



<p>Michael Wyly, President</p>	<p>congruent meetings of other state bodies such as CTE, CIOs, Chancellor's office and Student Services and will be held in Sacramento. Registration is not open yet, but the hotel reservations are open and will quickly fill up. President Wyly will attend as our voting delegate; VP AS LaNae Jaimez and Senator Nicholas Cittadino are also attending. If you are interested please contact President Wyly by the end of today.</p>
<p>6.1 2016 Spring Plenary</p>	<p>The meetings have been reestablished and the first meeting was held Monday, November 23. Interim President Arterberry will be recommending the continuation of this monthly meeting in addition to weekly one-on-one meetings with the AS President to the incoming president. Agenda topics at this meeting included full-time faculty hiring, senate resolutions 10.19, 11.2, 11.16.1, 11.16.2, the baccalaureate program and a peer review taskforce update, dual enrollment, AB288 including minimum qualifications and a plan for assessment. President Wyly also provided an update on the progress on the senate's goals.</p>
<p>6.2 10+1 Meeting</p>	<p>President Wyly shared information from the November 18<sup>th</sup> meeting with the senate via email. President Wyly asked if there were any questions regarding the email and there were none.</p>
<p>6.3 Collage Governance Council Report</p>	<p>President Wyly shared information from the November 18<sup>th</sup> meeting with the senate via email. President Wyly asked if there were any questions regarding the email and there were none.</p>
<p>6.4 Accreditation Report</p>	<p>The Accreditation Steering Committee met for the first time the November 25, 2015. All five accreditation coordinator positions have been filled. VP Minor introduced the key requirements for the self-study and the working groups per standards were established. The meeting was very productive, and ended with a strategy for development of goals and a calendar for the spring semester. President Wyly invited senators to participate on the committee if they are interested. VP AA Leslie Minor will send a spread sheet listing the work teams and their assigned standard. Senators can then decide which group/standard, if any, they are interested in participating in. President Wyly proposed that the Accreditation Report should be a standing agenda item.</p>
<p>6.5 Peer Review Taskforce Update</p>	<p>The last monthly meeting was held Friday, November 20<sup>th</sup>. The group worked to review and identify best practices specific to the tenure review process. The goal is to create identified best practices as a part of faculty vetting for spring Flex Cal.</p>
<p>6.6 Bachelor's Program Update</p>	<p>The committee met on Friday, November 20<sup>th</sup> and discussed the action items of the senate that inform curricular processes and rubrics for upper division courses. The Substantive Change Report will require the bachelorette program to be included in the mission statement. This requires minor language changes that will be presented at the next senate meeting for discussion and/or action by the senate.</p>
<p><b>7. Interim President's Report</b> <b>Stan Arterberry</b></p>	<p>No report due to Interim Superintendent - President Arterberry's absence.</p>
<p><b>8. Vice President for Academic Affairs Report</b> <b>Leslie Minor, VP of Academic Affairs</b></p>	<p>VP Minor donated her report time to the discussion of Hiring Prioritization, item 10.3.</p>
<p><b>10 Action Items</b> 10.1 Student Equity Plan Update Gregg Brown, Vice President of Student Services</p>	<p>There is no report to present today, however the Chancellor's Office has extended the Student Equity Report deadline to December 18, 2015. The committee met and asked to review the strategic initiatives documents to determine if current requests are relevant to equity planning. The committee also requested that a subcommittee be formed to examine what activities are currently operating and need enhancements. This subcommittee will meet tomorrow. VP AS LaNae Jaimez said an emergency AS meeting on the December 14, 2015 may be needed to approve the Equity Plan and President Wyly suggested that everyone should reserve this date.</p>

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. [Title 5, §53200]

10.2 Hayward Award  
VP AS LaNae Jaimez

Each year the ASCCC awards the Hayward Award for Excellence in Education. VP Jaimez, also serving on the Distinguished Faculty Committee (DFC), proposed that the college nominate the winner of the SCC Distinguished Faculty Award for this honor and merge this nomination task with the DFC. The ASCCC just changed the procedure to elect a full-time and part-time faculty, annually alternating the nominations between Northern and Southern California each year. Senator Obegi pointed out that this would eliminate any one who in the past may have won the Distinguished Faculty award from being considered. VP Jaimez responded that she is open to suggestions, but would like the senate to agree to engage in the process and the DFC could work on the process. Due to a December 31<sup>st</sup> nomination deadline, she would like to nominate last year's winner and have the DFC work on the process for future nominations. **A motion was made to direct the existing DFC to create a process for making an annual nomination for the Hayward Award by Senator Ken Williams and seconded by VP AS LaNae Jaimez. The motion passed unanimously.**

