



COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

March 2023



Reports by:

- **President:** Lahna VonEpps
- **VP/President-Elect:** Marcus D. Whisenant
- **Senate Executive Council Faculty Rep:** Kirsten Miller
- **Teaching, Learning, and Community:** Micha Miller, Lindsey Laney & Adrienne Seegers
- **Finance Committee:** Adrienne Seegers & Stephanie Beaver
- **Distance Education:** Kathy Schultz
- **SLOPER:** Rebecca Slate
- Also included: Ten +1 definitions

President's Message:

By Lahna VonEpps



Dear Faculty Colleagues,

We have survived atmospheric rivers, power outages, high winds and tornados, hail storms, snow storms, campus closures... and now reservoirs are filling, super bloom is building up steam, and our mountains are still buried in snow.

Dodge Ridge has joined the “700 inches” club for snow accumulation and might be open for skiing much later than ever. My little baby plants are enjoying some sunshine on the porch and I’m getting ready to transplant into bigger pots.

Columbia has welcomed its first

clutch of darling little yellow fuzzy goslings. Spring has sprung!



We have a month left of this spring semester and we are all racing to the finish line to get everything done before our faculty contract has ended and we set our outgoing email message to something like “I am off contract until August, if you need any assistance, please call the help desk at 209-588-5100”. Until then, here are some highlights of this last bit of the Spring 2023 semester from Academic Senate.

- Educational Master Plan (EMP) is taking a look at the overall plan for the college for the next 10 years. This 35,000 ft view for the long term will inform the Strategic Plan, facilities master plan, Mission and Core Values and is meant to be general and all encompassing. I’ve been trying to rein myself in and not get too detailed and down in the weeds with specifics in my own work with the process. Thank you to all who have contributed!
- Last Academic Senate meeting of the Spring semester is Friday April 21, 1:30-3:30 in Cedar 101 or you can zoom in if you have a need. This will be my last meeting as Senate President and I am so delighted to welcome Marcus into the president role, I know he’ll bring his own flavor (pun intended!) to the position that will benefit the college. It was a great learning experience and I HIGHLY recommend to all tenured faculty to put faculty leadership positions in your plan... and if you don’t have a plan yet, please consider creating a professional development plan and including faculty leadership!
- ASCCC Plenary voting is on Saturday April 22. [Draft resolutions](#) are available now.
- Coming up- I will be making a call for faculty volunteers to serve as Faculty Mentors for our incoming new hires as part of the TLC TTKL “Supporting Probationary Faculty” (SPF). If you are an involved, engaged faculty member that would like to support our new faculty in growing into engaged involved faculty, please consider joining the SPF team as a mentor!

Wishing you all a successful rest of your semester and looking forward to celebrating at graduation with all of you. After that, hope to see you at the Faculty Retreat at Baker Station on Aug 18th.

Cheers, Lahna



Academic Senate President Elect/Vice President Message:

By Marcus D. Whisenant

Wow, it has been fascinating being in this role and I look forward to serving faculty next academic year as your Academic Senate President. I would like to thank Lahna for being a great mentor, it has been a pleasure working with you while serving in this role. Thanks to the rest of the Executive team and to Jeri for all the hard work and great communication.

The faculty retreat is in the works, please keep an eye out for the invites and information. I would like to encourage all full time and part time faculty to attend, its going to be a great time of reconnecting and FOOD!! Please contact me with

any questions or if you would like to chat about next year.



Academic Senate Faculty Representative at Large:

By: Kirsten Miller

College Council met on 4/7/23- here's the highlights:

- Overview of year (2-3 items in each category) –
 - **Activities completed/accomplished:** reaffirmed mission and core values, strategic plan, ISLOs, continued to meet monthly and conduct business with constituent representatives, one time funding process established and utilized
 - **Challenges both internally/externally:** consistent student representation on council, full faculty and classified buy-in w/ shared governance ‘pipeline’ (hard to get people to step into leadership roles)
 - **Next steps:** Educational Master Plan (EMP); Facilities Master Plan (FMP); master calendar workgroup; review mission and core values with a DEIA lens.
- Updates on hiring- LOTS of movement:
 - Director of Marketing – in process, and hoping this position will start this summer.
 - Evaluating Admin Services position (Trevor Stewart’s VP role here). Thinking it will be an Executive Director rather than VP, and then also an executive classified support position.
 - Dean of Student Services interviews have just wrapped, CTE Dean position just closed.
 - Positions on April board meeting agenda – DE Coordinator, Welding (both were approved-welcome Ashli and Jesse!)
 - Wrapping up over the next couple of weeks (if not already): Earth Science, Biology (2), Athletic Trainer, Ethnic Studies, DSPS Counselor, Program Technician for Counseling
 - Will need to hire replacements for Alyssa Nelson (CTE), Kaitlyn Hanson (Student Support program assistant), program assistant for TRiO (as Teicia won the newly formed Program Specialist position for TRiO), as well as a temporary 1-year full time counselor.
- Graduation on April 28th in Carkeet Park at 5pm– hope everyone will be there celebrating our students! Back up weather plan is in Oak Pavilion, as they haven’t yet started work and agreed to postpone. We’ll also be able to use restrooms there either way, yay to no portables!
- Lakeside Lounge – this year was the ‘soft’ roll out of this student space (where the bookstore used to be), and it’s been well utilized! This summer, we’ll start building it out. Students have asked for a fuzzball table and couches in addition to the vending machines and computers in there already... we’ll see how it shapes up to be a great student hang out spot!
- Bookstore – an ongoing conversation in College Council. It was reported that there will be a flyer and a brochure on textbook options for students out of the library, including instructions on how to get textbooks shipped to home for free from Barnes & Noble. There was mention of an annex bookstore for merch, but no details other than it’s being worked on this summer to be ready for fall.

- Raelene will be working with Trevor for quotes/purchases for our approved one-time funding requests. President Tran wants to review TLC's funding request for understanding on how this supports professional development campus-wide.

This was my last report from this role, and I have been honored to represent you throughout the last 2 years. I'm looking forward Vanessa Muri-Mauro's College Council Representative reports next year, and I'll be jumping over to TLC in 23-24! See you there! millerk@yosemite.edu or 209.588.2155

Teaching, Learning, and Community:

By Micha Miller

News from the TLC Front

- Onboarding our new Co-Facilitators Kirsten Miller and Daniel Godsil is moving along. Look forward to fun stuff coming from this duo in the fall.
- TLC is still working on more permanent/dependable/ongoing/put your money where your mouth is- funding. The process has hit some snags- meetings are ongoing with the President to clear this up. Talk so someone in the know for the gossip- it is good/disturbing/scary.
- Etrieve form for staff development is moving along into a brick wall- Seems the Admin team is having seconds thoughts- no idea what their concerns are- more meeting to follow- why make things easier if you don't have to?
- Common Reader- *Teaching Yourself to Learn* will be used again next year as college reader.
- Lastly, TLC is working on a more formal on-boarding for our new faculty next year- Lahna is setting up a TTKL for the new folks to have a more formal process to educate the newbies.

Finance Committee:

By Adrienne Seegers & Stephanie Beaver-Guzman

The Finance Committee's final meeting of the spring semester took place on 3/20. Trevor reported that the last round of COVID block grant funding has been received. MJC's share is approximately \$7.1 million and Columbia's share is \$1.2 million. These funds can be spent over a few years. Trevor is proposing that Columbia use the bulk of our share to offer free parking for another 3 years. He proposes that the remaining funds be spent on maintaining student laptops and hotspots and fee waivers.

Adrienne inquired about the status of the on-time funding proposals that the Finance Committee approved and sent forward to College Council and the President. Trevor shared that there has not been a final word from the President on the status of these projects. Adrienne suggested that we continue to work on a process and timelines for one-time funding requests. The committee plans to discuss the on-time funding process in August.

The group is also going to work toward filling out the committee, particularly with a student representative. The group will establish a more regular meeting schedule for next year which will likely support student attendance.

Please forward your questions or concerns so Stephanie and I can bring them to the committee when we reconvene during the fall semester.

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

My last report from the Distance Education Committee! I have nothing but extreme gratitude for all the members of this committee and everyone who has given me such encouragement and support over my last four years as your Distance Education Coordinator! We have one last DE Committee meeting this semester on Friday, April 21st, at 10:00. Join us in the ITC (Juniper 104) and enjoy some snacks!

Our new Distance Education Coordinator is Ashli Bumgardner! She is currently an Instructional Designer on the Distance Education Team at Modesto Junior College, so we have worked with her for a number of years! Start date has not yet been confirmed but she is excited to be joining the Columbia College family and I know you will all welcome her and share your best Columbia College and local community stories and resources!

Professional Development

“Let’s Do 5 for \$500”

We are wrapping up this Professional Development opportunity, with faculty editing and fixing any items found during their reviews, focusing on 5 key areas that contribute to student success in an online course. Thank you to everyone who participated for all your attention to detail and hard work!

Local POCR Certification!

Columbia College is now certified to perform local POCR (Peer Online Course Review)! The CVC/OEI has been the body that reviewed, worked with faculty, and eventually approved and badged courses that were fully aligned with the Course Design Rubric. We have created a local POCR team, who have all completed 40+ hours of training in doing course reviews and accessibility. We moved three courses through our own local process, had those courses then examined by CVC/OEI reviewers, and worked to correct any gaps and to be fully aligned with the rubric. Now CVC/OEI has approved not only our three trial courses, but our overall process and our ability to continue reviewing and aligning courses on our own! Due to some Covid interruptions, the process took us a bit longer than we wanted, but it is a wonderful accomplishment. Our next steps will include securing funding for both faculty and reviewers to enable us to move multiple courses through the process each year. Look for more information on how you can be involved next Fall!

In the meantime, huge thanks to our faculty and POCR team who helped us achieve this:

Kim Pippa-Tonnesen

Chelsea Quam

Teresa Borden

Kathy Schultz

Shannon Van Zant

Rick Rive

Rebecca Slate

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**.

