

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 09/12/24

In attendance: Salumeh Eslamieh, Sarah Aranyakul, Sandra Mendez, Diana Tedone-Goldsmith, Ana Miladinova, Monica Malamud, Gampi Shakar, Dave Eck, Richard Schulke, Hyla Lacefield, Lisa Palmer, Sarah Harmon

Guests: Max Hartman, Aaron McVean, Melissa Moreno, President Lopez, VPI Hsieh

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Shankar	1:00	Called to Order
2	Introductions <ul style="list-style-type: none">Senate Parliamentarian processDave Eck--Parliamentarian	Shankar	5	
3	Adoption of Consent Agenda	Shankar	5	Adopted

4 - Consent Agenda

- Motion to adopt: LP
- Second: HL
- Unanimous

4.1	Minutes 8/22/24
4.2	Academic Senate Faculty Representatives – Appointments to Current Vacancies <ul style="list-style-type: none">President: Gampi ShankarVice President: Vacant (until Fall election process completes)Secretary: Lisa PalmerTreasurer: Sarah AranyakulAdjunct Representative: Richard Schulke (until Fall election process completes)Curriculum Committee: VacantPD: Professional Development: Salumeh EslamiehASLT: Academic Support and Learning Technologies: Diana Tedone-GoldstoneBDW: Business, Design & Workforce Division: Hyla Lacefield (Fall-24) and Althea Kippes (Spring-24)HSS: Humanities and Social Sciences Division (and Past President) David Eck

	<ul style="list-style-type: none"> • KAD: Kinesiology, Athletics, and Dance: Ana Miladinova • STEM: Science and Technology Division: Ellen Young • SS: Student Services/Counseling: Sandra Mendez <p>Highlighted in yellow are new appointments or vacancies. The Vice President and adjunct representative nominations will be addressed separately through its appointment process, as noted later in the agenda.</p>
4.3	<p>Kolo Wamba (SKYLINE) Tenure Track Faculty</p> <ul style="list-style-type: none"> • Kenyatta Weathersby (SKY) Tenured Math Faculty • Elisha Polomski (CSM) Discipline Expert • Michael Hoffman (CAN) Tenured Math Faculty • Jessica Hurless, STEM Dean
4.4	<p>Curriculum Committee Appointments</p> <ul style="list-style-type: none"> • Lisa Palmer: Chair • Articulation Officer: Gloria Darafshi • Transfer Center Program Supervisor: Gonzalo Arrizon <p>Division Reps:</p> <ul style="list-style-type: none"> • ASLT: Adriana Lugo and Allison Hughes • BDW: Hyla Lacefield and Sarita Santos • Counseling: Jinmei Lun and Danny Lynch • H/SS: Maureen Wiley (Fall 2024) and Lisa Palmer • KAD: Ana Miladinova and Nicholas Carr • Science and Technology: David Monarres and vacant
4.5	<p>PD Reimbursement Approval from 2023-24 for 1st or 2nd Year Faculty</p> <ul style="list-style-type: none"> • \$175 amount for SIGMAA on RUME Conference (Helena Almassy)
4.6	<p>IPC Membership Updates</p> <p>Nine (9) Faculty-appointed by Academic Senate</p> <ul style="list-style-type: none"> • Curriculum Committee Chair – Lisa Palmer (term ends Spring 2025) • Faculty Assessment Coordinator – Paul Roscelli (term ends Spring 2027) • Honors Coordinator – Rebekah Taveau (term ends Spring 2025) • Faculty Equity Coordinator – Kiran Malavade (term ends Spring 2025) • Counselor – vacant (term ends Spring 2026) • Librarian – Diana Tedone-Goldstone (term ends Spring 2025) (co-chair) • 3 Faculty Members-at-large (faculty-at-large positions will be used to balance membership – adjunct, career education, division representation, etc.) – <ul style="list-style-type: none"> ▪ Erik Gaspar (term ends Spring 2026) ▪ Allison Hughes (term ends Spring 2026)

