

COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

February 2023



Reports by:

- **President:** Lahna VonEpps
- **VP/President-Elect:** Marcus D. Whisenant
- **Senate Executive Council Faculty Rep:** Kirsten Miller
- **College Technology Committee:** Brain Greene
- **Teaching, Learning, and Community:** Micha Miller, Lindsey Laney & Adrienne Seegers
- **Finance Committee:** Adrienne Seegers & Stephanie Beaver
- **Distance Education:** Kathy Schultz
- **Student Learning Outcomes:** Rebecca Slate
- **Curriculum Committee:** Mike Torak
- **Foundation:** Katryn Weston

Also included: Ten +1 definitions

President's Message:

By Lahna VonEpps

On this last day of February, campus is closed due to snow. A week ago, my heater at home was out for a few days waiting for repair, and I was most concerned about my little plant seedlings staying warm! This year I am focusing on growing a garden of basic standard plants that I have had success with in the past instead of my usual, throw-caution-to-the-wind, blatant optimism of trying to grow all sorts of new varieties of veggies. And more flowers! I want a beautiful, productive, harmonious space. But all of that is in the future spring and summer, and right now the Earth is in stillness and rest.



In stark contrast to the stillness of Earth, Columbia College Academic Senate has been working at a whirlwind pace:

- Process of electing faculty leadership for the 2023-2024 academic year: Curriculum chair, Teaching Learning Community co-facilitators (1 year and 2 year terms), and College Council Faculty representative. Reminder to vote on the ballot by the due date of March 6. The Institutional Effectiveness Committee is also looking for a faculty Tri-chair to start in the Fall, so consider joining this workgroup as part of your professional obligation.
- Reviewing the proposed Baccalaureate degree in Cooperative Land Stewardship. Tom Hofstra and his team have completed the application for the degree and now the UC/CSUs will review the application to ensure that the course list is not going to be competitive with any current degree offerings.
- Board Policy 3570 Smoking on Campus is going to the board for a third reading. The major update to the policy is to allow MJC to designate their campuses as Non-smoking. The policy keeps the right of each college president to decide what is best for the campus. Columbia will continue with smoking in designated areas only, with a focus on providing smoking cessation information and products free of charge. Columbia student senate weighed in on this issue and their stance is that at Columbia the fire danger is too high in surrounding wooded areas to encourage students to go off campus to smoke, whereas at MJC students can just cross a street to be off campus to smoke.
- Faculty have decided to apply for the Culturally Responsive Pedagogical grant focused on professional development. The top-rated goals for the 300k grant is (1) Innovative equity-conscious pedagogies and online learning to improve the outcomes of students; (2) Curriculum institutes designed around specific DEIA topics related to our students; (3) Professional development to support faculty in creating liquid syllabi- public, accessible, mobile-friendly websites that include traditional syllabi components along with humanizing elements that ensure students feel supported; (4) Semester-long syllabi reboot to provide faculty with tools (such as Simple Syllabus tool) and strategies to better adapt DEIA content into their syllabi; and (5) Developing LGBTQ+ inclusive curriculum, pedagogical strategies, resources, and trainings.

Coming up:

- March 8th is the next Regular Board of Trustees meeting. Live stream or in person in Modesto. If you are interested in going and want to carpool, please let me know! Note that the April 12th BOT meeting will be held at Columbia College, with open session starting at 5pm.

- Our next Academic Senate meeting will be Friday March 17, 1:00-3:30, please join this meeting in person in Cedar 101 or by zoom.



Thank you to our wonderful Classified Professionals who decorated my office so cheerfully on Valentines Day as part of their scholarship fundraising efforts. I loved being “Flocked” so much I’m considering “Flocking” myself! If you are wanting to get in on the action, please contact Abby Sunday.

Wishing you all continued success (and some rest) as this semester progresses. Hard to believe that we are already at the halfway point!

Cheers, Lahna



Academic Senate President Elect/Vice President Message:

By Marcus D. Whisenant

Greetings!!