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

A new Canvas feature has been made available for everyone in your course shells. Called **Submit for Student**, this new feature is available through the Gradebook and allows anyone in the teacher role to submit a file to an assignment on behalf of a student. We have all had that situation where a student, for any number of reasons, is unable to submit a file to an assignment successfully, and they send it to you via email or the Canvas Inbox. If you want, you can now go into that assignment, for that student, in your gradebook, and you will have an option to Submit for Student, so their work will show up in the Speedgrader, to allow for viewing and grading as already set up.

If you are interested, watch this 3-minute video, [Submit for Student Demo](#), and let me know if you have any questions!

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!

202-2024 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 draft dates for the 2023/2024 year.

- **Friday, September 1st**
- **Friday, September 22nd**
- **Friday, October 20th**
- **Friday, November 17th**
- **Friday, December 8th**
- **Friday, January 26th**
- **Friday, February 16th**
- **Friday, March 15th**
- **Friday, April 19th**



Show up and give your support to the new DE Coordinator! Thank you for everything!

Kathy Schultz



SLOPER Report:

By Rebecca Slate

Hello Faculty!

Program review is overdue! Did you complete yours? Program review is now housed in Microsoft Teams. For directions on how to fill out the form, please view the faculty hub.

SLO assessments are due soon! If your course is on the list, you will have received an email. After you submit final grades, remember to pop into eLumen and complete your SLO assessments as well. I will be holding a drop-in workshop on Thursday, April 27th from 10-11 in Juniper 105 if you want help. There are also instructions in the faculty hub.

One of the topics being discussed in SLOPR committee is the frequency of SLO assessments. Pairing SLOs and program review together made is obvious how difficult it is to get meaningful SLO data for program review purposes. We will be discussing this in Academic Senate this month, so please attend to share your thoughts.

Rebecca Slate

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.



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- **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!

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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.

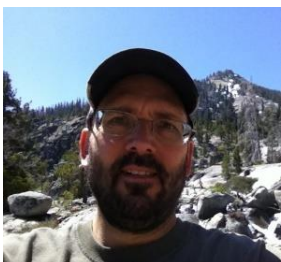
Both of these processes are required for accreditation, but more importantly, they are required to help us evaluate the effectiveness of our teaching and programs and strive for continual improvement.

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;
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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;
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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.

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- (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.



COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

January 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
- **Institutional Effectiveness Faculty Rep:** Colin Thomas

Also included: Ten +1 definitions

President's Message:

By Lahna VonEpps

Hello Faculty Colleagues,

It's been a bit of a rough start to the semester, with the campus closing the first day of classes and extreme weather patterns, but if we've learned anything from the last few years, it's to be flexible and willing to pivot at a moment's notice. Even though it was a lot of rain all at once, it still is sure nice to see the reservoirs filling up. I'm already anticipating a lot of lake kayaking adventures this year!

Spring 2023 Academic Senate has already met twice. The application for the Bachelors degree in Cooperative Land Stewardship, headed by Tom Hofstra, is in process. The list of proposed courses and descriptions in being circulated for faculty feedback before submitting for review by CSUs and UCs to be sure that this new degree is not competing with any existing degrees.

Check our email for more information and please reply no later than 2/20 so I can compile all of the information for Tom and the team (Matt Connot and Steve Amador) can make any modifications.

President Tran is currently traveling to multiple countries in order to gain support for the international student recruitment. Questions and comments about supporting international students should be directed to Mary Watts.

Reminder to please submit recommendations for Academic Senate Awards for Faculty of the Year, Teacher of the year, Part-time Teacher of the year. Forms can be emailed to Jeri Pourchot.

If you are considering nominating someone or yourself for one of the elected faculty leadership positions, those nominations and forms also go to Jeri. Open positions are: Academic Senate Vice President/Elect, Curriculum Chair, TLC co-facilitator (1 and 2-year positions both open), and Part-time faculty representatives to Academic Senate (2) and Senate Executive (1).



Faculty Hiring is in full swing! All eight faculty positions (DE Coordinator, Special Programs Counselor, Athletic Trainer combo, Earth Science combo, Ethnic Studies combo, Biology 1, Biology 2, and Welding) are all at various stages of being posted, closing, and candidates reviewed. Be on the look-out for calls for equivalency committees should the need arise, we have a quick turn-around time for these. Derrick Wydick and I attended recruitment events this last month to represent Columbia in

San Diego and Oakland. After attending the event in Oakland, I felt very encouraged and excited about the quality of candidates for the prospective faculty that we are going to be bringing on board.

At the time of this writing I have just been informed that Chad Redwing, Humanities faculty and past Academic Senate President of MJC, has become the new Interim President of MJC. He starts his new role on Monday 2/6. Chancellor Henry Yong has expressed that it will be the role of the permanent MJC president to hire the permanent VPI, the role currently held on an interim basis by Brian Sanders. If I am crystal ball gazing, this puts the domino effect of our interim positions (VPI Raelene Juarez and ASHP



Sean Osborn) transitioning back to permanent positions at least a few months out. Thank you to Raelene and Sean for their dedication and work during this unstable time.

As our campus continues to see positive COVID cases on a regular basis that impacts classes and services to our students, may we all encourage each other to stay home when we are not feeling well and utilize the free test kits available in the IMC.

Wishing you all continued good health.

Lahna



Academic Senate President Elect/Vice President Message:

By Marcus D. Whisenant

We are off and running this semester and my oh my has it been a ride. I apologize that this month's edition is tardy

As we all know Academic Senate elections and other various committee and non-committee (TLC ☺) are in the works so please contact our Academic Senate President [Lahna VonEpps](#) if you are interested.

I have enjoyed participating in many roles and I truly feel that it has made me a better instructor and has given me a grasp on how our college functions. It feels good to have a voice in the decision-making processes etc....I look forward to rolling into the role as Academic Senate President and using all of the experience and knowledge that I have gained throughout the years while working with all of the wonderful folks on these committees. So please, I urge you to take the next step in your path at Columbia College and sign up for one of the many opportunities that we have out there.

Spring brings us The Cellar Bistro Night Class:

Don Dickinson – Instructor (Back of House)

Lawrence Bezaitis – Instructor (Front of House)

Jason Romano – Instructional Support Specialist

KEY POINTS:

Lawrence Bezaitis bezaitisl@yosemite.edu is the instructor and reservation compiler.

This will be the only all campus email. If you would like weekly menus and communication, please let Larry bezaitisl@yosemite.edu know that you would like to opt in on the Cellar Bistro email list.

No takeout orders.

For those who are new to our mailing list (or used to what we had to do during Covid) I would like to give some background on what we do and why.

Hours & Days:

The student restaurant is a combination of two classes. Our open hours and day are dictated by these class schedules. We will be open on Wednesday nights from January 25th to April 19th. We will offer 3 seatings per night based on reservations only. The seating times will be 5:30, 6:00, and 6:30. You will have the opportunity to make reservations by email or phone. We will confirm these reservations. We may sell out from time-to-time.

Menu Style:

A large part of our Contemporary International Cuisine class is exploring different cuisines and flavor profiles. Our dinners will each be themed to a specific region (listed below by week). In order for the students to have an emersion in these regions we will be offering Prix Fixe menus. This service style will have a 5-6 course meal each week with a set progression of dishes. Generally most of the courses will be fixed but the entree and one other course will have options. As we are a student-run restaurant open one day a week and changing menu each week we will not have the inventory to make large changes or substitutions. Our complete menus will generally come out on Wednesdays for the following Wednesday service.

Service Style:

We will be open for **sit-down dining only. No take-out orders**. This is to ensure our Dining Room Service and Management II class all have the opportunity to do high-end table service to master the skills needed. The menu will be offered for a fixed price for all courses. Beverages are separate. We can accept cash, credit/debit, checks, and Apple Pay.

Student Run Operation:

Students sometimes make mistakes. We do want feedback for them to improve but we need to have a safe learning environment for our students as well. Please temper any critiques.

-The Hospitality Management Department is grateful for your support!!



Academic Senate Faculty Representative at Large:

By: Kirsten Miller

First and foremost, I want to encourage any faculty member to jump at the chance to become the College Council Faculty Rep for next year! This is my second year in this position and would love to hand the baton to someone who is looking to get involved and be at the important tables (College Council and Senate Executive) with AWESOME people and without a huge time commitment. As it doesn't require release time, I feel it's one of the most do-able leadership positions that absolutely gives a representative faculty voice. If you have interest but still questions, please feel free to reach out to me – I would love to share my experience with you. College Council meets the first Friday of the month, and Senate Exec usually the same day right afterward.

What do faculty need to know from our College Council meeting on 2/3/23 (no Jan meeting)?

- College Council approved funding for updating of computer labs in Fir 4, ITC and CTC, as lab updates were put on hold during the shutdown and now are on the priority list for technology. This is estimated at \$450k out of the \$526k budget.
- One-time funding requests that were submitted are starting to get reviewed by the Finance Committee, with the goal of prioritizing throughout February and decisions in March.
- Housing Grant was submitted for a total ask of \$65 million, hopefully hearing back mid-summer. If successful, ground will break on new dorms in 2024. Still working through plan for current dorms.
- Will not be moving forward at this time with the Culturally Responsive Pedagogy Grant that faculty was recently surveyed about, but DEIA committee will be taking action on some of the goals that were identified, getting us better prepared to apply for future funding toward this important work.
- Summer and Fall schedules will be posted at the same time (March 6) and students will be able to register for both terms at the same time (starting April 3). This is fantastic for our students and their planning! There also will be some new challenges – such as helping students navigate the new process and academic probation/dismissal students not getting identified prior to a new registration cycle. Start talking to your students about this change and use the Starfish flags for those you would like some early intervention with. Counselors are also brainstorming some strategies and would love to work with faculty if there are ideas out there to promote and/or help students with this new process.
- There is emergency funding for students! Basic needs, Foundation, and other pots of money are available and we would like you to direct students toward our Financial Aid team as a central point of reference. From there, they can assess how and what we can do to help. If you have a student who is at risk of dropping out of school due to finances (broken down car, housing or food insecurity, technology needs, textbook costs, etc.), please direct them to our Financial Aid office or raise a referral in Starfish for the team to follow up.