	<ul style="list-style-type: none"> ▪ David Eck (term ends Spring 2026) 			
4.7	<p>ISER Screening Committee</p> <ul style="list-style-type: none"> • Alicia Aguirre • David Eck • Kassie Alexander • Gampi Shankar 			
5 - Public Comment				
5.1	<p>Questions/comments on non-agenda items</p> <p>HL: On program review, how to address programs that don't fall neatly into one program or another (example: Menlo Studio). Request for clarification for how/when to do it.</p>	Public	1:08	Information
6 - Senate Business				
6.1	<p>Adoption of Regular Agenda</p> <ul style="list-style-type: none"> • Motion: LP • Second: HL • Unanimous 	Shankar	1:10	Adopted
6.2	<p>Nominate Academic Senate Vice President</p> <p>Nominations thus far:</p> <ul style="list-style-type: none"> • Monica Malamud • Motion: LP • Second: GS • Vote: unanimous • HL: In the past there have been conflicts because of lack of delineation between roles. • MM: Has been in AS for 18 out of her 22 years at Cañada and has almost the same number of years in the union. Her roles have overlapped before; she was AFT president while also AS VP. 	Shankar	1:11	Action

	<p>She makes it clear which position she is speaking from. MM attends DAS as a guest regularly; she is very interested in Senate.</p>			
6.3	<p>Finalize Nomination of Adjunct Senate Representative:</p> <p>RS: Has been in the role and feels like it's a good idea to have someone new though he's thankful for the opportunity and would be willing to serve in the future.</p> <p>LP: Motion to nominate Dominique Wu HL: Second</p> <p>DT: Were others interested? GS: Some expressed but then withdrew their interest. MM: Did we see Wu's statement? GS: Yes; it was in the AS invitation. HL: Dominique was hired in the spring; has worked at Apple, MEDA, Walmart. She was interviewed for adjunct position in Digital Arts and Animation. Genuinely cares about CC students though new to the college. Smart and engaged. HL offers enthusiastic support.</p>	Shankar	1:17	Appointed Dominique Woo
6.4	<p>PIV Process to consider approving PIV in its Draft format for FSE</p> <p>Hirzel: Since we're looking at a program that needs intervention, we need a process. This one has been in draft process for years. It isn't perfect but we need an established agreement.</p> <p>GS: This is a pilot process that we've drafted.</p> <p>DE: Recommends improving it as a pilot process for FSE. It's a significant process that we haven't yet seen in action. It will give agreed upon rules.</p> <p>HL: Approving it as a pilot makes sense; it will be iterative. Some think PIV is punitive but it's about reinvigoration and supporting programs. We should think about this as a positive rather than a lifejacket thrown into the river.</p> <p>GS: It should be part of the lifecycle of programs. There are gaps in our program development.</p>	Shankar	1:24	Approved as the process (not pilot)

	<p>HL: Our current program development process doesn't include financial considerations.</p> <p>DT: We had a soft pilot last year but the faculty member left at the end of the year. Let's commit to making this an official policy after this pilot.</p> <p>MM: This should be approved as the process.</p> <p>MM: Motion to approve as the process</p> <p>DT: Second</p> <p>Vote:</p> <p>Yes: everyone but Eck</p> <p>No: Eck</p> <p>Abstain: no one</p> <p><i>Board Policy 6.13</i> states that the local Academic Senate will establish processes for (a) program development, (b) program review, and (c) program discontinuance</p> <ol style="list-style-type: none"> 1. Link the current draft-PIV 2. This link points to some of the history, where this draft process has been reviewed 3. Each PG group provides its own recommendations and this is still a draft PIV with this process likely to be a Pilot that tests the process laid out in the draft PIV. <p>Recognizing that a full-lifecycle process is the ultimate goal, something like the new program development process may have to come later due to limited resources to handle it in the current context.</p>			
6.5	<p>Form PIV Task Force (Committee) for FSE</p> <ul style="list-style-type: none"> • Doug Hirzel • Dean of PRIE • Discipline Dean • Candice Nance • David Eck • Sandra Mendez • Gina Hooper (Program Supervisor FSE) <p>MM: AS can only appoint faculty</p> <p>DE: Review of process; it's important to list everyone</p> <p>Motion (amended by LP): Moved to appoint faculty and agree with the other appointments</p>	Shankar	1:35	Approved