It’s exciting to see the election process moving along and I look forward to working with everyone in their new positions. I have been at Columbia College for over six years now and have had the opportunity of taking on numerous roles in our participatory government structure and have had the pleasure of serving along side many wonderful faculty and staff members at our esteemed college. I urge everyone to get involved in any form possible.

It looks like the groundhog was correct in predicting more winter weather. I would like to thank facilities for making the campus safe for our students and ourselves. I would also like to thank all of the admin teams for making tough decisions when it comes to weather related late starts and campus closures.

I have starting working with Jerri on my calendar for next academic year. THANK YOU Jerri for all that you do!! With that being said I have been bouncing idea around about the faculty retreat. The retreat will be held up at Baker Station on August 19th and the theme will be campus institutional knowledge. I will be reaching out to our retired friends to join us to contribute to this day. Yes, there will be some sort of cooking experience thrown into the mix as well. Stay tuned for more information.



Academic Senate Faculty Representative at Large:

By: Kirsten Miller

So excited to welcome Vanessa Muro-Marai as your next College Council Faculty Representative for next year! Hired during COVID, many of you haven't gotten the chance to know her yet, but she is one of our most amazing colleagues and I'm so excited that you all will get the chance to work with her more!

College Council met on 3/3/23- here's the updates:

- President Tran gave an update on her activities, including grants –
 - o Cal Fire Grant is moving forward in partnership with Motherlode Job Training and Cal Fire with the idea of a Fall 2023 start, considering if housing and child care can be incorporated - will be meeting with partners to see if that can happen.
 - o K-16 grant – workgroups have started, doing SWOT analysis and data pulling, next meeting is in May.
 - o Submitted Culturally Responsive Pedagogy Grant in a quick turn around by Dr. Raby and her team. Not sure what the timeframe is to hear back on this one.
 - o Submitted Housing Grant – was told that there were 21 submissions but we may be the only one for the Central Valley Region. Group will visit our campus on the 15th to look at site. Decision is expected in May.
 - o Partnership with Summerville High School for a Summer Apple App Camp –asked for a \$50k grant for one summer and was awarded \$150k for 3 summers!
 - o Working with Sonora Area Foundation to help us fundraise for our own Fire tower (currently our Fire Academy uses the one at the prison), cost is \$9 million.
- It was voted on by the council that workgroups for reviewing the college mission and core values would be established. There will be a call out from the VP of Instruction for representation from each constituency group, so watch for that if you are interested!
- I'm sure the IEC and Finance Committee updates will be thorough, but excited that many of our one-time funding requests are going forward. They are also looking at how we can use our COVID Block Grant Funding (different than HERF funds-those are gone) – about \$10 million for the district. Trevor is looking into allowable fees – possibly student parking?
- Excited to have our first ever YFA president from Columbia College – congrats to Brian Greene!
- Our AS report, which I'm sure will be detailed in Lahna's report, included:

o A plea for our administration to review and even rehearse campus closure procedures to keep student and staff safety at the forefront of all decisions. There is an established process, but last week's campus closing seemed to not go according to plan. Looks like we might get more chances to practice this soon!

o A pledge to encourage our tenured, probationary and especially our incoming new faculty members to be involved in (and maybe even excited about?) our "professional obligations" and contributing to our campus work. Lahna ran the numbers and we have a very engaged faculty with all of our hiring, standing committees as well as participatory governance positions- I think she said only 2 tenured faculty members are not doing something active right now on our campus! Unlike our sister school with so many people to carry the load, we often have more than our fair share on each of our

plates to do the same work. Thank you to ALL who step up in all the ways you do!!! Columbia rocks!

I am honored to represent you and please don't hesitate if there is something you would like me to bring up around the College Council or Senate Executive tables - I've got one more meeting each!
millerk@yosemite.edu or 209.588.2155

Technology Committee:

By Brian Greene, Kath Christensen and Kathy Schultz



Hi All!

There is a lot going on with technology right now; some of you may have noticed hardware improvements happening in Manzanita and various classrooms, along with more Etrieve forms available and other software improvements. If you have questions, reach out to one of your technology committee representatives -Kath Christensen, Tim Elizondo, and Kathy Schultz. We have room for a fourth faculty representative so if you are interested, contact Lahna Von Epps! Meetings are the 3rd Thursday of the month from 11:00 - 12:30. Below are highlights from our February meeting.

