

COA Academic Senate

Meeting Minutes

Thursday, December 1, 2022

Meeting Called To Order: 12:20pm on Zoom

Note: For Virtual meetings, senators indicate in the Zoom Chat No's and Abstentions.

Quorum: 50% + 1

Senators in Attendance: Marissa Nakano (note-taker), Matthew Goldstein, Susanne Altenbach, Kwesi Wilson, Andrew Park, Bruce Pettyjohn, Fathia Mohamed, George Cruz, Jacinda Marshall, Jacob Schlegel, Richard Kaeser, Jeff Sanceri

Guests in attendance: Dr. Tina Vasconcellos, Dominique Benavides, Jayne Smithson

Agenda Item	Summary	Motion
Agenda Review & Approval for December 1, 2022	No suggestions or changes to Dec 1, 2022 agenda	Motion to Approve Review of Agenda First: M. Nakano Second: A. Park MSU
Review of minutes from November 17, 2022	Any grammatical changes can be sent directly to M. Nakano or M. Goldstein.	Motion to approve minutes. First: S. Altenbach Second: G. Cruz MSU
Action Items:	Google document with Scholarship criteria and application information shared with the meeting attendees. Three tasks:	Motion to move 1. Raise amount of

<p>1. Changes to AS scholarship contributions (A. Park)</p>	<p>1. Increase the scholarship fund from \$500 to \$1,000. Question: where do the funds come from? It's donation that is separate from AS dues, and contributing reserves (balance as of meeting is \$2,500). Possibly that we will award higher amount of scholarships and fewer awardees</p> <p>2. Authorize AS Treasurer to use \$500 from the AS general fund</p> <p>Questions:</p> <p>B. Pettyjohn: is this sustainable? A.Park: This is a new practice. M. Goldstein stated that it's also possible to revise or remove the resolution later if necessary. It's been a great contribution from the senate to the college community</p>	<p>COA AS sch to \$1000 per finalist and 2. authorize \$500 expend to donate to scholar fund from AS general fund</p> <p>First: B. Pettyjohn</p> <p>Second: M. Nakano</p> <p>MSU</p>
<p>Discussion Items:</p> <p>1. Educational Master Plan (D. Benavides)</p>	<p><u>Summary of #1:</u></p> <ul style="list-style-type: none"> • On behalf of the Office of the President. President Bajrami could not be present. • Slides presented and shared with attendees • Provided a recap of the EMP Structure. • M. Goldstein inquired how the teams are structured and how they will conduct business. More information will follow additional meetings between Office of the Pres and AS Board. • D. Benavides provided a summary of West Ed consultant recommendations. Break things up into smaller teams <p>Modifications:</p>	

	<ul style="list-style-type: none"> • “Mission Values and Goals” team created (Dean Shalomon Duke, Kawanna Rollins, and seeking 2-3 faculty) • “Scan, Analysis & Strategic Themes” in smaller teams <ul style="list-style-type: none"> ○ Enrollment & Retention (Dean Amy Lee, Min Wu, and 2-3 faculty) ○ Student Equity & Climate (Dean Eva Jennings, seeking) ○ Teaching & Learning (Dean Lilia Celhay) • Projected timeline shared of what’s happened and what’s expected for Dec 2022/Jan 2023 • Faculty <i>stipend</i> for Jan 2023 for 8 hours, non-instructional hourly rate • Seeking a writer. Job description forthcoming <p>Questions:</p> <ul style="list-style-type: none"> • M. Goldstein: what is the difference between workgroup and team? D. Benavides: workgroups are teams. Essentially the same thing (composure is managers, classified, and faculty) • M. Goldstein: What are the steering committees in relation to workgroup/team? Steering committees: very likely include VPs and Classified and Academic Senate reps. • Concern expressed from M. Goldstein regarding clarity of teams, composition, and expectations. M. Goldstein made it clear that these are questions that will come to light with the future meetings scheduled in Dec • S. Altenbach: asked clarifying questions on what day/times college hour (not clear at time of meeting), the time commitment for committees, and format of meetings (likely virtual) 	
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- T. Vasconcellos: Provided positive feedback and information about West Ed consultant group

Summary #2:

- Every 3 years, the college needs to come up with a new Equity Plan by evaluating our processes and the data that the State produced. Summarized the 5 metrics (I.e. successful enrollment in 1st year; persisted first primary term to subseq primary term, etc)
- Data presented of COA findings in slide show. Shared with attendees. Provided a deeper breakdown of data divided up by equity groups based on State equity groups. Examples:
 - 288 students enrolled, 870 CCC Apply applicants = 33% overall percent enrolled
 - 19% of students who successfully completed transfer math and English.
 - 20% of students transferred to a 4-year
 - 8% attained vision/goal
- Reported that there's participation from classified (larger than previous years), some faculty and some managers. Six meetings planned and final one is next week
- Conducted Empathy Interviews with students. Each team/person interviewed 4-5 students. It's been enlightening. Observing how student-centered this is
- Questions: How did State data come to us to impact our SEA Plan? It's based on COA MIS data and cross referenced against other data collection

<p>2. Student Equity & Achievement Plan (T. Vasconcellos)</p>	<p>powerhouses. D. Benavides shared that this source of data is cleaner than years prior. False application also an impact on data</p> <ul style="list-style-type: none">• Question addressed about 2016-2017 data. This is pertaining to transfer and degree attainment due to the number of years it takes for students to achieve this for SEA Plan currently• T. Vasconcellos is looking forward to providing the executive report soon. FYI West Ed is helping with this pro bono! <p><u>Summary #3</u></p> <p>M. Goldstein is in hopes of revising before he terms out in May 2023. One point is to remove the first few pages of the constitution that use confusing language and revise using more accessible language. This is a preview of coming attractions! Hope is to hold non-senate meetings that are public to make changes in Spring 2023.</p> <ul style="list-style-type: none">• Question: how will these meetings be held? Meeting scheduled to establish the formal processes for revising constitution similar to AS elections process	
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<p>3. CoA AS constitution revisions (M. Goldstein)</p>		
<p>Officer Reports</p>	<p>Make sure to get your benefits paperwork in ASAP. Many folks did not submit (only 65% of folks submitted)</p>	
<p>Announcements</p>	<ul style="list-style-type: none"> • Rock Enroll Events coming up next week! • \$500 on us is happening in Spring '23. Students must have an active financial aid application for 2022-2023 (Dream Act of FAFSA) and enrollment in at least 6 	<p>Motion to extend meeting by 5 minutes</p> <p>First: A. Park</p>

	<p>COA units in spring '23. Funds are disbursed through bankmobile</p> <ul style="list-style-type: none"> • Adopt-A-Family is happening again! Sign up through flyer • Two PFT events are coming up! Email A. Park for more information • S. Altenbach: Any night managers? M. Goldstein will ask at next President meeting • Science Annex and D-bldg heating is still out. Now been 1 month Science courses are being cancelled (J. Schlegel and J. Smithson) 	Second: M. Nakano
DAS Updates/Announcements		
Public Comment		
Proposed agenda items for next meeting February 2, 2023	Email items to M. Goldstein for agenda items.	
Adjournment		<p>Motion to adjourn at 1:30pm</p> <p>First: A. Park</p> <p>Second: M. Nakano</p>