



# ACADEMIC SENATE

## Adopted Minutes

November 2, 2015

3:00 pm – 5:00 pm

**1. Call to Order**

Academic Senate President Michael Wyly called the meeting to order at 3:02pm.

**2. Roll Call**

Members:

Michael Wyly, President	P	Lue Cobene	p
Amy Obegi	P	Marivic Macalino	p
Andrew Wesley	P	Mark Berrett	p
Erin Duane, Secretary/Treasurer	P	Narisa Orosco-Woolworth	A
Janene Whitesell	P	Nedra Park, Admin. Assist.	p
Jeff Kissinger	A	Nicholas Cittadino	p
Joseph Conrad	P	Sabine Bolz	p
Ken Williams	P	Teri Pearson-Bloom	p
LaNae Jaimez, Vice President	P	Thomas Bundenthal	p

A= Absent

P=Present

Ex-Officio & Committee Chair Members:

Joshua Scott Dale Crandall-Bear

Guests:

Stan Arterberry, Interim President Leslie Minor, VP of Academic Affairs  
 Greg Brown, VP of Student Services

**3. Approval of Agenda**

Senator Janene Whitesell motioned to approve the Agenda of 11/2/15 and it was seconded by Senator Andrew Wesley. The motion passed unanimously.

**4. Approval of Minutes**

None

**5. Comments from the Public**

None

**6. AS President's Report  
 Michael Wyly, AS President**

The college is hosting the Northern Curriculum Meeting on November 13, 2015, starting at 9:00 am. President Wyly thanked all the senators who have already volunteered to assist the meeting and it is not too late to volunteer if you are able. Anyone volunteering should register by Nov. 9 to be included in the lunch count.

**6.1 Volunteers for Northern Curriculum Meeting**

**6.2 Support for SCC at State Prison Update**

President Wyly delivered the senate resolution to support the prisons program to the Board of Trustees (BoT) and it was well received. The next step will be to encourage faculty participation in teaching at the prison. Senator Amy Obegi suggested a Flex Cal workshop be offered to educate people interested in

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6.3 Peer Review Taskforce Update

teaching at the prison. Since Senator Andrew Wesley is already scheduled to speak on the program; he offered to incorporate this content into his Flex Cal presentation.

The Peer Review Taskforce held their first meeting and decided to meet every Friday until the end of the semester. AS President Wyle was nominated as chair of the taskforce. The group reviewed educational codes and the history of the taskforce. They also set the goals of peer review, keeping in mind the ASCCC guidelines that inform the goals. The members of the taskforce are:

Name	Representation
Janene Whitesell, Senator	Academic Senate
Michael Wyly, Senate President	Academic Senate
Maire Morinec, Dean of Applied Technology & Technology	Administrative Leadership Group
Peter Cammish, Dean of Research & Planning	Administrative Leadership Group
Shirley Lewis, Vallejo Center Dean	Administrative Leadership Group
Erin Duane	Faculty Association
Melissa Reeve	Faculty Association

6.4 Accreditation Steering Committee update

Three Accreditations Coordinators have been hired and solicitation for 2 additional coordinators has started. VP AA Minor clarified that a Master’s degree is not required. She is still working on the administrative composition for the Accreditation Steering Committee Adjunct faculty can also serve as coordinators and though it is difficult for adjuncts, a two year time commitment is encouraged. Senator Obegi noted the inclusion of adjunct faculty was very beneficial as the college continues to lose full time faculty.

At the Area B meeting, President Wyly learned that specific recommendations from the State Accreditation Taskforce will be sent to the Chancellor’s Office. These recommendations were discussed in an email previously sent to SCC senate members. In support of the State Accreditation Taskforce recommendations, State Academic President, David Morris asked the local senates, if so inclined, to make a resolution to formally endorse the State Accreditation Taskforce recommendations and forward it to the Chancellor’s Office. President Morris also suggested that the resolution be presented to local BoTs so they can also support the recommendations. President Wyly will present a draft resolution at the next AS meeting for action.

7. Interim President’s Report  
Stan Arterberry,  
Interim  
Superintendent/President

In response to the Accreditation Taskforce recommendations S-P Arterberry said that while some boards are not supporting the recommendations, he is in favor of supporting them.

7.1 Accreditation Taskforce Recommendations

Interim Superintendent-President Stan Arterberry reported on the Vacaville Campus Annex flood. The hot water heater malfunctioned Friday evening, consequently flooding the inside the building with 2-3 inches of water. Exacerbating the situation, there are no drains in the buildings; the drywall and carpets will need to be replaced and it is estimated to take 4-6 weeks to effect repairs. Classes have been reassigned to various spaces on the Vacaville Campus allowing no further disruption to students and faculty. This incident has drawn attention to the need for better emergency preparedness for the campus. A company will be selected at the next board meeting to prepare the campus for emergencies.

