



ACADEMIC SENATE

Adopted Minutes

November 4, 2013

ASSC 1421

3:00 pm –5:00 pm

1. Call to Order

Vice President Wyly called the meeting to order at 3:03 pm.

2. Roll Call:

Susanna Gunther, President

Sabine Bolz, Nick Cittadino, Lue Cobene, Catherine Cyr, Erin Duane, Lisa Giambastiani, Amanda Greene, LaNae Jaimez, Katherine Luce, Amy Obegi, Teri Pearson-Bloom, Ken Williams, Michael Wyly
Connie Adams, Admin Assistant

Absent/Excused: Kevin Brewer, Dale Crandall-Bear *ex-officio*, Joe Conrad *ex-officio*, Les Hubbard,

Guests: Jowel Laguerre, Diane White, Gale Anderson, Phil Cello, Ferdinanda Florence, Shirley Lewis,
Barbara Pavao, Ron Zak

3. Approval of Agenda – November 4, 2013

Motion to approve – Senator Jaimez; Seconded – Senator Duane; **Passed** - unanimous

4. Approval of Minutes –October 21, 2013

Motion to approve – Senator Cobene; Seconded – Senator Duane; **Passed** – unanimous

5. Comments from the Public

6. President's Report

President Gunther just arrived from a meeting with the Accreditation Team. She reported it was interesting to see some of the same members of the Team and spoke directly with one who has become very familiar with the campus, how it operates, and what is going on. The timeline following this visit includes: a report will be submitted in one to two weeks; the College will receive the report in about a month, review and send it back; the report will be sent to the Commission around mid-January; the Commission will make their ruling and send a letter to the College in January. The possibilities are to get off sanctions or get new recommendations. The latter is exceptionally rare.

7. Superintendent/President's Report

7.1 Solano County Tennis Education Foundation (SCTE)

Facilitated by Phil Cello, Cello International Tennis Academy (CITA) Director

VP Wyly introduced Phil Cello. Mr. Cello has brought presentations to different areas of the College since last week. He began a slide presentation by providing his background and the status of the College tennis courts. Mr. Cello has been a USTA National and NorCal volunteer, Green Valley Tennis Director for 16 years, and has lived in the area since 1972. In Aug 2004, as part of Measure G, the tennis court complex was refurbished at significant cost. Mr. Cello opined it is a good complex, but unfortunately very underutilized in the last seven years. The College had a team for 4-5 years in the early 70s but now the complex is falling into disrepair. He spoke of his 35-year experience that makes him another local resource: named to NorCal Tennis Hall of Fame at Stanford this year; owner/director of CITA; teaches and sends players to top colleges in the country; runs a national program and coordinates US sports camps for Nike; City of Woodland Tennis Development Program; Rancho Solano Country Club and Resort Founding Partner and President; coordinates tournaments. Kids train with him for three to six years, many going on to universities. Looking towards the end of his career, Mr. Cello would like to establish a foundation to support tournament play, collegiate play, and potentially professional careers and tour guidance as he has been doing but for an expanded student and community base.

Mr. Cello recently met with Kurt Johnson, SCC Foundation Director, and an agreement was made to put the tennis foundation under the College Foundation in the beginning. Similar to the East Palo Alto Tennis Tutorial, students would be brought in daily to train and volunteers and mentor tutors would help with their education. The expanded audience would have support for skill development and after school programs, guaranteeing students can advance

to four-year colleges. Solano County has become a very active tennis community with a number of clubs and programs at all the high schools but the one thing missing in Solano County is a place for students to play on teams. Mr. Cello's plan is to develop men's and women's teams, maintain the facilities, get young players from high school teams as well as 8-10 year old students, and include an academic mentoring program. He noted the local demand with 20-40 kids trying out for high school teams.