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. millerk@yosemite.edu or 209.588.2155



Technology Committee:

By Brian Greene, Kath Christensen and Kathy Schultz

The Technology Committee held its most recent meeting on January 19th and covered the items below. As always, please reach out to us if you have any questions or if there is something you would like us to bring to the Committee on your behalf. (Brian Greene is on sabbatical for the Spring 2023 semester)

- Reviewed proposal for upgrading computers in 3 locations. The proposal will be moved forward to the Finance Committee and College Council for final approvals. Plan is to upgrade during the summer.
 - Fir 206
 - ITC (Juniper 104)
 - High Tech Center
- Shared faculty feedback on Fir 201 concerning need to upgrade computers, and review layout of the room for ADA compliance. Local IT will assess computers and AV equipment and bring a recommendation back to the committee in February.
- The new website is getting closer! There is still a need for Columbia to have a person or team that is facilitating the decisions about what content will be transferred over to the new template pages and what content is being placed elsewhere (ex: agendas and minutes on Board Docs) Trevor will be talking with Columbia Admin to identify this process.
- A new VPN (Virtual Private Network) will be installed this semester. IT will communicate the timing although there should be little direct impact for those who currently use the VPN.
- Most of the equipment for upgrading the MPR/MCR has arrived although there are some key missing pieces so work will start in installations, with some temporary work arounds so the system can be used until the final pieces arrive.
- There are still laptops to loan to students - send them to the library if they need one!
- A new employee is joining the local IT group at Columbia and will be on board 2/1/23.
- Continued progress is being made toward becoming a “Teaching College” within the CVC/OEI, which would allow students to not only see what online courses we offer but be able to directly enroll in them. Columbia College is in a cohort to complete their integration in September 2023. In preparation, IT is working on implementing eTranscripts.
- Columbia College’s Tech Plan is actually the Total Cost of Ownership Plan. It will be updated and reviewed at the next meeting to determine if it still works as our tech plan for accreditation or if a separate plan needs to be developed.

Teaching, Learning, and Community:

By Micha Miller



News from the TLC front.

TLC has two new co-facilitators (old new- but not old 😊), Dr. Adrienne Seegers and Lindsay Laney. Photo comes from our last important TLC meeting (Jeri P., and Kelsie G., couldn't make it 😞). Adrienne and Lindsay will hold the fort down until the Academic Senate is able to recruit new co-facilitators for next year. This semester we have some POPs underway (Peer Observation Pool- open to faculty and classified), 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, Feb. 6: TLC lunch meetings in the upper Tamarack lunch room, watch for invites from Lindsay.
- ✓ Friday, Feb. 24: New book launch of our common reader for this semester- *Teach Yourself How to Learn* by Sandra Yancy McGuire.
- ✓ Monday, Mar. 6: Faculty gathering to begin the conversation on how to best use the book within your classes.

Finance Committee:

By Adrienne Seegers & Stephanie Beaver-Guzman

The Finance Committee met on 1/30 and discussed IELM allocations and one-time funding requests. The IELM requests will be satisfied except for a handful of requests including one very large one from Chemistry (keep asking Colin!). The requests will be funded primarily by IELM or lottery funds as appropriate. The leadership team has communicated with the folks who requested items that can't be funded in this round.

Approximately 20 one-time funding requests were received by the 1/27 deadline. Raelene will do some work organizing the requests before the Finance Committee reviews the requests. A total amount of requested funds was not available at the time of the meeting. There is about \$400,000 available in one-time funds this year.

One-time funds are generated through campus savings from the previous year. Historically, these funds were swept back to the district, but under a new policy they are retained at the College and distributed through the one-time funding process. It was noted that the process needs some work. This will be addressed after the group has allocated one-time funds for this year. Adrienne inquired about the possibility of dedicating a set amount of one-time funds for professional development annually before the one-time funding process is initiated. Trevor directed her to bring this proposal to Dr. Tran. Adrienne and the TLC team will follow up. Stephanie asked about offering free tuition to tribal employees. Trevor and the committee thought it would be possible but thought the Foundation might be a good possible source of funding. Stephanie will follow up.

Trevor shared that the Governor's January budget proposal looks favorable for K-14 education. Paired with the continued COVID funding, the 23/24 budget looks strong. However, the district is initiating strategic planning anticipating reduced funding in subsequent years due to decreased FTES from pre-COVID years. Trevor shared that the goal is to avoid RIFs (layoffs).

The documents that were reviewed at the meeting are available on BoardDocs. Please let Adrienne or Stephanie know if you have questions or issues you would like to bring to the Finance Committee.

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

Welcome to the Spring semester! Strange to say, but this is my last working semester! I'll be on banked leave in the Fall and then I retire! I have a long list of projects I am working to finish up before the end of the semester. But mostly I want to connect with all of you! So, contact me if you have questions or need some support for your Canvas shells!

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! 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”

As part of our focus on quality, administration is supporting a Professional Development project to focus on improving 5 specific items in our Canvas shells. We have 15 faculty participating, roughly split between full and part time, CTE, ASHP, and SS, online and hybrid. We have some 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!**

- Wednesday, 2/08/23, 1:30 – 3:30 pm
- Tuesday, 2/21/23, 9:30am - 11:30 pm
- Wednesday, 3/01/23, 8:30 – 10:30 am
- 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 – Fun and Creative!

We have added a new feature to the Canvas Rich Content Editor (RCE). The Icon Editor button  will allow you to create simple icon images for use in your Canvas shells. It is very basic, although Canvas plans to continue to increase its functionality. Any icons you create on a page in one of your shells will go with the page if you import it into your other Canvas shells so you can re-use them in all your classes if you'd like. Below are some resources if you are interested in trying it out!

- [Icon Maker in Canvas \(video 3:57\)](#)
- [How do I create an icon using the Rich Content Editor Icon Maker?\(Canvas Guide\)](#)
 - [How do I edit an icon made using the Rich Content Editor Icon Maker?\(Canvas Guide\)](#)
 - [How do I delete an icon made using the Rich Content Editor Icon Maker?\(Canvas Guide\)](#)
- [Canvas Icon Maker \(video 13:54\)](#)
- This is a more detailed video with some advanced instructions, for example, creating your own color schemes. Skip from :30 to :58 about Admin enabling the tool, you won't have to do that.
 - [Coolor](#) – the website referenced in the above video for finding colors palettes and pulling hex representations for various colors.
 - [Noun Project](#) and [Flat Icon](#), two websites referenced in the above video for finding free icons to edit/use.
 - [Visme](#) and [Canva](#) – two websites referenced in the above video for designing and creating icons and other graphics for use in your Canvas shells.

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, February 10**
- **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

Dear Colleagues,

It is Spring, which means it is program review time! Last semester the SLOPR committee with busy revising the forms for both student services and instruction. The goal was to streamline both forms so that they could be completed in about an hour. We will be holding several workshops to help you complete the forms, so keep an eye on your inboxes for the invites. One change this year is that the forms will be completed within Microsoft Teams instead of emailing PDFs to various people. This will hopefully make the forms easier to fill out and stop them from getting lost in inboxes before getting published in the archive. In addition, we have been seeking solutions for an issue we are having with PSLO mapping, compiling SLO data from the Fall, and preparing to implement administrative unit program reviews (next year). I recently attending an SLO Symposium where I heard from the State Chancellor's office and ACCJC about upcoming changes not only to SLOs, but the direction both organizations are headed. In addition, I got to sneak a peek at how other colleges handle SLOs, and it was different, fascinating, intimidating, and inspiring. Stay tuned!

Rebecca Slate
English Department
Columbia College

Institutional Effectiveness Council Report:

By Colin Thomas



IEC heard some interesting news from the DEI committee about adding an "A" to the title of the committee for "Accessibility." Way to go DEIA, and thanks for keeping this challenge to so many students high on our list for improving equitable outcomes. In harmony with this, the IEC is working with the VPI office and the Office of Institutional Research (OIR) to plan ways to support and verify "moving the needle" on equitable outcomes across campus. It's likely much of that will come through the forthcoming Educational Master Plan.

The TLC and SLOPR get their own sections in this newsletter, so I'll defer readers to that section. They'll say it better than I would, anyway. But IEC does hear reports from those committees, as well as DEIA and the College Council, just to keep in touch.

The College Council report included information about the process for the One-Time Funding Requests. It seemed like the process was well-designed to solicit suggestions broadly, and transparent processes for evaluation of proposals were developed by coordinating with the Finance committee. Speaking of, the Finance Committee has met and we can expect better transparency of many (all?) budgetary decision from this committee going forward.

IEC is working with SLOPR coordinator and IEC member Rebecca Slate to get better and broader input into program reviews from all programs, services and administrative units. SLOPR, IEC, and OIR are also finding ways to better “close the loop” on previous program goals and resource allocations. A first step will be to find a location for PR archives, so all reviewers can easily find previous PR forms. More coming soon on that piece.

The council also heard that the ISER is chugging along. Although there still much work to be done, we have momentum on our side and progress is building.

Finally, please remember that our collective good is our collective responsibility. If you have ideas, criticisms, and/or praise to give for any activity on campus let one of your IEC reps know about it. Your IEC members await your input. Happy Black History Month!

Colin
x5151

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COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

November 2022



Reports by:

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- **Distance Education:** Kathy Schultz
- **SLOPR:** Rebecca Slate
- **Institutional Effectiveness Council:** Colin Thomas
- **College Services:** Derrick Wydick
- **Scholarship Committee:** Katryn Weston
- **Curriculum Committee:** Mike Torak

President's Message:

By Lahna VonEpps

Hello Faculty Colleagues,

Other than the 3 year old kale plant that is producing tasty leaves for humans and chickens alike, carrot seeds and garlic cloves tucked into the soil to grow tasty treats over the cool months, my garden has been put to bed for the winter. The leaves from all the fruit trees are busy mulching into soil, but everything else has slowed down for a winter rest after a long season of production. This is in stark contrast to all of the push to the finish line going on in all of our classes and Academic Senate business. All of this business made me really appreciate the Columbia College Paint Night, and I am so looking forward to more of these community events.



