



**ACADEMIC SENATE**  
**Draft Minutes**  
**April 4, 2016**  
**3:00 pm – 5:00 pm**

<b>Call to order</b>	The meeting was called to order by Senate president Michael Wyly at 3:02 pm
<b>Roll Call</b>	<p><u>Present</u>  Michael Wyly, President; LaNae Jaimez, Vice President; Erin Duane, Secretary/Treasurer; Amy Obegi; Andrew Wesley; Janene Whitesell; Joseph Conrad; Joshua Scott; Ken Williams; Lue Cobene; Marivic Macalino; Mark Barrett; Nicholas Cittadino; Sabine Bolz; Scott Parrish</p> <p><u>Guests</u>  Celia Esposito-Noy, Superintendent/President  Greg Brown, VP of Student Services</p> <p><u>Absent</u>  Jeff Kissinger; Narisa Orosco-Woolworth; Thomas Bundenthal; Susana Gunther; Nedra Park</p>
<b>Agenda approval</b>	It was noted that the date on the agenda should be April 4 instead of March 7. A motion to approve minutes was moved, seconded and agenda was approved.
<b>Approval of Minutes</b>	There were no minutes to approve
<b>Public Comments</b>	There were no comments from the public.
<b>AS President Update</b>	Michael attended the Area B regional meeting at College of Marin last Friday. He will forward his notes from the meeting to senators for their review. He asked that they take note of the proposed resolutions, in preparation for plenary.
<i>6.1 ASCCC Updates</i>	
<i>6.2 Program Discontinuance</i>	Appointments are still in progress
<i>6.3 AB 288 Recommendations</i>	Nothing to report at this date; item will remain on agenda as there will be periodic updates
<i>6.4 Emergency &amp; PT Hiring</i>	The emergency and part-time hiring policy and procedures passed by the Academic Senate in October 2014 and then by the College Governance Committee are currently being reviewed by Superintendent-President Celia Esposito-Noy and Interim Associate Vice President Mary Jones.
<i>6.5 Senate Annual Review</i>	Michael working on the Senate annual review and recommendations process and planning report and will bring it to the Senate at the first meeting in May. The report will

	include what has been accomplished, recommendations for the next year's senate, and other recommendations to make to the college.
<i>6.6 Curriculum Process for Change in Class Size</i>	The negotiated process for any change in class size requires the formation of a committee that consists of representatives from the Academic Senate, SCFA, and administration. There are two courses currently that need to be reviewed. Michael is working with the Curriculum Committee to make appointments and has asked other parties to make appointments so the committee can address the proposals. Michael will send a copy of the process to senators.
<i>6.7 Leadership Institute Planning</i>	The Faculty Leadership Institute is scheduled for June 9-11, 2016 in Riverside, CA. Traditionally the current sitting Academic Senate president, the incoming senate president and one other faculty member attend. Michael and asked the senators to consider attending and let him know by email if they are interested. LaNae Jaimez stated the she has attended and it was very informative.
<i>6.8 Curriculum Institute Planning</i>	The Curriculum Institute will be held July 7-9, 2016 in Anaheim, CA. SCC usually sends a team that includes the Curriculum Chair, Curriculum Analyst, Academic Senate President, Assessment Chair, Articulation Officer, and the Vice President of Academic Affairs. It is hopeful that planning for conference attendance will be completed by the end of the Spring term.
<i>6.9 Technology Advisory Update</i>	Faculty appointments to the Technology Advisory Committee will be made by the Senate. There is agreement that more than one faculty representative is desirable for the committee.
<i>6.7 Other</i>	The hiring committee for the Chief Technology Officer is being formed. A faculty representative will be appointed by the Senate.
<b>Superintendent Report</b>	<p>There will be a Planning Summit on April 20, from 9-3 in the Boardroom. Richard Mann from the Statewide Academic Senate will be facilitating. Focus will be on the college's existing planning process and how it is tied to the allocation of resources. Faculty participation is needed; SCC will pay for a sub if a faculty member would like to participate. Invitations will be sent out to Senate, subcommittee chairs and school coordinators. CSEA and Local 39 will also be included.</p> <p>A hiring workshop was held in March for the Administrative Leadership group to review fundamentals for interviewing and hiring. The hiring policy and procedure are currently being reviewed by Superintendent-President Celia Esposito-Noy and Interim Associate Vice President, Mary Jones. They are also working on developing a handbook that will include guidelines and a checklist for the hiring process. A section for guidelines on diversity will also be included.</p>
<b>VP of Academic Affairs Report</b>	No report
<b>Sub Committee Reports</b>	Josh reported that SCC has been awarded a Community College Basic Skills and Student Outcomes Transformation grant from the State CO. SCC will be using a portion of the

9.1 Basic Skills

grant for automating the multiple measures assessment process, as the current test (Accuplacer) is not working well. Funds will also be used to place supplemental instructors in Basis Skills classes.