	HL: Second Yes: unanimous			
6.6	<p>Textbook Affordability Sub-Committee (TAS) Updates</p> <ul style="list-style-type: none"> • TAS Report for September 12, 2024 • There is still room for more participants; applications now due this Friday. • SP 24 the textbook affordability committee looked at student enrollment and success data, which were presented at conferences. • Division representatives needed; first meeting 9/24 from 1-2 in person or on Zoom. 	Harmon	1:38	Information
6.7	<p>Personal Counseling Center (PCC) Counselor Position</p> <ul style="list-style-type: none"> • Unfilled position that has been open for more than one year at least • Prior two searches have not been successful • Here is the Senate Process for vacancies • Action item for next senate meeting? <p>Gaza Resolution passed by Academic Senate in Spring-2024 with support for mental health support services for all constituents of our college</p> <p>Max Hartman: Original search had a limited pool and the finalist declined the offer. Last spring, adjustments were made to the process but the single finalist declined the offer again. After two unsuccessful searches, AS may recommend re-allocation of funding, but DH would like to extend the position search again. Having a second FT counselor allows for supervision of grad student or graduate trainees. We knew the mental health needs of our students continue to be important and pressing.</p> <p>Difference in the search: more recruitment in mental health spaces. Follow CSM's process for coordination so that we don't require someone who can supervise immediately.</p> <p>Marcos Chacon: We have plans to elicit a larger pool.</p>	Hartman	1:57	Discussion

	<p>DE: In support, the resolution on Gaza calls for additional mental health services for students. CSM is also hiring for this position.</p> <p>HL: The other option would be to re-allocate funds to previous highest rated faculty position. Last time it was MEDA; would we recommend hiring MEDA instead of a counselor?</p> <p>MH: According to the process, the funding would go to our</p> <p>Sarah Aranyakul: Process for increasing pool?</p> <p>MH: Currently researching the field to find most promising places to get a wide pool.</p>			
6.8	<p>Class Cancellation Policies; Seeking More and Broader Feedback</p> <p>Discussion of a faculty survey on the topic.</p> <p>Background materials:</p> <p>Most recent drafts of policies and procedures related to class cancellation:</p> <p>Supporting materials for this agenda item:</p> <ul style="list-style-type: none"> • Current BP 6.04: Minimum Class Size Guidelines • Current proposed changes to BP 6.04 Guidelines for Class Cancellation • Proposal for AP 6.04.1: Guidelines for Class Cancellations that uses 50% of class maximums to establish class minimum numbers • Proposal for AP 6.04.1: Guidelines for Class Cancellations that uses two fixed numbers (synchronous versus asynchronous) to establish class minimum numbers • Guidelines for Establishing Course Enrollment Maximums <p>This agenda item is an informational update on AP/BP regarding class cancellation procedures.</p> <p>DE: DAS looked at the class cancellation policy survey. Faculty should be receiving an emailed survey. The</p>	Eck	1:45	Information

	<p>BOT want an official recommendation by November, so we need to provide substantive feedback by October 7th. The survey includes many links to resources but asks only 5 questions, which are based on the points of deliberation last May. The fourth question (ranked) is the most complex—how should we establish course minimum targets? If we don't reach consensus, the district will revert to current 20 student minimum (with exceptions). The more responses we have, the more confidence DAS will have about what to advocate. Once you "submit," you can't change your responses.</p> <p>HL: Will there be exceptions to course minimums?</p> <p>DE: Yes. The new Board policy does a better job of explaining exceptions. It's the same in that deans can make exceptions.</p> <p>GS: What will happen after the survey results are compiled?</p> <p>DE: The results will go to the DAS officers. Oct. 7th DPGC meeting will develop substantive recommendations from the feedback.</p> <p>AM: Have guidelines for establishing maximums been approved? Has the process for curriculum approval been approved?</p> <p>DE and LP: No.</p> <p>DE: Also, deans may push back.</p> <p>DE: Survey coming out ASAP; due October 4th.</p>			
6.9	<p>IEPI Updates and Campus Visit</p> <p>On Wednesday, October 2, a Partnership Resource Team (PRT) assembled by the state chancellor's office will visit the district. Representatives from Academic Senates will be asked to participate that day.</p> <p>Chancellor Moreno: The District is embarking on a strategic planning process, which was brought to the BOT last night. There is funding from IEPI. Participatory governance is very important. Wants to capture our feedback.</p> <p>Aaron McVean: This is district strategic planning year; see slideshow.</p> <p>DE: Last time, the environmental scan was very helpful (demographic changes, etc.).</p> <p>AM: Yes, the district context is very interesting.</p>	Chancellor Moreno And Aaron McVean	2:12	Information