- The Firewall migration to the new system has been slowed up for two weeks due to the expected weather forecasted for Columbia in the next week. This project is intended to safeguard against potential hacking. The new MFA (multi-factor authorization) will follow, hopefully by June 30th. The MFA will include students. IT hopes to make the transition as easy as possible.
- Manzanita is not yet complete as additional supplies have not arrived. High Flex carts are still being rolled out.
- All systems in Sequoia, (4 classrooms and a lab) are in need of updating. The current quote for those updates is \$18,000.
- IT is working on changes to be made to Class Search and forms for Etrieve.
- MJC is still holding software demonstrations for student ID cards. If student ID cards are adopted, it will be District wide.
- Discussion about class search and lack of visibility for CC's ZTC courses. There was also a suggestion to continue encouraging faculty to move to ZTC in their courses.
- IT is working on migrating student grades in Canvas directly to Self Service. They are anticipating that this will occur in the fall.

- The new Columbia College website is currently being tested. Columbia College should be receiving an invite to test a copy of some of the pages and provide feedback to the designers.
- Concern was expressed about computers that are stored in classroom carts and are not being put back into their carts after use, raising the possibility of theft and a shorter life to their batteries.
- Brief discussion about Total Cost of Ownership Document, its status, and its appropriateness for Accreditation. IT is waiting for the new Senior Director to closely look at it.
- Fir 206, Juniper and Career Transfer Center labs have been approved for new desktop computers.
- Discussion about Fir 201 and the need for dual monitors and furniture that would comply with ADA access and provide more desk space.
- Additional laptops with the Adobe Creative Cloud were requested for students to loan.
- Additional lab hours in Juniper were discussed for the first few weeks of a semester.

Teaching, Learning, and Community:

By Micha Miller

News from the Teaching Learning Community (TLC) front.

TLC has two new faculty co-facilitators Kristen Miller (2- year appointment) and Daniel Godsil (one-year appointment) who will start in the fall of 2023. One big piece of news is the development of an Etrieve form for all professional development on campus. The goal is to have a streamlined process for asking for professional development. We want something that will give us a good record of what is done by who and when. A beta form will be coming out shortly. Kinks will follow.

This semester we have some POPs (Peer Observation Pool- open to faculty and classified) underway, and some TTKL's (Teaching Test Kitchen Lab- where staff gather to solve the hard problems). If you are interested and want more information, contact one of us, we would love to tell you about it!

Mark your calendars for these important events!

- Monday, March 6th TLC lunch meetings in the upper Tamarack lunch room, watch for invites from Lindsay. At this meeting we will talk about how to implement the book *Teach Yourself How to Learn* by Sandra Yancy McGuire in your classroom.
- Wednesday, March 8th in the Library (Tamarack) Book launch of *Teach Yourself How to Learn* by Sandra Yancy McGuire. Come by for a free copy of the book and to see a few of the suggested activities in action. All are welcome, please share with your students!

Finance Committee:

By Adrienne Seegers & Stephanie Beaver-Guzman

On 2/23 the Finance Committee met to review the 18 one-time funding requests that were submitted through the new one-time funding request process. The requests totaled approximately \$316,000. The revenue for this pot comes from unspent funds in the previous year (in this case, 2021/2022). Through a new process unspent College funds are now held at Columbia rather than being swept back to District

budgets. Two of the projects relating to improvements to Carkeet Park were pulled from the list since they require large scale district buy in and work with the State Architect's Office. Some requests will be funded with other funds including CTE, Student Services, and lottery. Each person who submitted a request will be contacted by an administrator about the outcome of their request. There were questions raised about a few projects that requesters may need to respond to. The list of projects the Finance Committee recommended to fund will be submitted to the College Council for approval. College Council will make recommendations to the President about projects to be funded. The Finance Committee will be revisiting the process for one-time funding at a future meeting.

Please share your comments, questions, or concerns with Adrienne Seegers or Stephanie Beaver, the faculty representatives to this group.