9.2 Curriculum

No report

9.3 Distance Ed

No Report

**Action Items**

10.1 AB 798

Michael explained that AB 798 (Textbook Affordability Act seeks to reduce costs for college students by encouraging faculty to accelerate the adoption of lower cost, high-quality "open educational resources" and establishes the Open Educational Resources Adoption Incentive Program. Funds are provided to College through a grant application process.

To participate in the Program, a college AS must (1) adopt a local campus resolution to increase access to high-quality open educational resources and reduce the cost of textbooks and supplies in courses utilizing open education resources and (2) approve a plan, in collaboration with the students and campus administration, that evidences the faculty's commitment to using grant funds to support the purpose of the Act. This plan must describe: technological or staff support that will be used to increase the adoption of open educational resources; which departments will be involved in implementing the plan; how the campus will provide access to open educational resources materials for students; the amount of the grant funds requested; and the percentage of cost savings resulting from the adoption of open educational resources. AB 798 instructs colleges on how to calculate cost savings.

The local academic senate must submit the resolution and plan to the Council as its grant application. Applications must be submitted no later than June 30, 2016.

It was moved by LaNae Jaimez and seconded by Janene Whitesell to approve the following resolution:

*Whereas, many colleges are interested in reducing the cost of textbooks to increase student access to necessary course materials; and*

*Whereas, the intent of the College Textbook Affordability Act of 2015 (AB798, Bonilla, 2015) is to reduce costs for college students by encouraging faculty to accelerate the adoption of lower cost, high-quality, open educational resources (OER),*

*Resolved that the Academic Senate of Solano College support efforts to increase student access to high-quality open educational resources and reduce the cost of textbooks and supplies for students in course sections for which open educational resources are to be adopted to accomplish cost savings for students.*

The motion passed unanimously.

The second step is to put together a taskforce to create a plan. The plan will be brought to the Senate by May 2, 2015. Senate representatives to the task force will be Erin

	Duane, Joe Conrad and Sabine Bolz. Michael will contact Rischa Slade for student representatives and place this item on the next College Governance Council agenda.
<i>10.2 Flex-Cal Approval Form</i>	This agenda item was moved to the May 2 meeting as Dr. Minor was unable to attend meeting.
<b>Discussion Items</b>	
<i>11.1 Area B Report</i>	Michael will email the Area B report to senators. He explained the process for voting in Plenary. There are four regions (A, B, C, D); SCC is in Area B, which includes the greater Bay Area and as far north as Mendocino. Area meetings are pre-meetings to Plenary.  Michael will put together a survey monkey or google docs and send it out to senators to get their recommendations for voting at Plenary. A yes or no is needed on each of the resolutions. If no direction is given, then he will vote as delegate of the college.
<i>11.2 Bachelor Program Substantive Change Report</i>	The SCR for the Biotechnology BA Degree has been submitted to ACCJC. As the entire report is too large to send through the college's email system; Michael Wyly will extract the summary and send it to senators. Michael Wyly commended Jim DeKloe and Ed Re for their hard work on the project.
<i>11.3 Hiring Calendar and Process</i>	This will be brought back at next meeting
<i>11.4 Peer Review Task Force Recommendations</i>	The document doesn't specifically reference librarians; consider a separate process for librarians and counselors. Recommended that Deans be a part of the process for tenure track and first semester adjunct faculty. Tenured faculty should have the ability to request adjunct faculty as peer evaluators. Will be put back on agenda for the next meeting for discussion/action.
<i>11.5 Graduation</i>	Cap and gown rental requests are due to the bookstore by April 6, 2016. There was concern voiced that the costs for rentals has risen significantly from last year. Michael will look into this and see if the cost can be lowered.
<i>11.6 CTE/Leg Liaison</i>	Will be brought back at next meeting
<i>11.7 Elections</i>	An at-large full-time senator is needed. Alison Bolton has been appointed as a replacement for Narisa Orosco-Woolworth who is out on maternity leave.
<i>11.8 Tenure Tea</i>	Will b held on Thursday, April 28 from 3:00-4:s0 pm in the Boardroom.
<b>Announcements</b>	Next meeting scheduled for April 18, 2016.
<b>Adjourn</b>	Sabine moved to adjourn and Ken seconded.