



ACADEMIC SENATE

Adopted Minutes

February 23, 2015

Horticulture Building

3:00 pm – 5:00 pm

HORTICULTURE Department Tour 2:30 – 3:00 PM.

<p>1. Call to Order</p>	<p>Academic Senate President Michael Wyly called the meeting to order at 3:09 pm. He thanked Senator Ken Williams and Sandra Diehl, Horticulture faculty for hosting this Senate meeting and providing refreshments for everyone.</p>
<p>2. Roll Call</p>	<p>Michael Wyly, President; Mark Berrett; Sabine Bolz; Curtiss Brown <i>ex-officio</i> Thomas Bundenthal; Nick Cittadino; Lue Cobene; Dale Crandall-Bear <i>ex-officio</i>; Joe Conrad; Erin Duane; Les Hubbard; LaNae Jaimez; Julia Kiss; Amy Obegi; Narisa Orosco-Woolworth; Terri Pearson-Bloom; Ana Petero; Andrew Wesley; Ken Williams Connie Adams, Admin Assistant; Deborah Fischer, Interim Admin Assistant Absent/Excused: Susanna Gunther <i>ex-officio</i>; Guests: Jowel Laguerre, Leslie Minor, Robin Darcangelo, Yulian Ligosso, Melissa Reeve, Diane White, Jocelyn Mouton</p>
<p>3. Approval of Agenda</p>	<p>President Wyly announced there will not be an S/P report or a VPAA report and the Graduation Resolution will be deferred to allow time to confer with Rischa Slade, Director of Student Life. VP Jaimez asked to add a resolution for Connie Adams as an emergency item to the agenda after Item 5. Moved by Senator Obegi and seconded by Senator Williams to approve the agenda as amended. Motion carried unanimously.</p>
<p>4. Approval of Minutes</p>	<p>Moved by VP Jaimez and seconded by Senator Duane to group and approve the December 8, 2014, January 1 regular, January 1 AS/Ed Admin joint, January 26, and February 2, 2015 minutes. Senator Obegi requested a correction to the January 26 minutes to Item 10.6: add “in such a short time frame” to the end of the first sentence in the second paragraph. The correction was made. Motion carried unanimously as amended.</p>
<p>5. Comments from the Public 5.1 Agriculture Program Update</p> <p>5.1 Vacaville Center – request for crosswalk</p>	<p>John Yu, Dean of Math/Science, reported the Educational Master Plan (EMP) includes development of curriculum toward sustainable agriculture and remodeling and updating of Horticulture and Plant Science facilities. Senator Ken Williams and Sandra Diehl, Solano College Horticulture faculty, have been working on agriculture curriculum and last week the Board of Trustees approved \$1,100,000 to update the horticulture facilities. A few weeks ago Professor Diehl, Senator Williams and College administration visited the Santa Rosa Junior College Agriculture/Natural Resources Program that, with an enrollment of 3000 students, includes viticulture, animal and equine science, and sustainable agriculture on a 260 acre farm. Dean Yu thanked Professor Diehl and Senator Williams for their continued commitment to the Horticulture Program and their work towards extending it into a larger Agriculture Program for the College. Dean Yu noted there is a lot to learn from Santa Rosa JC and a lot of work ahead for the Horticulture Department and he asked the Senate to support their efforts.</p> <p>Genele Rhoads, math instructor at the Vacaville Center presented information to raise awareness of a safety issue at the Vacaville Center that could also be considered an issue affecting students’ education. She has been working towards the placement of a crosswalk to connect the main building to the Annex. The City of Vacaville told Professor Rhoads it is against State law to put a crosswalk mid-block. However, she saw in the Vacaville Reporter last Thursday an article reporting the addition of a mid-block crosswalk to connect shoppers to a new restaurant on Monte Vista. Bond Manager Leigh Sata attended a meeting with Vacaville City planners and Genele is hoping that will help resolve this issue. She said the city would need to paint a crosswalk but the College would probably have to fund a sidewalk because pedestrians are currently using the driveway. President Wyly asked for Senate direction and noted options could include:</p>