10.3 Hiring Priorities  
VP AA Leslie Minor

President Wyly sent out an email of his notes on the Hiring Priorities Meeting. He and Dr. Minor noticed in the section about Mechatronics, Item C, he wrote "funded for 1 year under Perkins." It can only be partly funded, as Perkins funding excludes full-time faculty hiring, but does allow for some curricular development. The deans' recommendations for 8 faculty positions are as follows:

Faculty Hiring Prioritization Fall 2015 for 16/17			
Deans' Ranking			
Priority	Program	Priority	Program
1	Accounting	5	Communications
2	Math	6	Photography
3	English (developmental)	7	History
4	Chemistry	8	Theater
Water/Wastewater – continue with contract education hiring			
Mechatronics – 1 year temporary hire			

The Water/Wastewater Program is primarily off site at the water treatment facilities where employees are trained, with a few classes being held on the SCC campus and taught by an adjunct instructor. The supervisors in the field meet minimum qualifications and are contracted to teach the classes. The deans are proposing to continue the existing hiring structure for this program.

The Mechatronics Program curriculum needs to be updated in some areas and needs to be more visible to the public and industry. While we are striving to improve this program, it is on the Discontinuance List and therefore the deans do not want to invest full-time tenured staff in case it is discontinued.

The faculty members collaborated with their deans to develop hiring priorities. The metrics used to determine the academic priorities would not allow counseling and the library to be on the priority list, but the deans do recognize the need for staff in these programs. VP AA Gregg Brown has agreed to do some research to enable the counseling and library to be evaluated for prioritization. VP AA Minor reiterated that these are suggestions and still must be accepted, altered, added to or rejected by the college president. However, now is the time to review and update job descriptions in order to be prepared to hire new faculty. Additionally, there will be a California Community Colleges Registry (largest repository of job openings in the state) job fair in January and we want to be prepared to advertise and represent the job openings at this event. If you are considering participating on the hiring panels, diversity training will be required, and HR will contact you regarding this. Starting with this spring, hiring priorities for the following academic year will be ranked for fall budget and be ready for the January 2017 job fair. President Wyly asked what the "developmental" English means, since these positions are usually generalists. Dean Glines responded that this is 300 level classes, he argued that the need was for Basic Skills English (300 level classes) to garner support for the position. Senator Cobene noted that this limits what can be taught and suggested this be a split position. President Wyly agreed that this position should seek someone proficient in Basic Skills and the ability to move forward to transfer level courses as needed. VP Minor agreed that the job description should specify basic and transfer level courses. Faculty expressed concerns over the decrease in full-time faculty positions being hired. Senator Obegi asked if the hiring priorities consider pending retirements. VP Minor noted that retirements and enrollments are taken in consideration.

Ranking Justifications:

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. [Title 5, §53200]