	GS: Will there be a cadence to these reviews? AM: This is part of a regular process, this being the 3 rd iteration since he's been in the district; goals are to make it structured and useful with hopefully no major interruptions.			
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7 - Regular Reports

7.1	<p>President's report</p> <ul style="list-style-type: none"> • All of the bulletin board space on the first floor is available to faculty; reach out to the BDW dean • Public safety—President Lopez verified that there was a daylong glitch in the systems that has been fixed. • In the PBC meetings, there is a move to end long presentations for personnel requests, especially for Classified. Since faculty doesn't have as many requests, it may not be as big of an issue for us. Proposal: only the new requests will need presentations. <p>HL: unfunded previous personnel requests would be lumped in with new requests?</p> <p>GS: Only the new requests would require a presentation.</p> <ul style="list-style-type: none"> • PD and honorariums: developing a plan. • SE: suggests that we align with the other colleges so that it's consistent for faculty who teach in our district 	Shankar	4	Information
7.2	<p>Treasurer's report</p> <p>C: \$7028.64</p> <p>S: \$5033.19</p> <p>There is a form for making automatic tax-deductible contributions.</p>	Aranyakul	1	Information
7.3	<p>Curriculum Committee</p> <p>Meeting #1, 9/5/24: workshop to adapt the seven original CCN (Common Course Numbering) templates and to help faculty with other curriculum issues. Thanks to faculty effort, we're in good shape to get CCN CORs</p>	Palmer	3	Information

	<p>approved by our 10/17/24 meeting, for 11/1 BOT approval.</p> <p>Meeting #2, 9/19/24: workshop to finalize ADTs</p> <p>Goal: Efficient and productive meetings</p> <p>Thank you to faculty for complying with state mandates so willingly and quickly.</p>			
7.4	<p>Professional Development</p> <p>We need someone from AS to be a rep. Meetings are via email and occasional Zooms.</p> <p>Salumeh did a presentation for deans and division assistants on the application process. Before applications leave the dean's desk, the sums need to match.</p>	Eslamieh	2	Information

8 - Other Reports, Meetings and Deadlines

8.1	<p>Upcoming Events, Meetings, Deadlines, and Any Additional Comments on Non-Agenda Items</p> <p>DE: If you're on an eval committee; it's a nightmare because of confusion about the forms.</p> <p>DT: Go to the AFT website for the accurate forms.</p> <p>MM: Apparently, there are issues with the electronic surveys.</p> <p>SH: As chair of DTLC, she will soon be sharing the draft guidelines on academic integrity/AI.</p> <p>SH: In less than a month, book orders are due. They need to be submitted on time.</p>			
9	Adjourn	Shankar	2:39	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 (2024-25) academic year:

- President: Gampi Shankar
- Vice President: **Vacant**
- Secretary: Lisa Palmer
- Treasurer: Sarah Aranyakul
- Adjunct Representative: Richard Schulke (until Fall election process completes)
- Curriculum Committee: **Vacant**

- PD: Professional Development: Salumeh Eslamieh
- ASLT: Academic Support and Learning Technologies: Diana Tedone-Goldstone pending Academic Senate confirmation
- Business, Design & Workforce Division: Hyla Lacefield (Fall 2024) and Althea Kippes (Spring 2025)
- HSS: Humanities and Social Sciences Division (and Past President): David Eck
- KAD: Kinesiology, Athletics, and Dance: Ana Miladinova
- STEM: Science and Technology Division: Ellen Young
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