

Columbia College

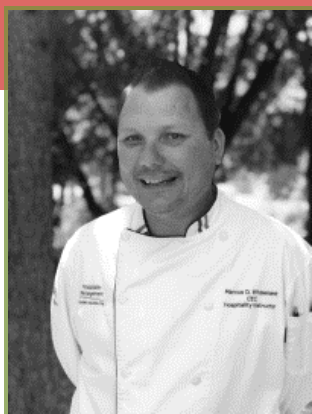
Academic Senate

# Newsletter

March 2024 



## President's Report



Wow, time has really moved fast this Academic Year. I would like to start off by thanking the Executive Team for the guidance and discussions throughout the year. Lahna, Erik, Pam, Shannon, Alicia, and Vanessa you have been great teammates.

I would also like to thank the Senate as a whole. We have a unique situation at Columbia College in which all full-time faculty are voting members. I would like to encourage all full-time faculty to get involved. I appreciate

all of you for jumping on committees and helping out when called upon. I appreciate our talks, texts, phone calls, emails from many of you, your encouragement and guidance has been appreciated and necessary to understand everyone's perspective. I would like to thank Jeri, who has gone above and beyond to make sure that I'm always prepared for the tasks at hand. You dedicate a lot of time to the Senate and we appreciate that.

Thank you to the Dean team; Raelene, Sean, Mike, and Brandon for always having an open-door policy with me in which we can communicate effectively. Tiffany, Abbey, Kyle, Brook, and Shelly thank you for letting me bug you and for always helping convey information between departments.

Kacey and Kelsie, I cannot express how much respect and gratitude I have for you two. Thank you for your continual professionalism and help throughout my first term.

One of my favorite daily experiences of being a professor at this great institution is when I go upstairs and see all of the departments working with our students. I truly believe that we place our students on a higher pedestal than any other college. It is why we do what we do.

I love yapping with Matt about data, dropping in on Elissa to see what curriculum issues Hospitality Management might or might not have...(lol) Don will get that one, and getting curriculum information as it pertains to 10+1.... saying hi to Amanda and Amy as we discuss Foundation events.

I would like to thank Sandra and Dillion as well as the entire classified senate for our collaborations and I look forward to our combined retreat. We as a faculty value and appreciate you all!

Thank you to Brian, who has truly been the best president of YFA that I have ever experienced. Thank you to Derek as well for stepping into the role as a YFA officer.

As I am wrapping up my seventh-year teaching here, I want to say how honored I am to be a part of the family and community here at Columbia College. The culture and togetherness between the staff, faculty, and students has truly been a rewarding experience to be a part of, and I want to continue to create cultivating a positive problem-solving environment on campus.

My first year as Academic Senate President has been educational, frustrating, yet also very rewarding. I look forward to continuing to help make Columbia College the best it can be for the next academic year.

Marcus Whisenant

### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

#### Representative-at-Large for College Council

Vanessa Muro-Marai

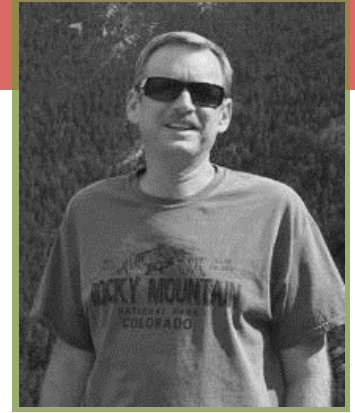
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



As we finish the year's finish line, I'm sure that we all share the same/routine end-of-year rush hour. We seem to go from 100 mph in April to nearly zero in May, very quickly.

District Fiscal Advisory Committee (DFAC):

The DFAC is a districtwide committee with broad representation. As the name implies, it's not a decision-making committee. But in my short tenure on the committee I realize that committee member input is valued concerning potential budget decisions at the district and Board levels.

The last meeting was on March 21<sup>st</sup>. A few interesting items to report are the Resource Allocation Model (RAM) and the Columbia College Housing plans.

The RAM was a continuing discussion item. This was brought to the Academic Senate in February, where feedback was sought. In essence, the RAM includes how the district and colleges' budgets will be reduced, if that becomes necessary. Note: there is no official plan to reduce the budgets at this time.

MJC, CC, and Central Services have uniform budgeting formulas in the RAM that would become the basis of budget reductions. In short, CC and Central Services budgets would be reduced before MJC, because MJC is considered unbudgeted. However, CC's budget cuts would not be greater than ½ of the budget that CC receives over the student-centered funding formula.

Also discussed was the future of CC's student housing. The housing was built by a 3<sup>rd</sup> party in 1984. The agreement between the vendor and YCCD was that the vendor pays for the construction and in return would have a 40-year lease. That 40-year lease is up this summer. So this summer the *keys will be handed over* to the district.

A need for financial planning concerns the facility's need to modernization. Particularly the long-term maintenance and repair needs, and also the ADA accessibility requirements. An "Immediate" and "Long Term" budgeting plan was presented to DFAC. The "Immediate" budget needs are \$642, 100. And the "Long Term" budgeting needs (11-20 years) are \$7,210.800.

Academic Senate President Elect:

It's time to start thinking of running for participatory governance positions for next year. I am selfishly interested in seeing a candidate(s) for the president-elect position (2025-2026 AY). Remember, the elections now take place early in the year (fall). I encourage everyone to consider this position. Best wishes to everyone and a successful end to the year!

Submitted by,  
Erik Andal



## Curriculum Chair Report



At the beginning of the year, the Curriculum Committee faced a daunting list of tasks related to operationalizing legislative mandates, assisting in the development of our submission of the Baccalaureate Degree Proposal for Cooperative Land Stewardship, as well as processing the first full cycle of the Sunset list. The 2023-2024 Sunset list has been processed and only a handful of courses will be administratively deactivated. This work was done with full transparency and with consultation between faculty and division deans.

Two things cause a course to be placed on the Sunset List.

- Curriculum past due for review (a faculty responsibility)
- Courses that have not been offered in a 2-year cycle (a discipline dean & faculty responsibility)

The Curriculum Committee has worked with division deans to publish a student facing 2-year course offering projection which will be available on our college website in July. Division deans have agreed to use this 2-year plan as they build the schedule each term. This should reduce the number of courses on the Sunset list each year. The Sunset List should not be the way we are managing curriculum. The five-year course review tracker should be utilized to maintain our curriculum and program review should guide curriculum development. This allows us to have meaningful conversations about where we are, where we want to be, and what is necessary to move forward.

The 2024-2025 draft Sunset List is being developed currently. When it is shared, **please don't panic**. You will have a full year to work on bringing your curriculum into compliance. While workflows in eLumen will be open in the Spring term for submissions, we strongly encourage you to do your curriculum planning in fall.

Curriculum is central to our work at Columbia and deserves focused attention and planning. I have proposed a staff development training and dean collaboration focus for In-Service and Flex Day this coming fall.

Curriculum prioritization is required next year to accommodate legislative mandates. Click on [proposed timeline and prioritization](#) to see the document that was approved at the last meeting Academic Senate meeting.

There is a Faculty Intern position open on the Curriculum Committee. This is a non-voting position and while it does not include compensation, it is an opportunity to learn about our curriculum process at Columbia College. Contact Stephanie Beaver-Guzman if you are interested.

Organizational stability at Columbia College comes from the faculty. Leadership at Columbia is ever changing. Please engage in our curriculum and program review processes, advocate for your programs and work with your division deans to chart a path forward. It has been my honor to serve the Curriculum Committee this year.

Submitted by,  
Alicia Kolstad





Our Teaching & Learning Summit with Dr. Saundra McGuire was a huge success with over 150 participants! We hope this fuels future conversation, learning for us and our students, and maybe another summit!

Comments on the event survey included feedback such as:

- Wow what an amazing gathering! Dr. McGuire provides solutions to problems we as educators face daily. Every individual has a unique ability to learn. We as educators need to tap into and ignite that learning process among each of our students.
- Simple strategies can be readily implemented with powerful outcomes.
- Motivation Activities were so helpful and applicable! Dr. McGuire's material is so accessible and easy to apply.
- Great to have this opportunity on campus. Loved having high school educators and colleagues from other campuses here.

This spring, TLC has hosted a few Wellness Workshops in partnership with Marlyn Lieder and our mental health team that have been really well attended and received.

Behind the scenes, TLC has been working toward getting an retrieve form and workflow process for Professional Development requests.

Thanks to hard work from our previous TLC team and Academic Senate, there is promise of dedicated funding for TLC for next year, and hoping that will become a permanent line item in the budget somewhere.

As we wrap up this year, we start planning for the next... if you participated in a TTKL or POP this academic year, please expect an invitation to contribute your write up, attend one of our meetings, as well as possibly participating in fall's professional development activities.

Submitted by,  
Kirsten Miller

## Teaching, Learning, and Community



When you think of professional development... think TLC!

# Institutional Effectiveness Committee, Finance Committee, and Cultural Enrichment Committee



## Institutional Effectiveness Committee (IEC)

The IEC met twice since my last Academic Senate newsletter blurb. The final IEC meeting of the semester took place on 4/1. Effectiveness is increasing in a variety of areas!

- Program Planning and Evaluation (formerly known as Program Review) is moving ahead with 5 programs piloting the newly developed form. Stay tuned for process details and timelines for Program Planning and Review.
- The constituent group portion of the Participatory Governance Handbook was updated with feedback from the leaders of the groups in that section. A workgroup will develop proposed edits to the core of the document and present them to the IEC for the first meeting of the fall.
- The IEC is looking for a staff survey that encompasses the existing Governance Structure survey and collects more comprehensive information about campus climate and staff satisfaction. Matt brought a sample to the meeting to review but the group decided to keep looking for a survey that better fits our needs.
- The IEC reviewed the Cyclic Review Plan and moved plans that don't exist yet to a separate section of the plan. Adrienne will be working with College Council to propose changes to the cycle for affirming/revising mission, vision, and values statements.
- A workgroup will be proposing an IEC master calendar (what needs to take place each month) to the incoming Vice President of Instruction (VPI) when they arrive and the IEC in the fall.
- Enrollment Management conversations have been tabled until the new VPI is in place.
- The IEC is thinking about how to hold a "Dreaming with Data" day to support programs in using data to inform and realize their goals. The group also talked about changing the IEC meeting schedule.

## Finance Committee

The Finance Committee has not met since 2/23. Those who submitted one-time funding requests have been contacted to inform them that their projects are funded. The April meeting was cancelled and has not been rescheduled.

## Cultural Enrichment Committee

The Cultural Enrichment Committee (CEC) has some great stuff cooking for spring semester! The CEC is highlighting foster care experiences for the month of April and displays will be going up around campus. The group is working on reconnecting with our local tribes to envision how we can utilize the recreated Mi-Wuk cultural site on campus. The group was awarded \$25,000 in one-time funds to support its activities next year. Check out the [CEC website](#) for current events. Everyone is invited to the CEC meetings happening the last Wednesday of the month, 3-4 pm in Buckeye 104. Each meeting starts with a cultural ice breaker activity. Great ideas that can be used in classes or programs with students. Hope to see you there!

Submitted by  
Adrienne Seegers



# Distance Education Committee



The Distance Education Committee will have the last meeting of the semester on April 19th. Below are items we've been working on and discussing during meetings.

- The committee is reviewing three documents, the DE Plan, DE Faculty Handbook, and Regular and Substantive Interaction Practice. We'll continue to revise these documents at our April meeting.
- The committee discussed the new Title 5 requirement to communicate technology requirements to students at the time of enrollment.
- With the OEI Proctoring Networking having been discontinued, we are working on finding alternative options for proctoring exams in online courses.
- A Spring-Summer 2024 cohort of Online Instruction Training began April 1st. Fall 2024 training is tentatively scheduled for August 30th-October 27th and Spring 2025 January 17th-March 16th
- Daniel Barsotti is the new Instructional Support Specialist for DE! Daniel has already created a new playlist of videos for students [Canvas Navigation Videos](#). These videos are available on our [Online Learning webpage](#) under Learn to Navigate Canvas and Zoom! Please share with students!
- Reminder that the Canvas Discussion and Announcement Redesign will be live in Canvas courses after spring courses end and before summer courses begin on May 3rd. To prepare for this change, join the monthly overview session on April 12th at 11 am. Check the Vision Resource Center for details and to register for Flex! Email Ashli Bumgardner [bumgardnera@yosemite.edu](mailto:bumgardnera@yosemite.edu) with any questions or to schedule a different time to chat about the update.