	<p>discuss with S/P Laguerre at the next 1-on-1 meeting; contact Bond Manager Sata for a status update; place the item on the next 10+1 agenda. Senator Obegi opined it would be helpful to know the status. President Wyly will seek some clarification before bringing the issue forward.</p>
<i>Resolution</i>	<p>President Wyly read the draft Resolution in recognition of Connie Adams' service to Solano College and the Academic Senate. The Resolution was accepted by acclamation. Ms. Adams' deeply appreciated the gesture and expressed appreciation as well for everyone she has had the privilege to work with at the College and she will stay in touch.</p>
6. AS President's Report	<p>President Wyly presented a number of points he wanted to cover in an email forwarded to the Senate on February 18th. It will be entered into the minutes (see page 7-11) to become a part of the official record. President Wyly asked for comments or questions about the various elements from Senators and their constituents as he updated some of the key points.</p>
<i>Accreditation Institute</i>	<p>President Wyly, VPAA and Accreditation Liaison Officer (ALO) Leslie Minor, Rachel Ancheta from HR attended the Accreditation Institute February 20 and 21 along with Melissa Reeve who plans to be involved in the Accreditation process. Other key people were invited but unable to attend. President Wyly had anticipated information would center on the standards but instead the focus was more on some of the key trends and changes from the old to the new standards. There was a clear emphasis on assessment and how it informs changes and decisions and that all areas of a college should be engaged in routine assessments. That is important for everyone to understand. It is unclear how regularly that assessment is happening outside of the classroom and student services at the College but President Wyly pointed out it is working in the current Program Review process.</p> <p>There was also an emphasis on equity and how assessment is connected to an understanding of equity. That point became more of the prevalent theme than just assessment itself. Examples that were most telling included questions about how we do as instructors and what kind of apparatus instructors have to allow conversation where assessment results don't seem relevant to the grades. There were varying opinions of what type of apparatus could be developed to allow that kind of self-analysis. Representatives from the Chancellor's Office suggested that data should not be over linked and focus should be on courses with many sections using data already gathered as in the student equity plan, for example. There is no set plan to follow and assessment will be a concern of the Accreditation Steering Committee as work is begun for the self-study.</p> <p>Additional emphasis focused integrity and on how assessments inform integrity, which is becoming an integral theme to each of the standards. Integrity is something that visiting teams will be looking at closely. President Wyly gave examples of policies, including hiring, academic freedom, and academic integrity and the question of how we're responding to the data we have and if the policies have been vetted recently. There is a keen interest in making sure that colleges are looking at what they thought confirms integrity is still doing so.</p> <p>For the next step for information going forward, President Wyly suggested meeting with the full Accreditation team and VPAA Minor was in agreement. An initial training will be needed to inform the first steps of the Accreditation Steering Committee. The plan is to develop a structure with the faculty co-chairs fairly compensated for their time. Those positions will need vetting by the Faculty Association to address logistical concerns and build a functional structure moving forward. The attached email includes notes from the first meeting, a proposed timeline to complete the self-study by April 2017. Although the self-study submission date is in October 2017, the proposed timeline will allow time to review, assess, and revise it as needed in a timely and unrushed manner. Details will evolve as everyone works together and a lot of faculty support will be needed. It is important to understand that faculty morale is not at its highest, there are current challenges just finding volunteers to serve on hiring committees, and we can't afford to think a few people will handle the Accreditation self-study. President Wyly encouraged Senators to take the information to their constituencies now. It is in our best interests to begin working on this. Although the self-study doesn't require perfection, it does require close study of what we're doing well and what needs improvement. It is up to the Academic Senate to forward that message. Positive steps to date include hiring faculty co-chairs for each standard and a writer with release time but we will need faculty to apply.</p>

