



Minutes

Committee Name: Outcomes Assessment Committee

Date: March 1, 2022

Time: 9:00a.m.-11:00a.m.

Location: Zoom only: from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/92801847749?pwd=eGhjUnZ3RmVNSGhOdHVIM2lQK0lOUT09>

Password: 108100 Or iPhone one-tap (US Toll): +16699006833,92801847749# or

+13462487799,92801847749# Or Telephone: Dial: +1 669 900 6833 (US Toll)

Members: Vivian Baker, Lucila Gonzalez-Cirre, Jaclyn Kessler, Corey Marvin, Dawn Ward, Tyrone Ledford, Lisa Fuller

Present: Vivian Baker, Lucila Gonzalez-Cirre, Jaclyn Kessler, ~~Corey Marvin~~, Dawn Ward, Tyrone Ledford, Lisa Fuller

Call to Order

1. Approval of Agenda

2. Approval of February minutes and Action Items - approved

3. eLumen/new repository - Dawn

- a. A presentation was made to Academic Senate for comments on use of modalities for disaggregation. round back to Senate once form completed.
 - i. Senate members agreed with disaggregation and there was discussion on the different mode formats for courses. This was finalized to: Online; On-ground; Hybrid; ISEP on-ground; ISEP correspondence.
 - ii. It was discussed that it should be much easier with the new system to amend if new mode if used or we determine one mode can be removed
 - iii. S. Sotomayor is working on the database with us along with a mini-task force of V. Baker and Dr. Marvin to finalize the formatting, once available the form will be shared out with Senate
 - iv. Training will be provided for new entry system. We are only asking for number of students in class, number met, and number not met. Further disaggregation can be completed student by student in Canvas if desired, but the collected form will be cumulative data.
- b. Sample form input form by VP Marvin
 - i. Sample form and reports was shared out and Committee was favorable to the information and intended collection of data.
 - ii. This information is not connected through banner for student by student only cumulative class data. Anyone should be able to pull the data not just chairs which will help with program reviews.
 - iii. Greater break down could be entering student-by-student in Canvas to pull out the report and import into Tableau for greater disaggregation. This would be by faculty or program election and not required by OAC.

4. Accreditation Summary – Dawn

4.1 Committee review of language for the report

- Review of suggested language and emails sent out for our initial summary report. It was decided more details can be sent to Dr. Marvin to select and modify as needed. Final approval will be within the document as a whole being written for submission.

5. Participatory Governance Description

5.1 Review and comments

- Review of positions and makeup of membership.
- More detail will be added for who sits in each seat and how it is selected for clarification. These details will also be added into the SLO Handbook for updates. This information was determined to be an important addition even with revision of handbook last year. Hope to ensure variety of disciplines for seats.
- Final copy will be forwarded by Dawn to PG committee for incorporation.

6. AUP Review

6.1 Review of data from AUP review – Postponed until next meeting in April for compiling and sharing out to members.

7. Program Review - Jaclyn – updates

7.1 Review of Vocational Nursing rubrics notes

- Review of discussion of PR within committee for changes and updates
- Jaclyn will add notes in PRC to pass along to chair

7.2 Review of any program review issues and upcoming concerns

- Update provided to upcoming PR as we near end of the year
- Revisions of templates on-going as PR comes through and areas are identified. Course programs was completed and will be tweaked as needed. Administrative PR is still being worked; hope to be completed this semester for testing in the Fall 2022 term.

8. Review of Action Items

- Corey – new administrative position on committee
Dawn – round back to Senate once we have an assessment template for new system.
Dawn – put in another request for members to Senate

9. **Future Agenda Items:** eLumen process/training, SLOs, Program Reviews, new members

10. **Future Meeting Dates:** February 1, March 1, April 5, and May 3

11. Adjournment

Chair: Dawn Ward

Recorder: Dawn

Ward



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.

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 senate

Thursday, 17 February 2022

12:30 pm–2:00 pm

ZOOM Video Conference

<https://cccconfer.zoom.us/j/93442800093>

Voting Representatives in Attendance (33 Voting members; Quorum is 17): Yvonne Mills (President), Timothy Allen, Vivian Baker, Benjamin Beshwate, Michael Bonner, Jarrod Bowen (1), Andrew Burch, Scott Cameron, Julie Cornett, Matthew Crow, Lisa Darty, Clifford Davis, Gary Enns, Peter Fulks, Lisa Fuller (1), Lucila Gonzalez-Cirre, Missy Gross, Karee Hamilton, Matthew Hightower, Tyson Huffman, Matthew Jones (1), Jaclyn Kessler, Sarah King, Debilyn Kinzler, Greg Kost (1), Tanner McGuire, Guck Ooi, Sharlene Paxton, Claudia Sellers, Gaysha Smith, Christine Swiridoff, Dawn Ward (1)