Submitted by,  
Ashli Bumgardner



\* Happy St. Patrick's Day \*

# Part-time Faculty Representative Report

No report this month



## Technology Committee



### Media Updates

Classrooms on campus that need AV upgrades were identified. Redbud has the largest need due to the Nursing Program. Some other concerns were noted with problems of glare in Buckeye 103/104, and a question of continued need of upgraded equipment in Maple where the hy-flex classes had been taught.



### IT Updates

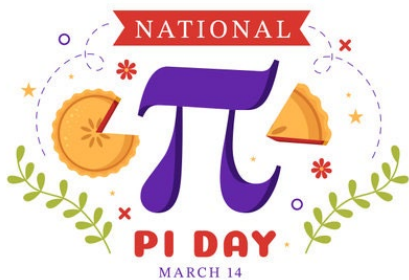
- CVC-OEI work is completed to set up Columbia College as a teaching college. It will go live in this month.
- Joe Maclin requested a review of software annual licenses and support contracts to determine software no longer being used.

Committee review of the Technology Committee section of the Governance Handbook occurred. Recommendations for edits followed from attendees.

A Computer Replacement Plan was unveiled and discussed. Some language changes were agreed upon. The document will be edited and brought back to the Committee for review.

Submitted by,  
Kath Christensen

## Foundation Faculty Advisor



No report this month



## Academic Senate Representative at-Large Report

No report this month





April 12  
 April 18  
 April 24  
 May 2  
 May 3

Academic Senate Meeting (Cedar 101)  
 Foundation Scholarship Celebration  
 Cram Night  
 CSLO Assessment Help  
 End of the Year Celebration, Staff Recognition and Graduation  
 Faculty and Classified Retreat (TBD/Baker Station)

August 16 & 17

## Faculty Birthdays

Apr	May	June	July	Aug
Pam 4/9	Derrick 5/1	Andy 6/16	Dan 7/1	Kimberley P-T. 8/20
Juan Pablo 4/25	Matt 5/15		Katryn 7/7	Stephanie 8/30
Kimberley R. 4/26	Vanessa 5/28		Rob 7/12	
			Lindsay 7/14	
			Anca 7/23	
			Lahna 7/23	
			Spencer 7/30	
			Kath 7/31	
			Mike 7/31	





Columbia College

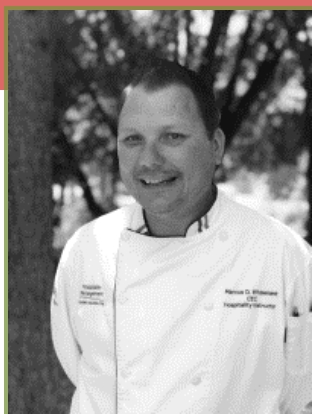
Academic Senate

# Newsletter

February 2024



## President's Report



The Columbia College Academic Senate has been busy this semester. Hiring committees are in full swing as the CTE Division seeks a Child Development Instructor and the Student Services Department is seeking a General Counseling Position. The ASHP Division will be seeking a one-year, full-time instructor for Chemistry to backfill some classes as Colin Thomas will be on sabbatical. There are also

classified positions opening up and faculty are sitting on these committees. I would like to personally thank the faculty who have volunteered to sit on these hiring committees.

The Academic Senate and the Classified Senate have been collaborating on ideas on how we can work more closely together. One exciting item is that we are going to invite both Faculty and Classified individuals to our retreat in August. The retreat will be held on a Friday this year with the option to stay the night with some sort of fun activity following the next day. More details will be made available as we approach the end of the semester. I would like to thank Sandra Smith and Dillion Gamez for their collaboration and ideas as we continue our partnership with both Senates.

The Academic Senate is highly recommending the implantation of a Credit for Prior Learning coordinator in a timely fashion. Alicia Kolstad, our Curriculum Chair, has done an outstanding job in creating a detailed packet that will be presented to President Tran. This position must be created as we are out of compliance. A big thank you to Elissa Creighton for her work on this as well. These two individuals are a great team.

The Academic Senate of MJC and Columbia have been looking over and recommending changes to the YCCD District's Faculty Hiring Procedure. The document has passed both Senate floors for the first reading with some minor edits for the second reading next month. I will be meeting with Gisele Flores and Kathryn Pritchard next week to revise some language that pertains to Human Resources. I will keep everyone in the loop and I look forward to having the second reading come through.

Submitted by,  
Marcus Whisenant

### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

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Vanessa Muro-Marai

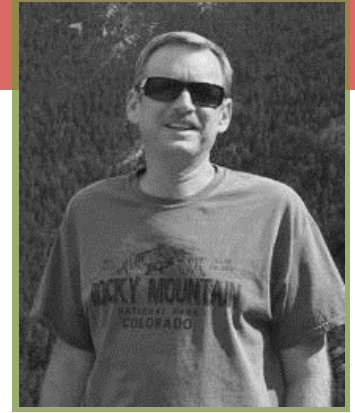
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



Columbia College – a Unique Community College

As one of the 10 smallest community colleges in California, Columbia College offers an oasis for faculty in higher education. Of course, there are those who prefer the larger colleges with the big city shopping centers, et al. But it's safe to say that those of us fortunate enough to work at Columbia College value the small college setting in lieu of the larger crowds and urban surroundings. And I've always felt that we have one of the most beautiful campuses in the community college system.

Even our Academic Senate has its uniqueness, compared to larger colleges. The typical organization for a community college academic senate is to have representatives from each division serve as senators. And only senators vote in routine senate matters. At Columbia College, we are a Senate-of-the-Whole, which means that we are all senators with full voting rights. And as a smaller faculty, we tend to be more aware, and perhaps, more sensitive to our senate issues.

There is at least one downfall to having a smaller campus with fewer faculty. While each community college academic senate enjoys the *rights* of AB1725 shared governance, there is also an *obligation* of faculty to serve in shared governance roles. And arguably, whether a small college or large, there are relatively the same number of participatory governance positions to fill. Unlike larger colleges with a high number of faculty, we often "double up" in our shared governance appointments. And this problem is worsened when the 54 full-time faculty are not all participating in the needed roles. Bottom line, fewer faculty are filling the needed roles for the entire faculty. Putting aside our professional work week obligations (which includes participatory governance), it is unfair for faculty to not participate in participatory governance and, consequently, force the *other* faculty to fill more roles. I encourage all faculty to fill at least one shared governance position, big or small. It will make a world of difference to the mission of the academic senate and also to the workload of those faculty who have been consistently stepping up.

And for the newer faculty - there is a reasonable forgiveness factor for newer faculty's shared governance participation. We all know that time and effort spent on our new faculty positions are paramount. But after the first year our professional obligations dictate that we are all part of participatory governance – not to mention our contractual obligations to do so.

So how can we strengthen our influence as an academic senate? For one, the more faculty attendance at the monthly meetings, the more informed faculty become. And, the administration would recognize a more completely united faculty with increased attendance. Power in one!

There's also the resolution process. Both the state and local academic senates use the resolution process to either 1. publish an official position of the senate, and/or 2. to direct something to happen. Often, the *directing* involves the leadership doing something. Whatever the intent for the resolution, it's a powerful tool for the senate to publish and enforce its will, regarding the 10+1.

Resolutions can be authored by any faculty/senator, co-authored, or authored by the senate executive committee. The "Resolved" paragraphs state the senate's position(s) on the subject matter, and the "Therefore" paragraphs state that a certain position or action be taken. It's not complicated and it's an official voice of the senate-of-the whole.

Submitted by,  
Erik Andahl

## Curriculum Chair Report



The curriculum committee is moving forward with operationalizing legislative updates and educational code changes. Juan Pablo Sanchez and Elissa Creighton have been providing leadership in codifying the changes to ensure Columbia College is in compliance.

The following action items will be on both the Curriculum Committee and Academic Senate meeting agendas in the coming weeks. Please support our efforts to ensure our college is meeting these legislative mandates.

- Board Policy 4025 recommendation
- COLUMBIA COLLEGE PHILOSOPHY AND CRITERIA FOR ASSOCIATE IN SCIENCE AND ASSOCIATE IN ARTS DEGREES AND GENERAL EDUCATION
- Credit for Prior Learning

Over the last few weeks, we have been meeting with faculty to assist with required curriculum updates. The deadline for Spring 2024 curriculum submissions was 3/1/24. In addition, we have been working regularly with division deans to discuss two-year course offering plans and possible course exemptions to make sure that courses are not lost, as a result of not meeting the offering requirements. These bi-weekly dean meetings have proved extremely useful in coordinating our curriculum and program collaboration efforts.

Submitted by,  
Alicia Kolstad-Curriculum Chair





We are beyond excited to host our first-ever TLC Teaching and Learning Summit, Feb 29 & March 1 featuring Dr. Sandra McGuire (renowned speaker and author of Teach Yourself to Learn), as part of our Speaker Series. Hopefully you have seen the invites in your mailbox, and we hope to see lots of Columbia folks there. We will also be hosting many visiting participants from the greater Motherlode and Central Valley educational community.

So far this semester we have hosted three book-club events in preparation for the Summit (see attached pictures). There was an event for primarily students where we handed out copies of Dr.

McGuire's student edition, and two "breakfast/lunch-and-learn" events geared toward faculty. All three events were well-attended, vibrant, and instructive!

Additionally, two Teaching Test Kitchen Labs (TTKLs) are underway. One TTKL, led by Daniel Godsil, focuses on integrating Dr. McGuire's strategies into everyday teaching. Another, led by Kirsten Miller, is built around strategies for integrating our college's upcoming Simple Syllabus adoption. There are several more folks working on new TTKLs and POP (Peer Observation Pool) opportunities, so stand by for reports-out on those!

Also, be on the lookout for Wellness Workshop Session #2, *Connecting with Self: Boundaries at Work*. This will be presented by Marlyn Lieder, information provided below:  
March 15, 2024  
Manzanita Multi-Purpose Room  
12-1pm

Bring a lunch!

Submitted by,  
Daniel Godsil



## Teaching, Learning, and Community

## Institutional Effectiveness Committee, Finance Committee, and Cultural Enrichment Committee



### **Institutional Effectiveness Committee (IEC)**

The IEC met on 2/5 with a full agenda.

- Mike Igoe provided a report from the Diversity, Equity, Inclusion, and Access (DEIA) committee.
- Melissa Raby reminded the group that the accreditation team is reading the self-study and currently looking at evidence. The team will request additional information as needed. There will be an open forum with ACCJC on 3/6/24.
- Matt requested input on the Student Satisfaction Inventory Survey which is administered every 2 years. There are 10 questions that we can design locally. A small group met after the IEC meeting to create those questions.
- Matt shared the updated Participatory Governance Survey questions. The Council suggested that we add info about how the survey is used/how results are used. We only do 2 surveys as a College, the Student Satisfaction Survey (lengthy and detailed) and the Participatory Governance Survey which is short. The Council discussed creating a broader survey for faculty and staff with governance as one portion.
- Sean shared the challenges of conducting program review in areas where there is no full-time faculty. Matt shared an excellent Program Review Strengths Weaknesses Threats Opportunities (SWOT) analysis that he created. Despite the lack of a person in the VPI role, Adrienne shared that we need to do something with program review this year. The IEC directed Adrienne to bring the current Student Learning Outcomes Program Review Cycle (SLOPR) to the SLOPR committee to discuss what we can get going this semester. Adrienne agreed to rejoin the SLOPR committee to be a liaison between the two groups.
- The Council will work on a Participatory Governance Handbook Review Plan at the next meeting.

### **Finance Committee**

The Finance Committee met on 2/23 to review One-Time Funding requests. All of the requests submitted were approved by the committee! The list will then move to College Council and finally to the President for approval. Thank you to Colin who has agreed to step in to serve on this committee for Dr. Beaver-Guzman who is currently on sabbatical.

- Kristina is working on creating a Finance Committee webpage.
- Jeremy Salazar YCCD Controller presented the Total Computational Review (TCR) for district revenue.
- Adrienne requested a clear accounting of the one-time funds (Fiscal Year (FY) 2022-2023 and FY 2023-2024).
- Adrienne also requested that the people who made requests receive clear information about the status of their requests as they move through approval and implementation.
- Adrienne proposes renaming these funds to a more appropriate name like College Annual Savings.