7.2 Emergency Preparedness

Senator Whitesell asked if training on what to do if an active shooter is on campus will be offered. S-P Arterberry said there is a video, “Run, Hide, Fight” that will be available soon. Senator Wesley asked if there is any plan to inspect the infrastructure of buildings to anticipate problems. S-P Arterberry did not know, but some of the buildings on the Fairfield campus are 50 years old. The available funds are for new construction, not for repairs, however he will look into to this. Due to an incident in the counseling

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	<p>department, Senator Cittadino formulated an emergency plan for the counseling department. He suggested that emergency plans should come from people who know the area and resources in the area. S-P Arterberry agreed that this should be incorporated in the plans. Senator Cobene suggested SCC look at other schools that have had past disasters to expedite our emergency protocols processes. Senator Bolz and VP AS Jaimez recommended a point person/office to collect data on the incidents that have happened for recommendations as well. S-P Arterberry suggested this discussion should be held at the College Council meeting as well to learn about the issues. President Wyly suggested that the senate direct him to discuss the emergency preparedness with S-P Arterberry and put together recommendations. In the interest of time, President Wyly suggested that the senate should continue this discussion at a future meeting.</p>
<p><b>8. Vice President for Academic Affairs Report</b>  <b>Leslie Minor, VP of Academic Affairs</b></p>	<p>VP AA Minor sent information on IEPI workshops on Integrated Campus Planning, Diversity (3 part webinar) and Reentry Programs. Members of hiring committees need the diversity training before serving on a hiring committee. President Wyly noted that some faculty have already had diversity training and it will be important to recognize this to eliminate redundancy. VP AA Minor will follow up with HR to get a list of who has completed the training.</p> <p>The proposed AY 16-17 Academic Calendar was passed out and will be discussed later in the agenda.</p> <p>Assembly Bill 288 is a bill addressing high school students attending college (dual enrollment). VP AA Minor noted that SCC will be enrolling these students. The bill is partly designed to better prepare students for college to increase their success. Senator Cittadino noted that some courses are off-limits and inquired if there is a current list of these classes. VP AA Minor responded that some course are off limits for logistical reasons, safety concerns (Aeronautics), licensure courses (Cosmetology) and nude figure drawing. Senator Berrett recalled previous enrollment limits such as high schools can't send more than 5% of their students. He recalled that SCC has or had a 2% enrollment limit. He pointed out that the high school's 5% could potentially overwhelm the 2% SCC cap. VP AA Minor will do some research to determine current limits. Senator Wesley said he has 8 high school students enrolled in his classes, but has never been notified of their status as high school students. Many other senators reported that they too have not been notified of the high school status of their students. Senator Whitesell noted that the detailed class list does denote this status. President Wyly pointed out instructors need to know which students are dually enrolled not only for FERPA purposes, but also by law, they are mandatory reporters and perhaps faculty training is needed. Senator Pearson-Bloom noted that dual enrollment raises the issues of operating like a high school and instructors will need more training and more issues will need to be addressed. President Wyly agreed to continue the discussion at a future meeting.</p>
<p><b>9. Committee Reports</b>  <b>9.1 Basic Skills</b>  <b>Josh Scott, Chairman</b></p> <p><b>9.2 Curriculum</b>  <b>Curtiss Brown, Chairman</b></p> <p><b>9.3 Distance Education</b>  <b>Dale Crandall-Bear, Chairman</b></p>	<p>Chairman, Joshua Scott, reported that the committee is currently improving English, math and ESL courses and working with the Dean of Research and Planning, Peter Cammish, to gather high school GPAs for more accurate placement of students. Additionally, the committee is working with VP SS Gregg Brown to create connected student support programs, instead of silos. The Basic Skills committee still needs to establish their composition to determine quorum, comply with Brown Act requirements and create a budget. President Wyly responded that the committee could follow what other committees have done: discuss what their obligations are to determine their needs and present it to the senate. Additionally President Wyly offered his assistance to Chairman Scott in working on these issues.</p> <p>In Chairman Curtiss Brown's absence the Curriculum Report was emailed to the senators.</p> <p>Chairman, Dale Crandall-Bear submitted his report via email this morning. Currently the committee is focusing on course shell reviews as quite few new courses are being proposed. They are also working on the logistics of automatically creating a Canvas shell for all courses. Senator Joe Conrad commended the committee for their work on the automated Canvas shells, which he felt will be very helpful for staff. Chairman Crandall-Bear said the automated Canvas shells should commence in the fall semester.</p>