The Faculty Hiring Prioritization is in its next phase of the process. Faculty should be in consultation with their deans to revise job descriptions to ensure that they are equity minded and reflect the Mission and Core Values of Columbia College. The list of faculty hires is due to be published by President Dr Lena Tran by the Dec 1. The next step of the process is going to be creating screening committees. Each faculty screening committee will be comprised of 4 tenured faculty members: up to 3 discipline experts and 1 faculty member that is outside of the discipline. Full-time non-tenured faculty or part-time faculty can serve on committees if there is a reason to do so, but there is no additional compensation for the hours of work. It is a standard practice that a retiring faculty member does not serve on the screening committee for the position they are vacating, but can serve “ex officio” as a non-voting resource member of the committee. With the number of faculty positions that we are expected to hire, just about every tenured faculty member will need to serve on at least one hiring committee, so be on the lookout for a call for committee membership.

In preparation for the creation of the Fall 2023 schedule, please advise your department if you are considering putting your name forward for Academic Senate Vice President/Elect, which comes with 20% reassign time and requires attendance at College Council and Senate Executive meetings, both of which occurs on Fridays. We are in the process of changing the timeline of elections to occur before the Fall 2023 schedule is made in the Spring, but these changes will not be in effect in time for this round of elections. I would like to offer my perspective on being a faculty leader: before I did it, I didn't think could. Now that I have done it, I only wish that I had done it sooner. I feel that I have so much more to offer my student by understanding how things work on campus, at district and state levels. I am also thankful that my department was able to support me to be in this role for 2 years. The first semester as AS president was a steep learning curve, but by the second semester and into the second year, I felt like I had enough experience to actually get some good things done. Mostly, I have a deeper understanding of what it means for each of us to pull our weight at our small college and be a fully contributing member in both the spirit and letter of our contract.

Our last Academic Senate meeting of the semester is held on 12/9 1pm to 3:30pm in Cedar 101, with a zoom option. This meeting was approved to be on our calendar of regular meetings when we voted on the calendar back in April. The language of our Bylaws had to be updated in order to hold this meeting as a regular meeting. We had a first reading of Bylaws changes at our October meeting and the action was tabled for wordsmithing and requested to be brought back at the November meeting. The first reading of the change of Bylaws passed at our November meeting, the second reading will be at the scheduled

December meeting. The 12/9 Academic Senate meeting agenda will be sent out 72 hours in advance and is a full agenda of action items and discussions. See you there!

Happy Holidays and a successful end to the Fall 2022 semester,

Lahna

Academic Senate President Elect/Vice President Message:

By Marcus D. Whisenant



- I would like to give a shout out to the Admin team and the facilities crew for the seamless delayed inclement weather start on Friday. I have talked to many people and they were impressed how smooth the day went.
- Another big thank you to the Vice President's office for the wonderful all instruction meeting and lunch on Friday. It was nice seeing everyone and catching up.
- Just a reminder that we have not gotten an official commitment from anyone to fill the A.S. President Elect/Vice President position yet.



Academic Senate Faculty Representative at Large:

By: Kirsten Miller

Our November meeting was focused on updates from Dr. Tran's efforts in Partnership and Grant development. The big one you have likely already heard about is the K-16 collaborative planning grant, which we have won \$250k to plan for the formal application next year (I think they said \$18 million!). This is a working partnership between Columbia College, County Offices of Education in our region and beyond, our feeder high schools, UC Merced, CSU Stanislaus, Motherlode Job Training, and others. They are working on identifying pathways of study to focus on – in the discussion currently: Health Care, Education, Business, and Computer Information Systems. Dr. Tran is also working on a Housing Grant that would partner with some local builders for off campus apartments (family housing option?) and evaluating our current on-campus dorms and how to proceed with those (continue with leasing them to the property management company, take them back, revamp/rebuild?). She

also mentioned applying for a Cal-Fire Grant in collaboration with Motherlode Job Training for both Fire and Forestry.

One of my favorite reports at this meeting is from our ASCC leaders! Some great things are happening... they got to attend a Student Leadership Conference in San Diego, they have revamped the Student Center and started a Kitchen Stocking project for quick meals for any student, they had a great spirit week at the end of October, and they are busy updating their constitution, club handbook, and getting ready for the next election cycle (mid-spring). As Faculty, anything we can do to help promote and support their efforts, such as sending out announcements, attending events (plug for upcoming Cram Night!!!), and providing your students with incentives to participate is so appreciated by our amazing student leaders!

Lahna and I presented our Academic Senate report asking for the college to get the advertising going for the approved replacement positions, encouraging them to use FON as a minimum – not a goal, and that while we are all focused on Students First, our staff/faculty are our ongoing customers and the decisions that admin make, we all live with the (good and bad) long-term consequences. Also, as we are looking at enrollment management and student demand, we have seen some students switch their majors due to no in-person class options in some of our programs. While demand for online courses remains strong, our COVID affected community is craving connection, but while they say they want it, we are also seeing that student engagement is suffering. TLC is hosting a session during flex day on Student Engagement using a Trauma Informed Care model. We hope to see you there for that!

We were asked for constituency group feedback on our Mission, Vision and Core Values statement (2-year cycle, and it's time). These can be found on our [About Us webpage](#). Let me know if there is anything that you find that needs addressed or you would like the Council to look at.

College Council meets the first Friday of the month, so just as I'm writing this report, we are already ready for the next meeting. 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.

millerk@yosemite.edu or 209.588.2155



Technology Committee:

By Brian Greene, Kath Christensen and Kathy Schultz

The Technology Committee held its most recent meeting on November 17th and covered the items below. (Note that the October meeting was canceled.) As always, please reach out to us if you have any questions or if there is something you would like us to bring to the Committee on your behalf.

- Reviewed the *Classroom Inventory*, which categorizes the status of audiovisual installations throughout the campus. The discussion covered needed updates and how to solicit feedback from the campus community. Look for an email seeking feedback. We are especially looking for input on Buckeye, Fir and Maple, so be sure to respond if you have thoughts on classrooms in those buildings.
 - Note: The MCR/MPR AV installation upgrade is planned to start in December continue through February 2023.
- Reviewed computer lab needs and discussed where updates should be prioritized. It is critical that we hear from faculty about our instructional needs for our computer labs. Keep an eye out for an email seeking this feedback.
- The gocolumbia.edu website search box was recently converted from Bing to Google and results should be noticeably improved.
- The Oak Pavilion speaker upgrade is in the bid phase.
- Initial discussions on technology needs for Carkeet Park, including power, AV and Networking.
- Free printing (with limits) for students is now available throughout campus.
- Continued progress is being made toward becoming a “Teaching College” within the CVC/OEI, which would allow students to not only see what online courses we offer but be able to directly enroll in them. Next step is implementing eTranscripts.
- Requested more conversations about the possible ways the college may be working with Apple in the future.
- Currently there are four Hyflex carts (as opposed to six that was previously reported). Two more will go live later this semester.

Teaching, Learning, and Community:

By Micha Miller

TTKL and POP groups are underway and actively engaged in various activities. We look forward to hearing their results when they report out on their activities. The TLC “Basic to basics” series finished up with a presentation on Campus Closures just in time for a campus closure (such nice timing!). Mentors and Mentees have hopefully had some time to meet and share a lunch. TLC has received a mini-grant from the Foundation to buy the book; *Teach Yourself How to Learn*. Working with the DEI committee, we hope to distribute these books to students as a kind of school reader. More updates will be coming as we figure out how to get these into the hands of instructors and students. The TLC committee is working hard to come up with a Professional Development day Jan. 6th. We have some fun and interesting things lined up- stay tuned for an invite asap. Lastly, the committee is in discussion with the VIP about setting up a more streamlined process via etrieve for professional development proposals. The goal is to better track various requests and keep a better record of who does what. This will add transparency and allow us to better document our professional development activities across campus.

Micha Miller, Erin Naegle, Kelsie Gillen, Jeri Pourchot.

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

Progress is being made on updating documents such as the DE Handbook and Student Handbook for accreditation. We continue to offer workshops for the “Let’s Do 5 For \$500” professional development and are beginning to brainstorm goals for a DE Program Review. 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.

Updated Student Services Tabbed Page

A reminder! Last semester, Chelsea developed an updated Student Support Services and Resources. This is a page that many of you include in your Getting Started or Orientation module. Numerous links and information have changed so you should grab the updated page from the Commons and replace the old one with the new! View this video for a refresher on how to [Find and Download Content from the Canvas Commons](#).

Professional Development

“Let’s Do 5 for \$500”

As part of our focus on quality, administration is supporting a Professional Development project to focus on improving 5 specific items in our Canvas shells with a \$500 stipend! An email was with details was sent on October 3, 2022 and there is also a page with info in the [Faculty Hub](#).

If you are interested in participating, please submit an [Interest Form](#) to get the ball rolling. Let me know if you have any questions about these sessions!

We are offering a series of Drop-In Workshops that are open for anyone to attend. There is no set agenda, you should be prepared to work on one of your Canvas shells and we’ll be available to answer questions.

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. Here are the remaining Fall dates. Spring dates will be posted in January.

- Tuesday, 11/29/22, 11:00 - 1:00 pm
- Friday, 12/09/22, 8:30 - 10:30 am
- Wednesday, 12/14/22, 12:30 - 2:30 pm

Other Training Availability

I am offering training sessions on additional software and 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](#).

Tidy Up! – Tuesday, December 6, 11:30 – 12:30 This runs in your Canvas classroom and gives you reports on Files, Pages and Canvas Content, whether and where it is being used, so you can delete old versions of files and clean out old and unused content from your shell, either before importing into a new shell or right after.