### **Cultural Enrichment Committee**

The Cultural Enrichment Committee (CEC) has some great stuff cooking for spring semester! Cultural enrichment displays are up around campus following a revised CEC calendar. Film screenings, multi-cultural week, and other great activities are underway. Check out the [CEC website](#) for current events. Everyone is invited to the CEC meetings happening the last Wednesday of the month, 3-4 pm in Buckeye 104. Each meeting starts with a cultural ice breaker activity. Great ideas that can be used in classes or programs with students. Hope to see you there!

Submitted by  
Adrienne Seegers

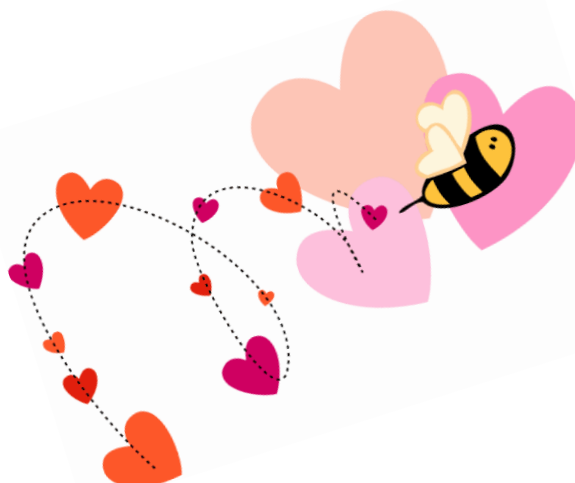
## Distance Education Committee



The Distance Education Committee has met twice this semester so far. Below are highlights discussed during these meetings.

- There is now a Columbia Online Teaching Tools Canvas resource shell. This shell is for Columbia Faculty and Canvas designers. It functions as a space to find guides, resources, and tools for teaching online. Faculty can enroll in the course by clicking the following link or reaching out to me! [bumgardner@yosemite.edu](mailto:bumgardner@yosemite.edu)
  - [Join Columbia Online Teaching Tools](#)
- Small workgroups have been meeting to develop recommended practices for facilitating Regular and Substantive Interaction (RSI) in online courses. This document is part of another project, which is updating the DE Faculty Handbook. Both workgroups have finalized a recommended document for the Committee that will be brought to the March meeting.
- A planned future workgroup will be developing a template “Start Here” module that anyone can adapt for their online courses.
- The Committee also met to review the updates to the DE Plan. Our February meeting was a working meeting in which everyone provided feedback on sections of the plan. We will revisit a revised version in March.
- Significant updates to the [Online Learning webpage](#) have taken place. The front page is full of student resources, and there have also been updates to the page on [Faculty Resources](#).
- The committee has also been discussing recent updates to Title 5 that will require any technology requirements in an online course shared with students at the time of enrollment.
- A survey was sent out about upcoming workshop topics and tools we’ve been discussing as a committee. If you haven’t completed that, please do! Your input is greatly appreciated! [Distance Education Survey](#)
- In-Service Week workshops hosted on January 9<sup>th</sup> and 10<sup>th</sup> included Canvas Course Copying Tips, Canvas Hidden Gems, and What’s New with Canvas? There were also three workshops in February: Canvas Discussion and Announcement Redesign and the Canvas Studio Series Part 1 and 2. I am working on keeping a list of recordings of most workshops in the new Columbia Online Teaching Tools resource shell. They’re in the first module, “Workshop Recordings.”
- The Canvas Discussion and Announcement Redesign will be live in Canvas courses after spring courses end and before summer courses begin. To prepare for this change, I’m hosting a monthly overview of what the update looks like. March 8<sup>th</sup> at 11 am is the next session! Check the Vision Resource Center for details and to register for Flex.

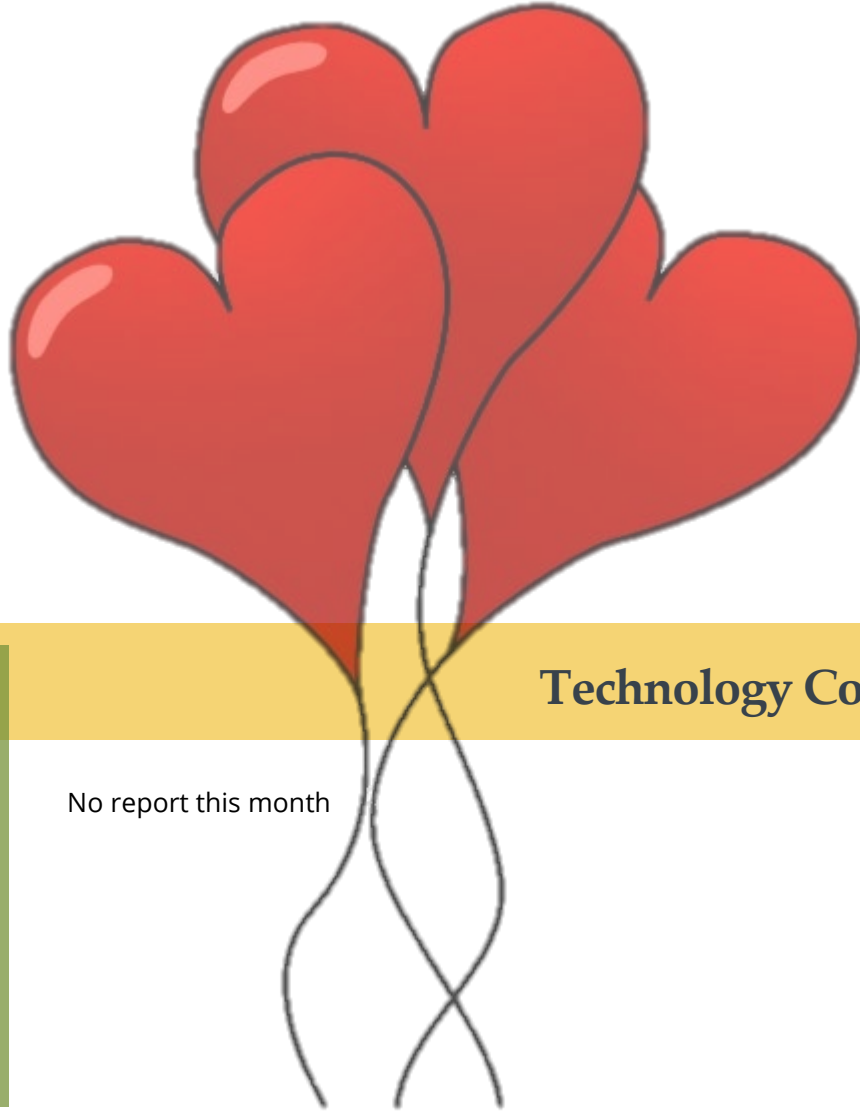
Submitted by,  
Ashli Bumgardner



## Part-time Faculty Representative Report



No report this month



## Technology Committee

No report this month

## Foundation Faculty Advisor

Greetings!

It has been an honor to serve as the faculty advisor for the Columbia College Foundation. I appreciate the members' dedication and enthusiasm on pursuing their mission: promoting student success by providing community resources that support and expand educational opportunities for Columbia College's students.

The Foundation retreat last fall produced three priorities: develop an alumni association, grow revenue streams and pursue student housing operations in 2024.

The Foundation has been working diligently with the President, and YCCD to facilitate the transfer of the student housing property to the college. YCCD anticipates hiring Greystar, a nationally recognized firm that manages student housing, for a standard 3-year contract to "run" student housing and handle all marketing and leasing responsibilities. A temporary "committee/task force" will likely be formed at YCCD to oversee student housing. The end goal is to develop an organizational structure that makes it possible to fully transfer responsibility for Student Housing to the Foundation. This could take up to three years. During the time that Student Housing resides at YCCD, the Foundation will receive all the net proceeds, allocating those funds to scholarships and other programs that directly benefit students.

Other exciting updates from the Foundation:

- Mini Grants are under review. Many thanks to everyone who submitted projects!
- Our Scholarship cycle is in full swing with reviews underway for more than 100 award categories and more than 240 applicants! Thanks to everyone who submitted references for students, as well as those who are helping with scoring. The Foundation also thanks you for your monthly contributions to these scholarships.
- Early Promise enrollment from local high schools is really encouraging for next fall! Thanks to our great Columbia Outreach Team!
- We've been hosting "Table for 10" dinners at the Cellar Bistro this semester, including a mix of donors, students, staff and faculty. Thanks to the culinary program for this wonderful opportunity to showcase your delicious work!
- The Foundation worked with our athletics department to purchase and distribute more the 65 tickets to this week's Claim Jumper Basketball playoff game. Tickets went to dorm students and local high schools. Go Jumpers!

Thanks for reading!

Submitted by,  
Katryn Weston





## Academic Senate Representative at-Large Report



Hello friends!

I hope you have been well and enjoying the pre-Spring weather! On February 2, I had the opportunity to attend college council and gathered a brief snapshot of information. Please see below for details.

President Tran reported the hiring of a new position and the current positions posted as follows:

- Graphic Media Coordinator hired, pending board approval. Start date: 3/1/24
- Director of Career Planning (k16) and VPI posted for recruitment.

President Tran then announced an update on funding. Some highlights are as follows:

- Proposing to apply for a \$2 million grant to fund a fire tower.
- Applying for \$5 million to build out Columbia's nursing program.

Next, President Tran announced an update on safety at Columbia College as follows:

President Tran indicated that although our campus has security, we need certified officers present on campus. Reasoning behind need for certified officer is to be prepared for an active shooter and to have trainings conducted by certified officers. All constituents for the District Safety Advisory Committee have assigned representatives to serve and names will be forwarded to the Chancellor. More information to come.

Housing was also mentioned. President Tran stated that Columbia College's current dorm lease ends in August 2024 and that the Foundation was interested in running housing. Plans for the district to take back the dorms to run the day-to-day operations is still on the table.

President Tran has also submitted a proposal to the K16 Collaborative to fund a bus that will bring students from Oakdale to Columbia College.

On March 6th (11:30am – 12:30pm) an open forum will be held with the accrediting team. Everyone is welcome to join. President Tran indicated that administration will not be present to allow the community to speak and discuss freely. More details to come.

Feedback from recent workshop with Dr. Regina Stroud will be coming soon. President Tran would like to bring Dr. Stroud back to Columbia for another workshop in the future.

Be well friends. Hoping more sunny days and clear skies come our way.

Submitted by,  
Vanessa Muro-Marai



STUDENTS and FACULTY HAVING FUN!



Teaching and Learning Summit 2024!





March 8  
March 15  
March 22

Child Development Tea Party  
Connecting with Self: Boundaries at Work  
Academic Senate Meeting (Cedar 101)

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### Faculty Birthdays

Rebecca Slate  
Shane Warner

March 19  
March 26



Columbia College

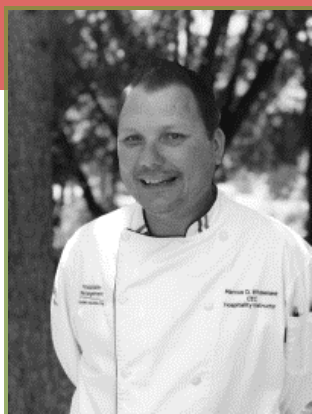
Academic Senate

# Newsletter

November 2023



## President's Report



Greetings Columbia College Family. It has been a busy semester and I can't believe we are approaching finals.

The Academic Senate for California Community Colleges held the Spring Plenary on November 16<sup>th</sup> – 18<sup>th</sup>. I attended virtually and had the honor of being our faculty voice. Attached are the [resolutions](#) that passed the session. I will

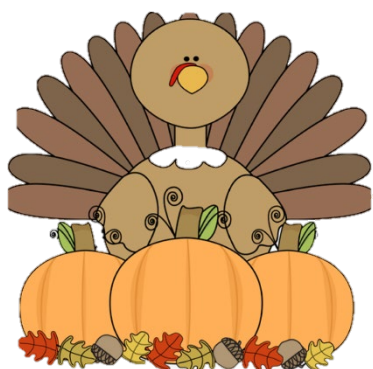
be highlighting the resolutions at our next Academic Senate meeting on December 8<sup>th</sup> but in the meantime, I encourage Faculty members to look them over and if something catches your eye, let me know.

Election Chair Lahna VonEpps has sent out ballots for spring positions, please check your email and vote. I would like to encourage all Faculty members to step out of their comfort zone and be a part of the bigger picture. I also encourage Faculty members to attend the Academic Senate meetings in which our business is conducted. You have a voice!!

President-Elect Eric Andal is leading the charge of having the Academic Senate and the Classified Senate work closely together. I'm looking forward to the projects that are in the works.

