Cañada College Academic Senate
1:00pm – 2:50pm
Location: the Faculty Teaching and Learning Center and Lounge (Cañada Bldg 9-154)
[Zoom option for guests](#) (Meeting ID: 825 6639 9062)

MINUTES 10/09/2025

Meetings of the Academic Senate are open to all members of the public.
Materials are posted on the meeting page of the [Academic Senate website.](#)

Members: Gampi Shankar, Sarah Aranyakul, Rebekah Taveau, Richard Schulke, Leonor Cabrera, Ana Miladinova, Carlos Luna, Ramin Ekhtiar, Danny Lynch
Absent: Salumeh Eslamieh, Ellen Young
Visitors: Monica Malamud, Karen Engel, Chialin Hsieh, DeVon Scott, Davi Eck

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Shankar	1	Procedure
2	Introductions 1. As always, we hope all senators will take the chance to study the detailed materials that are provided and included on the agenda. Hopefully, these are useful in preparing and coming to the Senate meetings to listen, discuss, be informed and/or take action. 2. Please respect and stay within the allocated time, if presenting or if you have the floor, also being respectful of giving others a chance to speak too. 3. For 'Discussion' items, you may want to leave a few minutes of allocated time at the end!	Shankar	3	Information
3	**Adoption of Consent Agenda**	Shankar	2	Action

5 - Consent Agenda
- All items on the consent agenda may be approved by unanimous consent of the Academic Senate members present. The absence of objection establishes consent.
- Before approval, reasonable time must be allowed for any Senate member or guest to ask questions about a particular item.
- Any person may request that an item be removed from the Consent agenda to be discussed in the order listed as part of the regular Senate Business.

5.1	[Minutes 09/11/2025](#) Motion to approve minutes: LC

	Second: RS				
5.2	**EAPC Faculty Representatives** • ASLT— **VACANT**				
5.3	**BDW Committee Appointments** • Planning & Budget Council (PBC): **VACANT**				
5.4	**Planning and Budget Council Committee appointments 2025-2026 Planning and Budgeting Council (PBC) Membership** • BDW Faculty Representative: **VACANT** • EAPC Faculty Representative: **VACANT** • ASLT Faculty Representative: **VACANT**				
5.5	**Student Services Planning Council (SSPC) - Faculty Appointment** • "Instructional faculty" position: **VACANT**				
5.6	**2025-2026 Curriculum Committee Membership** • HSS representative: **VACANT** • Science and Technology: **VACANT** • Counseling: <mark>**Jinmei Lun**</mark>				
5.7	**Academic Senate Faculty Representatives – Appointments to Current Vacancies** • **HSS**: Humanities and Social Sciences Division: **VACANT**				
5.8	**Safety Committee** • Faculty Rep. Appointed by AFT – **VACANT** • Adjunct Faculty Rep. Appointed by Senate – **VACANT**				
5.9	**Textbook Affordability Subcommittee (TAS) Committee – Faculty at Large Nominations** • <mark>**Amira Alkeswani**</mark> • <mark>**Leonor Cabrera**</mark> • <mark>**Marina Noel**</mark> GS: We have who we need. Confirmed ok for now. Motion carries - unanimous				
6 - Public Comment					
6	Questions/comments on non-agenda items		Public	5	Information

		(start ≈ 1:10 pm)	
- In addition to sharing comments during the meeting, anyone is welcome to submit comments on non-agenda items in writing before the meeting. - If you would like to pass along a written comment, please email your representative or an Academic Senate officer, such as (canacademicsenate@smccd.edu). Please share any written comments at least one day in advance to help ensure that your message is received in time for the meeting. MM: Problems: 1) District changed the form for part time applicants, and all of their applications disappeared. 2) The new HR system doesn't allow individuals to attach documents. As a result, it is unclear how an individual could apply for equivalence because this requires submitting new documents. AFT: MM – 1) District action of faculty not participating in Flex and rally successful and well attended. Coming up next in negotiations 2) There is also a survey going out to faculty asking them to prioritize which items to negotiate. Faculty should complete the survey. This will help the union prioritize their efforts. If the union cannot settle with the district, then the contract negotiations might go to an impasse. It is important to note if any negotiations go to an impasse, then any items that aren't required for bargaining would be dropped from contract negotiations. As an example, Academic Freedom wouldn't be included in negotiations. It is important for faculty to directly share what they care about with the Board of Trustees before negotiating sessions Oct. 24 and 30th Two boards of trustee meetings: **Oct. 15 Board meeting next Wed**. Before first negotiation sessions.			