<b>10.3.1 Accounting</b>	Dean Maire Morinec reported that until December 2013 Accounting had 2 full-time faculty members. The positions were scheduled to be filled in 2014-2015, however due to problems with HR; the positions were put on hold and by December 2015, there will be no full-time faculty members. Accounting is one of the largest certificate and transfer programs offered at SCC.
<b>10.3.2 Math</b>	Dean John Yu reported the college has about 80 programs and the average FTEs per program is 45. Over the last 3-4 years math has increased from 530 FTEs to 610 FTEs this semester without an increase in faculty and 3 retirees were not replaced. Part-time faculty are difficult to find and/or keep due to competition with surrounding colleges. Currently math has 16 full-time faculty members, 3 less than they previously had. President Wyly also added there is a hiring boom across the state which also depletes our adjunct pool. Additionally in the past 2-3 years math has remained just below selection on the priority list. Senator Conrad added math has more FTEs now with fewer faculty positions than in the past. Also calculus and higher level class sections have doubled over the last few years and the Basic Skills math has remained level so a generalist is needed.
<b>10.3.3 English</b>	Dean Neil Glines reported starting in the fall English 1 & 4 will increase from 3 unit courses to 4 units. This is going to make staffing the classes that are offered more difficult. Currently staff is 35% full-time with the balance being part-time faculty. There are concerns because current adjuncts are moving to other institutions.
<b>10.3.4 Chemistry</b>	Dean John Yu reported that in the past chemistry had 150 FTEs and this semester there are 190 FTEs; with the growth and retirement additional faculty are needed. Senator Conrad added that it is difficult to find adjuncts to teach chemistry in the best of times and with the hiring competition it will be even more difficult.
<b>10.3.5 Communications</b>	Dean Glines stated that 3 full-time faculty members are teaching 36% of the Communications classes with part-time staff teaching the balance. Currently adjunct faculty are coaching the debate team and it is difficult for the adjuncts to travel with the team. Without full-time faculty leadership the debate team is not as stable or consistent as it should be.
<b>10.3.6 Photography</b>	Dean Glines reported that Ron Zak is retiring, resulting in zero full-time faculty members in the photography program. Without full-time leadership and oversight the program, which has been very successfully in the past, will suffer. Senator Obegi asked if the vision of a Media Arts program is included in the position to be hired. Collin responded that all the components (journalism, film, graphic arts, and cinema) have a vision and need to consolidate to create a proposal. All these programs will have only adjunct faculty members after this semester and the programs will suffer without full time leadership to move forward with the Media Arts vision and the new theater. President Wyly suggested a 1 year temporary hire, like the plan for Mechatronics, may be an option for these related programs' hiring need. Dean Maire Morinec said that the Perkins funds were slated to fund curriculum development in film and television, however no work was done and the Perkins plan submitted to the state had to be revised. She will not consider further funding unless there is a solid plan. Senator Obegi suggested that perhaps the job description could state "Media Arts with an emphasis in photography" and look for overlap into the other related areas as well.
<b>10.3.7 History</b>	Dean Keydron Guinn said 3 faculty members from the history program are retiring or gone. Currently history FTEs are lower than they have been in previous semesters. There is good adjunct coverage currently but a full-time instructor is likely to be needed in the future.
<b>10.3.8 Theater</b>	Dean Neil Glines reported that the theater lost its only full-time acting faculty member at the end of Spring 2015 semester. In order to staff the classes a temporary full-time faculty was hired and the position will expire at the end of spring semester. The theater has one full-time technical faculty, Darson Long. President Wyly noted bond money has been invested in the remodeling of the theater and there is a lot of energy around the curriculum design. If there is no full-time faculty to run the program we are not meeting our commitment to the public. He also wondered if the theater, like the counseling and library programs, should have different metric to prioritize it. VP AA Minor noted that we don't automatically replace retirees and resignations because enrollment and student needs change. She also stated that it costs the

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. [Title 5, §53200]

same to hire a temporary full-time faculty for a year as a permanent full-time faculty position for a year. In terms of ranking the hires, she considers what the students need to complete studies, required classes, as the higher priority. Senator Wesley noted that elective classes such as arts, are just as important and we are excluding these students. Senator Whitesell added that if SCC does not follow through with the theater program, SCC will lose credibility with the community.

VP AA Minor, at the cabinet meeting, recommended starting with 4 positions (state funded) and possibly recommend 2 more, but the new president will have the final decision. President Wyly expressed concern that the Faculty Obligation Number (FON) on the campus will not be met; with the pending retirements the college will be ½ a position below the FON. The full-time temporary positions count as FON, but these positions are being eliminated thereby lowering the FON, the college could have to pay a penalty. The Fiscal Advisory Committee has only discussed the 16 retirees not these temporary one year positions that will diminish the FON if replacements are not hired. VP AA Minor thought the 1 year temporary positions could be extended to 18 months or two years. Originally math and chemistry had 2 positions each but the deans decided on 1 position for each program. Senator Cittadino noted that the last 3 years the same programs have been on the top of the list, effectively blocking hiring of faculty for the arts. Senator Conrad suggested that this problem arose when retirees were not automatically replaced. He suggested perhaps a compromise can be found. President Wyly pointed out that when we discuss the AS goals, perhaps this could be added. Senator Obegi was concerned over the number of adjuncts running programs; with the turnover in adjuncts institutional history is lost. **Senator Conrad moved that we approve all 8 positions in the existing order and any positions not hired will be in distinguished positions on the next prioritization list. The motions was seconded by Senator Cobene. The Senate passed the motion unanimously.** The senate agreed to accept the water/wastewater and Mechatronics positions as recommended by the deans. President Wyly thanked the deans for their participation at today's meeting.

**11. Subcommittee Reports**

Deferred

**12. Action Reminders**

In the interest of time, President Wyly asked the senate to refer to the agenda list.

**13. Announcements**

In the interest of time, President Wyly asked the senate to refer to the agenda list.

**14. Adjournment**

Senator Williams moved to adjourn the meeting and Senator Cittadino seconded the motion.

Attachments:

Accreditation Team

College Governance Committee notes by AS President Wyly

Hiring Priorities

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. [Title 5, §53200]