Happy Holiday!!

Submitted by,  
Marcus Whisenant



### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

#### Representative-at-Large for College Council

Vanessa Muro-Marai

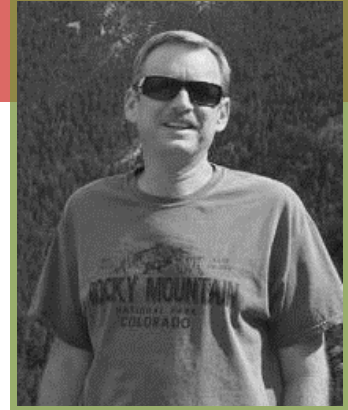
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



### **The Brown Act – Spring, 2024 and Forward**

At our last Senate meeting we discussed the Brown Act and the Senate's requirement to hold meetings in person, beginning January 1st. I've since had some questions from faculty concerning these 'new' rules. So, here's a recap:

The "Classic" (pre-Covid) Brown Act provision allowed for remote teleconferencing. And because the Classic Brown Act still applies, "A" member can join the meeting remotely so long as 1. That remote location is published in the agenda, 2. The remote location is open for the public to join the meeting, and 3. That member does not join remotely for more than 20% of the meetings in a calendar year.

The only real change, starting in January, is one additional option: if "A" member wants to join remotely and has a justifiable reason (caring for a family member, sick, traveling on district business, etc.), that remote location need not be published in the agenda and that location need not be open to the public. While the Senate meetings will need to be scheduled for in-person, faculty may remotely join those meetings for up to 20% of the calendar meetings.

### **VPI**

Our VPI office has experienced some irregularities in terms of having a VPI. As we know, Brian Sanders is currently our (permanent) VPI. However, he was assigned as MJC's interim VPI and he remains in that position today. To fill his spot, Raelene stepped up as our interim VPI. But Raelene is currently on leave. Dr. Tran chose to fill the VPI vacancy by assigning those tasks to Melissa Raby, as an additional duty. But that doesn't seem like a prudent move, IMO. The VPI on any campus is arguably one of the most important positions. The VPI ensures compliance with many Title V mandates, oversees enrollment management, serves as the district officer for our curriculum issues, and many more very vital tasks. VPI duties can't be effectively accomplished as additional duties.

Brian Sanders is a finalist for the president position at Woodland Community College and also MJC. If he becomes a president at one of those colleges, or does not get one of those positions and decides not to return to Columbia College, we need to work with administration to get the search going for a permanent VPI quickly!

Submitted by,  
Erik Andal



## Curriculum Chair Report

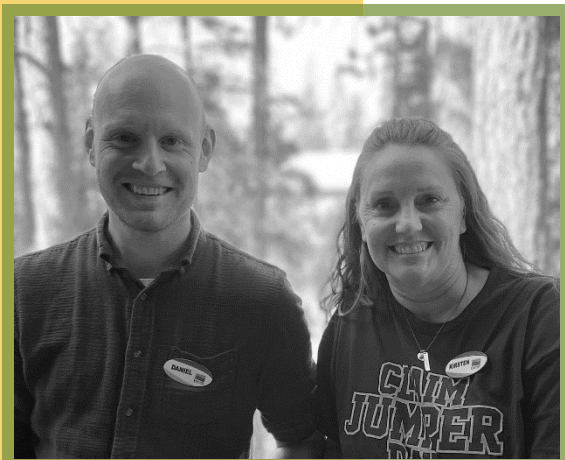


The Curriculum Committee continues to move forward with implementation and operationalization of multiple legislative modifications to California Educational Code. A big thanks to all the members of the Committee for their commitment to the well-being of the college's curriculum.

- The Academic Senate approved the Columbia College Philosophy and Criteria for Associate in Science and Associate in Arts Degrees and General Education at the November 17, 2023 Academic Senate meeting.
  - Area E will no longer be a part of CCGE
- In addition, our Noncredit Coursework and Certificates of Competency and Completion Requirements for the 2024-2025 Catalog were approved.
- Columbia College's guiding principles for Activity Units were also approved. Activity units at Columbia will be referred to as "Lab with Homework (Activity) Units".
- New courses were assigned to appropriate disciplines in the following areas: Ethnic Studies, Music, Geography and Guidance.
- Columbia's Baccalaureate Degree Proposal in Cooperative Land Stewardship was denied approval by the CCC Chancellors Office on 10/13/23 however, administration plans to resubmit in January.
- In Spring 2024 the Curriculum Committee will be reviewing curriculum developed by MJC faculty working on stipends resulting from a grant award related to Health Career Education. Administration informs us that we will be offering a Certified Nursing Assistant (CNA) Skills Attainment Certificate as well as a Medical Assistant (MA) Certificate of Achievement. Columbia College does not currently employ any qualified discipline faculty in Medical or Health Career Education which is why MJC faculty will develop the curriculum. Administration is going after grants in areas that we do not have fulltime faculty. Full-time faculty were not requested in the College Outlook.
- The Academic Senate approved waiving the Academic Senate bylaws to include all full-time faculty members as eligible to serve as Curriculum Chair for the 2024-2025 academic year.
- SLOPR Coordinator position on Curriculum Committee updated to SLO Coordinator to reflect changes to the SLO MOU .
- Title 5 (55250 et seq) has been updated with regards to Work Experience. This will require modification on all Work Experience classes in all disciplines. The Curriculum Committee is seeking to coordinate with administration on the appropriate course of action for these modifications and alignment with board policy.

Submitted by,  
Alicia Kolstad-Curriculum Chair





As we are starting to get the hang of this TLC thing, we have determined that we need a good process for proposals, especially when it comes to our grant funding and stipends for professional development. We want to be transparent, in line with YFA, and also be able to maximize the faculty, staff, and student benefit from this grant funding while we have it! So, we'll be working on that, but don't let that hinder you from bringing your great ideas forward. Watch for some professional development workshop invitations in the spring, as well as more and different types of speaker series events based on your suggestions. Keep your ideas coming – we have funding for Teaching Test Kitchen Labs (TTKL), Ethnic Studies curriculum development, ZTC (zero/low-cost textbooks), the Culturally Responsive Pedagogy Grant, and maybe others that could be used to fund your ideas for professional development.

## Teaching, Learning, and Community

We are SOOOO excited to host our first (of more?) TLC Teaching and Learning Summit, Feb 29 & March 1 featuring Dr. Sandra McGuire (renowned speaker and author of Teach Yourself to Learn), as part of our Speaker Series. We will also have some fun lunches book club style in preparation for the Summit, and a possible TTKL opportunity for integrating these strategies into your teaching pedagogy. We have started a planning group (meeting on Monday afternoons if you are interested in joining – let us know), but in the meantime save the date! More details coming soon!

We have a couple faculty members taking advantage of our Peer Observation Pool (POP) this year, so you may get lucky and asked to be observed. Remember, this is not part of our formal evaluation process, but an incentivized way to learn from amazing colleagues that can help you do your work better, in our own disciplines and outside of them. You can POP, too! Learn more and find the application [here](#).

Ashli Bumgardner, DE Coordinator, has been diligently working on bringing us demo opportunities for Simple Syllabus so we all can weigh in on the important decision of whether or not to implement this digital syllabus tool. If we do this... it will be for ALL faculty and class syllabi, so your feedback is important. We have been given the green light on financing, so now it's up to faculty to make a deciding vote before the end of the term (hopefully at our upcoming Senate meeting). Please contact [Ashli](#) if you have any questions.

Thanks to Stephanie Beaver-Guzman for bringing our Native Voices event to campus- it was a powerful evening and well attended- what a great event for our community to come and learn together. We are also in the planning stages of Spring term's Professional Development Day (formerly known as Flex) and hope to see you all there. We'll be sending out an invitation with the agenda once we get it nailed down so you can see how cool it will be 😊. And... I'm excited that Daniel wants to keep going with me on this crazy train for next year – remember to vote for our Academic Senate positions to lock him in, lol!

Submitted by,  
Kirsten Miller



**When you think of professional development... think TLC!**

## **Institutional Effectiveness Committee, Finance Committee, and Cultural Enrichment Committee**



### **Institutional Effectiveness Committee (IEC)**

The November Institutional Effectiveness Committee meeting was cancelled. The next meeting will take place on 12/4 from 3:00-4:30. Topics include updates on Accreditation/ISER, Teaching Learning and Community (TLC), an enrollment snapshot, and a discussion about the findings from the Governance Survey completed during spring 2023. If you have ideas, questions, or concerns about institutional effectiveness, let us know! I am one of the current tri-chairs and Kirsten Miller and Jim Retemeyer also serve as faculty reps on the Council.

### **Finance Committee**

The Finance Committee will hold its first meeting of the semester on 12/11 under the leadership of Kristina Godinez who is the new Senior Director of Administrative Services. If you have questions or concerns regarding the College's finances, please share them with me or Dr. Stephanie Beaver-Guzman and we will bring them forward. We'll have more to report after the first meeting!

### **Cultural Enrichment Committee**

The Cultural Enrichment Committee (CEC) has met twice this semester (last Wednesday of the month from 3:00-4:00 Buckeye 104). We are very proud to have supported the 5th Native Voices event on 11/16. Thank you to Dr. Stephanie Beaver-Guzman for her continued leadership in bringing Native issues and voices to the forefront on our campus. We are already holding the date for La Fiesta on 10/5/2024! Thank you to Vanessa Muro-Marai for her leadership of this event.

The group has updated the website to include the new mission statement. We are really pleased to have Ashley Escalera joining us as a student representative. Keep an eye out for cultural enrichment displays and activities around campus and a multi-cultural day in the spring semester. If you have ideas about supporting cultural enrichment on campus, please reach out to me.

Submitted by  
Adrienne Seegers





## Distance Education Committee

The Distance Education Committee held its third meeting of the 2023-2024 school year on November 17th. Below are some highlights of our current work.

- We've been working on growing the representation on our committee, and we're glad to have representation from faculty, staff, and students!
- Efforts from the DE Committee and TLC have moved us forward to demo sessions for Simple Syllabus. We're hosting these open sessions for faculty, staff, deans, and management to try out Simple Syllabus and give feedback. These open sessions occurred November 21, 12-1 pm and 3-4 pm, November 28, 10:30-11:30 am, and November 30, 10-11 am. Feedback from these sessions will be taken to the Academic Senate Executive Team December 1<sup>st</sup>.
- During our workgroup session for the DE Faculty Handbook, we came up with an idea to create a document that includes best practices for regular and substantive interaction as a standalone resource for faculty. A small workgroup of 3 will be creating this document to share back with the committee.
- Thank you to Tamara Oxford for attention to a request for a Mental Health Syllabus Statement! We will be requesting placement of this statement in the Faculty Hub in Canvas.
- We discussed availability of proctoring tools and have decided to look into pricing for Proctorio. This could be a helpful tool for online courses that need proctored exams.
- We started brainstorming ideas for Spring 2023 Professional Development and plan to finalize those plans after our December 8<sup>th</sup> meeting.



Submitted by,  
Ashli Bumgardner

## Part-time Faculty Representative Report

No report this month



## Technology Committee



The Technology Committee met on November 16.

- Some Committee members have shifted since the last meeting in the spring; consequently, all participants were introduced. Brook Crouse, Executive Secretary of Student Services conducted the meeting.
- Jeff Swank reported on the issues with the Oak Pavilion sound system which was installed incorrectly, and now is being assessed and problem solved.
- Martin Kjaer led a discussion about charging students for nonreturn of laptops. Suggested fees would be \$150 for old laptops, \$450 for new ones, and an undisclosed amount for the high-end laptops.
- Martin encouraged anyone interested in replacing old computers for their department, to get a quote from our IT. Current money for replacement of computers will not be like it was during Covid. Purchasing computers will be a department-by-department decision pending available funding.
- Ryan Brady announced that New Firewalls have been installed across the District providing greater protection for the network. Eventually Columbia will be getting new desk phones.
- A discussion about MFA (multifactor authentication) took place. All colleges that receive federal money, (like Pell Grants) are required to implement MFAs. There is currently the ability to sign up for MFA via the IT Service Portal for those who wish to participate in a soft roll out.
- Joe Macklin announced that they are now working on the CVC-OEI (California Virtual College-Online Educational Initiative) which will allow Columbia College to become a teaching college for Distance Education. That could occur sometime in the spring semester.