Oct. 29 Board meeting is a day before the last scheduled negotiation session.

LC: Provided statement to agendize discussion of Late drop procedures.
Late drops – when and who?
Fac. Told only drop during census period.
LC heard different. Want clarification. Invite Wissem or administration to AS to share official policy. There's a lot of info. that doesn't match. What are the consequences of drops at certain times? Do students lose financial aid if dropped at a certain time?

Written statement submitted:
I have been made aware from many adjuncts that there have been differing responses to questions about dropping students during the semester due to non participation, failure to complete assignments, and failing due to low scores in class.

We all know and everyone agrees that faculty can drop a student before the census date - many of us send out an announcement and others just drop the student.

My concern is after census. Some faculty have been told that cannot drop a student after census. Which sounds weird to me since we have the ability to drop / withdraw them in websmart. I noticed that there is a "last date attended" which is on a different page than the page we drop them from. I asked some fellow faculty and they understand that if we add a last date then the students may need to pay back any financial aid they received. Is this true? Does Administration not want us to add a last date attended? Also, Canvas has a "last date attended" so I reiterate should we be filling that out?

	A faculty member asked me and I suggested they contact Alex, who then checked with Wissem, who said we should always consider a student's circumstance and treat all student issues on a case-by-case, basis, which I think we all due in addition to sending out emails to students and adding early alerts. I don't believe anyone is dropping students because they "can" without doing due diligence, but a faculty member with more years in the district told me it doesn't matter. The decision to drop is always made by the Professor. True or false? I remember asking Kim when she became our President and she said it is always up to the Professor. It appears that it may have			

6 - Senate Business

6.1	**Adoption of Regular Agenda** • The order of the regular agenda items may be approved by unanimous consent of the Academic Senate members present. Consent is established by the absence of objection. • Presenters may request an item to be withdrawn during the adoption of the regular agenda. Motion carries Unanimous	Shankar	1 (start ≈ 1:15 pm)	Action
6.2	**TAS October Report** • Spring 2026 textbook orders are due on 10 October (tomorrow)! Please make sure you get them to Jai Kumar at the Bookstore (for publisher materials, Inclusive Access materials, readers and instructor printed packets) and Sarah Harmon (for all things OER and ZTC). • TAS October-9-2025-Report CL: Recruiting fac. At large – shout out to Amira and LC for joining. LC says will if no one else. CS appreciates her stepping up. CS:	Luna	5 (start ≈ 1:15 pm)	Information

	- Just got approved for software for Mart 362 work w/ bookstore to make accessible - Work on OER ongoing - Workshops in AI tools - Exploring AI workshop proposals for courses - ZTC website continues to grow - feedback on content appreciated. - ZTC Adoption program – will only run in the summer - More info. coming. Funding always a challenge - Textbook adoptions are due tomorrow. - Converting courses to LTC or ZTC saves dollars - Student survey - results shared next - OER – many great workshops like one on inclusion and equity. Looking for ways to support materials w/o reliance on federal funding. - Spanish language OER.				
6.3	**Distance Education Handbook Updates (2025-2028) for ISER** - Goal is for DE team to share and obtain feedback on the updated draft of the DE Handbook - One possible outcome is that this could be approved by the Senate to be submitted with the ISER document. - If unable to approve in this meeting, alternate approach is to bring it back for request for approval in subsequent Senate meeting AH: Goal- to see if any minor revisions or adopt today AH: Revised main sections. Audience new online or have not done in a long time. Not new info. A collection of existing items. Incorporated feedback from IPC last week. Gave Overview (What is DE, Recommendations (Reco), Requirements (Req), team, committees doing DE, course approval, online teaching Req. Prog. Process. Comp. Online teaching. RSI Resources- See Table of Contents) Feedback on "legalize" being unrelatable was addressed. LC: Asked if document is dynamic	Hughes / Nekrep	20 (start ≈ 1:20 pm)	Discussion, Action	

