



ACADEMIC SENATE
Draft Minutes
April 18, 2016
3:00 pm – 5:00 pm

Call to order	The meeting was called to order by Senate president Michael Wyly at 3:02 pm
Roll Call	<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; Allison Bolton</p> <p><u>Guests</u> Celia Esposito-Noy, Superintendent/President Leslie Minor, VP of Academic Affairs</p> <p><u>Absent</u> Jeff Kissinger; Scott Parrish</p>
Agenda approval	A motion to approve minutes was moved by Senator Conrad, seconded by Senator Williams, and agenda was approved.
Approval of Minutes	There were no minutes to approve.
Public Comments	There were no comments from the public.
AS President Update	ASCCC 2016 Spring Plenary is this week, Thursday-Saturday, and Solano will be represented by President Wyly, VP Jaimez and Senator Cittadino.
<i>6.1 ASCCC Updates</i>	
<i>6.2 Program Discontinuance</i>	President Wyly has solicited, via Senator Berrett, names of faculty interested in serving as senate appointees on the discontinuance committee in anticipation of recommendations regarding programs in Mechatronics and Interior Design. President Wyly to consult with CTE faculty and administration to learn status of the report.
<i>6.3 Senate Review & Recommendations</i>	In the 5/2 meeting we will discuss the committee evaluation forms approved last year and put into a report; 5/9 meeting will review and determine next steps.
<i>6.4 Curriculum Process for Change in Class Size</i>	Appointees and process needed to start; S-P Esposito-Noy and President Wyly met to discuss process to look at class size. While multiple requests to change class size have passed Curriculum Review, per the CBA (2013), representatives of the Faculty Association and Administration must now meet to review workload and cost implications. However, this step has not, and has never occurred. The senate therefore has renewed its request for this committee to meet, or, should this committee not be able to meet, to inform the senate that a new process must be developed.

6.5 Graduation Updates

President Wyly reminded senators that the senate resolved formally to participate; senators should be sure that regalia is ordered, if necessary. That said, the President Wyly also acknowledged faculty frustration at the increase in rental costs—nearly doubled—an issue which will need to be addressed in the next academic year. In addition, S-P Esposito-Noy will host a pre-event gathering in the Board Room. Otherwise, the graduation ceremony will be near identical to the format from last year, including having distinguished faculty members speak (briefly) on behalf of faculty to graduates. President Wyly solicited volunteers to be faculty marshals, and VP Jaimez and Senators Obegi, Cittidino, and Bolten volunteered.

6.7 Other

President Wyly announced, on behalf of the DFA committee, the extension of the Distinguished Faculty Award nominations to 4/25, as, to date, no adjunct nominations have been received. Asked senators to actively push for nominations to keep process robust. Senator Williams will draft compelling language in support.

Superintendent Report

Adjunct Faculty emergency hiring procedure is being worked on; will have an update this evening. Looking at review of hiring timelines in hopes of accelerating the process. Faculty coordinator updates: S-P Esposito-Noy explained that she had asked deans to hold off on moving forward with hiring to allow time to figure out financial outlook; she emphasized the need to be thoughtful as to how to spend \$1.2M faculty release time funds. At this time, all committees will be pulled together to start interviewing.

The planning summit is this Wednesday. S-P Esposito-Noy encouraged attendance, and emphasized that faculty need only consult their respective deans for a substitute if necessary. The summit will focus on the discussing educational master plan. President Wyly emphasized importance of attending the planning summit even for part of the day.

S-P Esposito-Noy emphasized the importance that we all participate in graduation to honor students and ourselves. College may pick up some of regalia costs in future and provide a discount for those that want to purchase (typically discounts in Sept-Nov). A senator recommended that a gift at tenure tea could be a robe.

VP of Academic Affairs Report

Dr. Minor attend a Fullbright delegation to Russia for two weeks to develop partnerships to either exchange students or faculty; virtual conversations to enrich student experience; to internationalize curriculum. Fullbright has opportunities for students, faculty and staff, including the foreign language TA system.

A senator asked for communication to be sent out regarding waitlist process; Dr. Minor will draft and send out, noting most courses have a waitlist. Students on the waitlist have an opportunity to enroll and is part of enrollment management. The waitlist is maxed at 20, but can be manually increased.