Submitted by,  
Kath Christensen

## Academic Senate Representative at-Large Report



College Council Report:

- College store: vending machines in progress
- Spring Marketing: Marketing will reach to Oakdale, with postcards mailed out. Request to look into adding Waterford area for marketing.
- Holiday Celebration: 12/6: 11:30-1pm, ugly sweater contest for staff and student leaders
- K16: Secured for \$18.1 million

I wish you all good health, quality time with loved ones, and joy as we approach the holiday seasons.

Be well friends, see you in the next year!

Submitted by,  
Vanessa Muro-Marai



Ofrenda

## STUDENTS HAVING FUN!



Student Trustee, Alyssa Rae Samaripa being sworn in by Chancellor Young

Faulty Getting Involved and Having Fun!



Child Development Event!





December 6  
December 7  
December 8

Employee Holiday Lunch  
Cram Night (4-8pm)  
Academic Senate Meeting

January 11  
January 26

Academic Senate In-service Meeting  
Academic Senate Meeting

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### Faculty Birthdays

Tom Hofstra  
Joe Manlove  
Ruth Macneille  
Tom Johnson  
Adrienne Seegers  
Colin Thomas  
Tim Elizondo  
Jesse Ray

December 9  
December 11  
December 13  
December 17  
December 23  
December 26  
December 29  
December 29

Rebekah Rogers     January 2  
Erik Andal            January 5  
Nate Rien            January 11  
Don Dickinson        January 19

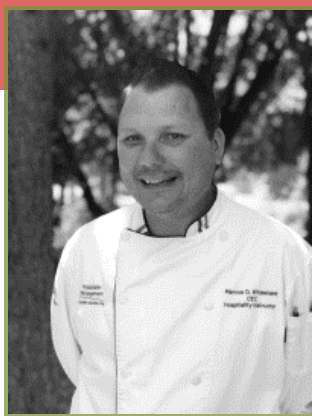


# Newsletter

October 2023



## President's Report



As Academic Senate President, I have the honor of serving as Columbia College's [ASCCC](#) voice at this Falls Plenary session. The Fall plenary will take place on November 16<sup>th</sup> and will conclude on November 18<sup>th</sup>. The resolution packets will be available on November 2<sup>nd</sup> and I will send that packet out for faculty feedback.

I attended the Area A meeting last Friday and it was a great experience to talk with other Area A members and discuss the upcoming resolutions.

Our own Academic Senate is busy wrapping up the FHP process. On November 3<sup>rd</sup> a team of Faculty members will meet with the administration team to solidify the hiring list that will be passed on to Dr. Tran. This process is always tough, as we as Faculty members want the best for our students and our college. I would like to personally thank the Faculty for taking part in these somewhat difficult conversations.

### A few notables from the past full AS meeting:

- Professor Colin Thomas presented the ISER for its first reading. The first reading was approved and will make its way back to the Senate floor at our next meeting on November 17<sup>th</sup>.
- Dean Mike Igoe presented the EMP for its second reading. The second reading was approved and will be sent to the College Council.
- Professor and President-Elect Erik Andal presented the second reading of Resolution FA23-A which establishes a line of communication between the AS President and Columbia Colleges President when it comes to participatory governance and grants. The second reading passed but there are many next steps. Eric and I will be meeting with Dr. Tran on this resolution and soliciting feedback from our colleagues.
- Resolution FA23-B was passed in which the current leadership team to stay in place for a second year bypassing the election process. I would like to thank all Faculty for allowing Lahna, Eric, and myself to continue to serve in our current roles next year.

Respectfully,  
Marcus Whisenant

### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

#### Representative-at-Large for College Council

Vanessa Muro-Marai

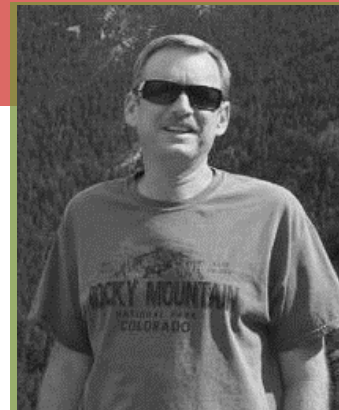
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



### **FHP Process**

At the time of this writing we look forward to our FHP meeting on Friday, October 27th. We have all been asked to complete a survey that addresses each proposal, which will be compiled as a resource for this meeting. And at this meeting, we will build consensus as to the rankings of each proposal.

Then, a combined faculty-administration FHP committee will meet to finalize the rankings of the FHP proposals. *Note: the faculty consensus on the ranking may change, based on the discussions during this meeting.* Those rankings will then go to Dr. Tran, for her final determination on which faculty positions are to be filled.

Each year the district authorizes new and replacement positions that Columbia College can fill. Some years we are authorized no new faculty positions. It seems that an average of two or so positions are authorized. However, we've seen many more faculty positions authorized in recent years. Marcus and I met with Dr. Tran on Tuesday, October 24<sup>th</sup> and she confirmed that the district has not yet authorized new faculty positions. While I have not been involved in Senate leadership for a while, I don't believe that it is unusual for us not to have faculty positions authorized this early in the year. The district uses many metrics to make decisions on new and replacement faculty positions. And so FTES, retirements, and other data for this year may be needed to inform the district their authorizing faculty hiring. From my memory, it seems that late the fall, or early in the spring semester is a more common timeframe for the district to announce new faculty positions.

### **50% Law**

As an FYI, the 50% Law refers to the requirement that all k-12 and community college districts must spend at least 50% of their budget for instruction. And specifically, *direct* instruction. What this boils down to is classroom teachers and classified staff positions that support that direct instruction. So, for examples, positions such as a counselor, administrator, or admissions and records specialist would not be considered direct instruction. The 50% Law is one of many considerations that the district uses to determine new or replacement faculty hiring.

By Erik Anddal



## Curriculum Chair Report



Hello curriculum friends!

The Curriculum Committee has been busy! In addition to reviewing over 100 courses and their DE/CE Addenda and almost 25 awards this fall (roughly ¼ of our curriculum), the Committee has the following news:

- 1. SLO Coordinator MOU:** An MOU has been developed to separate Program Review from Student Learning Outcomes coordination. The Academic Senate is seeking a Student Learning Outcome Coordinator. This position comes with 40% release time. I have included [a link to the current MOU](#), which passed its first reading at the October 20<sup>th</sup> Academic Senate meeting. We need a name to submit for TBD on the second reading at the November 17<sup>th</sup> meeting. If you are interested, please contact Marcus Whisenant or Alicia Kolstad. The Curriculum Committee Bylaws will be updated to reflect the SLO Coordinator and remove PR.
- 2. In preparation for the implementation of Curriculum-Related Initiatives** the Curriculum Committee Chair, Curriculum Specialist and the Articulation Officer, began a discussion with acting VPI Melissa Raby to review the following Curriculum Related Initiatives:
  - Resolution Number 04.02
  - CalGETC
  - AB 1460, AB 928, AB 1111 and AB 927
  - Standards, Policies & Procedures for Intersegmental General Education Transfer Curriculum Version 2.3

These initiatives will require extensive planning and human resources to fully implement. The acting VPI agreed that we should begin planning for our **Articulation officer to receive 100% release time beginning Spring 2024**. As a point of clarification, Melissa Raby did not think we needed to take this through the Academic Senate as a resolution or MOU. She indicated that she would follow up as soon as possible to codify this plan. After sharing this information with Academic Senate leadership, it was decided that we would prepare a Resolution to codify the plan. You should expect to see a first reading at the November Academic Senate meeting.

- 3. Elections Curriculum Chair-** Columbia College will need to secure a new Curriculum Chair for 2024-2026 academic years. Based on our current bylaws the following individuals are eligible to be the chair. Currently there is 50% release time for the Curriculum Chair. Discussions have begun with the Acting VPI regarding the appropriateness of this release time amount given the curriculum related initiatives. Additional information will be shared as it develops.

Curriculum Chair Eligibility:

Erik Andal	Randy Barton	Ashli Bumgardner	Rebekah Rogers
Juan Pablo Sanchez	Don Dickinson	Tom Hofstra	Joe Manlove
Marcus Whisenant	Nate Rien	Lahna VonEpps	Rebecca Slate
			Mike Torok

[Academic Senate Election Procedures](#)

I want to personally thank everyone on the committee for their hard work, time and care on this vital committee that is so important to student success.

Respectfully submitted,  
Alicia Kolstad



## Teaching, Learning, and Community

Happy Fall from TLC!

This is Daniel Godsil, one of your Faculty Co-Chairs.

We have some exciting news to report: Sandra McGuire, the author of Teach Yourself to Learn (our ongoing TLC Book of the Year), is coming to the Columbia College campus in the coming spring semester!



From February 29 to March 1 2024, Dr. McGuire will be here to give a “Teach Yourself (and Students) to Learn” conference—so save the dates! Stay tuned for more information coming shortly; there will be workshops and presentations for faculty, students, tutors, classified folks, and even community members. Kirsten Miller, my dauntless TLC partner, has been hard at work arranging the details and logistics for this visit (thank you Kirsten!).

We still have ongoing opportunities for Teaching Test Kitchen Labs (TTKL) & Peer Observation Pool (POP) applications. Applications and descriptions can be found on the [TLC website](#) if you are interested in these compensated group activities. As a great example, two of our standing committee members, Ashli Bumgardner (Distance Education) and Ruth MacNeille (Biology) have put together a FLEX workshop opportunity called "Welcome Your Students Before Class Begins!" The workshop will be Friday, December 1, 10am-12pm...we hope to see you there!

Also, Lahna VonEpps continues to do awesome work with SPF (Supporting Probationary Faculty), pairing new faculty members with established faculty mentors. If you need specifics on what the faculty mentor/mentee action items are, check out the website!

Thanks to all who submitted ideas for our DEIA speaker series. This is an ongoing process to help the college implement parts of the Culturally Responsive Pedagogy Grant, so please contact either me or Kirsten if you have any other ideas!

We're excited to welcome Jeri Pourchot back as our Classified Representative, and we want to thank Ellen Degerman for her interim work in this role.





## Institutional Effectiveness Committee and Finance Committee



### **Institutional Effectiveness Committee (IEC)**

The IEC met on 11/6 and discussed the results of the Governance Survey, the Educational Master Plan (EMP), and the Cyclic Review Process. Matt shared the participation on the governance survey was lower than the previous year and the group discussed how to increase participation in the future. The survey included three new questions. Matt will share the qualitative responses collected on the survey at a future IEC meeting.

The group approved the second reading of the EMP and sent it on its way to College Council. The EMP is a guiding document that will direct the College for the next 10 years. The group also reviewed and approved the Cyclic Review Process which identifies many College plans and the timeline for updating those plans.

Adrienne is a tri-chair for the IEC this year and Jim Retemeyer and Kirsten Miller are also serving. We are need of one additional faculty member. The IEC meets in the afternoon of the first Monday of the month.

**The Finance Committee will meet for the first time this semester on December 11th.**

By Adrienne Seegers



## Distance Education Coordinator Report



The Distance Education Committee held its second meeting of the 2023-2024 school year on October 20th. Below are some highlights of our current work.

- The Committee has broken into small workgroups to work on updating the Handbooks and Distance Education Plan. We have a goal of getting these updated by the end of the Academic year.
- Our 2023-2024 meeting dates and membership can be found on our [DE Committee webpage](#).
- We had a few new members join our second meeting, including representation from District IT.
- We discussed the results of the Simple Syllabus Sandbox sessions and plan to move to Senate for next steps.
- A couple of faculty are interested in a small pilot of VoiceThread as a tool in Canvas.
- We are also looking into licensed Canva accounts.
- We set our goals as a committee for the year:
  - Get the Handbook and Plan updated!
  - Work on a reference document for faculty on methods of Regular and Substantive Interaction.
  - Compile pedagogical resources for online teaching.
  - Gather data on online enrollment.

By Ashli Bumgardner



## Academic Senate Representative at-Large Report



Hello friends!

I had the opportunity to attend the college council on 10/6 and gathered a brief snapshot of information for your review. I hope everyone's Fall semester has been going well and that you are enjoying the cozy chill air and warm sweaters!

