versus UCs. May</li> </ul> </li> </ul>	Eck	5	Information
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	<p>2023 is the deadline for implementation.</p> <ul style="list-style-type: none"> <li>• Title 5 Regulation changes related to Campus Climate and Public Safety (see meeting materials for the proposed changes)</li> <li>• Some important grading policies in effect for Spring 2022 <ul style="list-style-type: none"> <li>○ Ability for students to shift to P/NP continues to be extended to the end of the course. (I believe this regulation has just become permanent as of January 24.)</li> <li>○ For the rest of 2022, the NP grade will continue to not count toward academic probation/dismissal</li> <li>○ Excused Withdrawal procedure is back to the pre-pandemic policy</li> <li>○ The letter "F" grade is back.</li> </ul> </li> <li>• Áse Power Consult Advising, Coaching, and Recommendation Report Sessions</li> <li>• DE shared Educational Master Planning Townhall will be occurring Friday, February 11, 1:00-3:00pm</li> </ul>			
8.2	<p>Treasurer's report</p> <p>Checking \$3292.64</p> <p>Savings \$5.025.41</p>	Chan	5	Information
8.3	<ul style="list-style-type: none"> <li>• Curriculum Committee</li> </ul>	Palmer	5	Information

	<ul style="list-style-type: none"> <li>LP shared that she would like to propose doing “as-needed” updates of the Curriculum Handbook rather than the currently yearly updates. This will allow people to become more familiarized with the handbook, as the same text may be dog-eared (or the electronic equivalent) and used year after year.</li> <li>Also, she is compiling a FAQ page, for easy access to answers about common questions.</li> <li>LP-stated that the information sent regarding curriculum course completion was not accurate. The number of courses are less in the “Unsubmitted” column.</li> <li></li> </ul>			
8.4	Professional Development <ul style="list-style-type: none"> <li>No updates at this moment.</li> </ul>	Malamud	5	Information
<b>Other Reports, Meetings and Deadlines</b>				
9.1	Upcoming Events, Meetings, Deadlines			
10	Adjourn	Eck		Procedure

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*

**Academic Senate for the 2021 – 2022 academic year:**

President: David Eck; Vice President: Natalie Alizaga; Secretary: Gerardo Pacheco; Treasurer: Daryan Chan; Curriculum Committee: Lisa Palmer; Professional Development: Monica Malamud; Humanities and Social Sciences Division: Katherine Schertle; Science and Technology Division: Nick DeMello; Business, Design & Workforce Division: Anne Nichols; Kinesiology,

Athletics, and Dance: Bryan Jeong; ASLT: Diana Tedone-Goldstone; Student Services/Counseling: Nick Martin; Adjunct Representative: Richard Schulke