Studio Basics – Wednesday, November 30, 11:30 – 12:30 We are continuing to have the use of Canvas Studio, a great program for recording welcome, mini-lecture, and how to videos. Studio does good auto captioning, leaving you less to edit for corrections, and integrates easily into your Canvas content. This workshop will cover the basics of recording, captioning and embedding into content.

Studio Quizzes within Videos –Thursday, December 8, 2:30 – 3:30 If you are already using Studio, you may want to incorporate quiz questions into your mini-lectures. The process is straightforward and presents students with a formative assessment. This workshop assumes basic knowledge of recording using Studio.

Grade Submission – Monday, December 12 1:00 – 2:00 and Thursday, December 15, 3:00 – 4:00 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.

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 via Zoom](#). Below are the remaining dates for the 2022/2023 year.

- **Friday, December 2**
- **Friday, January 20**
- **Friday, February 10**
- **Friday, March 17**
- **Friday, April 21**

Hope to see you there!

Kathy Schultz



SLOPR Report:

By Rebecca Slate

Dear Academic Senate,

The SLOPR committee has finally gotten everything settled. We are delighted to welcome Jeri Pourchot who has quickly gotten up to speed and ensured that the Fall SLO assessments will happen. We have also been meeting to revise program review for both instruction and student services. These groups are trying to streamline the processes so that program reviews can be done easily, yet still yield usable data for campus-wide decisions. Once these revisions are complete, we will be all set to assist departments with complete their program reviews.

In the meantime, please review the list of SLOPR membership below. If you have any questions or concerns about SLOs or program review, please let me know.

Be Well,
Rebecca

SLOPR Representation

Raelene Juarez	Vice President of Instruction	Co-Chair
Rebecca Slate	SLOPR Coordinator	Co-Chair
Matt Connot	Research Analyst	Classified
Kim Pippa-Tonnesen	Faculty	Faculty/ASHP
Brian Greene	Faculty	Faculty/SS
Adrienne Seegers	Faculty	Faculty/CTE
Lahna VonEpps	Academic Senate President	Faculty/Liaison
Sean Osborn	Dean of ASHP	LTAC
Mike Igoe	Dean of SS	LTAC

Steve Amador	Dean of CTE	LTAC
Alfredo Torres	ASCC Representative	Student
Jeri Pourchot	Executive Secretary/Instruction Office	Admin Classified
Kelsie Gillen	Administrative Secretary/Instruction Office	Classified / Recorder Minutes

Institutional Effectiveness Council Report:

By Colin Thomas



IEC heard customary reports from committees (see below), and continues its work on developing schedules for cyclic processes on campus like reaffirmation of the Guiding Statements (Mission, Vision, Core Values), updating handbooks, master plans, and college policies and procedures. Not glamorous work, but important for the long run.

The Educational Master Plan is currently being developed in partnership with a consultant. More on that coming soon!

The council also heard updates about preparation of the ISER (Institutional Self Evaluation Report) which will be sent to ACCJC late next year. Support from faculty, staff, and administrators in determining, collecting, and preparing appropriate evidence of the extent of our alignment with the accreditation standards was AMAZING. The accreditation Tri-Chairs (Raelene, Elissa, and Colin) are so appreciative of the broad support and effort that was put in by so many to that important phase of ISER preparation. The writers now move to the background to prepare the narratives for each standard, and once drafted will return to the committees for their input. Thanks to all those who contributed!

DEI had no report.

TLC hosted some Back to Basics professional development opportunities on effective use of MS Teams (much needed), digital accessibility, and campus closures. Look for TLC to give us some more opportunities at Professional Development Day for Spring on January 6th, 2023.

SLOPR is refining the Administration and Student Services PR template, and administrative units will be completing program review (i.e. setting goals, identifying metrics for assessment of goals, substantiating mission fulfillment) in the Spring. Although we have high participation rates in Instructional program review, we can do better. If your program is scheduled for full review this year (check this [webpage](#)) expect to hear from the SLOPR committee who can help get you started.

CC The 2022 – 2027 Strategic Plan was approved by CC and heads to the Board for final approval in December. CC also reported updates to several webpages are coming.

As always, input from constituents is critical for councils like IEC to work for you. Please contact any representative on the council to give us your input. Happy December, Columbia!

Colin
x5151

College Services:

By Derrick Wydick

1. ADA Accessibility in the Residence Halls: It has been reported that the current setup of the Residence Hall does not conform to Rehab Act or Americans with Disabilities act regulations for disability access. The halls are currently owned by an outside company, but it serves our Columbia students. With the current needs for access, and the potential for the halls to fall under Foundation management in the future, we will start a discussion on immediate and long-term access improvement plans.
2. Lakeside Lounge Update: Currently there is no single vision for the Lakeside Lounge, in regards to usage, reserved use, etc. Student Services will start a discussion on this and ask for student and admin input.



3. Carkeet Park Update: It is still up for discussion on how we can improve Carkeet for more events. Ideas have been submitted that include stairs to the top, improved electrical/sound options, improving pathways, a bathroom, water availability, etc. Looking for additional input from all constituencies for ideas and preferences for Carkeet improvement. Faculty can forward ideas to Derrick who will submit them to the Finance Committee.
4. Risk Management Update: With the departure of Joe and Ashley, we are down two full-time security personnel. Hiring is underway for a replacement, and current shifts are covered with contractors.
5. Notifications—Zie the student representative reported that she was advised of a late-opening/snow messages early in the morning.

Columbia College Foundation Report

By Katryn Weston



Greetings Columbia College Community!

We had the pleasure of having Melissa Anisko and two Columbia College students, Olivia Marcoccia and Orion Walter, at our last Foundation meeting to share their use of mini-grant funding. Melissa gave a recap of the Fall Math Jams event which Orion helped with as a tutor. The foundation mini grant was also to support our 3D print lab. They brought a selection of 3D print examples for the foundation to view including a great saber tooth tiger skull that we recently printed in collaboration with Sean Osborn. Olivia talked about how beneficial the 3D printing experience is for our students who are engineering majors by gaining some design experience. There will be a smaller version of the Math Jams event happening in the Spring, be on the lookout for a flyer!

The Columbia College Foundation just awarded more than \$30,000 in small grants to faculty and students through its Fall Semester Brady-Wise Family Mini Grant Program and library endowment. Successful proposals included support for basketball and volleyball teams, test-prep materials for pre-nursing students, field trips and enrichment activities for former foster youth, technology and software for music instruction, and uniforms for students in on-the-job training programs in forestry and conservation among others. Thanks to our faculty and staff for submitting so many creative and effective proposals. The spring mini-grant deadline is February 1st.

Amy Nilson and Charles Segerstrom were inspired after attending the Council for Advancement and Support of Education (CASE) conference. Some takeaways include beginning each board meeting with campus input from faculty/staff and students. This means if you have something to share, please contact Amy Nilson or Amanda Hepfl and join us for a Foundation board meeting! A few more of the many highlights include, orienting the Foundation to the college's top five strategic plan priorities and granting student council funds for food bank expansion.

The Promise committee continues to explore new ways to develop and expand on the program. Promise continues to support dorm sponsorships for students. Promise is also partnering up with Student Services to hire a part time counselor and develop a peer mentoring program. Contact Kirsten Miller or Amy Nilson if you would like more information on this.

The fall scholarships have been awarded! There were 28 recipients for the Osher Scholarship totaling \$14,900 in awards. Other awards were given in fire and music. The Finish Line Scholars were also recognized. Stay tuned for the Finish Line Award celebration in the early spring 2023 semester. The next round of scholarship applications is due February 3, 2023. Don't forget to encourage your students to apply! I am proud to say one of my rising students was awarded an Osher scholarship after I encouraged her to apply so you really can make a difference with your encouraging words!

Thanks for reading!

Katryn and Amy

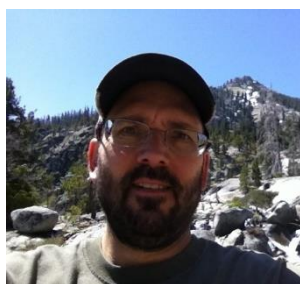
Curriculum Committee

By: Mike Torok

- The Curriculum Committee just completed a marathon last meeting before the 2023-2024 Catalog deadline. Thank you to all the faculty who worked so diligently to ensure vibrant courses and awards for our students. A very special thank you to all the Curriculum Committee members who have thoroughly reviewed all those proposals and discussed important curriculum matters across our meetings this cycle. Of course, none of what we do would be possible without the tireless efforts of Elissa (and now Jeri) behind the scenes to keep everything moving and properly documented.
- Questions? Assistance Needed?
 - Please contact either me or Elissa Creighton for curriculum questions or assistance.

Respectfully Submitted,

Mike Torok
Curriculum Chair



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.



COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

October 2022



Reports by:

- **President:** Lahna VonEpps
- **VP/President-Elect:** Marcus D. Whisenant
- **Senate Executive Council Faculty Rep:** Kirsten Miller
- **College Technology Committee:** Brian Greene
- **Teaching, Learning, and Community:** Micha Miller
- **Finance Committee:** Adrienne Seegers
- **Distance Education:** Kathy Schultz
- **SLOPER:** Rebecca Slate
- **Institutional Effectiveness Council:** Colin Thomas

Also included: Ten +1 definitions

President's Message:

By Lahna VonEpps

Happy Fall Ya'll! Life is just ducky when you are lucky enough to work at Columbia College! Most important garden update is that Patrick and I have built (or rather, are putting the finishing touches on...) a beautiful new coop for our chickens. It is so grand, we refer to it as the pullet chalet, the coup d'ville, and the chicken castle. Our sweet chickens that we raised from day-old balls of cute fluff finally have the custom nest boxes and roosting options that they deserve for providing us with such delicious eggs and turning our veggie scraps into great compost for the garden. My favorite part is the Dutch door with the glass on the bottom so that the chickens can look out. It's too cute for words, you'll just have to come visit to see it in person.