	<p>When talking to their colleagues Senators should emphasize that this is an important item that falls under Academic Senate purview.</p> <p>President Wyly reported that the Board of Governors removed from Title 5 the specific reference to ACCJC as the sole accreditation body in the State of California and more generalized language was inserted. It is worth noting that there is pressure on ACCJC to develop a more sound approach in stark reaction to what happened at City College of San Francisco. VP Jaimez pointed out that ASCCC put forth a resolution and academic senates at colleges across the State had a lot to do with the changes. President Wyly concluded that, following a lot of frustration over time, ACCJC is now mandated to make changes. He suggested to S/P Laguerre that individuals who are identified to work with Accreditation try to be part of a visiting team and he hopes some senators see that as an opportunity to see how colleges look from the other side of the process and the awareness that will offer.</p>
<p><i>Administrative Hiring Process</i></p>	<p>President Wyly received a brief email reply from S/P Laguerre addressing the forthcoming Board of Trustees response to concerns about the VP of Student Success position. Although President Wyly hoped to have a response by today, S/P Laguerre conveyed there will be a reply from the Board that needs to happen as a result of the March 4th Board meeting. A copy of the reply should be available no later than March 6th. President Wyly will seek Senate direction in Action Item 9.1.</p>
	<p>President Wyly pointed out concerns regarding SSSP and SEP budgets and decisions being made with respect to these plans that he only finds out about after the fact. The Academic Senate approved plans as they existed previous to current decisions being made. On one hand it is easy to assume money is being spent; on the other hand we need to understand there are sizable funds that need to be spent within a specific timeframe. Plans developed last spring and fall may not have been sufficient but the question now is where to go from here. One suggestion might be to simply ask for accounting of those plans to be presented to the Academic Senate over the next few meetings. The ultimate concern regarding both SSSP and SEP plans is that the Senate will be asked to vet and direct President Wyly's signature to next year's plans and it is hard to make a decision if we don't know where we are.</p>
<p><i>The Physical State of the Campus</i></p>	<p>Faculty Association President Jim DeKloe brought up an issue (via public comment) at least three times to the Board of Trustees regarding the physical state of the main campus. There seems to be some effort to beautify the main campus but there have been many emails regarding the quality and state of the classrooms and facilities. President Wyly asked if the Senate would like to agendize this in the future, if these issues are affecting educational aspects for students. If so, he would like to see ideas on how to approach the conversation. Senator Obegi said the state of the campus should be prioritized because she has seen many self-studies submitted to Program Review that list classroom and facility issues that affect student learning and safety for everyone. Senator Bolz agreed and suggested collecting HelpDesk and facility requests for very small improvements and repairs that don't get answered in ways that improve the quality of teaching in the classroom for student and faculty needs. She also suggested the Program Review Committee could extract some of those issues and categorize them with a focus on the main campus and look at how money is being spent and what the priorities are. Senator Duane noted that library facility work orders regarding heating were ignored but results occurred when a student spoke with S/P Laguerre. Senator Pearson-Bloom pointed out that questions should be directed to the VP of Finance, as the supervisor of facilities, and also the Facilities Master Plan (FMP) is driven by the Educational Master Plan (EMP) and should all work together. President Wyly asked to defer that portion of the conversation to Item 10.1 and to carry forward for the next meeting.</p>
<p>7. Superintendent / President Report</p>	<p>No report</p>
<p>8. Vice President for Academic Affairs Report</p>	<p>No report</p>
<p>9. Action Items</p>	<p>At the January 26th meeting, the Senate directed President Wyly to send a letter to S/P Laguerre and the resolution was deferred in anticipation of a reply from the Board of Trustees. President Wyly thanked Senator Bundenthal and VP Jaimez for their work drafting a resolution and he edited the iteration now presented. President Wyly asked the Senate if he should take the resolution, if it passes, to the Board of Trustees or wait until the next Senate meeting to take action which will still be in advance of the March 16</p>

9.1 Administrative
Hiring Process
Resolution

Board meeting on which the Senate report is agendaized. VP Jaimez felt the Board was given adequate time to respond and the resolution could put more weight behind Senate concerns. Senator Obegi questioned if there could be a downside to using a resolution and Senator Bundenthal responded that, in lieu of a new resolution, the Board might say they need more time to respond. President Wyly suggested giving the Board advance notice of the resolution. Senator Cittadino felt that acknowledging the issue and expressing concerns with a resolution might keep a similar lack of process from happening again. President Wyly read the resolution resolves that keep it looking forward. VP Jaimez thought the accountability of SSSP and SEP funds (over \$1,000,000) could piggyback on that and needs to be addressed. President Wyly pointed out the Senate has the power to direct the Senate President's signature on plans and there needs to be confidence in what is being signed.

The initial argument presented as to why a VP of Student Success was needed was to direct key projects on campus, including AB86, SSSP, SEP and the Vallejo Pathways Grant. President Wyly tried to confirm in subsequent conversations the rationale to add a VP of Student Success position and, if the VP of Student Services position planned for and with a job description ready, would normally have that role.

Moved by Senator Cobene and seconded by Senator Orosco-Woolworth to accept the Resolution.

Discussion continued as Senator Pearson-Bloom questioned the current Chief of Student Services role. The SSSP oversight was removed from that position and given to the new VP of Student Success. President Wyly had similar questions regarding AB86, which is clearly a matter of Academic Affairs. Senator Bundenthal noted that it is amazing during a budget crisis to have overlap of job duties with additional administration hired, rather than consolidating. Senator Wesley pointed out the frustration faculty are feeling after being told by the former IVPAA during a Senate meeting many things that SSSP money couldn't be used for.

Senator Bundenthal suggested clarity on the intent shown in the first point in the letter and suggested the second point would propose an amendment for accountability of SSSP funds. Senator Pearson-Bloom added administration should clarify responsibilities of existing administration positions and justification per the budget at this time. President Wyly noted that Accreditation stated it was very odd to have Student Services report to the Superintendent/President and they strongly suggested the College reconsider that choice. President Wyly explained that, as presented at SGC, the creation of the VP of Student Services position was, at least in part, in response to accreditation. The current Dean of Student Services position will be eliminated and elevated to that VP position. That position used to exist at the College before a reorganization combined the VP of Student Services and VP of Academic Affairs positions with a new job description.

President Wyly noted there were several amendments made so far and he made some points of clarification for amendments suggested in the third "resolved".