- Approval to add pronoun additions was provided for the following: Xe, Xem, Xir, Xirs and Xirself.
- Academic Calendar: Moved to approve with the addition of Cesar Chavez Day and Native American Indian Day. President Tran stated that she would discuss acknowledgement of days in Academic Calendar with the Chancellor's Cabinet.
- Colombia Delegation Group: Enjoyed visit, one student interested in attending Columbia College.
- K-16 Eastern Sierra Collaborative grant has been submitted. Notification of funding will be sent in November.
- Institutional Effectiveness Partnership Initiative (IEPI) Letter of Interest for Arts, Music & Theatre: Lahna VonEpps and Daniel Godsil requested building of Arts, Music and Theatre programs at Columbia College. Letter of interest for \$200,000 sent to Institutional Effectiveness Partnership Initiative (IEPI) towards efforts. President Tran confirmed that letter of interest was not a grant request. President Tran stated if granted award, faculty or personnel will be needed to develop program in partnership with IEPI.
- Student Success Council (SSC): Student Success Proposal. Process for new ideas. Staff/faculty/students are encouraged to submit proposals. Data available for review on Columbia College Research and Planning website. [https://www.gocolumbia.edu/institutional\\_research/](https://www.gocolumbia.edu/institutional_research/)
- Student Club GSA is changing their name to the Gender Sexuality Alliance.

Be well, stay warm, and keep being the rockstars for our students that you all are,

By Vanessa Muro-Marai

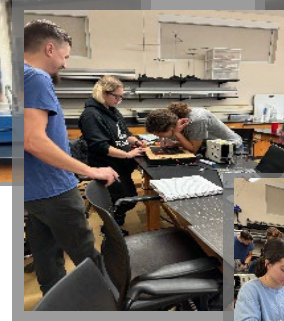


## Part-time Faculty Representative Report

No report this month



STUDENTS HAVING FUN!



Faulty Getting Involved and Having Fun!



Grad App Event!





**November 1**

**Getting Fancy with Finances**

**November 17**

**Academic Senate Meeting**

**November 23 & 24**

**Thanksgiving Holiday**

---

### **Important Cellar Bistro Dates**

October 31<sup>st</sup> & November 2<sup>nd</sup> – Regular Service

November 7<sup>th</sup> & November 9<sup>th</sup> – Regular Service

November 14<sup>th</sup> – No Service

November 16<sup>th</sup> – Harvest Buffet (Details will be sent out) **This is also the last day of service.**



Columbia College

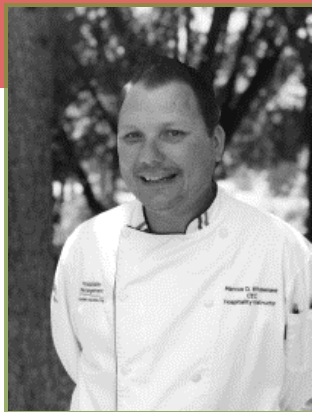
Academic Senate

# Newsletter

September 2023



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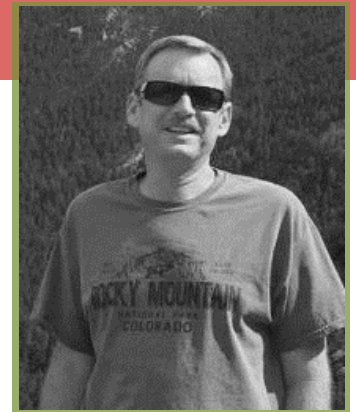
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## Part-time Faculty Representative Report



Hello Colleagues,

Welcome to Fall semester. I am Shannon Van Zant, your part time representative to the Academic Senate Executive Committee and one of your representatives to Academic Senate. Alison Schult and Robert Bannwarth are your other two representations. As such, we hope to represent your interests in the 10+1 items that are the purview of the Academic Senate, which include curriculum, grading policies, degree and certificate requirements, accreditation, professional development, programs, etc. If you have any questions, comments or concerns on any of these matters, please let me, Ali or Robert know.

One thing that is in the works that you should look for in the coming months is the implementation of a two-factor authentication process for Columbia. You will be getting emails from the college with more details in the months to come.

Academic Senate is also currently working on faculty hiring proposals, so if you are working in a department that is understaffed now is the time to bring it to the attention of full-time faculty in the department. If there is no full-time faculty in the department, please contact me or Marcus Whisenant and we will do our best to get a proposal for your area.

Let's have a great semester!

## Important Dates for October



**October 13, 2023**

**Accreditation: Final Steps (lunch)**

**October 18, 2023**

**Board of Trustees Meeting at Columbia**

**October 20, 2023**

**Full Academic Senate Meeting**

**October 27, 2023**

**Academic Senate FHP Ranking Meeting**

**October 28, 2023**

**Curriculum Deadline**

Faculty Getting Involved and Having Fun!

Pancakes with Professors!



Columbia College

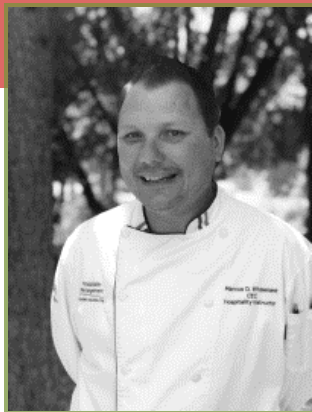
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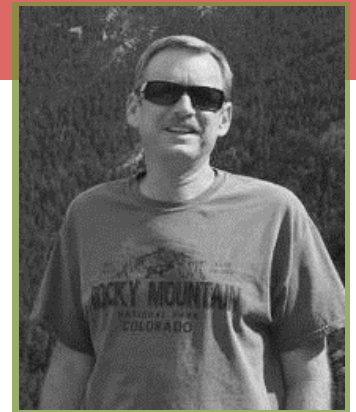
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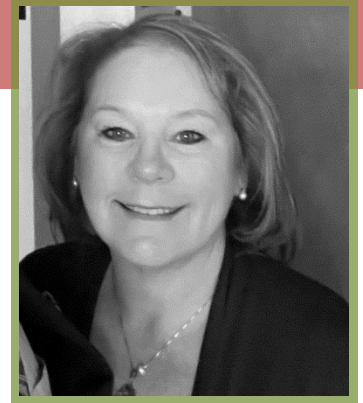
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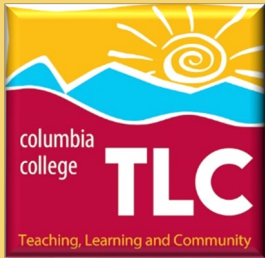
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## Part-time Faculty Representative Report



Hello Colleagues,

Welcome to Fall semester. I am Shannon Van Zant, your part time representative to the Academic Senate Executive Committee and one of your representatives to Academic Senate. Alison Schult and Robert Bannwarth are your other two representations. As such, we hope to represent your interests in the 10+1 items that are the purview of the Academic Senate, which include curriculum, grading policies, degree and certificate requirements, accreditation, professional development, programs, etc. If you have any questions, comments or concerns on any of these matters, please let me, Ali or Robert know.

One thing that is in the works that you should look for in the coming months is the implementation of a two-factor authentication process for Columbia. You will be getting emails from the college with more details in the months to come.

Academic Senate is also currently working on faculty hiring proposals, so if you are working in a department that is understaffed now is the time to bring it to the attention of full-time faculty in the department. If there is no full-time faculty in the department, please contact me or Marcus Whisenant and we will do our best to get a proposal for your area.

Let's have a great semester!

## Important Dates for October



**October 13, 2023**

**Accreditation: Final Steps (lunch)**

**October 18, 2023**

**Board of Trustees Meeting at Columbia**

**October 20, 2023**

**Full Academic Senate Meeting**

**October 27, 2023**

**Academic Senate FHP Ranking Meeting**

**October 28, 2023**

**Curriculum Deadline**

Faculty Getting Involved and Having Fun!

Pancakes with Professors!





Columbia College

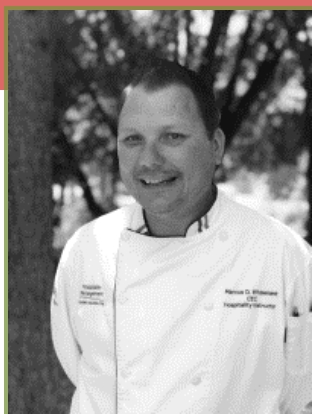
Academic Senate

# Newsletter

November 2023



## President's Report



Greetings Columbia College Family. It has been a busy semester and I can't believe we are approaching finals.

The Academic Senate for California Community Colleges held the Spring Plenary on November 16<sup>th</sup> – 18<sup>th</sup>. I attended virtually and had the honor of being our faculty voice. Attached are the [resolutions](#) that passed the session. I will

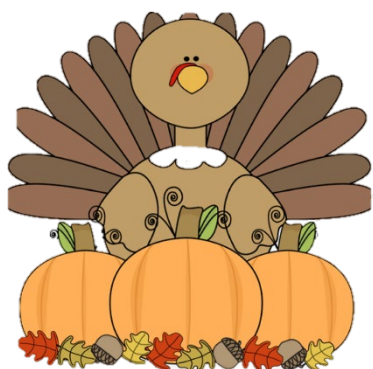
be highlighting the resolutions at our next Academic Senate meeting on December 8<sup>th</sup> but in the meantime, I encourage Faculty members to look them over and if something catches your eye, let me know.

Election Chair Lahna VonEpps has sent out ballots for spring positions, please check your email and vote. I would like to encourage all Faculty members to step out of their comfort zone and be a part of the bigger picture. I also encourage Faculty members to attend the Academic Senate meetings in which our business is conducted. You have a voice!!

President-Elect Eric Andal is leading the charge of having the Academic Senate and the Classified Senate work closely together. I'm looking forward to the projects that are in the works.

Happy Holiday!!

Submitted by,  
Marcus Whisenant



### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

#### Representative-at-Large for College Council

Vanessa Muro-Marai

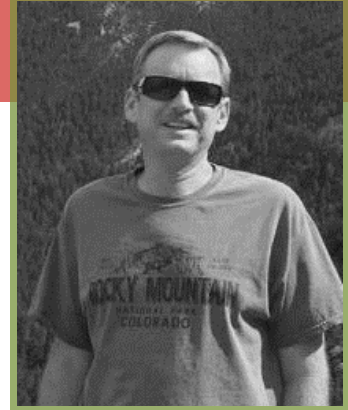
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



### **The Brown Act – Spring, 2024 and Forward**

At our last Senate meeting we discussed the Brown Act and the Senate's requirement to hold meetings in person, beginning January 1st. I've since had some questions from faculty concerning these 'new' rules. So, here's a recap:

The "Classic" (pre-Covid) Brown Act provision allowed for remote teleconferencing. And because the Classic Brown Act still applies, "A" member can join the meeting remotely so long as 1. That remote location is published in the agenda, 2. The remote location is open for the public to join the meeting, and 3. That member does not join remotely for more than 20% of the meetings in a calendar year.

The only real change, starting in January, is one additional option: if "A" member wants to join remotely and has a justifiable reason (caring for a family member, sick, traveling on district business, etc.), that remote location need not be published in the agenda and that location need not be open to the public. While the Senate meetings will need to be scheduled for in-person, faculty may remotely join those meetings for up to 20% of the calendar meetings.

### **VPI**

Our VPI office has experienced some irregularities in terms of having a VPI. As we know, Brian Sanders is currently our (permanent) VPI. However, he was assigned as MJC's interim VPI and he remains in that position today. To fill his spot, Raelene stepped up as our interim VPI. But Raelene is currently on leave. Dr. Tran chose to fill the VPI vacancy by assigning those tasks to Melissa Raby, as an additional duty. But that doesn't seem like a prudent move, IMO. The VPI on any campus is arguably one of the most important positions. The VPI ensures compliance with many Title V mandates, oversees enrollment management, serves as the district officer for our curriculum issues, and many more very vital tasks. VPI duties can't be effectively accomplished as additional duties.

Brian Sanders is a finalist for the president position at Woodland Community College and also MJC. If he becomes a president at one of those colleges, or does not get one of those positions and decides not to return to Columbia College, we need to work with administration to get the search going for a permanent VPI quickly!

Submitted by,  
Erik Andal



## Curriculum Chair Report

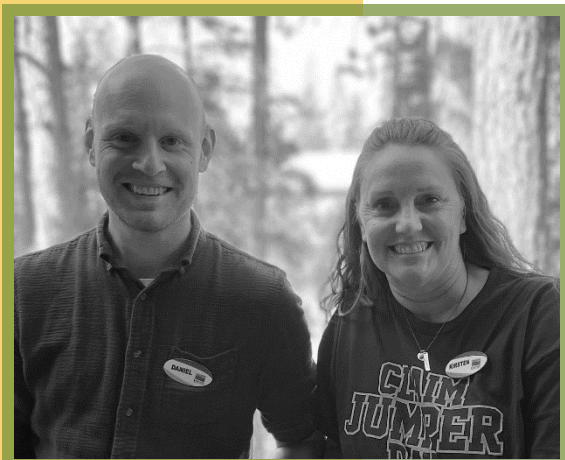


The Curriculum Committee continues to move forward with implementation and operationalization of multiple legislative modifications to California Educational Code. A big thanks to all the members of the Committee for their commitment to the well-being of the college's curriculum.