Since today is Halloween too: May I present to you the fun costumes of the students who were willing to pose for a newsletter picture. I love Columbia College Students! They are the BEST.



Halloween Fun with some Statistics Students
(Left to Right: Hailey, Lahna, Kate, Zie, Asiah)

Lots of good things happening over this last month in Academic Senate, here are some highlights of what is happening and what is coming up:

- On Saturday November 5th I will be serving as Columbia College's voting delegate to the Academic Senate of California Community Colleges, the state academic senate. The packet of resolutions for debate and voting are available on the ASCCC.org website under Resolutions. I welcome any and all feedback regarding how you think I should vote on each resolution. I will do my best to keep in mind the values and mission of Columbia College, but just as important is the voice of the faculty.
- Faculty Hiring Prioritization ranking meeting on 10/28 was a robust, productive collegial conversation about the values we share as faculty at Columbia College. What it really means to put students first (Listen to students. Offer the classes that lead to the degrees that we advertise in the catalog). What it means to be a full-time tenure track faculty member verses a 1-year temporary or a part-time faculty member (program development, curriculum maintenance, participatory governance and carrying your fair share of the load, and not having a 4 month long interview that ends in November but still having to teach until May when the decision is made not to move the 1 year temporary position forward to a permanent position). What program viability means (serving our community using data driven decision making that also leaves flexibility for an ever changing world and unpredictable future). In short, the ranked positions that faculty will be discussing at the 10/31 Faculty/Admin team meeting to make a final recommendation to president Tran is:
 1. Distance Education Coordinator Proposal
 2. Athletic Trainer/ Life Science/ HHP/ STEM Proposal

3. Counselor (Special Programs DSPS/ EOPS/ Veteran Services) Proposal
4. Earth Science/ Geography/ GIS Proposal
5. Welding Proposal
6. Biology 2 (Anatomy and Physiology) Proposal
7. Spanish/ ESL Proposal
8. Biology 1 (organismal and Cellular Biology) Proposal
9. Performing Arts Proposal
10. Ethnic Studies/ Anthro/ Socio Proposal
11. Studio Art Proposal
12. Computer Science Proposal

Note: Pending the results of the upcoming interview for the admin position of Health Services Director, and lots of unanswered questions, the faculty Health Services Proposal will also need to be ranked.

As soon as we know what positions are moving forward, area faculty will need to work with their dean to revise the job description to include the agreed upon language found in our [Equity Minded Job Description](#), posted on the Academic Senate website under “Policy, Procedure, and Guidelines.”

Part of the ongoing conversation surrounding faculty hiring is regarding the Faculty Obligation Number (FON) and how this number for the district is to be shared between MJC and CC in an equitable way. We have heard from MJC president (Dr Santanu Bandyopadhyay) and Interim Vice President (Brian Sanders) regarding what they think is the “right size” for Columbia College. Hopefully Columbia administration will join in this conversation soon. Brian S has worked up a possible growth model relating FTES and a base number of faculty needed to run a college, which he presented to senate this fall. This model is a step up from just having our presidents duke it out and use their feelings about how many faculty each college gets, but as the saying goes “all models are wrong, but some models are useful” we are still working on fine tuning a model that helps start the conversation of how to equitable share faculty among both colleges when both colleges are understaffed. Stay tuned and keep offering suggestions.

The next Academic Senate meeting will be on November 18th from 1:00-3:30pm. We have moved to Cedar 101 for the better sound options for those who choose to attend the meeting via zoom instead of in person. Hope to see you there!

Cheers, Lahna



Academic Senate President Elect/Vice President Message:

By Marcus D. Whisenant

I have had the pleasure of being on the Self-Service Committee. This is the proposal that the committee is recommending for the **Add Authorization** function.

Proposal:

To allow students to register for open seats in full-term Fall and Spring courses without the need for a faculty add authorization during the first three days of the term.

Rational:

Under the current system all courses lock on the first day of the term. This means all classes require the faculty member teaching the class to submit an add authorization on self service for students who would like to join the course. This creates workload for the faculty member during the first week and may act as an additional barrier to students trying to add classes.

The change would let students add open seats on self service without instructor approval for the first three days of the term if the following conditions are true:

- The class has open seat(s)
- The class has never had a waitlist
- The class is a full term 16 week Fall or Spring semester course (Short term classes would not be included)

Please reach out to me with any questions or concerns so that I may take them back to this body. This will also be discussed at our next Academic Senate meeting

Thank you.

-MDW



Academic Senate Faculty Representative at Large:

By: Kirsten Miller

Happy to be serving in this role again this year! I missed the deadline to submit my report last month, and then I missed the College Council meeting in October as I was attending my grandfather's 97th birthday celebration (so amazing!). As I am still waiting on the minutes to know what happened, it seems to be the case that the College Council receives all the information from all the councils/committees, which then gets reported in this newsletter by our amazing colleagues serving in those committees 😊, so you will probably get all the great

and needed stuff anyway!

It may be old news by now, but things of note I missed reporting on last month:

- Campus Safety is working on hiring student workers to wander the campus/parking lots in golf carts to assist students with directions and even rides. Such a great service idea!
- MJC is pushing for a smoke free campus. We reduced the number of smoking areas on campus last year, but there is concern about people going off into the woods to smoke if we completely eliminate it from campus. Please express concern/opinion if you wish and I can take that back to council.
- 400K in one time funding! Can't be used on salary/benefits, let's continue to express needs and ideas on how to use it. They have the lists submitted from last year, but there is always new things that come up, and the more they hear the same suggestions, maybe they rise to the top?
- Continue to communicate with College Services regarding issues and suggestions regarding the Bookstore. Swag and clothing items will be for sale through the Lakeside Café (where we now have a cool new student lounge space as well).

We have returned to in person meetings (with a zoom option) for College Council, and there is HIGH value in being in the same room together when talking through these important topics. I am honored to represent you all! millerk@yosemite.edu or 209.588.2155



Technology Committee:

By Brian Greene, Kath Christensen and Kathy Schultz

The October Technology Committee meeting was cancelled. Please contact one of your committee representatives – Kath Christensen, Kathy Schultz and Brian Greene – with any technology-related questions or concerns.

Teaching, Learning, and Community:

By Micha Miller

The TLC committee has begun to process some requests for POP's and TTKL. We have both classified and faculty planning to work on projects and observe others. All the new faculty and classified have paired with a Mentor and have begun working together to help new folks integrate into the college and community. We have had some TLC presents activities- a series of Back to Basics related to Teams, Accessibility and campus closures. We also will have a presentation on Nov. 4 on equity with our own in-house expert Rebecca Slate (she is working on a PhD in this subject). We have also continued with our discussion of metacognition via our Brown bag lunch series book club of our new Teach yourself how to learn book. A few side-notes, we have secured funding via a mini-grant from the Foundation (thank you Foundation!!) to purchase 100 copies of the *Teaching Yourself How to Learn* book to be used with students next semester. So, if you are interested in using this book in your class- we have copies. The committee is starting to put together some ideas for Professional Development day, Data with Matt, Zombie students, metacognition, and anything else people are dying to hear about (contact us if you have pressing ideas).

Micha Miller, Erin Naegle, Kelsie Gilian, Jeri Pourshot.

Finance Committee:

By Adrienne Seegers & Stephanie Beaver-Guzman

The newly formed Finance Committee held its first meeting on 10/17. The group was led by Trevor Stewart, Vice Chancellor of District Administrative Services. The first order of business was to review the committee's purpose. The purpose currently reads:

Columbia College and the Yosemite Community College District practice transparency in their budgeting processes and outcomes. The Finance Committee provides oversight of and insight into the budget development, equipment prioritization, and resource allocation processes of the college. The Finance Committee makes recommendations to effectively braid multiple college funding sources to best serve the needs of the college and its students, employees, and the community at large. The committee is responsible for reviewing and making recommendations on issues of college-wide or significant scope. Specific matters for review and input include:

- Annual review of personnel expenses
- Annual review of restricted fund (fund 12) accounts
- Planning for and expenditure of annual and cumulative budgetary savings as outlined in the YCCD Resource Allocation Model (RAM)
- Braided funding for resource requests collected through program reviews, annual resource requests, and other sources, including
 - o Instructional Equipment and Library Material (IELM) funds

- o Categorical funds (e.g. Strong Workforce, Student Equity and Achievement, one-time state funds)
- o Grant funds
- o Annual savings
- Review of general fund (fund 11) prior to sending to YCCD for implementation
- Other related issues

During the 10/17 meeting, the committee reviewed the purpose. We also discussed the current Columbia College Budget Development Process, the YCCD Final Budget, the Resource Allocation Model (RAM), and Restricted Funding Sources. This year, as in recent years, there is a large amount of one-time funding available across the district but continued uncertainty about general fund budgets going forward. The College is now able to retain and reallocate savings from unspent funds where previously funds were swept into district budgets. We are fortunate to have leaders at District and MJC who are familiar with Columbia and our specific needs.

The committee also discussed the process for spending the one-time funds that were generated by last year's savings. Dr. Tran has started sharing that funds will be available but a process for requesting funds has not yet been created. Expenditures will need to relate to strategic goals and be one-time expenditures (no salaries and benefits).

Stephanie Beaver and Adrienne Seegers are your faculty representatives to this committee. The term for representatives is 2 years to allow members to build knowledge about budgets and processes. If you have budget-related questions or concerns we would be happy to convey them to the committee.

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

Hard to believe we are past mid-semester already! I know everyone has a lot on their plate and the DE Committee is no exception. We had to cancel our October 14 meeting but we are still working on updating documents such as the DE Handbook and Student Handbook for accreditation, offering workshops for the “Let’s Do 5 For \$500” professional development and analyzing the results from the Accessibility survey. 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.

