



Cerro Coso Community College Academic Senate Minutes

NOTE: To comply with California Government Code, § 54954.3(a), opportunities for public comment will be allowed during the discussion of each agenda item as it is addressed.

15 February 2024

12:30 pm–2:00 pm

IWV MB 318

Tehachapi 16

BESCC 197

MESCC 228

ZOOM Video Conference

<https://zoom.us/j/96452022197?pwd=ZmMrbFNRWGWQzeE9oaUJqNkZ5bzFhZz09>

Meeting ID: 964 5202 2197

Passcode: 234894

10 + 1

California Code of Regulations, Section 53200(c)

"Academic and professional matters" means the following policy development and implementation matters:

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

Voting Representatives in Attendance (37 Voting members; Quorum is 19): Yvonne Mills (President), Timothy Allen, Suzi Ama, Vivian Baker, Rachel Barksdale, Michael Bonner, Melissa Bowen, Scott Cameron, Deanna Campbell, Julie Cornett, Matt Crow, Clifford Davis, Chris Dugan, Gary Enns, Elisabeth Fuller, Jesus Gayton, Alex Gilewski (1), Karee Hamilton, Tyson Huffman, Kim Kelly, Sarah King, Debilyn Kinzler, Jewel Ludwigsen (1), Tanner McGuire, Ana Mora, Rena Mora, Guck Ooi, Sharlene Paxton, Timothy Randolph, Claudia Sellers, Joe Slovacek, Gaysha Smith, Christine Swiridoff, Matt Wanta



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Non-Voting Representatives in Attendance: Andrew Burch, Jarrod Bowen, Daniel Lautzenheiser, Matt Jones, Valarie Karnes

Absent: Shelly Tannehill (2), Missy Gross (1), Frank Guevara (1)

Guests: Denise Allen (Classified Senate), Michael Chiang (Administration)

We are now down to 36 voting members; quorum is still 19.

- 1. Call to Order: 12:36PM**
- 2. Approval of Minutes* - Approved**
- 3. Open Forum**

Vivian Baker highlighted the credit for prior learning working group, consisting of Nicole Griffin, Peter Falks, Matthew Wanda, Melissa Bowen, Vivian Baker, and Christine Small. Jarrod Bowen introduced the new program for a new aeronautics curriculum, aimed at FAA certifications in mechanics and aeronautical technicians. He also mentioned there is an effort to build a flying program. Tyson Huffman mentioned student government elections coming soon. March 1 start date for self-nominations.

4. College Council Report

- 4.1.** Gray and Associates presented an updated overview of the Facilities Master Plan, including how feedback from constituencies was incorporated/addressed in the plan.*
- 4.2.** The DO has provided a list of grants pursued, attained, or not pursued district-wide to the college. President Hancock is working to attain a better organized version of this document that clarifies receiving bodies (individual colleges or district). Work continues to improve transparency of grants.
- 4.3.** Parking enforcement began Feb. 5. A Community Pass is available for community members who regularly visit campus/use campus facilities.
- 4.4.** Enrollment Management Committee has received formal approval to form a standing committee. Faculty membership includes:
 - 4.4.1.** Faculty chair
 - 4.4.2.** ISEP faculty lead
 - 4.4.3.** Counseling faculty
 - 4.4.4.** 2 L&S faculty
 - 4.4.5.** 2 CTE faculty



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5. Discussion Items for Voting

- 5.1. Revised Academic Calendar (Andrew Burch)* - Yvonne and Andrew clarified this was not a voting item as we have already approved the calendar.
 - 5.1.1. Andrew Burch explained that the district gives a 5-week window for setting approved spring break dates, which can be adjusted without going back to the district.
 - 5.1.2. He also explained the 15 week summer for 2024 and that we would revert to 14 week summers the following years. There was discussion that the gradual shift of the calendar by a day each year is what leads to a 15-week summer every 5 or 6 years.