- Amendment A: add language regarding the organizational chart clearly delineating the duties of this and other related positions. President Wyly noted, per Senate direction, he requested an updated chart numerous times and heard recently that someone is working on that. However, it has not yet been posted online.
- Amendment B: insert in between #2 and #3 "resolved to request a full accounting of current and projected SSSP grant expenditures to be included in the SSSP and/or SEP and to be identified for the Academic Senate."
- Amendment C: strike the remainder of the sentence in #1 after the word "established".

Moved by Senator Cobene to amend his initial motion to accept amendments A, B, and C as stated. Senator Orosco-Woolworth agreed to the amended motion. Motion carried unanimously.

Moved by Senator Bolz and seconded by Senator Wesley to record unanimous approval of Amendments A, B, and C as suggested. President Wyly's intent is to inform S/P Laguerre of the resolution and the unanimous approval no later than Wednesday morning. He will ask S/P Laguerre to forward the resolution to the Board of Trustees. Because the Senate President's report is not scheduled on the next agenda, he will ask to be placed on the agenda and, if he cannot be added, he will at least inform the Board of the Senate action during public comment. President Wyly encouraged Senators to show support and attend this next Board meeting.

9.1 Graduation Resolution	Deferred
9.2 Grade Submissions: Proposed Timeline	<p>The Senate discussed at the last meeting options to allow for a reasonable grade submission timeline that will help Student Services, Financial Aid, students, and faculty complete the process in a timely manner. If faculty agree that a four day turnaround is reasonable, colleagues will need to adhere to this process. Tacitly, if faculty do not adhere to that four day turnaround, it will become an issue of administrative oversight. Moved by Senator Obegi and seconded by Senator Pearson-Bloom to propose the timeline for grade submission to be due four calendar days after final exams.</p> <p>Senator Bolz asked if there would be any exception in any department that wouldn't make it feasible for someone to do that. Senator Berrett replied it should work as long as it rolls to an administrative staff, otherwise it could become a contract issue. This is a trial and the Senate would need to revisit next fall if there are any problems. President Wyly noted part of the spirit of this change is to allow faculty the time now to plan accordingly and the Senate already agreed to vet this. The discussion concluded and a vote was taken. Motion carried unanimously.</p>
10. Information / Discussion Items	
10.1 College Budget Update and Answers to Questions	<p>President Wyly may solicit additional questions and he will invite Finance VP Yulian Ligosio to a March meeting. Moved by Senator Obegi and seconded by Senator Bundenthal to table this item. Motion carried unanimously.</p>
10.2 Chinese Aviation Program: Senate roles moving forward	<p>President Wyly has been working with S/P Laguerre to define what he perceives the role of the Senate moving forward. The Program was approved by the Board of Trustees. President Wyly asked to clarify a few things for the Senate. First and foremost, the two faculty teaching the current aviation program would very much like everyone to understand that the Chinese Aviation Program is different than the Aeronautics Program, although parallel to it. Faculty would be hired for the new program with the same qualifications. Although the current faculty can provide information they would like to ensure the Senate and the College understand that it is a different program. Secondly, roles for the Academic Senate could include curricular changes due to potential interest from Chinese students for a degree. In that case ESL support would probably be needed and additional hiring of new faculty. There is recognition that hiring in this field is very difficult to do and good planning will be needed. President Wyly will add the Chinese Aviation Program to the next 10+1 meeting agenda. He encouraged Senators to forward questions but he also emphasized the program has been approved by the Board of Trustees who insisted the first cohort of students be identified before money is spent and the program moves forward. Senate questions should be sent to President Wyly before Sunday.</p>
10.3 Organizational Chart – Updated	<p>As noted in Item 9.1 an update has not yet been provided.</p>
10.4 Shared Learning: Process for Curriculum Approval – Dale Crandall-Bear	<p>DE Coordinator Dale Crandall-Bear asked if Senators understand what shared learning is. It has been talked about in general terms as the idea of a telepresence course, a new modality that administration has been interested in pursuing. Conversations took place at meetings last semester that raised some issues about that need to be addressed before the Senate can vote on it. The plan is to have a series of conversations about these issues over the next several meetings until the Senate works through them. Coordinator Crandall-Bear suggested starting with the biggest issue that asks who would be supporting instructors in the locations they are not physically in. An instructor would be in one location teaching the students there and a high speed hookup would connect the instructor with students on other campuses, communicating in real time. What is new about shared learning is the idea that an instructor would be teaching a group of students live in one location and have a high definition, high-speed hookup to communicate with a group of students in classrooms in Vallejo and Vacaville. Technology would be built into three rooms over the summer for a fall pilot launch. The first question faculty then ask is how they can be responsible for students in classrooms at a distance. Coordinator Crandall-Bear asked Senators what kind of system they use now if an emergency takes place or technical equipment fails. Following initial responses about various situations, it was clear there is no defined system in place. Senator Conrad noted emergencies are rare and his bigger concern was about the day-to-day issues, including how to distribute papers a few times per week and receive student work in return. Coordinator Crandall-Bear pointed out electronic format methods can be used and faculty can decide whether or not they are interested in taking part in shared learning.</p>