Updated Student Services Tabbed Page

A reminder! Last semester, Chelsea developed an updated Student Support Services and Resources. This is a page that many of you include in your Getting Started or Orientation module. Numerous links and information have changed so you should grab the updated page from the Commons and replace the old one with the new! View this video for a refresher on how to [Find and Download Content from the Canvas Commons](#).

Professional Development

“Let’s Do 5 for \$500”

As part of our focus on quality, administration is supporting a Professional Development project to focus on improving 5 specific items in our Canvas shells with a \$500 stipend! An email was with details was sent on October 3, 2022 and there is also a page with info in the [Faculty Hub](#).

If you are interested in participating, please submit an [Interest Form](#) to get the ball rolling. Let me know if you have any questions about these sessions!

We are offering a series of Drop-In Workshops that are open for anyone to attend. There is no set agenda, you should be prepared to work on one of your Canvas shells and we’ll be available to answer questions.

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.

- Wednesday, 10/19/22, 2:00 - 4:00 pm
- Friday, 10/28/22, 9:00 - 11:00 am
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- Friday, 11/18/22, 8:00 - 10:00 am
- Tuesday, 11/29/22, 11:00 - 1:00 pm
- Friday, 12/09/22, 8:30 - 10:30 am
- Wednesday, 12/14/22, 12:30 - 2:30 pm

Other Training Availability

I am offering training sessions on additional software and 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](#).

Tidy Up! – Tuesday, December 6, 11:30 – 12:30 This runs in your Canvas classroom and gives you reports on Files, Pages and Canvas Content, whether and where it is being used, so you can delete old versions of files and clean out old and unused content from your shell, either before importing into a new shell or right after.

Studio Basics – Wednesday, November 30, 11:30 – 12:30 We are continuing to have the use of Canvas Studio, a great program for recording welcome, mini-lecture, and how to videos. Studio does good auto captioning, leaving you less to edit for corrections, and integrates easily into your Canvas content. This workshop will cover the basics of recording, captioning and embedding into content.

Studio Quizzes within Videos –Thursday, December 8, 2:30 – 3:30 If you are already using Studio, you may want to incorporate quiz questions into your mini-lectures. The process is straightforward and presents students with a formative assessment. This workshop assumes basic knowledge of recording using Studio.

Grade Submission – Monday, December 12 1:00 – 2:00 and Thursday, December 15, 3:00 – 4:00 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.

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 via Zoom](#). Below are the dates for the 2022/2023 year.

- **Friday, September 2**
- **Friday, September 23**
- **Friday, October 14**
- **Friday, November 18**
- **Friday, December 9**
- **Friday, January 20**
- **Friday, February 10**
- **Friday, March 17**
- **Friday, April 21**

Hope to see you there!

Kathy Schultz



SLOPER Report:

By Rebecca Slate



Dear Faculty,

The SLOPR committee is all new this year. This is the first time the committee has included program review with the SLOs. In addition, there is a new coordinator and VPI as well as new members, so it is a whole new ball of wax. We have spent the first half of the semester trying to get a grasp on what needs to get done, but we are now comfortable and moving on with projects. Expect to hear from us when SLOs and program reviews are due

Institutional Effectiveness Council Report:

By Colin Thomas



The IEC has been busy this year, with two new co-chairs at the helm! Our long-time ally, Raelene Juarez is the co-chair as part of her role as interim VPI (admin), and Melissa Anisko (of MathJams and MathLab fame) has agreed to be a chair for the council representing the staff on constituency on campus. The IEC will benefit from this fresh and so-talented duo.

The council hears regular reports from four committees: Diversity, Equity & Inclusion (DEI), Teaching & Learning Committee, Student Learning Outcomes & Program Review (SLOPR, short vowel is my fav), and the College Council (CC). There may be

another standing report from the Office of Institutional Research (OIR) regarding current trends in student success metrics. These data are important for the IEC to track, interpret, and support in the continual improvement of our student's success and achievement. More on that soon, but first:

DEI had no report as they had not yet met.

TLC reported on the work they are doing for YOU. The mentorship program for faculty and staff is funded, up and running, and issuing vouchers for lunches from our very own Bistro. The Peer Observation Pool (POP) program is also funded and working; there will be a POP visiting Monterrey Peninsula College for insights into their MathLab. TLC Presents will feature Rebecca Slate presenting her Ph. D. thesis work on equity; invitations forthcoming. And finally, with help from TLC Tri-Chair Kelsie Gillen, a budgetary commitment from the college to our professional development was made. Way to go TLC!

SLOPR is finding ways to complete course evaluations despite a significant software barrier in eLumen. They are working with the company to restore previous assessments. In the meantime, we have backup workflows for completing SLO evaluations, and those courses that need assessments this semester can expect contact from SLOPR to get the process completed on schedule.

CC is drafting and reviewing the Participatory Governance Handbook, which, among other things, includes the charter for the long-anticipated and newly convened Finance Committee. Last year the IEC agreed that better inclusion and transparency was needed involving allocations of funding around campus. Headed by Trevor Stewart, Vice Chancellor of Administrative Services, this committee affords input to budget development, prioritizations, and allocations to help our college, students, and community.

In other news, the IEC successfully shepherded the Strategic Plan to the finish line—the plan was approved by the IEC and CC. This plan-of-plans defines our college's goals for the upcoming five years, and it will be available to view on the website soon. With this plan in hand, the Office of the VPI will begin coordinating work on the Educational Master Plan, with more college plans soon to follow. Bottom line: the integrated planning cycle is back on track after the COVID hiatus.

The council is also looking at more prescribed cycles of review for all the effectiveness measures under its purview. Committee reports, policies, program reviews, institutional metrics (aka ISS), etc. will be looked at for ways IEC can better support that work. By streamlining workflows, removing barriers, and generally enhancing our effectiveness we can continue the important work of serving our students and our community.

In the spirit of our November rituals, I'm thankful to work here with all of you. Please call/email me if you think IEC can better serve our College.

Colin
x5151

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.



COLUMBIA COLLEGE ACADEMIC SENATE NEWSLETTER

September 2022



Reports by:

- **President:** Lahna VonEpps
- **VP/President-Elect:** Marcus D. Whisenant
- **College Services Faculty Rep:** Derrick Wydick
- **College Technology Committee:** Brian Greene
- **Curriculum Committee Chair:** Mike Torok
- **Distance Education:** Kathy Schultz
- **Foundation:** Katryn Weston

Also included: Ten +1 definitions

President's Message:

By Lahna VonEpps

September 2022



Hello Faculty Colleagues,

My garden flourished this summer and I've been picking tons of tomatoes (homemade pasta sauce galore!), cucumbers, onions, garlic, basil, potatoes, and getting ready to harvest a fall crop of butternut squash. After my greenhouse disaster this spring, every single fruit felt precious. I've been internalizing this idea of taking challenges and things that feel like failures and trying to find that silver lining... viewing those challenges as an opportunity to enjoy the sweetness of the successes even more.

Academic Senate has already had two full meetings and two special Faculty Hiring Prioritization (FHP) meeting so far this year. All FHP proposals are to be completed by the end of the 7th week of instruction (Friday October 14th) in time for our ranking process and eventual recommendation to the president. Brian Sanders reviewed his presentation on Faculty Obligation Number (FON) and this gives me hope that faculty hiring growth that is expected district wide will be fairly shared between MJC and Columbia and that based on the many retirements, we should be expecting to move forward many full-time faculty positions for this year. The other side of that is that we are also expecting to not have as flush a budget in years to come as our FON adjusts to the new number of students that we typically see, so it would be judicious of us to hire conservatively. Either way, as soon as the list of positions to hire is published by the president, each department should review the job description and edit it in terms of the [equity minded job description](#) (links to the Academic Senate webpage->sidebar menu of "policy, procedure, guidelines" and at the bottom are forms and other documents) with their respective dean. As we move towards the hiring season, we will all want to be thinking about how we can advertise far and wide using any and all access to social media, networking, etc.

Since Jessica Anselmi left in August, there has been no dedicated administrative executive support for Academic Senate and its sub committees (SLOPR, Curriculum, and ad hoc groups). This has been very challenging and even with the volunteered help on agenda and minutes from multiple classified professionals (a huge thank you to Kasey, Kayla, Kelsie, and Tiffany for all you have done above and beyond your normal job duties) there is a long list of things that are falling through the cracks and the list is getting longer each day that this support position job is not posted and hired. The most public from the list of things that are not getting completed is the Academic Senate webpage, which is usually updated weekly. With our Accreditation cycle in full swing, having an out of date webpage is even more of a problem than just not having access to current documents. The good news is that we did finally hear on 9/16 that the job would move forward through the internal recruitment phase and if needed, advertised to the public. This has been hard to find the silver lining, but I would say that I am glad that I am in my second year of AS president and I'm not completely new to trying to figure all of this out. Since I, like many of us in high achieving professions, suffer from imposter syndrome, it has been healing to see how

much I can actually accomplish that I didn't even know I was capable of when I first started in this position. What an incredibly growing experience it has been (and yes, this is my unashamed plug for all tenured faculty to consider being the next Academic Senate VP... if you've been here for 10 years and haven't done this role... it's your turn.)

On Thursday 9/22 Columbia College's own Kathy Kenna, myself, and Melissa Anisko, and MJC's Debi Bolter, participated in the Calaveras county "Dinner with a scientist" event. MJC's Debi Bolter About 130 students (with their parents and/or teachers) from 14 schools joined the scientists to talk about all kinds of topics ranging from particle accelerators to water testing and conservation to the link between art and math. I didn't get a chance to go visit all 26 of the scientist tables, but Melissa and I put together an activity about Tessellations to talk about some of the different fields that are open to someone with a mathematics degree. All in all, the opportunity to talk with some potential future Columbia college students and outreach to the community was a great experience and I highly recommend joining in these community events.



A rotational tessellation is a pattern where the repeating shapes fit together by rotating 90 degrees.

If you only have to **slide the piece without flipping it over or rotating it**, then you are making a translation tessellation.

I hope you are keeping well and enjoying the change of seasons. The leaves are about ready to show us how beautiful it is to let go.