6. Information Items

- 6.1. SEAC Report (Tyson Huffman)
 - 6.1.1. Tyson briefed the SEAC Report available at: <https://bit.ly/SSSP-Reports>
 - 6.1.2. SEAC is focusing on part time student population. They sent out survey that will finish 19 February.
 - 6.1.3. They will also be sending out a first-time student survey.
 - 6.1.4. There will be a Pride week April 29th – May 2nd
 - 6.1.5. UMOJA invited a campus speaker from 12-2pm February 23. There will be a zoom option.
- 6.2. Upcoming Lunch and Learn: Student Grievance Process. No date yet.
- 6.3. Upcoming Lunch and Learn: Understanding new load sheet format. 1230-1:30pm 20 February.
- 6.4. Senate Exec elections to be held April 4. Known/potential vacancies:
 - 6.4.1. Vice President
 - 6.4.2. Member-at-Large
 - 6.4.3. Treasurer (Scott Cameron happy to step down if given the opportunity)

7. Ongoing Committee Vacancies

- 7.1. Academic reps from L&S to College Council
- 7.2. CIC Social Sciences Rep and VPA Rep
- 7.3. Budget Committee Rep for District
- 7.4. PedTech Rep: 2 vacancies
- 7.5. Academic Petitions Committee: Site Rep and member from Social Sciences, Humanities, or Visual & Performing Arts
- 7.6. Outcomes Assessment Committee: 4 reps needed from Letters and Sciences
- 7.7. District EEO advisory Committee: 1 rep
- 7.8. Program Review: 2 reps
- 7.9. Equivalency Committee: 2 reps (not from Math, Spanish, Counseling, or Industrial Arts)
- 7.10. Safety and Security



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8. President's Report

8.1. Fraud update:

- 8.1.1. District IT continues to revise AI model to catch fraudulent enrollments. AI model being run early Monday mornings and is showing few false positives. Due to success in model, the threshold that flags potential frauds has been lowered as an experiment to try to catch more fraudulent enrollments.
- 8.1.2. The most recent sweep of students put registration holds on 412 new students with 9 false positives (this is a 2.18% false positive rate), so our system is working and continuing to be refined for greater accuracy.
- 8.1.3. Student athletes, students under 24, students with ID.me verification, and students who already had a fraud hold lifted are on the exclusion list.
- 8.1.4. The state's original testing of how many students would be willing to complete the ID.me verification suggested about 75% would be willing. For us, however, we have only seen 9.35% of new applicants opting in. As of 2/8, we have 531 unverified applicants. A&R is meeting regularly to discuss how to approach unverified students and whether holds should be placed on all unverified applicants.
- 8.1.5. Investigating potential API with BankMobile for fraud detection that would catch students after the point of application but before enrollment. Approximate costs of \$100k annually. Going to be sending them a test batch of 1000 students to determine accuracy and usefulness of this technology. Idea would be to give them a test group with 40% not fraud, 40% fraud, and 20% unknown to see what their program can do and how accurate it is.

8.2. BOT update:

- 8.2.1. Non-resident tuition fee being reduced by \$13 a unit.
 - 8.2.2. Approval of Cerro Coso Curriculum Report, which included a number of new programs and certificates: Computer Basics Certificate, Kinesiology AA, Word and Excel Office Skills COC, PowerPoint and Outlook Office Skills COC, and ADN Program Nursing Associate in Science Degree.
- 8.3. Chancellor Steven Bloomberg begins March 1. The Chancellor's Office has reached out to Senate Presidents to arrange an initial meeting and to develop an ongoing meeting schedule between Senate Presidents and the Chancellor.
- 8.4. Faculty chair nominations and voting results have been forwarded to President Hancock. Meetings with nominees to be scheduled soon.

9. Committee Reports

None

10. KCCD/Cerro Coso Reports

- a. Consultation Council – (Yvonne Mills)
 - a. Meets Feb. 27
- b. Union – (Sarah King)
 - a. Negotiations team met to coordinate future negotiations that were tabled in the latest contract.
 - b. The union is looking to meet with part time faculty on every third Tuesday.

Cerro Coso Academic Senate page: <https://www.cerrocoso.edu/faculty/academic-senate>
Academic Senate for California Community Colleges: <http://www.asccc.org>



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- c. The Bishop / Mammoth campus faculty being mandated to hold class via zoom when campus closes for weather, while the same is not true for Tehachapi campus. There was discussion about potential equity issues requiring students to Zoom courses when campus is closed. Yvonne Mills confirmed that she had brought these concerns to President Hancock's attention.
- c. Classified Senate – (Denise Allen)
 - a. Recent senate was largest meeting so far.
 - b. A monthly newsletter is coming. It will be called the Classified Chronicle.
- d. Student Government—(Garrett Wilkinson) – N/A

10. Action Items:

- 10.1 Yvonne to talk to the fraud committee on assessing the full cost of proposed program.
- 10.2 Yvonne to send out call for volunteers for the enrollment management committee.