- The Academic Senate approved the Columbia College Philosophy and Criteria for Associate in Science and Associate in Arts Degrees and General Education at the November 17, 2023 Academic Senate meeting.
  - Area E will no longer be a part of CCGE
- In addition, our Noncredit Coursework and Certificates of Competency and Completion Requirements for the 2024-2025 Catalog were approved.
- Columbia College's guiding principles for Activity Units were also approved. Activity units at Columbia will be referred to as "Lab with Homework (Activity) Units".
- New courses were assigned to appropriate disciplines in the following areas: Ethnic Studies, Music, Geography and Guidance.
- Columbia's Baccalaureate Degree Proposal in Cooperative Land Stewardship was denied approval by the CCC Chancellors Office on 10/13/23 however, administration plans to resubmit in January.
- In Spring 2024 the Curriculum Committee will be reviewing curriculum developed by MJC faculty working on stipends resulting from a grant award related to Health Career Education. Administration informs us that we will be offering a Certified Nursing Assistant (CNA) Skills Attainment Certificate as well as a Medical Assistant (MA) Certificate of Achievement. Columbia College does not currently employ any qualified discipline faculty in Medical or Health Career Education which is why MJC faculty will develop the curriculum. Administration is going after grants in areas that we do not have fulltime faculty. Full-time faculty were not requested in the College Outlook.
- The Academic Senate approved waiving the Academic Senate bylaws to include all full-time faculty members as eligible to serve as Curriculum Chair for the 2024-2025 academic year.
- SLOPR Coordinator position on Curriculum Committee updated to SLO Coordinator to reflect changes to the SLO MOU .
- Title 5 (55250 et seq) has been updated with regards to Work Experience. This will require modification on all Work Experience classes in all disciplines. The Curriculum Committee is seeking to coordinate with administration on the appropriate course of action for these modifications and alignment with board policy.

Submitted by,  
Alicia Kolstad-Curriculum Chair





As we are starting to get the hang of this TLC thing, we have determined that we need a good process for proposals, especially when it comes to our grant funding and stipends for professional development. We want to be transparent, in line with YFA, and also be able to maximize the faculty, staff, and student benefit from this grant funding while we have it! So, we'll be working on that, but don't let that hinder you from bringing your great ideas forward. Watch for some professional development workshop invitations in the spring, as well as more and different types of speaker series events based on your suggestions. Keep your ideas coming – we have funding for Teaching Test Kitchen Labs (TTKL), Ethnic Studies curriculum development, ZTC (zero/low-cost textbooks), the Culturally Responsive Pedagogy Grant, and maybe others that could be used to fund your ideas for professional development.

## Teaching, Learning, and Community

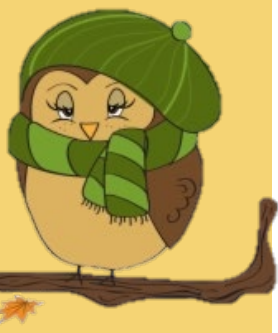
We are SOOOO excited to host our first (of more?) TLC Teaching and Learning Summit, Feb 29 & March 1 featuring Dr. Sandra McGuire (renowned speaker and author of Teach Yourself to Learn), as part of our Speaker Series. We will also have some fun lunches book club style in preparation for the Summit, and a possible TTKL opportunity for integrating these strategies into your teaching pedagogy. We have started a planning group (meeting on Monday afternoons if you are interested in joining – let us know), but in the meantime save the date! More details coming soon!

We have a couple faculty members taking advantage of our Peer Observation Pool (POP) this year, so you may get lucky and asked to be observed. Remember, this is not part of our formal evaluation process, but an incentivized way to learn from amazing colleagues that can help you do your work better, in our own disciplines and outside of them. You can POP, too! Learn more and find the application [here](#).

Ashli Bumgardner, DE Coordinator, has been diligently working on bringing us demo opportunities for Simple Syllabus so we all can weigh in on the important decision of whether or not to implement this digital syllabus tool. If we do this... it will be for ALL faculty and class syllabi, so your feedback is important. We have been given the green light on financing, so now it's up to faculty to make a deciding vote before the end of the term (hopefully at our upcoming Senate meeting). Please contact [Ashli](#) if you have any questions.

Thanks to Stephanie Beaver-Guzman for bringing our Native Voices event to campus- it was a powerful evening and well attended- what a great event for our community to come and learn together. We are also in the planning stages of Spring term's Professional Development Day (formerly known as Flex) and hope to see you all there. We'll be sending out an invitation with the agenda once we get it nailed down so you can see how cool it will be 😊. And... I'm excited that Daniel wants to keep going with me on this crazy train for next year – remember to vote for our Academic Senate positions to lock him in, lol!

Submitted by,  
Kirsten Miller



**When you think of professional development... think TLC!**

## Institutional Effectiveness Committee, Finance Committee, and Cultural Enrichment Committee



### **Institutional Effectiveness Committee (IEC)**

The November Institutional Effectiveness Committee meeting was cancelled. The next meeting will take place on 12/4 from 3:00-4:30. Topics include updates on Accreditation/ISER, Teaching Learning and Community (TLC), an enrollment snapshot, and a discussion about the findings from the Governance Survey completed during spring 2023. If you have ideas, questions, or concerns about institutional effectiveness, let us know! I am one of the current tri-chairs and Kirsten Miller and Jim Retemeyer also serve as faculty reps on the Council.

### **Finance Committee**

The Finance Committee will hold its first meeting of the semester on 12/11 under the leadership of Kristina Godinez who is the new Senior Director of Administrative Services. If you have questions or concerns regarding the College's finances, please share them with me or Dr. Stephanie Beaver-Guzman and we will bring them forward. We'll have more to report after the first meeting!

### **Cultural Enrichment Committee**

The Cultural Enrichment Committee (CEC) has met twice this semester (last Wednesday of the month from 3:00-4:00 Buckeye 104). We are very proud to have supported the 5th Native Voices event on 11/16. Thank you to Dr. Stephanie Beaver-Guzman for her continued leadership in bringing Native issues and voices to the forefront on our campus. We are already holding the date for La Fiesta on 10/5/2024! Thank you to Vanessa Muro-Marai for her leadership of this event.

The group has updated the website to include the new mission statement. We are really pleased to have Ashley Escalera joining us as a student representative. Keep an eye out for cultural enrichment displays and activities around campus and a multi-cultural day in the spring semester. If you have ideas about supporting cultural enrichment on campus, please reach out to me.

Submitted by  
Adrienne Seegers



## Distance Education Committee

The Distance Education Committee held its third meeting of the 2023-2024 school year on November 17th. Below are some highlights of our current work.

- We've been working on growing the representation on our committee, and we're glad to have representation from faculty, staff, and students!
- Efforts from the DE Committee and TLC have moved us forward to demo sessions for Simple Syllabus. We're hosting these open sessions for faculty, staff, deans, and management to try out Simple Syllabus and give feedback. These open sessions occurred November 21, 12-1 pm and 3-4 pm, November 28, 10:30-11:30 am, and November 30, 10-11 am. Feedback from these sessions will be taken to the Academic Senate Executive Team December 1<sup>st</sup>.
- During our workgroup session for the DE Faculty Handbook, we came up with an idea to create a document that includes best practices for regular and substantive interaction as a standalone resource for faculty. A small workgroup of 3 will be creating this document to share back with the committee.
- Thank you to Tamara Oxford for attention to a request for a Mental Health Syllabus Statement! We will be requesting placement of this statement in the Faculty Hub in Canvas.
- We discussed availability of proctoring tools and have decided to look into pricing for Proctorio. This could be a helpful tool for online courses that need proctored exams.
- We started brainstorming ideas for Spring 2023 Professional Development and plan to finalize those plans after our December 8<sup>th</sup> meeting.



Submitted by,  
Ashli Bumgardner

## Part-time Faculty Representative Report

No report this month



## Technology Committee



The Technology Committee met on November 16.

- Some Committee members have shifted since the last meeting in the spring; consequently, all participants were introduced. Brook Crouse, Executive Secretary of Student Services conducted the meeting.
- Jeff Swank reported on the issues with the Oak Pavilion sound system which was installed incorrectly, and now is being assessed and problem solved.
- Martin Kjaer led a discussion about charging students for nonreturn of laptops. Suggested fees would be \$150 for old laptops, \$450 for new ones, and an undisclosed amount for the high-end laptops.
- Martin encouraged anyone interested in replacing old computers for their department, to get a quote from our IT. Current money for replacement of computers will not be like it was during Covid. Purchasing computers will be a department-by-department decision pending available funding.
- Ryan Brady announced that New Firewalls have been installed across the District providing greater protection for the network. Eventually Columbia will be getting new desk phones.
- A discussion about MFA (multifactor authentication) took place. All colleges that receive federal money, (like Pell Grants) are required to implement MFAs. There is currently the ability to sign up for MFA via the IT Service Portal for those who wish to participate in a soft roll out.
- Joe Macklin announced that they are now working on the CVC-OEI (California Virtual College-Online Educational Initiative) which will allow Columbia College to become a teaching college for Distance Education. That could occur sometime in the spring semester.

Submitted by,  
Kath Christensen

## Academic Senate Representative at-Large Report



College Council Report:

- College store: vending machines in progress
- Spring Marketing: Marketing will reach to Oakdale, with postcards mailed out. Request to look into adding Waterford area for marketing.
- Holiday Celebration: 12/6: 11:30-1pm, ugly sweater contest for staff and student leaders
- K16: Secured for \$18.1 million

I wish you all good health, quality time with loved ones, and joy as we approach the holiday seasons.

Be well friends, see you in the next year!

Submitted by,  
Vanessa Muro-Marai



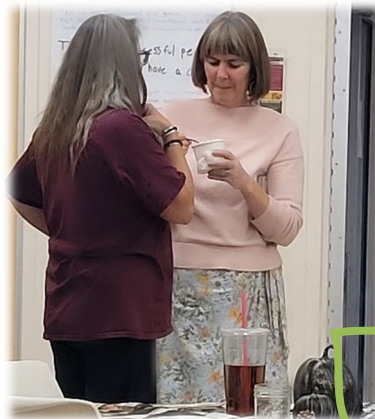
Ofrenda

## STUDENTS HAVING FUN!



Student Trustee, Alyssa Rae Samaripa being sworn in by Chancellor Young

## Faulty Getting Involved and Having Fun!



Child Development Event!







December 6  
December 7  
December 8

Employee Holiday Lunch  
Cram Night (4-8pm)  
Academic Senate Meeting

January 11  
January 26

Academic Senate In-service Meeting  
Academic Senate Meeting

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### Faculty Birthdays

Tom Hofstra  
Joe Manlove  
Ruth Macneille  
Tom Johnson  
Adrienne Seegers  
Colin Thomas  
Tim Elizondo  
Jesse Ray

December 9  
December 11  
December 13  
December 17  
December 23  
December 26  
December 29  
December 29

Rebekah Rogers     January 2  
Erik Andal            January 5  
Nate Rien            January 11  
Don Dickinson        January 19



Columbia College

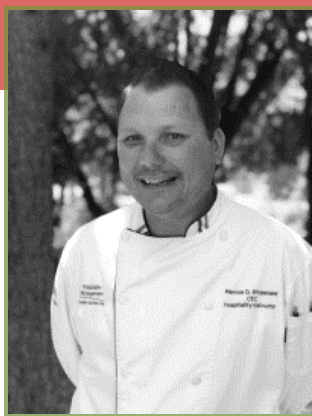
Academic Senate

# Newsletter

October 2023



## President's Report



As Academic Senate President, I have the honor of serving as Columbia College's [ASCCC](#) voice at this Falls Plenary session. The Fall plenary will take place on November 16<sup>th</sup> and will conclude on November 18<sup>th</sup>. The resolution packets will be available on November 2<sup>nd</sup> and I will send that packet out for faculty feedback.

I attended the Area A meeting last Friday and it was a great experience to talk with other Area A members and discuss the upcoming resolutions.