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	<p>This spring is the last semester Chairman Crandall-Bear will serve as Distance Education coordinator. He is meeting with VP AA Minor early next semester to update the job description with a goal of creating a plan to facilitate a smooth transition to the new coordinator. Senator Pearson-Bloom suggested that since the committee is planning the budget, money could be allocated for the new coordinator to overlap his/her time with Chairman Crandall-Bear. Chairman Crandall-Bear is proposing an Instructional Designer, a position that the college has never had. This person will be a faculty who can work with other faculty on technical issues and effective online teaching. Senator Pearson-Bloom noted that the formula used to calculate the cost of hiring an adjunct is not realistic. President Wyly offered to bring this to the Fiscal Advisory Committee for clarification.</p>
9.4 Professional Development	Report 2 <sup>nd</sup> meeting of the month
9.1.5 Program Review	Report 2 <sup>nd</sup> meeting of the month
9.1.6 Assessment Gene Thomas	Report 2 <sup>nd</sup> meeting of the month
9.2 Other Committees	No reports
<b>10. Action Items</b>	Senator Cittadino and Counselor, Candace Roe, Counselor, crafted the “Providing equal Access for Students with Disabilities at Solano Community College”, resolution 11.2.15. <b>Senator Conrad made a motion to approve the resolution and Senator Obegi seconded the motion.</b> A friendly amendment was made to edit paragraph 2 and the two “Resolved” paragraphs as follows:
10.1DDSP/LD Resolution Review	<p><i>WHEREAS, the elimination of the positions for an adaptive kinesiology aide and lifeguard for the adaptive kinesiology water courses, has impacted adversely the college’s ability to offer Kine 001A and Kine 001D;</i></p> <p><i>RESOLVED, that Academic Senate of Solano Community College strongly encourages the reinstatement of the Learning Disabilities Program, the hiring of a full-time Learning Disabilities Instructor and the development of a Learning Skills (LS) program of courses to support our students with disabilities;</i></p> <p><i>RESOLVED, that Academic Senate of Solano Community College strongly encourages the hiring of a life guard and an instructional aide to support safely and lawfully students in their goals toward an Associate Degree at Solano Community College.</i></p> <p><b>The senate voted unanimously to approve the amended resolution.</b> President Wyly will report the resolution to the campus community, BoT, and Senator Obegi suggested the Tempest may want to interview some of the affected students. President Wyly will create a press release for the campus. The kinesiology instructor was not replaced resulting in the suspension of the courses. This points out issues in hiring and discontinuing courses without process. Senator Cittadino requested President Wyly include the hiring issues in conjunction with the resolution when he presents the resolution to the Faculty Association.</p>
10.2 BS Persistence rates Resolution	<p>In response to Chairman Joshua Scott’s previous Basic Skills committee report, the senate is revisiting the topic of persistence rates. However, there is no resolution to present at this time. Senators Jeff Kissinger and Mark Berrett previously expressed concern over how CTE programs are represented in the persistence rates. Senator Berrett discussed the rates with CTE faculty and there was no favorable response or questions brought to the senate. President Wyly noted the state senate has passed a resolution for each college to designate a CTE liaison to the State Academic Senate. Senator Berrett said the number of CTE faculty has rapidly decreased; they lost half of the CTE faculty and courses in the last 10 years. VP AS Jaimez requested to hear more about the CTE issues. President Wyly suggested that we dedicate sometime to this topic on a future agenda.</p>