11. Future Meeting Dates

2023-2024 Meetings:

Meetings will generally occur on the first and third Thursday of the month during College Hour.

March 7
April 4
April 18
May 2

Meetings of the Senate Executive Council

February 22
March 21
April 25

11. Adjournment: 1:42pm

Meeting Chair: Yvonne Mills
Recorder: Michael Bonner

*Documents that can be found on the Academic Senate page of the college website



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<https://www.cerrocoso.edu/faculty-staff/academic-senate.html>

MISSION

The mission of Cerro Coso Community College is to improve the life of every student it serves by prioritizing equity and supporting attainment of educational goals. Through innovative delivery methods, Cerro Coso Community College provides transfer preparation, workforce education, degree pathways, and comprehensive student support services to develop ethical and effective citizenry throughout our vast rural and online communities.

VISION

Cerro Coso Community College will be the first choice in higher education and workforce training for the Eastern Sierra region.

VALUES

The values at Cerro Coso Community College provide the foundation for all academic, student support, and administrative services:

Educate

We provide students with clear and defined degree, certificate, and transfer pathways to ensure timely completion of educational goals. Through a student-centered approach to collegiate learning, and integrated and equitable support services, we promote student success and retention. We foster diversity of thought, curiosity, and critical thinking within a rigorous and safe learning environment to empower our college community to shape a more equitable and inclusive society.

Innovate

We commit to an inclusive, transparent, fluid, and evolving strategic planning process to acknowledge and anticipate the ever-changing workforce and transfer preparation needs of our students. Through implementation of pedagogical and institutional best practices, we facilitate and encourage innovation and success for all students, faculty and staff.

Include

We commit to equitable access to higher education for all. We value diversity and demand that our campus and classroom atmosphere, curriculum, and programs intentionally foster inclusivity. We recognize that the individual differences of each student, faculty and staff member contribute to the ability of the college to prepare students on their educational journeys in an increasingly diverse and globalized world.

Serve

We embrace our unique communities and are dedicated to the economic and social development of our service area. Through collaboration with secondary school and workforce partners, we prepare students to give back to their communities through marketable job skills and transfer preparation.



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02 May 2023

12:30 pm–1:00 pm

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Non-Voting Representatives in Attendance: Matt Wanta, Jewel Ludwigsen, Sarah King, Daniel Lautzenheiser

Absent: Timothy Allen, Jarrod Bowen (2S), Matthew Crow (2S), Karee Hamilton (1S)

Guests: Sean Hancock (Administration), Nicole Griffin (Administration)

- 1. Call to Order 12:31**
- 2. Approval of Minutes***
- 3. President Hancock discussion on faculty needs/hiring**

There were a lot of unprecedented last minute changes to needs. Some departments thought they no longer needed a position previously requested. So the college is looking to resubmit department needs for next year. He will send out exactly what to put in future request.

4. Open Forum

Claudia raised the concern of hiring when there is a future enrollment concern. She also raised the concern that UC's and CSU's are not always recognizing our transfer courses. There was discussion on our students struggling to get classes to transfer.



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Sarah King pointed out that she can help students fight for credit. Missy added that counseling can help too.

10 + 1

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5. College Council Report

- 5.1. Draft of Educational Master Plan will be disseminated soon.
- 5.2. New round of proposals for faculty hires to be accepted ASAP. – See section 3.

6. Discussion Items for Voting

- 6.1. Reassign time decrease for OAC Chair (Dawn Ward)
 - 6.1.1. Extra workload with eLumen is gone.
 - 6.1.2. Approved
- 6.2. Faculty Marshall for graduation (Michael Bonner):
 - Tom Foggia
 - Claudia Sellers -- declined
 - Bonita Robinson
 - Linda Eberhart – approved by roll call vote

Lisa Fuller will reach out to Linda.