Funds would be raised by utilizing the facilities for tournaments. With an average of 50 entries at a \$40 entry fee and 20 tournaments annually on College courts, a gross profit of \$40,000 and a net profit of \$20,000 was projected. Mr. Cello has started a number of foundations, raised money, knows the people to contact locally and would solicit corporate sponsorships. The planned timeline includes: November – court equipment and maintenance, set up CITA Academy Program; January – USTA tournament sanctions acquired; December – STEF formation and NFP filing completed (under SCC Foundation for now), first sanctioned tournament; February – begin training. Plans for the future include STEF Programs, USTA club teams, re-establish the Solano College Tennis Association to participate in league programs, open a tennis office, learning center, and lounge, and light the courts. Mr. Cello noted the only drawback on the campus is the wind and eventually six of the twelve courts could be covered.

The Solano College commitment includes: have a rep on the foundation board; provide use of tennis courts for teams/ tournaments; help with academic resources. Mr. Cello's commitment includes: court maintenance; STEF formation and fundraising; STEF tournament acquisition and operations; STEF program development and staffing; SCC tennis team staffing and recruiting, working with College instructors.

Comments/Questions: In response to questions, Mr. Cello clarified that the plan does not require a team be put together on the specified timeline. The courts aren't being used now and having a team will give many kids, who don't have the academic or economic resources, the opportunity to play tennis. The program would be developed while bringing students to the campus academy. Ideal team size is eight and the minimum is four. The cost for men's and women's teams would be \$15,000 with an adjunct coach. Mr. Cello encouraged Senators to email questions to him. He looks forward to the opportunity to continue using his skills doing something worthwhile for the whole community and to help maximize the campus complex.

S/P Laguerre noted his interest in adding more diversity on campus, pointed out the low ratio of white students and how this is one way to develop future sports. S/P Laguerre brought the proposal to Shared Governance and the Academic Senate to look at this ready-made program partnership. Senator Pearson-Bloom generally agreed the proposed ideas but cautioned the cost to fund a team is underestimated. S/P Laguerre replied that the numbers are being explored.

8. Interim Vice President's Report

Accreditation Team Visit: IVP White reported today's visit went well, including a good campus meet and greet session with many students asking questions.

Educational Master Plan: The EMP needs to drive the FMP and will be the next major College initiative. Bond Manager Leigh Sata has a lot of experience tying plans together and he is working with IVP White on an outline. The MIG draft pieces are there but they are thinking student equity and success should be moved more to the center as an organizing principle. She will bring the outline to the Academic Senate when it is ready.

Faculty Hiring: The process should be in full swing with deans and faculty working together. IVP White will meet with deans this Wednesday. Responding to a question, she explained administrative hiring is a separate policy and President Gunther is currently recruiting 29 faculty members for those hiring committees.

9. Information/Discussion Items

9.1 Assessment Committee

IVP White explained that assessment is deeply embedded in the accreditation process and she has been rereading the standards over the last few weeks. The ACCJC wants to see systematic ongoing assessments. Standards are being revised and assessment will be more firmly embedded than before. At the National Assessment Conference in Indianapolis IVP White attended last week discussion included

moving from a culture of compliance to a culture of improvement for students. Many colleges have assessment committees although maybe a newer idea in California. Some of them combine assessment and student success or enrollment management or all three groups together which also helps eliminate data repetition. IVP White proposed initiating discussion about an assessment committee. It is important to provide a committee that has an outreach function, to develop rubrics, talk about assessment standards and to develop standards. Administrators, faculty, staff and students should all be included and represented to: create surveys and review results; create focus groups and reports; help develop assessment goals and timelines. ACCJC has pointed out the College is always planning without enough traction carrying action through. The committee would stay on top of plans to ensure they are carried out by providing data to administration and being a resource for the campus on assessments in all areas. Many campuses have membership from all groups including students. The Accreditation Team has also noticed the abundance of committees on campus. An open dialogue with the Academic Senate, Shared Governance, and the student council will help decide what to entertain at the College. To create a culture of assessment, the goal is to educate selves and each other and not just count on a staff member to do the work. Many people should understand the parts to create stability in the institution.