Sub Committee Reports

9.1 Program Review

Senator Obegi advised that Biology, Social Sciences, History, Geology, and Engineering had a meeting to review forms, evaluation process, etc.; spent break formulating and will have deans review; still in rudimentary phase. New cycle next Spring; need additions to template soon; difficulty getting stuff timely; deans feedback delayed; process taking

longer than it should; need to tighten the timeline. President Wyly asked if there is a way to get ahead of the calendar; is there something the AS can do to push it along.

Action Items

10.1 Peer Review Task Force

President Wyly passed around three documents with recommended considerations for the peer review recommendations: copy of an email composed by Senator Cittadino with recommendations specific to counseling; additional input provided by Senator Wesley specific to adjunct faculty interests; Senator Obegi's suggestions from last meeting. Can make further recommendations of PRTF and continue dialogue at next meeting or take action to approve an iteration of recommendations; Michael sent four emails to entire faculty and has received no additional input to date. Has received requests from negotiation teams for input; process needs to move forward.

Senator Cittadino – counseling and library seem left out; added counseling to general language where possible; should it stand alone? Removed gender-specific language. Senator Berrett wanted clarification on how counselor, librarian, and support services will be evaluated for their teaching. Erin advised that most campuses have their own specific form for librarians & counselors. Dr. Minor suggests language to be general for negotiations and specific detail in appendices.

Senator Wesley – Sections A through D are straight forward, but he suggests more clarity on 6B.a. Would like a definition of "peer"; those conducting review should be dependent on their qualifications rather than status (adjunct vs. tenured); three contractual bodies with respect to reviews; recommendations 7 & 8 appear to be okay.

Senator Obegi – Peer review will replace traditional review; President Wyly advised there will not be a separate processes – working to enhance existing evaluation process through addition of required peer review process; Dr. Minor stated that peer reviews may become a part of dean's evaluation. President Wyly reminded the senate that it would be making recommendations to the negotiation team but that any final iteration is beholden to the negotiations process. Senator Obegi would like for deans to be able to observe classes particularly for new instructors not just when there is classroom issue. Senator Conrad voiced concern re: the role of the senate and the role of the FA. Senator Barrett shared that he taught at a school that had master instructors do reviews when an issue came up rather than deans; if the master instructor could not resolve it would go to dean. VP Jaimez asked to include training for reviewers. Dr. Minor reminded the senate that every spring the deans are asked to review new faculty and make recommendations.

Faculty association is waiting for AS to take action. Senator Bolz asked could we move ahead and list concerns to be decided in negotiations. Senator Conrad asked that President Wyly review his notes and allow process to move forward. President Wyly reviewed documentation and advised he would forward the senate's recommendations to the negotiations teams.

Moved for approval as amended by Senator Bolton; seconded by Senator Bolz; voted; passed unanimously.

10.2 Proposed Resolutions

President Wyly solicited specific direction with respect to proposed resolutions to be considered at 2016 ASCCC Spring Plenary. Senator Wesley expressed that he supported

the inclusion of adjunct faculty in state senate service, and he will work with President Wylly to identify specifics. Andrew made a motion to work toward equity with respect to adjuncts; seconded by Senator Obegi, and unanimously passed.

Senator Duane motioned a resolution to encourage easier internet visual access to the library on the college website; seconded by Senator Conrad; passed unanimously.

10.3 Flex-Cal Approval

Added sexual harassment prevention to form; anything submitted to Board of Trustees must be tied to the SCC Mission. Senator Berrett moved to defer to next agenda; seconded by Senator Williams; passed unanimously.

Discussion Items

11.1 AB 798 Report

Deferred due to lack of time.

11.2 Hiring Calendar and Process

Deferred due to lack of time.

11.3 CTE/Leg Liaison

Deferred due to lack of time.

11.4 Elections

Senators are asked to encourage voting by all.

11.5 Tenure Tea

Senators are encouraged to attend. Senate discussed the possibility of contributing to the guest artist fund in exchange for the tenure-tea mugs.

Announcements

Next meeting scheduled for May 2, 2016.

Adjourn

Senator Williams moved to adjourn and VP Jaimez seconded.