Non-Voting Representatives in Attendance: Joe Slovacek, Terry Hack, Christine Small, Ana Mora, Michael Metcalf, Tyrone Ledford

Absent Voting Members: Rena Mora (E)

Guests: Nichole Griffin (administration), Chad Houck (administration)

1. Call to Order 12:31pm

2. Approval of Minutes – approved with

3. Open Forum

4. College Council Report

4.1. President Hancock continues to work with the Tehachapi district to extend our lease with them. The current proposal sections us off from the other part of the campus. We will gain a couple of classes but lose administrative space. This will isolate our programs from theirs physically. They have also offered the adult ed building as a hub for ISEP. The current plan maintains flexibility as to when we can offer classes. He meets with them next week. President Hancock is also meeting with a consulting group about researching to establish our own space



Cerro Coso Community College Academic Senate Minutes

through partnerships with Tehachapi developers and the city (going to the Board for approval on Thursday).

- 4.1.1. Yvonne to follow up on whether or not we will lose the science and ceramics labs
- 4.2. Division reports are being presented to College Council. These are available for review under the Employees tab on the Cerro Coso Website. Select Tools>Annual Planning Reports

5. Discussion Items for Voting

5.1. OAC—Disaggregation of data in homegrown assessment system (Dawn W.)

5.1.1. Dawn briefed different modalities to be tracked.

5.1.2. Dawn will bring it back to Senate when the form is complete.

5.2. Accessibility certification clarification (Yvonne M.)

5.2.1. We discussed the accessibility form.

5.2.1.1. Christine shared from the AS minutes April 18, 2019 minutes: We are on track to meet our Accessibility Plan Recommendations, reviewed by Academic Senate in the fall and which will be annually reviewed by Distance Ed. (compliance by fall 2020: 100% of faculty will have checked accessibility of courses either through POOCR review or self-evaluation checklist. Will vote on this at the next Academic Senate to give time to faculty to review this one more time.

5.2.1.2. She also shared from the minutes on April 30, 2019 minutes: Ped Tech Recommendation: "Academic Senate, in order to work toward and ultimately demonstrate compliance with current laws and regulations regarding accessibility, approves the Distance Education Accessibility Plan and its accompanying Self-Evaluation Accessibility Checklist, both to be reviewed annually, as Cerro Coso policy required of all instructors teaching Cerro Coso online courses."

5.2.1.3. And finally she shared:

5.1.2 Accessibility Plan and Self-Evaluation List, previously discussed at Academic Senate and sent out via email multiple times.

5.1.3 Purpose is to remove barriers to students with disabilities, to ensure all environments are accessible. By law, all online course materials must be accessible. We are on track to be compliant by fall 2020.

5.1.4 PedTech recommendation: Academic Senate approves Distance Education Accessibility Plan and its accompanying Self-Evaluation Accessibility Checklist, both to be reviewed annually. Faculty options: POOCR Team Review or self-evaluation accessibility checklist. Assistance is available.

5.1.5 Question for the union: why are faculty not paid for this work?

5.1.6 @One training on accessibility is excellent. 3CMedia provides closed captioning: Andrew volunteers to do a flex-day presentation on 3CMedia.

5.1.7 Vivian motioned to approve the PedTech recommendations. Approved.

5.1.8 PedTech should notify chairs of this, and chairs contact full-time and part-time faculty.

That is everything we discussed. Ped Tech recommended and Academic Senate approved that we would be in compliance. We did not discuss a form verifying or any reporting.



Cerro Coso Community College Academic Senate Minutes

- 5.2.2. Julie raised the question: are on-ground Canvas courses held to the same standard or is it just 100% online courses?
- 5.2.3. Matt Crow said we should reach out to district legal to clarify all of this. Yvonne will reach out to district legal to get a presentation for more clarity.
- 5.2.4. Cliff motioned to do away with the form. Sharlene seconded. – approved unanimously.