No mechanism is in place for addressing what might be deficient in different areas. Instructors are trained in their disciplines, not in assessment. Part of a committee responsibility would be teaching faculty what an assessment is, how to do it, what good ones look like, and how it affects how they do their job. IVP White attended a presentation on e-portfolios as assessments that show what a student has done in all core fours over the course of a semester. Faculty who may not want to engage in statistical analysis might see this as a way to look at the whole student over time. On many campuses faculty do e-reports. Continued discussion will be placed on another agenda.

9.2 Academic Senate Bylaws and Subcommittees – LaNae Jaimez

9.2.1 Update Current Subcommittees

Senator Jaimez distributed a document of Senate subcommittees that are listed in the Constitution, agreed on by the Senate but not in the Constitution, other committees with unclear status, and potential new committees. The Senate needs to decide what existing committees should be in the Bylaws. Committees, such as Policy and Election, would be utilized as needed, Faculty Award and Tenure Tea are formed for brief work once a year at most.

Comments/Questions: In response to questions about reporting out, President Gunther opined ideally it would be good to have an Academic Summary sent out campus-wide once a month or so. Committee coordinators and chairs should report to the Senate at least once a month or as needed. Senator Jaimez suggested scheduling them to present information to the Senate about their committees and then committee descriptions and guidelines could be created and expectations stated in the Bylaws.

9.2.2 Potential Subcommittees

Faculty Development could be under the Flex-Cal Committee or vice versa with a specified budget. Dean Lewis requested two Senate reps for the Academic Success Committee.

9.3 Resolution for reciprocity of Gen Ed Credit with other California Community Colleges – Nick Cittadino

Senator Cittadino introduced Records Evaluation Technician Gale Anderson who was invited to share her insight. Senator Cittadino explained there is only a sort of unwritten policy for SCC to accept transcripts in GE areas from other California community colleges. He read the resolution, distributed by email and at the meeting, and pointed out that new state laws result in students with over 90 units losing some of their financial aid and their priority enrollment.

President Gunther, speaking as a math instructor, raised concerns about the potential low quality of courses that might be accepted if this Reciprocity Resolution is approved. She suggested “C-ID” could

be added for more specific expectations. Ms. Anderson agreed that was a good point for math and added that evaluators also look at the course outline. After further discussion, there was general agreement that a transparent and clear policy and process is needed for the benefit of staff and students. Dean Barbara Pavao pointed out the resolution language only refers to local Option A of the GE pattern and would apply the same rules followed by UCs and IGETC. She clarified that accepting the course as part of the GE pattern would not automatically allow a student on to the next level. Senator Jaimez suggested adding something more specific to address the issue. Ms. Anderson replied that “meets the rigor” might help. Dean Pavao countered that would defeat the purpose the ASCCC is trying to address to make students’ paths less burdensome while maintaining reasonable control over integrity as part of a larger college system. This item will be brought back for further discussion.

9.4 Syllabus – add standardized recycling statement – Ken Williams

Senator Williams reported the formation of the Sustainable Advisory Committee four years ago. The mission is to facilitate and implement sustainable practices with a current focus on recycling. There is also legislation requiring waste reduction of 75% by 2020. The College has reduced waste by only 22% to date. Fines will be charged if the reduction mandate is not met. Sandra Gonzalez of Solano Recycles is on the Committee and regularly provides recycling reports. Senator Williams stated that everybody needs to come on board and put recyclables in comingled bins. He requested the Senate approve a standard statement for faculty to put in their class syllabus to show the College is committed to this environmental and legislative need. The Committee is working on bringing more recycle containers into classrooms and received a grant from Coca Cola Company for containers. Senator Obegi suggested the College also look at having water refilling stations and reusable bottles. Senator Williams pointed out the Committee also facilitates Earth Day and Coastal/Creek Cleanup and is looking for more members. Senators should speak with and recruit constituents. The proposed statement will be voted on at the next regular meeting.

9.5 Middle College

Dean Shirley Lewis reported Vacaville Middle College is going well. One student had to be removed at the beginning who was not ready for the program. No discipline issues have been reported. There are 56 students enrolled mostly in CTE and intro type courses to gain a feel of different careers. Some students attend the Fairfield campus as well.