	NN: Dynamic document to incorporate updates regularly and when major goes into IPC and AS as info. Item			
	LC: Online teaching Certificate (Cert.) Recommended not required.			
	MM: Initial cert. Is req. but not every 3 years			
	AH: Does have req. but can change to reco. Does include QOTL.			
	DE: Req. to do first separate from recommendation to retrain every three years.			
	LC: Would prefer a static document			
	GS: Think we can achieve both inclu. static and link to dynamic			
	LC: Accreditation is like an audit, so something static and until it approves, nothing changes.			
	GS: Can be baselined and contain living updates			
	LC: Needs to be static			
	DE: Are you saying going to be changes soon and not sure yet? Issue of handbk becoming stale. What if had a link to website – here are some recent changes not made yet.			
	NN: Any change made would go back to the governance			
	DE: Would link to different webpage be duplicative?			
	GS: Sim. Issue In PBC.			
	Chanel ODell (CO)– appreciate idea of static doc. Issue of people needing in a timely manner for all to review. IF static, how will it be addressed in this world where things are changing. Reco. Have a static doc that we review each yr at a specific time.			
	RE: forms get changed all the time and have versions – many strategies we can employ.			
	NN: dif. Types changes – fed. Req. That requires fac. To change but other items should know about but don't req.			
	LC Motion: Comments go back to DE to have right. Table for a future meeting.			
	AH: in response to GS not sure if could get into ICER or could a draft version if shared but not approved.			
	GS: Nov. 5 item that PBC thinks can get in ICER.			
	LC: is this req. For ICER – will we get dinged if don't include.			

	AH/GS: It would be nice but not necessity. Motion to approve to table: Unanimous				
6.4	**Draft Rubric for Comprehensive Program Review** • Follow-up on our discussions of the draft rubric from September 11 and September 25. • Some revisions to the rubric are viewable in blue text, based previous discussions. • Draft Rubric - Feedback Form - Instructional Comprehensive Program Review • Draft Rubric - Feedback Form - Library and Learning Center Program Review The action item is to approve the rubric forms for IPC use. DE: Changes linked above from 3 meetings ago: clarification of what it means to respond to reco. Under goals, with the 3 sections indicate that the person completing prog. Review may not include goals and could then just provide a reason why not. AM: question re: SLO and PLO – question 10 - why are we asking this? I don't understand how individual could do can act. DE: was showing library #10. We are not talking about the questions voted on last spring. Questions are the same as the previous version – didn't make changes. I'm happy to talk more. RT: PRIE provides data upfront and you can make other requests LC: Move to accept changes in blue. GS: Seconds Approved unanimously	Eck	10 (start ≈ 1:40 pm)		Action
6.5	**Updates from DRC Director, Dr. DeVon Scott** • **Materials**: *If not available by Monday (10/6) morning, please check to see if Academic Senate webpage has updated materials prior to meeting on Thurs. 10/9* Motion to table indefinitely Second: LC Unanimous	Scott	10 (start ≈ 1:50 pm)		Discussion