Senator Pearson-Bloom noted embedded tutors or supplemental instructors (SI) could be assigned to the distance locations but instructors won't be able to manage those environments. Coordinator Crandall-Bear acknowledged that is an issue that comes up but there could be a staff member assigned to each room; one instructor and two staff members to cover the three locations. President Wyly pointed out Title 5 allows lab aids and other staff only if in line of sight of an instructor. Senator Pearson-Bloom suggested it could be beneficial to invest in one SI for each room to raise class capacity. Senator Bolz countered when an instructor is in the room with a class activity of students working in small teams, student engagement tends to increase. Coordinator Crandall-Bear pointed out instructors can work with small groups via telepresence. Senator Cittadino had worked in a couple schools in Washington with someone in an area of the classroom and he never saw problems with that. He suggested a staff person could possibly be nearby and be called into the classroom as needed.

Coordinator Crandall-Bear clarified that shared learning would be designed to help classes reach their maximum by enabling enrollment on all three campuses to total thirty or so students. The idea going forward is to avoid cancellation of existing classes. Senator Cobene noted orientation at the beginning of semester seems to help students and he suggested adding a second required orientation later in the semester. Senator Cittadino pointed out there could potentially be an opportunity for students in Dixon or Winters with addition of a room in those locations. Coordinator Crandall-Bear will reengage the conversation at subsequent Senate meetings.

10.5 Default
Prevention Update
and Initiatives and
Referral Forms –
Robin Darcangelo

Robin Darcangelo, Associate Dean of Financial Aid, thanked the Senate for giving her time for this report. She explained, when the three-year cohort (2010 - 2012) default rates were received, Solano Community College was over the 30% threshold rate and became a Tier 1 school. If rates continue to stay at 30% or above it will put the College in a risky situation for sanctions, including potential loss of Title 4 funding. Dean Darcangelo developed a default prevention plan a year ago, it was approved and she revised the plan in December. Official rates came out today at 28.4%, under the threshold. That was great news and she noted it took lots of work. A very small portion of students borrow money for loans but, in that cohort of students, interventions must be worked out and followed through. Students receive tracking indicating they need a progress report signed by their instructor. Dean Darcangelo wanted faculty to know that, in case a student asks for their signature. She processes hundreds of appeals for students and not all are because of the defaults but she emphasized these default progress reports need to be signed. If faculty see that students on academic probation or for other reasons need additional support services, she asked that they be referred to Counseling and Counseling can direct students to services, whether Academic Success Center, Career Center, tutoring, or other support.

One of last pieces of intervention Dean Darcangelo pointed out is that financial aid is driving this as part of the Student Success Initiative and she wanted to bring awareness to everyone. She sent a write-up to the VP of Student Success that was posted today. It provides information about what Robin is working on. The good news is that rates are going down and students are wanting progress reports and may ask for additional information. When Dean Darcangelo first looked at the data in the research, it shows that cohort default rates are a reflection of educational outcomes and support. When she developed the plan, it was about providing additional support and looking at student surveys and skills and providing support for underrepresented students. She added that support is provided for any students who want to get loans but they must first go through the Smart Borrow and Financial Literacy workshops that Dean Darcangelo rolled out to many different areas of the College. There is a decrease in loans being funded now. Students cannot be denied a loan within a three-year limit but progress has to be demonstrated. The idea is to educate students on how to finance their education and to help with their overall success. Students can borrow up to \$10,500 within a year but they can also get additional money. It is easy to get a student loan but they do have to make progress toward their educational objectives and Financial Aid looks at numerous variables for students in order to continue getting loans. President Wyly asked Senators to send in their questions and they will be forwarded to Dean Darcangelo who expressed her appreciation for faculty support and for engaging in conversation to help student success. She sends emails out often to remind students about scheduled workshops.

10.6 Adjunct Center:
Request for Supplies –
Narisa Orosco-
Woolworth

Senator Orosco-Woolworth reported that adjuncts have requested a gift of a microwave for the new Adjunct Support Center. Senators can email Senator Orosco-Woolworth if they have questions. The request will be an action item at the next meeting.

