

COA Academic Senate Meeting Minutes Thursday, February 6, 2020		
Meeting Called To Order: 12:20pm		
Senators in Attendance: Jennifer Fowler, Richard Kaeser, Bruce Pettyjohn, Sue Altenbach, Jeff Sanceri, Andrew Park, Jayne Smithson, Matthew Goldstein (chair), Phyllis Tappe, Marissa Nakano (note-taker) Guests in attendance: Vinh Phan, Ysrael Quezon (ASCOA President)		
Agenda Item	Summary	Motion
Agenda Review & Approval	Discussion: none Modifications: none	Motion to Approve Agenda for February 6, 2020: First: Phyllis Tappe Second: Andrew Park In Favor: all senators present Motion: Carries
Review of Minutes:	Discussion: none Corrections: correct Richard's last name to Kaeser.	Motion to Approve Minutes from December 5, 2019 First: Jayne Smithson Second: Sue Altenbach In Favor: all senators present Motion: Carries
Action items: 1. Resolution re class cuts (S. Altenbach)	Summary of Discussion: <ul style="list-style-type: none"> Final draft presented to AS. Circulated for feedback back in Dec/Jan. Input from Matthew Goldstein Class cancellation data collected by Andrew shared with AS. Sue in talks with other PCCD campuses. COA is most diligent in cutting two weeks before start date 	Motion to Approve Resolution and modify for Fall 2020 dates: First: Marissa Nakano Second: Jennifer Fowler In Favor: Richard Kaeser, Bruce Pettyjohn, Sue Altenbach, Jeff Sanceri, Andrew Park, Jayne Smithson, Matthew Goldstein, Phyllis Tappe Abstain: Hoi Ko Motion: Carries

<p>2. CVC-OEI Course Design Rubric Adoption (J. Fowler)</p>	<ul style="list-style-type: none"> • Suggested to revise for use for Fall 2020. Dates will be updated in resolution <p>Summary of Discussion:</p> <ul style="list-style-type: none"> • CVC-OEI Rubric is a guiding tool for designing online courses. Four categories (rubric distributed) • COA applying to be in the consortium (67 CC's are part of their consortium). Approval would have COA online courses put into the statewide exchanges (Finish Online Faster). Students can look up online courses across the state, and can take up to two online classes outside their district per semester. It's faculty choice to participate in the search results. If you participate, your class pop up first! • PCCD adopted rubric. COA CE adopted/endorsing it, but it's not mandated for all faculty • Resolution was made by ASCCC to endorse the rubric 	<p>Motion: The CVC-OEI Course Design Rubric be adopted at CoA as a guiding tool for designing distance education courses to support student success.</p> <p>First: Jeff Sanceri Second: Hoi Ko In Favor: all senators present Motion: Carries</p>
<p>Discussion:</p> <p>1. Join presidential forums on cuts' impact on COA's integrity and identity (M. Goldstein)</p> <p>2. Valedictorian, COA Employee</p>	<p>Summary of Discussion:</p> <ul style="list-style-type: none"> • Discussion of the value of certain classes over others. How the campus wants to identify also affects what's cut and kept <p>Summary of Discussion:</p>	

<p>Excellence Awards (M. Goldstein)</p> <p>3. Program Discontinuance Policy (M. Goldstein)</p>	<ul style="list-style-type: none"> • In discussion for creating small groups to select a Valedictorian. Partnership with AS senators and student services. Process is not determined yet. • Excellence awards (Dr. Karas): One faculty and one classified would be awarded (all statuses). Suggestions: one faculty per category. There's still open discussion on how to select nominees <p>Summary of Discussion (contribution from Vinh Phan, Articulation Officer):</p> <ul style="list-style-type: none"> • AP 4021 • Some PCCD colleges have begun discussions around discontinuance. No process determined, but the process/charge will be moved along • The timeline has been sent out for COA's process. Recommendation that before anything is done, it must go through Curriculum Committee and our own timeline needs to be set. • Draft created by Vinh circulated at AS for a discontinuation process. Asking AS to check it out and adjust it. COA will determine the dates that work for us. It's a three year process with a two year window to turn it around • No specifics of how many programs to discontinue (COA has 91). There may be programs that might be easily decided upon without major impact (However, it doesn't save COA much funding) • Andrew will draft a resolution regarding AP 4021. In two weeks on AS agenda. Vinh agrees will also bring that resolution to Curriculum Committee. 	<p>Motion to agendize a resolution draft regarding AP 4021 for upcoming AS meetings.</p> <p>First: Jayne Smithson Second: Andrew Park In favor: all senators present Motion: carries</p>
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4. Accreditation Update (M. Goldstein)	<p>Summary of Discussion:</p> <ul style="list-style-type: none"> Regarding COA's Probationary status: current evaluation process is not the same as the process with other institutions and it seems more encouraging. ACCJC interested in making our institution better. Jennifer Fowler and Matthew Goldstein are serving on a visiting team. Invite all to participate in this process! 	
Officer Reports	<p>President: none Vice-President: none Secretary: none Treasurer: \$1,600 in checking; Savings is the same as last report</p>	<p>Motion to extend meeting by 5 minutes</p> <p>First: Jeff Sanceri Second: Jayne Smithson In Favor: all senators present Motion: Carries</p>
Announcements	<ul style="list-style-type: none"> Curriculum Committee meeting times are being moved. As a result, CC lost three representatives from different divisions. Will be behind as a result for spring 2020 Ysrael Quezon: refer your students to ASCOA to become leaders/senators. If you have students on committees, refer them to ASCOA 	
Public Comment	No public comments	
Proposed agenda items for	<ul style="list-style-type: none"> Resolution draft for Course Discontinuance process for COA 	
Adjournment	Meeting adjourned	<p>Motion to adjourn meeting</p> <p>First: Jayne Smithson Second: Andrew Park In Favor: all senators present Motion: Carries</p>