

**COA Academic Senate
Meeting Minutes
Thursday, March 26, 2020**

Meeting Called To Order: 12:20pm via Zoom

Senators in Attendance: Matthew Goldstein (Chair), Andrew Park, Jennifer Fowler (minute taker first 15 minutes), Richard Kaser, Phyllis Tappe, Bruce Pettyjohn, Hoi Ko, Jeff Sanceri, Jayne Smithson, Maria Guzman, Sue Altenbach, Marissa Nakano (minute taker last 45 minutes)

Guests in attendance: Drew Burgess, Dr. Tina Vasconcellos

Agenda Item	Summary	Motion
Agenda Review & Approval	Discussion: none Modifications: none	Motion to approve agenda First: Richard Kaser Second: Jennifer Fowler In Favor: all senators present Motion passes
Review of Minutes:	Discussion: none Corrections: none	Motion to approve minutes from March 5, 2020 First: Andrew Park Second: Phyllis Tappe In Favor: 8 senators Not in favor: 0 senators Abstained: 1 senator Motion passes
Action items:	None scheduled	
Discussion: 1. Accreditation Update (T. Vasconcellos)	<u>Summary of Discussion Item #1:</u> In progress for ISER! Ideally each senator is involved with a standard. Teams have been meeting— some electronically, some in person. On 3/31, they're trying to have a rough narrative fleshed out. ICER needs to be	

<p>2. PCCD Response to coronavirus (M. Goldstien)</p>	<p>finished in January 2021. Visit in March 2021. Between now and the end of Spring 2020 semester, solid drafts are being created. During Summer, Tina would like to work with a faculty member to bring the document together with one voice. Goal is to present a draft to the board for 2 reads in November. Although COVID-19 has been a huge factor in getting this done, there is no leniency for the deadline for ISER.</p> <p><u>Summary of Item #2</u> Senators commented on the Board and Chancellor's response to COVID-19 and Shelter-In-Place mandates without consulting with faculty. Consensus among senators is it's clear the decisions were not made with faculty input at all. A resolution will be drafted (J. Sanceri will take the lead) to outline AS's recommendations for future decisions made without faculty input.</p> <p>From a Distance Ed perspective, the COVID-19 response showed massive holes in PCCD's online support system. There is no PCCD DE coordinator and campus coordinators do not have enough resources or compensation to support the faculty through the board and chancellor's decision. It was also discussed that there should be ongoing dialogue among faculty to develop online teaching resources (and compensation) all year to anticipate events outside the college's control. Perhaps a resolution to support this ongoing professional development and allocate stipends to compensate faculty. Currently, faculty are authorized to teach online without certification (due to extraordinary circumstances and an addendum at the state level).</p>	
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<p>3. Election Committee update (J. Sanceri, H. Ko, R. Kaser)</p> <p>4. Valedictorian, CoA Employee Excellence Awards (M. Goldstein)</p>	<p>Senators discussed concerns for CTE/CE programs that require students to manipulate equipment that they don't have at home or spend hands-on hours to complete requirements (this is particularly important for class completion and student's ability to be employed). Instructors in CTE/CE are working to try and calculate the very minimum hours needed to meet standards.</p> <p><u>Summary of Item #3</u> Nomination email sent out to all COA faculty. Richard is exploring options for electronic election software and possibly using Canvas. There have been concerns regarding anonymity and security of voting online. It was also discussed that an electronic election will also increase accessibility. Due to COVID-19 and shelter in place, AS discussed having nominations accepted by electronic written verification and confirmation. As long as the election committee is transparent about the election process up front, faculty will be more open.</p> <p>Item #4 is tabled for next week's agenda</p>	
<p>Officer Reports</p>	<p>Vice President: Emeritus Luncheon committee is playing around with alternative options, but will hold off on planning for now until the next few weeks play out.</p> <p>Treasurer: updated balances and updates will be emailed out. No major updates.</p>	

	Secretary: none	
Announcements	Student services (admissions, counseling, DSPS, EOPS) are still happening! Online counseling sessions launching April 6. No drop ins for students, but they should email their counselors with questions.	
Public Comment	No public comments	
Proposed agenda items for	<ul style="list-style-type: none"> • Resolution for faculty input on Board and Chancellor decisions regarding instruction and academic calendar • CoA Employee Excellence Awards and Valedictorian 	
Adjournment	Meeting adjourned, 1:20	<p>Motion to adjourn meeting</p> <p>First: Jeff Sanceri Second: Hoi Ko In Favor: all senators present Motion passes</p>