9.6 Tutor.com

Senator Giambastiani agreed with the importance of questions about hired tutors raised by Senator Luce via email. Senator Luce noted she was thinking about how the College could provide the services. Tutor.com hired tutors are part-time on their own time and use their own equipment. Dean Lewis pointed out that the proposal to contract with Tutor.com was based on faculty input on whether or not to fund a strategic proposal for \$11,300 for the service. Administrators and Cabinet members were somewhat hesitant about it. VP Wyly stated he was very unimpressed with the English tutor session transcript examples put forward and had expected quite the opposite. Dean Lewis agreed that the examples surprised her as well and she hadn’t yet contacted the Sierra College dean for his view on student success with the service. President Gunther noted the big impetus is the need to offer comparable services to online students. Tutoring Director Marie Mayne wanted tutoring service for anyone when the College service was closed. Senators suggested the College could better spend the money for tutoring here by training and hiring student and other tutors, including the use of CCC Confer and Blackboard, which are free. The \$11,000 would give the Tutoring Center a lot of options. Motion to recommend that the College does not support the strategic proposal to hire Tutor.com, and rather have the College look at investing that money directly to the Tutoring Center to find alternate methods to support the tutoring need – Senator Pearson-Bloom; Seconded – Senator Cyr; **Action: Not recommended** – unanimous.

10. Action Items

10.1 Approve grid for IB (International Baccalaureate) credit Solano College will accept for credit. Senators received email and hardcopy of the IB Credit grid. Senator Cittadino stated the Academic Senate approved the IB Policy last year (May 6, 2013) to accept students' IB units from a local high school program. Senator Cittadino and Gale Anderson created the grid. Other schools accept these units. IB students have to take higher level exams and score 5-7 in one of the areas. The grid lists units the College would accept in the various areas.

Motion to approve the grid for IB credit – Senator Cyr; Seconded – Senator Cittadino; **Passed** – unanimous

11. Reports

11.1 Subcommittees

- 11.1.1 Accreditation – Annette Dambrosio
- 11.1.2 Basic Skills – Melissa Reeve
- 11.1.3 Curriculum – Joseph Conrad (emailed)
- 11.1.4 Distance Ed – Dale Crandall-Bear
- 11.1.5 Program Review – Amy Obegi
- 11.1.6 10+1 Committee – LaNae Jaimez
- 11.1.7 Study Abroad – Ferdinanda Florence

Ferdinanda Florence, original Study Abroad Chair, gave the following committee status update. Five years ago, the Academic Senate formed an ad hoc subcommittee to look at study abroad and different ways to develop it. The committee decided to put a policy and procedures in place, in case it got off the ground. Unfortunately, with all the mechanisms in place, it didn't take off. Several instructors took students on trips beyond the bay area, but for various reasons including socio-economic, it is inactive. A final blow was the loss of course repeatability and the students who continued to take desired classes and had money for travel. Study Abroad was more a pilot program. President Gunther and the Senate commended Professor Florence for all the time and energy she put into it. VP Wyly asked if it could be reinvented and Professor Florence replied it would have to go back to a starting point. Photography Professor Ron Zak had been an internal coordinator at Napa Valley College, where foundation and scholarship money supported a study abroad program. His next and final trip, with 18 Solano College students, will be to India. A special repeatability exemption was given for the students due to the trip being put into motion 1 ½ years ago.

11.2 Treasurer

Due to time constraint no other Item 11 reports were given.

12. Action Reminders

13. Announcements

A CTE/Business Senate rep is needed.

Program Review needs reps from Math/Science and Health Sciences.

The next Senate meeting will be held with the Educational Administrators to discuss faculty hiring on November 18 from 3-5 pm in ASSC 1421.

14. Adjournment

Motion to adjourn – Senator Williams; Seconded – Senator Cyr; **Passed** – unanimous

The meeting was adjourned at 5:04 pm.

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