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

Wow, we are half way through the Spring semester! And experiencing some of the wildest weather we have had in a long time! I hope you all are safe and warm while reading this, with plowed driveways and Power On!

Much of our report this month is ongoing so if it rings that déjà vu bell, you're correct!

- The DE Committee is continuing their work on updating the DE Plan, the Student Handbook for Online Learning and the Faculty Handbook for Online Teaching and Learning. We want to have updated versions approved via the Senate for Accreditation.
- We are also completing a Distance Education Program Review so if you have thoughts on where you would like to see the DE program heading, please share!
- We are also presenting an annual Standing Committee Review for the IEC Committee in April, covering our recent successes, challenges, and plans for the 2023/2024 school year.
- Remember, the DE Committee is an open group and everyone is always welcome. If you are interested in attending, our meeting schedule is at the end of this report.

Professional Development

“Let’s Do 5 for \$500”

Our 15 faculty participating in this Professional Development opportunity are continuing their work, focusing on 5 key areas that contribute to student success in an online course. We have three remaining drop-in workshop sessions listed below, but anyone is welcome to stop by the ITC during these time to ask questions and work on their Canvas shells. You can attend in the ITC - Juniper 104, or via [Zoom](#). If none of the dates work for your schedule, please contact [Kathy Schultz](#) or [Chelsea Quam](#) to schedule a session that will. **If you have been approved to participate in this Professional Development, the final day to turn in your completed course for review is Friday, March 31!**

- Friday, 3/10/23, 12:00 - 2:00 pm
- Monday 3/20/23, 1:00 – 3:00 pm
- Thursday, 3/30/23 11:00am – 1:00 pm

Other Training Availability

I am putting together a training on **“What do I do with all my Zoom Recordings?!”** which is currently scheduled for **Tuesday, April 11, 11:30 – 12:30**. If you have requests or ideas for other trainings, send us your suggestions!

As usual, I am offering training sessions on submission of final grades. You can also set up individual appointments for assistance with these or any other items. You can attend these sessions in the ITC - Juniper 104, or via [Zoom](#).

Grade Submission – Monday, April 24, 11:00 – 12:00 and Thursday, April 27, 1:00 – 2:00. If you need assistance downloading your grades from Canvas, or posting in Self-Service, or submitting to your division office, pop in for a refresher.

Canvas Update – Possibly for Summer

IT has been working on an integration that will automatically pull Canvas grades into the Self Service portal, removing a step in our final grade submission process. It is undergoing testing right now and may be available for the summer session. More information to come!

2022-2023 DE Committee meetings

They are open committee meeting, and all are welcome. If you have an agenda item, please let me know so I can add it to a meeting. Our monthly meeting agendas and minutes are now being posted on [Board Docs](#). If you have any questions about finding them just let me know. [We will meet monthly on Friday from 10:00 - 11:30 am in Juniper 104 or via Zoom](#). Below are the remaining dates for the 2022/2023 year.

- **Friday, March 17**
- **Friday, April 21 (Including goodies if you come in person!)**

Hope to see you there!

Kathy Schultz





SLOPER Report:

By Rebecca Slate

It is Program Review time again! Yes, you did program review last year. Yes, you need to do it again this year. Program review is done every year, but you only present at in-service every four years. There are two workshops scheduled for next week (check your inboxes). The plan is for you to be able to finish (or get close to finishing) your program review during the workshop. However, you are also welcome to simply complete it on your own and email me any questions that you have.

To access the program review form, you need to go to Microsoft Teams, and select the CC Program Review Team (orange gears). From there, select the “Instructional” channel, and then open the files. You will see several folders. First, open the data sheets and either print out your departmental data or download the PDF. There are 3 separate data sheets for every department. Next, select your division and then department to access the form. You might also find it helpful to look in the archive for last year’s program review (if you did one). The archive is currently listed on the College Research and Planning web page. The form is designed to be completed in Teams. Please do not download it.

There are still a few people who have not completed their SLO assessments for Fall 2022. If you are one of those people, you can expect another reminder this week. If you need help, please contact Jeri or me for directions. I will hold an SLO assessment workshop during finals week for those of you who would like help completing your Spring 2023 assessments.