Our own Academic Senate is busy wrapping up the FHP process. On November 3<sup>rd</sup> a team of Faculty members will meet with the administration team to solidify the hiring list that will be passed on to Dr. Tran. This process is always tough, as we as Faculty members want the best for our students and our college. I would like to personally thank the Faculty for taking part in these somewhat difficult conversations.

### A few notables from the past full AS meeting:

- Professor Colin Thomas presented the ISER for its first reading. The first reading was approved and will make its way back to the Senate floor at our next meeting on November 17<sup>th</sup>.
- Dean Mike Igoe presented the EMP for its second reading. The second reading was approved and will be sent to the College Council.
- Professor and President-Elect Erik Andal presented the second reading of Resolution FA23-A which establishes a line of communication between the AS President and Columbia Colleges President when it comes to participatory governance and grants. The second reading passed but there are many next steps. Eric and I will be meeting with Dr. Tran on this resolution and soliciting feedback from our colleagues.
- Resolution FA23-B was passed in which the current leadership team to stay in place for a second year bypassing the election process. I would like to thank all Faculty for allowing Lahna, Eric, and myself to continue to serve in our current roles next year.

Respectfully,  
Marcus Whisenant

### Academic Senate Executive Team

#### President

Marcus Whisenant

#### Vice President/President Elect

Erik Andal

#### Past President

Lahna Von Epps

#### Curriculum Chair

Alicia Kolstad

#### Representative-at-Large for College Council

Vanessa Muro-Marai

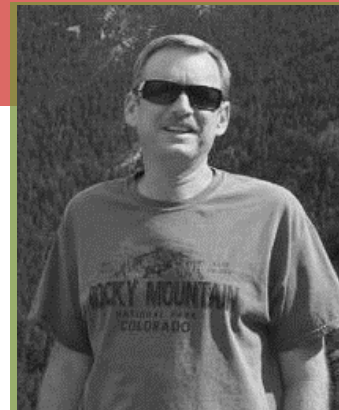
#### Part Time Faculty Representative

Shannon Van Zant

#### YFA Member-at-Large/College Council Representative

Pam Guerra-Schmidt

## Vice President's Report



### **FHP Process**

At the time of this writing we look forward to our FHP meeting on Friday, October 27th. We have all been asked to complete a survey that addresses each proposal, which will be compiled as a resource for this meeting. And at this meeting, we will build consensus as to the rankings of each proposal.

Then, a combined faculty-administration FHP committee will meet to finalize the rankings of the FHP proposals. *Note: the faculty consensus on the ranking may change, based on the discussions during this meeting.* Those rankings will then go to Dr. Tran, for her final determination on which faculty positions are to be filled.

Each year the district authorizes new and replacement positions that Columbia College can fill. Some years we are authorized no new faculty positions. It seems that an average of two or so positions are authorized. However, we've seen many more faculty positions authorized in recent years. Marcus and I met with Dr. Tran on Tuesday, October 24<sup>th</sup> and she confirmed that the district has not yet authorized new faculty positions. While I have not been involved in Senate leadership for a while, I don't believe that it is unusual for us not to have faculty positions authorized this early in the year. The district uses many metrics to make decisions on new and replacement faculty positions. And so FTES, retirements, and other data for this year may be needed to inform the district their authorizing faculty hiring. From my memory, it seems that late the fall, or early in the spring semester is a more common timeframe for the district to announce new faculty positions.

### **50% Law**

As an FYI, the 50% Law refers to the requirement that all k-12 and community college districts must spend at least 50% of their budget for instruction. And specifically, *direct* instruction. What this boils down to is classroom teachers and classified staff positions that support that direct instruction. So, for examples, positions such as a counselor, administrator, or admissions and records specialist would not be considered direct instruction. The 50% Law is one of many considerations that the district uses to determine new or replacement faculty hiring.

By Erik Anddal



## Curriculum Chair Report



Hello curriculum friends!

The Curriculum Committee has been busy! In addition to reviewing over 100 courses and their DE/CE Addenda and almost 25 awards this fall (roughly ¼ of our curriculum), the Committee has the following news:

- 1. SLO Coordinator MOU:** An MOU has been developed to separate Program Review from Student Learning Outcomes coordination. The Academic Senate is seeking a Student Learning Outcome Coordinator. This position comes with 40% release time. I have included [a link to the current MOU](#), which passed its first reading at the October 20<sup>th</sup> Academic Senate meeting. We need a name to submit for TBD on the second reading at the November 17<sup>th</sup> meeting. If you are interested, please contact Marcus Whisenant or Alicia Kolstad. The Curriculum Committee Bylaws will be updated to reflect the SLO Coordinator and remove PR.
- 2. In preparation for the implementation of Curriculum-Related Initiatives** the Curriculum Committee Chair, Curriculum Specialist and the Articulation Officer, began a discussion with acting VPI Melissa Raby to review the following Curriculum Related Initiatives:
  - Resolution Number 04.02
  - CalGETC
  - AB 1460, AB 928, AB 1111 and AB 927
  - Standards, Policies & Procedures for Intersegmental General Education Transfer Curriculum Version 2.3

These initiatives will require extensive planning and human resources to fully implement. The acting VPI agreed that we should begin planning for our **Articulation officer to receive 100% release time beginning Spring 2024**. As a point of clarification, Melissa Raby did not think we needed to take this through the Academic Senate as a resolution or MOU. She indicated that she would follow up as soon as possible to codify this plan. After sharing this information with Academic Senate leadership, it was decided that we would prepare a Resolution to codify the plan. You should expect to see a first reading at the November Academic Senate meeting.

- 3. Elections Curriculum Chair-** Columbia College will need to secure a new Curriculum Chair for 2024-2026 academic years. Based on our current bylaws the following individuals are eligible to be the chair. Currently there is 50% release time for the Curriculum Chair. Discussions have begun with the Acting VPI regarding the appropriateness of this release time amount given the curriculum related initiatives. Additional information will be shared as it develops.

Curriculum Chair Eligibility:

Erik Andal	Randy Barton	Ashli Bumgardner	Rebekah Rogers
Juan Pablo Sanchez	Don Dickinson	Tom Hofstra	Joe Manlove
Marcus Whisenant	Nate Rien	Lahna VonEpps	Rebecca Slate
			Mike Torok

[Academic Senate Election Procedures](#)

I want to personally thank everyone on the committee for their hard work, time and care on this vital committee that is so important to student success.

Respectfully submitted,  
Alicia Kolstad



## Teaching, Learning, and Community

Happy Fall from TLC!

This is Daniel Godsil, one of your Faculty Co-Chairs.

We have some exciting news to report: Sandra McGuire, the author of Teach Yourself to Learn (our ongoing TLC Book of the Year), is coming to the Columbia College campus in the coming spring semester!



From February 29 to March 1 2024, Dr. McGuire will be here to give a “Teach Yourself (and Students) to Learn” conference—so save the dates! Stay tuned for more information coming shortly; there will be workshops and presentations for faculty, students, tutors, classified folks, and even community members. Kirsten Miller, my dauntless TLC partner, has been hard at work arranging the details and logistics for this visit (thank you Kirsten!).

We still have ongoing opportunities for Teaching Test Kitchen Labs (TTKL) & Peer Observation Pool (POP) applications. Applications and descriptions can be found on the [TLC website](#) if you are interested in these compensated group activities. As a great example, two of our standing committee members, Ashli Bumgardner (Distance Education) and Ruth MacNeille (Biology) have put together a FLEX workshop opportunity called "Welcome Your Students Before Class Begins!" The workshop will be Friday, December 1, 10am-12pm...we hope to see you there!

Also, Lahna VonEpps continues to do awesome work with SPF (Supporting Probationary Faculty), pairing new faculty members with established faculty mentors. If you need specifics on what the faculty mentor/mentee action items are, check out the website!

Thanks to all who submitted ideas for our DEIA speaker series. This is an ongoing process to help the college implement parts of the Culturally Responsive Pedagogy Grant, so please contact either me or Kirsten if you have any other ideas!

We're excited to welcome Jeri Pourchot back as our Classified Representative, and we want to thank Ellen Degerman for her interim work in this role.



## Institutional Effectiveness Committee and Finance Committee



### **Institutional Effectiveness Committee (IEC)**

The IEC met on 11/6 and discussed the results of the Governance Survey, the Educational Master Plan (EMP), and the Cyclic Review Process. Matt shared the participation on the governance survey was lower than the previous year and the group discussed how to increase participation in the future. The survey included three new questions. Matt will share the qualitative responses collected on the survey at a future IEC meeting.

The group approved the second reading of the EMP and sent it on its way to College Council. The EMP is a guiding document that will direct the College for the next 10 years. The group also reviewed and approved the Cyclic Review Process which identifies many College plans and the timeline for updating those plans.

Adrienne is a tri-chair for the IEC this year and Jim Retemeyer and Kirsten Miller are also serving. We are need of one additional faculty member. The IEC meets in the afternoon of the first Monday of the month.

**The Finance Committee will meet for the first time this semester on December 11th.**

By Adrienne Seegers



## Distance Education Coordinator Report



The Distance Education Committee held its second meeting of the 2023-2024 school year on October 20th. Below are some highlights of our current work.

- The Committee has broken into small workgroups to work on updating the Handbooks and Distance Education Plan. We have a goal of getting these updated by the end of the Academic year.
- Our 2023-2024 meeting dates and membership can be found on our [DE Committee webpage](#).
- We had a few new members join our second meeting, including representation from District IT.
- We discussed the results of the Simple Syllabus Sandbox sessions and plan to move to Senate for next steps.
- A couple of faculty are interested in a small pilot of VoiceThread as a tool in Canvas.
- We are also looking into licensed Canva accounts.
- We set our goals as a committee for the year:
  - Get the Handbook and Plan updated!
  - Work on a reference document for faculty on methods of Regular and Substantive Interaction.
  - Compile pedagogical resources for online teaching.
  - Gather data on online enrollment.

By Ashli Bumgardner



## Academic Senate Representative at-Large Report



Hello friends!

I had the opportunity to attend the college council on 10/6 and gathered a brief snapshot of information for your review. I hope everyone's Fall semester has been going well and that you are enjoying the cozy chill air and warm sweaters!

- Approval to add pronoun additions was provided for the following: Xe, Xem, Xir, Xirs and Xirself.
- Academic Calendar: Moved to approve with the addition of Cesar Chavez Day and Native American Indian Day. President Tran stated that she would discuss acknowledgement of days in Academic Calendar with the Chancellor's Cabinet.
- Colombia Delegation Group: Enjoyed visit, one student interested in attending Columbia College.
- K-16 Eastern Sierra Collaborative grant has been submitted. Notification of funding will be sent in November.
- Institutional Effectiveness Partnership Initiative (IEPI) Letter of Interest for Arts, Music & Theatre: Lahna VonEpps and Daniel Godsil requested building of Arts, Music and Theatre programs at Columbia College. Letter of interest for \$200,000 sent to Institutional Effectiveness Partnership Initiative (IEPI) towards efforts. President Tran confirmed that letter of interest was not a grant request. President Tran stated if granted award, faculty or personnel will be needed to develop program in partnership with IEPI.
- Student Success Council (SSC): Student Success Proposal. Process for new ideas. Staff/faculty/students are encouraged to submit proposals. Data available for review on Columbia College Research and Planning website. [https://www.gocolumbia.edu/institutional\\_research/](https://www.gocolumbia.edu/institutional_research/)
- Student Club GSA is changing their name to the Gender Sexuality Alliance.

Be well, stay warm, and keep being the rockstars for our students that you all are,

By Vanessa Muro-Marai



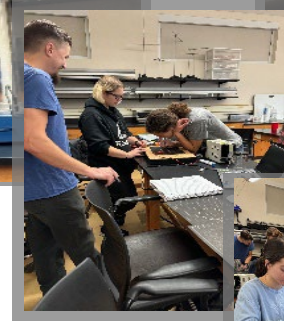


## Part-time Faculty Representative Report

No report this month



## STUDENTS HAVING FUN!



Faculty Getting Involved and Having Fun!



Grad App Event!





**November 1**

**Getting Fancy with Finances**

**November 17**

**Academic Senate Meeting**

**November 23 & 24**

**Thanksgiving Holiday**

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### **Important Cellar Bistro Dates**

October 31<sup>st</sup> & November 2<sup>nd</sup> – Regular Service

November 7<sup>th</sup> & November 9<sup>th</sup> – Regular Service

November 14<sup>th</sup> – No Service

November 16<sup>th</sup> – Harvest Buffet (Details will be sent out) **This is also the last day of service.**