	Motion to pull this topic back: GS Second: RT Unanimous GS: updates from DRC Dr. DS-DRC and counseling. Assist students with Disability and learning challenges – interactive dialogue. Submit application and then called in for intake appt. Call for med. Verification. Once verified, rate it as type of disability. Deaf, hard of hearing, autism. None present the same way. Example: growing up hearing and becoming deaf versus deaf from birth/doesn't speak/Eng. Not first lang. One get sign lang. While other captions and audio books. Individual assessments. DRC counselors trained to enter into interactive dialogue based on verified accommodations. Must come in each sem. To see if still effective or changed. Sometimes conditions are dated. Test proctoring in LRC – ex. Students with high test anxiety cannot take exam in open space. RS: online asynchronous- sometimes accommodations don't fit modality. DS: req. To meet with prof. To determine how to apply. Depends on class e.g. Ex. Sometimes extra time doesn't make sense Chatel-how to make equitable for students who cannot take exam in instruction free zone but means cannot ask prof. Clarifying questions. How to bridge that gap. Students need to tell prof. Can reserve room next door. RT: assessment, confidentiality Learning assessment not med. & have ref. And can bring doc. Can offer temp. Resources Ran out of time for questions			
6.6	**Institutional Learning Outcomes (ILO) Survey Results from Graduating Students** • Review of annual survey results given to graduating students that asks them to rate their achievement of our Institutional Learning Outcomes. • ~~Institutional Learning Outcomes (ILO) Survey Results~~ • Link to survey results corrected on October 9: Institutional Learning Outcomes (ILO) Survey Results	Engel	10 (start ≈ 2:00 pm)	Information	

Motion to table indefinitely
Second: RS
Unanimous

Some highlights from the Presentations on the slides

- Req. Title 5 to have institutional outcomes – critical thinking, community, quantitative reasoning
- Break up into statements and ask students to self-assess
- 201/514 respondents – more female and Latine
- How long? Gen. 2/3 within 3 yrs, 38% more time
- Asked about improvement in specific areas-most 90%
- Represent complex data in various forms lower
- Title 5: for degree earners so disaggregated
- Cert. Earners scored learning higher
- Most came in 90's - variability in convey ideas clearly and in writing
- Represent complex data in various forms lowest
- Interest area: Hum. Beh. & cult. Assesses lower but improved and Math & Science
- Completer groups – male and Latino male did better

3 yrs on Latino male – went down in 2024-2025
Conf. In writing – Latino male 10% disagree
First gen. Improvements across both IOLs
Units earned at grad- went down. Enormous decline not explained.
Not rebounding from pandemic as much as district col.
Open ended – students state what
RT: Workgroup to look at lang. of questions as many students inclu. Multilingual may not understand language of the questions such as "Represent complex data in various forms"
LC: What is the institutional plan
KE: the gen. Response is good. 90 median is good.
Reflect on two areas like the wording or that these are skills and ability not yet met

	Degree completion: discussion in IPC on ideas for degree completion e.g. those with degrees could get cert. Slides on website https://canadacollege.edu/ipc/2526_files/ilo-assessment-results-2024-25-for-ipc-10-3-2025v2.pdf Short on time – questions could not be addressed				
6.7	• **Enrollment Update** • Fall 2025 Enrollment and Modality Data • Chialin Hsieh: routine update to AS. Star of every sem. Shared at IPC in Sept. EMP 1.3 Create a student first course schedule & 4.12 Offer key courses in multiple modalities. • Matrix to eval: head count - # of enrollments Seat count: 1 student enrolled in mult. Enrollments • Fill Rate: How many students compared to fill rate • 12+ enrollment, fill rate 78% - over goal • F2F- 75% Online 87% - more asynchronous • Hybrid – 74% • Online synchronous 65% • Three yr comparison by modality (see slides) F2F enrollment grew 12% • Online/F2F • 85 courses are cross listed – online synchronous hybrid is unique – depends on which is the main section • Hybrid flex not allowed for the district DE: these were defined by District AS CH: Number of sections – structure of schedule. F2F schedules change based on fac. Feedback. Increased 10%. CH: Fill rate – need info from fac/stu/prog. to choose adding sections CO: – question re: student consultation CH: student survey with counseling Last slide compares 2022-2025 and shows trends Load goal: 500 FTEF- depends on fill rate	Hsieh	10 (start ≈ 2:10 pm)	Information	