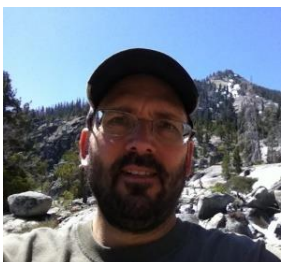
Both of these processes are required for accreditation, but more importantly, they are required to help us evaluate the effectiveness of our teaching and programs and strive for continual improvement.

Rebecca Slate
English Department
Columbia College

Curriculum Committee

By: Mike Torok

- The Curriculum Committee continues to review internal processes that will help us keep our courses and awards current.
- Chair continues.
- Questions? Assistance Needed?
- There is an upcoming Spring Curriculum Workshop on Friday (3/10/23) from 9:00 AM – 1:30 PM.
- The search for the next Curriculum
 - Please contact either me or Elissa Creighton for curriculum questions or assistance.



Respectfully Submitted,

Mike Torok
Curriculum Chair

Foundation

By: Katryn Weston

Greetings!

SCHOLARSHIPS -- The Foundation's scholarship cycle is in full swing. Working with campus partners, we awarded \$130,000 in our Osher and Finish Line Scholarships to 50 plus students in the last two months, and are now focused on our spring awards. Our scholarship team is working with more than 60 community and campus partners to review applications. We have more than 220 student applicants to score and more than 120 scholarships to award. Our thanks to the many faculty and staff who participate as donors, references and reviewers! *Please mark your calendars and join us for the Spring 2023 Scholarship & Award Celebration on Thursday, April 20th, from 5-6:30pm*

COLUMBIA COLLEGE PROMISE – Thanks to our partners at TRiO and Financial Aid and the student outreach committee, our Promise program is going strong this semester. We have more than 220 students currently in the program in their first or second years, and more than 160 high school seniors interested in signing up for Fall 2023. The Foundation will host its annual Promise Breakfast for students and Promise supporters on Thursday, March 23rd. Program leaders and community supporters will be invited to meet with students and enjoy a breakfast buffet provided by culinary students.

COMMUNITY REPORT – Keep an eye out for the Foundation's latest Community Report (unavoidable snow delay!). It highlights the Foundation's 50th anniversary and activities and accomplishments over the last year – including bringing in more than \$550,000 in revenue and awarding more than \$325,000 in scholarships and program support.

MINI GRANTS – Thanks for the innovative and interesting mini grant applications for this spring semester! Awards will be announced later this month.

Take care!

Amy, Amanda, and Katryn

THE 10+1 § 53200. Definitions.

For the purpose of this Subchapter:

(a) “Faculty” means those employees of a community college district who are employed in positions that are not designated as supervisory or management for the purposes of Article 5 (commencing with Section 3540) of Chapter 10.7 of Division 4 of Title 1 of the Government Code, and for which minimum qualifications for hire are specified by the Board of Governors.

(b) “Academic senate,” “faculty council,” and “faculty senate” means an organization formed in accordance with the provisions of this Subchapter whose primary function, as the representative of the faculty, is to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters in areas of responsibility known as 10+1. For purposes of this Subchapter, reference to the term “academic senate” also constitutes reference to “faculty council” or “faculty senate.”

(c) “Academic and professional matters” means the following policy development and implementation matters:

1. curriculum, including establishing prerequisites and placing courses within disciplines;
2. degree and certificate requirements;
3. grading policies;
4. educational program development;
5. standards or policies regarding student preparation and success;
6. district and college governance structures, as related to faculty roles;
7. faculty roles and involvement in accreditation processes, including self-study and annual reports;
8. policies for faculty professional development activities;
9. processes for program review;
10. processes for institutional planning and budget development; and
11. other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

(d) “Consult collegially” means that the district governing board shall develop policies on academic and professional matters through either or both of the following methods, according to its own discretion:

- (1) relying primarily upon the advice and judgment of the academic senate; or
- (2) agreeing that the district governing board, or such representatives as it may designate, and the representatives of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.