11. Reports	DE Coordinator Crandall-Bear provided an emailed report.
12. Action Reminders	Program Review needs a student representative and could use another representative from CTE, Health Sciences, Math/Science, and Counseling
13. Announcements	<p>The next regular Senate meeting will be held on March 2, 3:00 – 5:00 pm in the Board Room.</p> <p>President Wyly distributed an updated payroll deduction contribution form asking colleagues to designate a specific amount of money every month to support the Academic Senate.</p>
14. Adjournment	<p>Moved by Senator Pearson-Bloom and seconded by Senator Cobene to adjourn. The meeting adjourned at 5:11 pm.</p>
<p>President Wyly's Report submitted to the Senate by email; key points reviewed in Item 6.</p>	<ol style="list-style-type: none"> <li data-bbox="402 590 1580 747">1. Senate Concerns re: the position of Vice-President of Student Success at SCC, including request from Senate for direction. As I reported, the Board received the letter I was directed to compose at its 1.21.15 meeting in closed session. At that same meeting, the word "interim" was struck from the job description although the contract is still for six months, to expire June 2015. That said, at that same meeting, one Trustee expressed concern over the lack of process cited in the letter. <p data-bbox="402 785 1580 911">Subsequently, I have expressed to the Superintendent-President the importance to the Senate of the recommended steps in letter, and I shared that a resolution was being considered by the Senate. S-P Laguerre communicated at out last10+1 the Board's intent to respond, ideally by the 2.23.15 meeting (after which the Senate should consider the need for further action).</p> <p data-bbox="402 949 1580 1075">Moreover, I expressed concern over alterations to 3SP planning budgets to support this position as the document is reviewed by the Senate, and the Senate President is a designated signee. I suggest strongly that the Senate consider asking for an updated 3SP report and that we consider carefully the next budget before directing my signature.</p> <ol style="list-style-type: none"> <li data-bbox="402 1113 1580 1297">2. Appointments (ASC Coord; Dean of Health; Dean of Social/Behavioral; Forthcoming VP Student Services; School Coordinators; Accounting Managers ((Bond and Classified))). We continue to make appointments to various hiring committees. Not surprisingly, there have been concerns from faculty re: the number of administrative positions, especially as we have yet to receive an update re: faculty hiring priorities. (On this front, I conveyed to S-P Laguerre frustration given the Senate's willingness to hand over its Dec 1 meeting to this process.) <p data-bbox="402 1335 526 1367">To clarify—</p> <ol style="list-style-type: none"> <li data-bbox="402 1371 1580 1497">A. The VP of Student Services was vetted last semester in Shared Governance and with the Senate; there was no approval process for the actual job but we did review the JD. Too, our last response for accreditation cautioned against having Student Services report to the S-P. These conversations happened previous to the unannounced VP position. <li data-bbox="402 1501 1580 1591">B. All other positions except for the bond accountant position are replacement positions. (That said, I encourage faculty to question why faculty replacement positions should not receive the same treatment.) <li data-bbox="402 1596 1580 1686">C. In addition, in 10+1, I broached the need for a written procedure for faculty rankings per Senate goals: as a result, S-P Laguerre asked if I would meet with Dr. Minor to discuss how to work with the Senate to make this happen this term. I hope to have more to report at our next meeting. <ol style="list-style-type: none"> <li data-bbox="402 1724 1580 1942">3. Accreditation Steering Committee & ASCCC Accreditation Institute. Since our last meeting, the task force assigned by the Senate (Wyly and Jaimez as well as Melissa Reeve at my invitation) met with the S-P Laguerre, Dr. Minor and Peter Cammish as well as FA Pres. DeKloe to discuss moving forward with the self-study for 2017. I have included my notes from that meeting below for your reference. In addition, Melissa Reeve, Michael Wyly, Leslie Minor, and Roger Clague will attend the 2015 ASCCC Accreditation Institute. In addition, SCC has committed to send a team to the ACCJC Training in late April 2015. FA Pres. DeKloe expressed concern over workload, proposed release time, and

administrative commitment to faculty; I will attend their next Exec Board meeting, and I will share the results of that meeting with the Senate.