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10.3 ASCCC Fall Plenary Resolutions	<p>Voting at the plenary will occur this Saturday. The three principal resolutions are the baccalaureate resolutions and other resolutions will be presented at the meeting. President Wyly requested direction from the senate on the recommendations. <b>Senator Whitesell motioned to approve all 3 resolutions and VP AS Jaimez seconded the motion.</b> Senator Conrad requested a summary of what is contentious in the resolutions. President Wyly reported that initially people in the state senate wanted the baccalaureate program to roughly correspond to the existing state baccalaureate programs and an actual model for all community colleges would follow to standardize how it is done across the state. People argued against this since the programs are more CTE in nature and shouldn't have upper division GE requirements. Other people proposed that the upper division GE requirements be minimal and considered a new type of degree. Subsequently the pilot program started; Foothill Community college and a few other pilot colleges strongly agree the program should have been a new type of degree. Additionally, a Baccalaureate Taskforce was created by the state. This taskforce conducted a survey and their findings supported upper division GE courses as recommended by the ASCCC. President Wyly reported state wide there should be enough students to sustain those upper division courses, locally that will have to be determined. A resolution is being proposed by the state executive team to limit the upper division courses to students within the program to avoid competition with CSUs. Senator Berrett shared his experience at mid-west college which illustrated the opposition to the upper division GE courses. The college was not in favor of upper division GE as it takes units away from the CTE courses. The CTE upper division classes were packed with highly specific technical courses and internships. The more general courses were Associate Degree level and the advanced courses were a Technical Degree. President Wyly added that Senator Berrett's points do characterize the discussions he has heard in the state meetings. In support of the resolution, VP AA Minor added that the purpose of creating the program as a baccalaureate is to allow students the flexibility to transfer if they choose to pursue a higher degree. The senate directed President Wyly to vote in favor of all three resolutions <b>The senate passed the resolutions however Senators Bolz and Wesley abstained.</b></p>
10.4 Lack of Club Advisors	<p><b>In the interest of time, President Wyly solicited a motion to defer items 10.4 and 105. VP AS Jaimez made the motion and it was seconded by Senator Cobene. The senate passed the motion.</b></p>
10.5 Academic Calendar Draft	<p>Deferred</p>
<b>11. Information &amp; Discussion Items</b>	<p>VP Brown reported that he does not have all the data for the plan. Two new required populations were added to the plan, foster youth and veterans and this is being worked on. Until this data is available the plan can't move forward and it is due November 30<sup>th</sup>. However a committee has been created to review the plan as soon as the data is ready. He announced that more money will be available; the state announced an allocation of 1.1 million for equity funds. The state has changed the allocation formula partly due to inclusion of foster youth and there is an 18 month window (ends December 2016) to spend the funds. He noted the President Wyly's signature is required before the plan can be submitted to the state. Therefore the senate needs to review the plan and direct President Wyly as the senate deems at the next senate meeting which is the last meeting of the year. Senator Obegi requested a copy of the plan at least a week before it is presented so it can be shared with constituents. Senator Cittadino suggested Foster Youth Counselor, Kamber Sta Marie as a potential committee member. Due to the short time left to approve the plan, Senator Cobene asked if there is a penalty for filing the plan late. VP SS Brown responded that the plan will need changes after it is submitted and the state may reject requests for modification of the plan. VP AS Jaimez served on the committee last spring and data on the veterans and foster youth was collected. VP SS Brown responded that the data probably came in at the end of last year but he did not see the data.</p>
11.2 Discontinuance Policy Discussion	<p>Deferred</p>
11.3 Flex Cal	<p>Deferred</p>

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11.4 Faculty Hiring Update	<p>Deferred</p> <p>President Wyly suggest a motion to reorder the next agenda to prioritize items 11.3 and 11.4 due to 7 minutes remaining for the current meeting and the fact that these items have been deferred at previous meetings due to lack of time and they are important topics. He suggested they be moved before all other business on the next agenda. <b>Senator Duane made the motion to approve President Wyly's suggestion and Senator Conrad seconded the motion.</b> Two friendly amendments were made and accepted by Senators Duane and Conrad. First Senator Obegi recommended that the deferred Faculty Hiring Update be included with the above items. Secondly Senator Conrad added that the items should be placed after "Public Comments". <b>The motion passed unanimously.</b></p>
11.5 State Liaisons	<p>The ASCCC is directing funds into CTE and as result various CTE academies have been offered. As mentioned previously, the ASCCC senate has asked local senates to designate a state CTE liaison. President Wyly would like the state liaison to be an action item on a future agenda. ASCCC is also looking to form a legislative liaison to keep track of the increasing community college legislative matters. In discussing the liaison with VP Jaimez, President Wyly suggested that the senate VP or Secretary/Treasurer fill this need and would like to purpose it as an action item on a future agenda and it would require a change in the description of their duties.</p>
11.6 Hiring Process and Articulation Officer update	<p>Deferred</p>
<b>12. Action Reminders Committee Composition</b>	<p>Self-explanatory</p>
<b>13. Announcements</b>	<p>President Wyly encouraged the Senator to take copies of the newest "Rostrum" magazine.</p>
<b>13.1 Next AS Meeting</b>	<p>See Agenda</p>
<b>13.2 Upcoming ASSC Events</b>	<p>See Agenda</p>
<b>14. Adjournment</b>	<p>Senator Cittadino moved to adjourn the meeting and Senator Whitesell seconded the motion. The meeting adjourned.</p> <p>Attachments:  AY 16-17 Calendar  AB 288  Curriculum Committee Report  Curriculum Committee Program Review Cycle  Distance Education Report  Distance Education Budget Proposal 2015-16</p>
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