6. Information Items

- 6.1. Exec elections (Yvonne M.)—Nomination period open until voting in April. Vice President position is being vacated.
 - 6.1.1. Nominations are now open.
 - 6.1.2. Peter Fulks will be stepping down from Vice President
- 6.2. Two Volunteers Needed for Chancellor’s Seminar Series: No prep involved, but you will be sent questions ahead of time.
 - 6.2.1. March 22—Personal Reflections and Visions of Teaching Learning: In this first gathering, our faculty presenters will share some personal reflections about their teaching over the course of their career – and particularly the past two years - and what they learned about themselves and their students, and their teaching-and-learning today.
 - 6.2.2. April 5—Pedagogy, Technology, and Modality: In the second gathering, our faculty presenters will discuss their approaches to teaching and the connections between pedagogy, technology, and modality, and considering how our choices in instructional design can ensure more equitable outcomes for students.
 - 6.2.3. April 26—Envisioning Supporting, and Preparing for the Student of the Future: In the third and final gathering, our faculty presenters will be asked to share their ‘wildest’ thinking about the future of college instruction, what the instructor of the future will need in order to be prepared, and what the college of the future will need to do to ensure adequate support for both faculty and students to achieve these visions.
- 6.3. VP Finance and Academic Services—3 faculty needed for hiring committee
 - 6.3.1. Contact Yvonne if you need.
- 6.4. Library Tech 1 position at IWV—1 faculty rep



Cerro Coso Community College Academic Senate Minutes

6.5. Committee Vacancies (ongoing):

- 6.5.1. CIC site Rep
- 6.5.2. PedTech Rep
- 6.5.3. Budget Committee Rep for District
- 6.5.4. Calendar Committee
- 6.5.5. Academic Petitions Site Rep
- 6.5.6. Enrollment, Student Success with Equity Taskforce:
 - 6.5.6.1. Faculty Co-Chair (one of the existing reps, or in addition to)
 - 6.5.6.2. Member-At-Large (1)
- 6.5.7. Participatory Governance Task Force (1 rep)
- 6.5.8. District-wide Winter Intersession Task force (1 rep)

6.6. Resolution for Remote Meetings: Ongoing*

6.7. Committee Vacancies (new/upcoming):

- 6.7.1. Cerro Coso's 50th Anniversary Committee (open to anyone who is interested)
- 6.7.2. CTE Rep to College Council
- 6.7.3. PD Committee
- 6.7.4. FLEX Committee
- 6.7.5. Upcoming Hiring Committees (more information to come): IR Director (Ryan has resigned)

7. President's Report

- 7.1. SB 114 effectively re-establishes the COVID-19 supplemental paid sick leave for employers with more than 25 employees. So there may be sick leave available for those who get sick.
- 7.2. COVID protocols will remain in place. Masking still required. The situation will continue to be assessed
- 7.3. Talks on winter intersession are continuing. BC formed their own committee to collect data.
- 7.4. Participatory governance task force just had the first meeting. Asking all committees to do an internal review to compare what they are actually doing to Participatory governance handbook.



Cerro Coso Community College Academic Senate Minutes

MISSION

The mission of Cerro Coso Community College is to improve the life of every student it serves. Through traditional and distance delivery, Cerro Coso Community College brings transfer preparation, workforce education, remedial instruction, and learning opportunities that develop ethical and effective citizenry to the rural communities and unincorporated areas of the Eastern Sierra. In doing so, we promise clarity of educational pathways, comprehensive and equitable support services, and a commitment to equity.

VISION

Cerro Coso Community College will be the first choice in higher education for the Eastern Sierra region, a source of programs and services for tomorrow's workforce, a model for student learning, and a valued partner with education and business in its communities.

VALUES

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

Educate

- We are committed to student learning and achievement
- We pledge to safeguard equal educational opportunities and promote student success for all students
- We provide students with a clear set of course-taking patterns and provide integrated and equitable support services to help students choose a path and stay on the path

Innovate

- We encourage individual and collective creativity in a rapidly changing world
- We implement best practices that facilitate and encourage innovation and success

Inspire

- We celebrate the diversity of each individual student, staff, and faculty
- We foster community partnerships and the relationships we build with them

Serve

- We model a culture of lifelong learning

8. Committee Reports

9. KCCD/Cerro Coso Reports

- Consultation Council – (Yvonne M): District is working on grants for summer academies for enhanced non-credit opportunities: STEM, manufacturing, aerospace (department of defense sponsored...to create pipelines from CC into department of defense). Looking for funding to support work already being done. Will meet again March 1
- Union – (Joe S.)
- Classified – (N/A)

10. Action Items

- Yvonne to follow up on whether or not we will lose the science and ceramics labs.
- Yvonne will reach out to district legal to get a presentation for more clarity.

11. Future Meeting Dates

Next Meeting – 17 March 2022 (12:30 - 2:00 pm, via ZOOM)

Spring 2022 Meetings:

- 17 March
- 21 April
- 3 May

12. Adjournment 1:45pm

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>