7. Information Items

- 7.1. Committee Vacancies (ongoing):
 - 7.1.1. 50th Anniversary Committee (anyone interested)
 - 7.1.2. Academic reps from L&S, Student Services (Counseling), and Member at Large to College Council (1 each)
 - 7.1.3. CIC Social Sciences Rep and VPA Rep
 - 7.1.4. Budget Committee Rep for District
 - 7.1.5. PedTech Rep: 2 vacancies
 - 7.1.6. Calendar Committee
 - 7.1.7. Academic Petitions Committee Site Rep
 - 7.1.8. PD Committee: 1 vacancy
 - 7.1.9. FLEX Committee: 1 vacancy
 - 7.1.10. Outcomes Assessment Committee: 3 reps needed total; 2 reps needed from Letters and Sciences
 - 7.1.11. Enrollment Management Task Force
 - 7.1.12. District EEO advisory Committee: 1 rep
 - 7.1.13. Program Review: 2 reps
 - 7.1.14. Equivalency Committee: 2 reps (not from Math, Spanish, Counseling, or Industrial Arts)



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We embrace our unique communities and are dedicated to the economic and social development of our service area. Through collaboration with secondary school and workforce partners, we prepare students to give back to their communities through marketable job skills and transfer preparation.

7.2. Committee maintenance (Melissa Bowen)* - completed

7.3. Library Program Review (Julie Cornett)* - completed.

7.4. Paralegal Studies Program Review (Dawn W.) - completed

7.5. Course Caps Process Proposal update (Yvonne M.)

8. President's Report

8.1. ASCCC is doubling down on the parameters for fulfilling the Ethnic Studies requirement. They are really pushing for these courses to only come from within the Ethnic Studies discipline and be taught by people who meet the min quals for Ethnic Studies.

9. Committee Reports

9.1. CIC (Cliff Davis)—New Programs Brief (ESL Certificate Program) - reported

9.2. Program Review Annual Report (Lisa Fuller) - reported

9.3. Academic Petitions Committee Annual Report (Vivian Baker) - reported

9.4. SEAC (Tyson) – Update on Equity Plan and Guided Pathways. The plan is available on the college website (Student equity and achievement page).

10. KCCD/Cerro Coso Reports

a. Consultation Council – (Yvonne M)

i. Huge commendations from the district and the KCCD BDP Task Force on the Cyber Security Bachelor's program. They believe it will be very competitive and will be using the application prepared by Cerro Coso as a model for future applications from the district.

ii. Cycle 2 of Bachelor's applications are on pause with further pushback from the CSUs. Ongoing talks at the state level.

iii. Board Accreditation Sub-Committee to review Accreditation reports first draft late Fall 2023. The district will be providing the information for Standards 3 and 4 to colleges this summer.

iv. District Proposed budget presented to District Budget Committee last Friday.

b. Union – (Joe S.) – briefed Sarah King is our new Union College Chair, Joe will remain as Grievance Officer.

c. Classified – (N/A)



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- d. Student Government—(Fatima Chavez Gomez)

11. Action Items

11.1 Lisa Fuller will reach out to Linda Eberhart to let her know she was voted Faculty Marshall.

12. Future Meeting Dates

2023-2024 Meetings:

Meetings will generally occur twice per month, mostly on Thursdays during college hour. The schedule will be developed over summer.

13. Adjournment 1:55pm

Meeting Chair: Yvonne Mills

Recorder: Michael Bonner

*Documents that can be found on the Academic Senate page of the college website

<https://www.cerrocoso.edu/faculty/academic-senate>



SEAC Reports to Academic Senate

This page is used solely for the purpose of documenting Student Equity and Achievement reports to Academic Senate. These reports are accessed through the link <https://bit.ly/SSSP-Reports> (link provided at Academic Senate at the time of the report).

List

Navigation icons: list, refresh, search, and more options.

SEAC Update February 2024	February 15, 2024
SEAC Update September 2023	September 7, 2023
SEAC Update February 2023	February 9, 2023
SEAC November 2022	November 3, 2022
SEAC Update September 2022	September 15, 2022
SOAA Discussion March 2022	March 17, 2022
SSSP Update January 2022	January 27, 2022
SSSP Update December 2021	December 2, 2021
SSSP Update November 2021	November 4, 2021
Guided Pathways Refresh Presentation October 2021	October 21, 2021
SSSP Update September 2021	September 16, 2021