Accreditation Notes (Wyly), 2.6.15 Meeting, 2-3 PM

1. Steering Committee Composition
 - a. Co-chairs per Standard, possible two pairs for Standard II (Co-chairs: faculty + administrative appointee) to give over to writer (four pairs of co-chairs = 8 people; extra for Standard II = 10 people);
 - b. Writer (1);
 - c. VPAA/ALO (1);
 - d. Senate President (1);
 - e. Research and Planning (1);
 - f. ASSC (1-2?).
2. Review of Annette's Solicited List of Things To-Do; some examples follow:
 - a. Student Services;
 - b. Staff Equity Plan;
 - c. General Education—Issues with GE-specific problems. Is this local GE? Has ADT started to address these (Arie-Donch).
3. Projected Timeline:
 - a. Senate President to meet with FA re: potential concerns on 2.17.15
 - b. VPAA to meet with FA re: JDs on 2.17.15
 - c. To work with the FA to develop JD for faculty positions with release time; then advertise?
 - d. Co-Chairs to meet and plan a calendar by April 2015;
 - e. Plan for Education of Co-Chairs (models of successful reports; trainings, conferences, retreats, last self-study documents, including the team report, and the like);
 - f. Plan for flex-cal workshops for education, information sharing, information gathering;
 - g. Fall 2017 Flex-Cal to share with campus community the content of the report;
 - h. Work through AYs 2015-2016; 2016-2017; plan needs to be developed;
 - i. Goal to finish report and approvals is April 2017;
 - j. Summer 2017 Final Editing with Writer (May-August 2017);
 - k. October 2017 Visit.
4. Suggestions:
 - a. 20% Release Time per faculty member;
 - b. Possible increase in release as work unfolds;
 - c. Process to include more refined presentation of the document;
 - d. Empowerment of the steering committee; might include hiring the writer, inc of release, and the like.
 - e. Committee's work to include location of evidence, and possible creation, if needed
 - f. Steering committee to interact via the ALO with the BoT Steering Committee and BoT as primary contact
 - g. As many co-chairs as possible to participate on visiting accreditation teams to other colleges;
 - h. Group retreat of Steering Committee should include comprehensive review of new standards;
 - i. College training to prepare for visiting team (not to treat the ACCJC visiting team "as an agent of reform"
4. Study Abroad Committee Update. The Study Abroad Committee will be reconstituted. As a reminder, in Spring 2014, then-chair Ferdinanda Florence, announced that the committee had been unsuccessful in its attempt to establish a study abroad program at SCC. In discussion with interested faculty as well as Administration, I have opted to reappoint to this committee, and I propose the following charges for this committee for the Senate to consider: 1. To work immediately to tie SCC to an existing CC Study Abroad consortium (e.g. Contra Costa/Santa Rosa or Los Rios) thereby providing SCC students with near-immediate access to a program to which SCC formally belongs; 2. To explore how to tie existing summer efforts (e.g. Photo or French) to these programs as well as ideas proposed by Dr. Laguerre for China; 3. To develop in cooperation with administration and counseling an information campaign for student access and support to study abroad. Sabine Bolz, Lorna Marlow-Munoz and Isabel Anderson have expressed interest in this work. We will agendize this topic for our first meeting in March.
5. Assessment Committee; Meeting forthcoming. Dr. Laguerre, Dr. Minor and I will meet shortly to discuss assessment at SCC, including perhaps connecting the Assessment Committee to the Senate,

database management and access and making the process easier for faculty. I should have more to report at our next meeting.

6. ASCCC Academy Participation, 3SP and SEP. As you are aware, Corrine Kirkbride and Melissa Reeve will present at the Academy on our FYE program. In addition, LaNae Jaimez, as the faculty representative on the Student Equity Committee and Nick Cittadino as the FYE Coordinator will also attend. This involvement is funded by SEP and 3SP monies and was built into the budgets previous to submittal in Fall 14. Finally, I will attend as well, although I will be funded by ASCCC as I serve on the ASCCC Transfer, Articulation and Student Services Committee. I would like to thank each of these attendees and especially our presenters for representing SCC. Finally, I have advocated that SCC send representatives from Admin to complement the SCC team (also in 3SP and SEP budget).
7. SCC to host ASCCC CTE “Listening Event” on Feb 27th. To remind you, Solano Community College will be hosting one of three CTE Listening Events, sponsored by the Academic Senate for California Community College (ASCCC). In collaboration with the Chancellor’s Office, these ASCCC conversations are designed to afford the opportunity for faculty from across the system to provide input into the work of the Board of Governors’ Task Force on Workforce, Job Creation and a Strong Economy. This event will take place on Friday, February 27th. First, I want to thank LaNae Jaimez, Mark Berrett and Curtiss Brown for agreeing to work as support for the conference on that day. Moreover, I want to extend an especial thank you to Connie Adams who is operating as the principal liaison between SCC and ASCCC. Their involvement is especially critical as I will be at another ASCCC conference in San Jose on that same day—see next item.
8. Area B meeting. The next regional meeting for ASCCC is on February 27th at San Jose CC. As a reminder, important updates will be shared as well as discussions re: proposed resolutions to be discussed at the Spring Plenary in April 2015. As materials for our review are provided, I will make copies available to the Senate for our discussion. Similarly, should our Senate have a resolution we would like to propose to the ASCCC, we will want to agendize that topic quickly. Please let me know if you have questions here.
9. Update on Shared Learning and Faculty-Input on SCC Technology Plan. DE Coordinator and Subcommittee Chair Dale Crandall-Bear will work with the Senate at our next meeting to discuss possible steps for the creation of a curricular process—in direct cooperation with the Curriculum Committee—to approve courses for Shared Learning. Connected to this issue is the desire for direct collaboration with faculty to develop an SCC Technology Plan. Dale and I will meet shortly with Dr. Laguerre along with Dr. Minor to discuss how we may move forward. I hope to have more information to share at our next meeting.
10. Spring Plenary + Curriculum Institute.