Cheers, Lahna

Academic Senate President Elect/Vice President Message:



By Marcus D. Whisenant

I would like to thank all the classified folks who have been helping out with Academic Senate needs. We are still looking for faculty members to serve on various committees and self-governance roles, please check in with either Lahna and I for questions etc. I don't really have anything else to say which is rare so I will make up for my lack of words next month. On a side note, thank you to everyone who have been able to sit down and eat in The Cellar Bistro.

College Services Committee:

By Derrick Wydick:

College Services Committee, October Meeting

Aloha from Columbia College, Far-West Campus in Maui!

Lots of changes and improvements going on at Columbia this semester!

- The Bookstore is transforming into the Lakeside Lounge, with wall art, vending machines, furniture for lounging, and lots of outlets to charge phones and laptops. Clothing and campus schwag items will be available for sale through the Barnes and Noble vendor.
- The Buckeye transformation has completed, and students are using the rooms already.
- Some campus signage will change to gold lettering for the college and buildings.
- Options for accessible bathrooms at Willow are being pursued.

Campus Safety Update:

Two Active Shooter drills will take place this month, and the results will help to inform our campus emergency response plan.

Trail Planning:

Part of the traditional trail behind the Observatory has been fenced off by a private landowner who has purchased the area and will be building a house. The campus will negotiate with the owner to see if there are easement, fire prevention or emergency access issues that can be arranged.



One-Time Spending Funds:

Columbia will have \$400,000 for one-time investments in programs, campus infrastructure or other initiatives. A Finance Committee will be formed to help decide how to use these funds. They would like constituent input, please contact Derrick with ideas for funding use and I will forward it to the committee.



Housing Task Force:

A group has formed to help guide on-campus housing goals, meet the needs of low-income students, and oversee management of the dorms. The dorms are now 40 years old (seems young to me), and are in need of significant improvements. The Housing Contract will expire in August 2024, and the college has looked at several choices:

- Renew the Housing Contract with a new or existing vendor
- Have the college take over the dorms directly, or
- Have the Columbia College Foundation contract to run dorm

operations.

On-campus housing is looking at expanding access to low-income students, international students, Foster Youth, Fire and other CTE programs, and adult ed students. Lena is looking at securing funding from the Chancellor's office for much-needed improvements. Feedback from faculty is requested on these ideas.

Faculty Input Requested--Please email Derrick with your thoughts on these:

1. Lakeside Lounge—what can be offered there that will benefit students?
2. One-Time Spending Funds of \$400,000—what are your thoughts on use of these funds?
3. On-Campus Housing—what are your ideas and priorities for continued use of the dorms?



--Derrick Wydick, Counselor-on-leave



Technology Committee:

By Brian Greene, Kath Christensen and Kathy Schultz:

The Technology Committee held its most recent meeting on September 15 and covered the items below. As always, please reach out to us if you have any questions or if there is something you would like us to bring to the Committee on your behalf.

· IT Updates:

- o The data center refresh is nearing completion and will be finished alongside the security project.
- o Also working on a project to improve redundancy with our internet connection.
- o A number of new retrieve modules have been activated in recent months.
- o Class modalities will be searchable in a new class search that's being worked on.
- o Buckeye 103 is back as a classroom space.
- o All six Hyflex carts ordered for Columbia are in place and ready to use.
- o Discussion about the space in Amador and maintaining the technology that's there. President Tran is working on the status of that relationship.
- o The College will host the funeral for CalFire pilot Ken Lancaster who died in a plane crash in Columbia in early September. The service will be held in the Oak Pavilion.
- Website Design Update – The design phase is close to being finished. Reminder that content will be migrated by employees at the colleges.
- Security Project Update – Firewall and virus mitigation projects are progressing as scheduled. Multi-factor authentication will also be rolled out slowly.
- CCCO Digital Innovation and Infrastructure Update – State Chancellor's office is providing funding to make required security and inventory management improvements. We're already making progress in this area.
- Technology Plan Update (IT TCO) – Reminder that Columbia adopted the District IT Total Cost of Ownership plan as its Technology Plan. IT reported that it's in need of an update and preliminary work has been done. No timeline has been established as yet.

- Website Search Engine Issues – Inconsistent search results are still a problem with our college search engine. Work to migrate our search engine to Google (from Bing) is in progress.
- Bulk Text Tool – Faculty would like the ability to send text messages in batches to their class. Areas (including the library) would also like the ability to send notices via text. Suggestion to start by assessing demand via the Academic Senate.
- Student Laptops and Hotspots – Demand for laptops and hotspots has been much higher than anticipated this semester and we've already run out of laptops to loan. Trevor has identified funding for more to get us through this year and will seek approval from College Council. Longer term, Brian Greene will work with Melissa Raby to establish goals for providing the service and how to fund it after 2022-23.

Curriculum Committee:

By Mike Torok



- It has been a challenge keeping up on curriculum matters with the loss of Jessica this semester, but Elissa has been doing phenomenal work to help keep everything running as smoothly as possible. Thank you Elissa!
- eLumen Open for 2023-2024 Curriculum Modifications
 - Get those submissions in quickly though. Our deadline for eLumen submissions for the 2023-2024 catalog is October 21, 2022. We will be holding Curriculum Workshop II via Zoom this Friday (10/14) from 9:00 AM – 1:00 PM. You should find a link to that Zoom training in your email, but if you need me to send it again let me know.
- Welcome to Our Student Representative
 - Our student representative to the Curriculum Committee is Alex Jukes. Welcome Alex! We look forward to working with you.
- Questions? Assistance Needed?
 - Please contact either me or Elissa Creighton for curriculum questions or assistance.

Respectfully Submitted,

Mike Torok

DE Coordinator Report for the Academic Senate:

By Kathy Schultz

Welcome to Fall 2022! Loving the changing weather and seeing more students and faculty on campus! We have a busy year ahead and are looking forward to a Quality Improvement focus to up our game in our use of Canvas shells, whether for a fully online, hybrid or enhanced class.

Helpful Tools!

We are continuing our conversation about digital syllabus software from Simple Syllabus. Our initial presentation during our InService meeting brought up many questions so we had a follow up session with the vendor and responded to all questions at our last Senate meeting. Look for additional information and a demo video in your email! This would be a bigger project, with implementation extending over numerous months, so we need to know if faculty are on board before committing more time and effort.

Canvas Orientations and Support for your Students!

Chelsea kicked off the semester with multiple Canvas Orientations for students, both online and in person. She is also covering open drop in hours in the ITC for any student or staff member who has questions about Canvas, Zoom or other basic office software.

Mondays and Tuesdays 2:30 – 4:30 pm

Wednesday and Thursday 8:30 – 10:30

Friday 8:00 – 10:00

If these timeframes don't work for you or your student, just contact us for assistance!

Updated Student Services Tabbed Page

A reminder! Last semester, Chelsea developed an updated Student Support Services and Resources. This is a page that many of you include in your Getting Started or Orientation module. Numerous links and information have changed so you should grab the updated page from the Commons and replace the old one with the new! View this video for a refresher on how to [Find and Download Content from the Canvas Commons](#).

Professional Development

“Let's Do 5 for \$500”

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If you are interested in participating, please submit an [Interest Form](#) to get the ball rolling. Let me know if you have any questions about these sessions!

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- Wednesday, 12/14/22, 12:30 - 2:30 pm

TLC Back to Basics – Accessibility

Thursday, October 20th, 2:00 – 3:00 in the Tamarack Computer Lab

Canvas Updates

Cutting and Trimming Studio Videos

For those who create videos in Canvas Studio, one frustration has long been that once you save and the video is processed, you cannot easily edit it. You can now do basic Trimming and Cutting on existing Studio Videos. Simply find the video you need to edit and click on the context menu (3-dot vertical) and select Edit.

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 via Zoom.](#) Below are the dates for the Fall semester. Outlook invites will go out to all.

- **Friday, September 2**
- **Friday, September 23**
- **Friday, October 14**
- **Friday, November 18**
- **Friday, December 9**



Hope to see you there!

Kathy Schultz



Columbia College Foundation Report:

By Katryn Weston

Greetings Columbia College Community!

The Columbia College Foundation has been busy this fall! The Foundation hosted their 50th Anniversary Celebration at the Brady Wise Plaza on September 30th. The evening included special guests Dr. Dean Cunningham and Ross Carkeet, two important figures from the past. They also interviewed three students who shared their touching stories including how the Foundation helped them succeed at

Columbia. Many thanks to Amy Nilson, Amanda Hepfl, Cyndi Simonson, and all the other folks who helped make the event such a special success.

An exciting announcement that was made at the Foundation's 50th Celebration event was that they plan to "gift back" \$50,000 in additional funds to scholarships this year. This means that every scholarship recipient will receive at least \$1000! Charles Segerstrom noted that inflation and cost of living is making it more and more difficult to make ends meet and that this was a gesture to help support students. Please spread the word about the scholarships offered through the foundation with students. The deadline for the Osher Scholarship is Friday, October 14th and February 3 for the Spring 2023 cycle.

The Promise Program offers free tuition to students from local high schools for two years. 67% of students in the program reenrolled for a second year. Promise 2.0 is the next phase of this program and the Foundation is now trying to tackle the question, "How do we help students beyond just tuition?" Some ideas in the works include mentors from Student Services to support needs beyond tuition.

In the mini-grant world, Math Jams was an example of success! Hosted by the amazing Melissa Anisko, the Foundation awarded \$8500 for the program and 49 students participated in freshening up their mathematical mindsets and skills for the Fall semester. Students were grateful for the opportunity that fostered a culture of positive learning, the Math Lab has been a popular place this semester!

I'm grateful for the Foundation and to be part of the advisory committee! Thanks for reading.

Katryn Weston

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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.

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

1. curriculum, including establishing prerequisites and placing courses within disciplines;
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6. district and college governance structures, as related to faculty roles;
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8. policies for faculty professional development activities;
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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.