	Enrollment trends- past 5 yrs, shows # students for how many days-deans track enrollments Highest from 2016 RE: asked why f2f increase			
6.8	**Associated Students of Cañada College (ASCC) Request for Oversight Committee** • **Student-Led Public Safety Oversight Committee (SPSOC) Proposal** • Seeking partnership with Classified and Academic Senate. Classified Senate has already agreed to read over it and ask for volunteers to participate in the ad-hoc committee, whose purpose is to revise and finalize this document • This is an ASCC ad-hoc committee seeking the support, collaboration and advice of both Classified and Academic Senates for their inputs. • ASCC ad-hoc committee to review, revise and form a student-led oversight committee with non-voting advisory members of faculty, staff and public safety CO: Timely topic: Fac. have been unspoken voice and often experienced issues. Need to be protected as well. Important item, so need sufficient time. DE: Motion to table to next meeting RS: Second RT: Can we prioritize this item Motion to bring up higher in agenda: LC Second: RT unanimous	Meanor	15 (start ≈ 2:20 pm)	Discussion
6.9	**Feedback on membership drive through Senate Members** • Opportunity to check in on membership drive and clarify any questions that folks have about Academic Senate membership dues. • **Materials**: Senate membership background letter and Payroll Deduction Form Effort to raise membership which has gone down Pay stub should have Cañada fac. AS	Shankar	5 (start ≈ 2:35pm)	Discussion

7 - Regular Reports

7.1	President's report	Shankar	4	Information
	• PIV Group Membership: Doug H., David E., Gampi S.			
	• Course Substitutions District-wide conversation			
	○ Carry Mitchel – certain prog. Req. Can be substituted w/other courses and need as district discussion			
	○ DE: Need standard operating procedure			
	○ LC: prefers prof. To do			
	○ DE: Discipline experts req.			
	• Undocumented Community Center List of Events. In keeping with our May 2025 Resolution in Support of Undocumented Students, we are sharing UCC events and encourage faculty to attend!			
	• Search Committee for permanent Dean of Humanities and Social Sciences (HSS)			
	• Received request for the Academic Senate's support in recommending three faculty members to serve on the committee. The requested representatives are:			
	○ One from the Social Sciences			
	○ One from English			
	○ One from ESL			
7.2	Treasurer's report Checking: $7,753.64 Saving: $5,032.38 *Current Budget:* **Total: $12,786.02** **Academic Senate Membership:** *Faculty contributions by division:* • Business, Design & Workforce: 2 • Humanities & Social Sciences: 13 • Student Services/Counseling: 4 • Kinesiology, Athletics & Dance: 1 • Academic Support & Learning Technologies: 1 • Science & Technology: 5 Total: 26 faculty members	Aranyakul	1	Information

7.3	Curriculum Committee	Kaslan	3	Information
7.4	Professional Development	Eslamieh	2	Information
8 - Other Reports, Meetings and Deadlines				
8.1	Upcoming Events, Meetings, Deadlines, and Any Additional Comments on Non-Agenda Items RE: need to talk about AI DE: Asked to specify RE: Use of AI, need to drive the AI use for our students **Events:** UCLA admissions workshop tonight 5:30pm on zoom HTCC Virtual Transfer Fair Oct. 10 12-2 pm Zoom Honors Transfer Workshop: Oct. 22 2:30-4:30pm in person and zoom See honors website			
9	Adjourn	Shankar		Procedure

Per 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 (2025-26) academic year:
- President: Gampi Shankar
- Vice President: Richard Schulke
- Secretary: Rebekah Sidman-Taveau
- Treasurer: Sarah Aranyakul
- Adjunct Representative: Ramin Ekhtiar
- Curriculum Committee: Camille Kaslan
- PD: Professional Development: Salumeh Eslamieh
- ASLT: Academic Support and Learning Technologies: Carlos Luna
- Business, Design & Workforce Division: Leonor Cabrera
- HSS: Humanities and Social Sciences Division: **VACANT**
- KAD: Kinesiology, Athletics, and Dance: Ana Miladinova
- STEM: Science and Technology Division: Ellen Young
- SS: Student Services/Counseling: Danny Lynch