We are currently in the process of arranging for Spring Plenary. Senators who have voiced interest are Nick Cittadino and LaNae Jaimez. Basic Skills Coordinator Melissa Reeve may also be interested. I will also attend as our delegate. As a reminder, in F 2014, I submitted budget requests for ASCCC conferences, and we requested enough for a team of four. Should you be interested in representing SCC, please let me know ASAP.

Typically, we send an SCC team to Curriculum Institute consisting of the following faculty: Senate President, Curriculum Chair and Articulation Office; in addition, the VPAA and Curriculum Analyst also attend. Last summer, the Assessment Coordinator also attended. As such, I have already communicated to Academic Affairs our desire to send the following faculty members: Curtiss Brown, Michael Wyly, whoever replaces Robin Arie-Donch as Articulation Officer. Please let me know if you believe someone else should also be in attendance, and I will reach out again to Academic Affairs.

11. Aviation Proposal (China). At the last BoT, the Board voted for the Aviation Proposal presented to the Senate at our last meeting. Subsequently, I asked Dr. Laguerre to share with me where he most

sought Senate input on this proposal at this point. This item has been agendaized for our next meeting.

12. Summer stipend. As we discussed in early Fall 2014, I received the benefit of a small stipend to support the work of the Senate President in Summer 2014. Also, as we then discussed, I have suggested the institution of this stipend, dependent on the Senate President's participation in the summer months. Some examples would be Shared Governance, BoT Meetings, Enrollment Management Committee, Student Equity, and 3SP as well as meeting regularly with the VPAA and S-P and related faculty advocacy. Admin. is receptive to this proposal, and I will meet with Dr. Minor shortly to discuss the particulars. I hope to have more details to share with the Senate shortly.
13. Request for Organizational chart, 10+1. At our meeting in Jan. the Senate requested an updated organization chart in response to the various new administrative hires. I have made this request, and I hope to have an updated chart to share at our next meeting (also to be posted online).
14. Message to Admin: faculty morale; admin disconnect from the classroom. I have had multiple faculty voice a vastly diminished morale as well as a sense that administrative priorities are more and more disconnected from the classroom. Too, FA Pres. DeKloe has reported the same. For one, I have worked, and will continue to work, to voice these concerns to administration. Two, I ask that Senators reach out to their constituencies on this front—if this is a pervasive sense across campus, we will want to make sure we communicate this message, and we may choose to take other action.
15. Peer Review Update. We have developed the apparatus to get this committee moving, but have not yet made any real progress. Much of this is in my court, and I mean to make an effort to get things moving as soon as possible. Mostly, lack of movement on this front is the result of competing priorities combined with a lack of urgency due to the current contractual impasse.
16. Shared Governance: SG voted on the new logo presented to the Senate at our last meeting. Motion not to change/adopt a new logo until the cost, calendar, and other implications are clearly communicated and vetted. Concerns voiced over process, proper vetting versus symptomatic, ad hoc planning. Vote passed unanimously.

Second, S-P Laguerre reported on the possibility for student housing, a subject discussed at the last BoT meeting as well. Student housing might serve student athletes, emancipated foster youth, as well as dorm programs for SCC students, including possible specific programs. At the Board meeting, a firm involved with housing planning presented: the Board voiced concerns over pricing/money. No commitment or plan has yet been argued. As additional information becomes available, it might be that we will want to agendaize student housing for discussion.

Third, VP Ligioso presented a budget update, one which he will present to the Senate at our next meeting on 2.23.2015; at your request, I have asked that Academic Salaries be split to show subsets of fiscal data, including faculty salaries, administrative salaries and the like. Ligioso says we are currently looking at a \$1.9-2 million deficit and getting very close to the 5% reserve. Ligioso will also present at upcoming School meetings.

The need for block scheduling, better space utilization, and the desire for afternoon classes will be an important conversation desired by the VPAA.

The Senate's proposed revision to the Code of Ethics as well as the Senate-approved hiring procedures for part-time and emergency hires were presented for action. For the Code of Ethics, the motion was tabled (again—2nd time) for the new student reps to re-inform their constituencies. Too, SG would like to see the use of technology addressed in the policy. Discussion/action tabled for one month; time ran out for the hiring process and that item was also tabled.

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English Department

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