



ACADEMIC SENATE
Draft Minutes
May 9, 2016
3:00 pm – 5:00 pm

Call to order	The meeting was called to order by Senate president Michael Wyly at 3:00 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; Tom Bundenthal</p> <p><u>Guests</u> Celia Esposito-Noy, Superintendent/President Leslie Minor, VP of Academic Affairs Greg Brown, VP Student Services</p> <p><u>Absent</u> Jeff Kissinger</p>
Agenda approval	A motion to approve the agenda was moved, seconded and agenda was approved.
Approval of Minutes	Motion to approve minute for January 7 and April 4; seconded and approved
Public Comments	English 058 had a release of the <i>Suisun Valley Review</i> (student literary magazine for SCC since 1980); cost of \$8
AS President Update	Nothing to report.
Superintendent Report	<p>Faculty Release Time positions – need to get them out. School Coordinator positions are currently advertised where current coordinators do not want to continue for a second year, an option developed in consultation with Senate President Michael Wyly and Faculty Association President Erin Farmer. The College plans to roll out other release positions to allow time for advertising and the formation of committees. HR is behind due to staff changes. Of note, there is a new Ethnic Studies ADT program (Social Justice) developed in fall 2015. Also, of note, the College is not looking to hire for the FYE Coordinator as this position and program needs to be reworked to be more effective. Applications for the BSI Mathematics Coordinator are being solicited: May 13th is the deadline for faculty to submit letters of interest. On-gong interest in evaluating amount of reassigned time at SCC.</p> <p>Administration has changed the release time for the Distance Education Coordinator from 40% to 20% and will also solicit applicants for the new position of Instructional Design Coordinator for an additional 20% RT.</p>

Accreditation – S-P thanked the college community and the senate for their efforts so far. The Accreditation Coordinators are working to conform to a schedule to have the self-study ready to go by the end of the 2016-17 AY.

The ACCJC subcommittee on substantive change met on May 3rd to discuss the current proposal re: the BS in Biomanufacturing. The College has yet to receive word from the Commission.

VP of Academic Affairs Report

VP Leslie Minor reported that, in Spring 2015, AS approved delivery of correspondence courses under DE; implemented with incarcerated students in Vacaville. The program was not as successful as was hoped. Reasons cited included time lag to get printed materials to/from SCC and prison and student homes which reduced success rates. Academic Affairs would like to suspend the program but to leave the approval process approved by the senate for potential future use by the curriculum committee.

VP of Student Services Report

VP Greg Brown reported on the status of the SCC Equity Plan. Several populations identified in equity plan include African Americans, foster youth, students with disabilities and academically disadvantaged students. Include strategic proposals which align themselves with the equity plan. VP Brown Discussed several new grant proposals that can hopefully help to bridge equity and success gaps. Wants to take a stronger role in collective coordination. Currently have 21.6 FTF (full time faculty, including counselors); headcount of 666 per FTF. S-P advised that the 50% law should include counseling faculty (we are on brink – 50.3%). Leadership and admission records – need to insure selecting right people for right positions; mostly experienced positions.

VP Brown also provided a brief update on SSSP. We need additional structures for intervening with at-risk students. BSI, Financial aid, payment planning procedures, and other academic support functions. Overall coordination needs to be addressed.

Sub Committee Reports

9.1 Faculty Development & Flex-Cal

No report

9.2 Program Review

Amy advised she's putting together an end of year report; reviewed 11 programs: Geology, History, Social Science, Engineering, Biology, Business Marketing & Management, Sports Medicine, Nursing, and CIS. Created assessment tools to look at template and collect data; comprehensive feedback form. Will work with S/P and academic affairs after school year to get ready for Fall.

Action Items

10.1 Art program Visiting Artist Fund

MW would like the senate to consider a regular donation to be set aside for the Visiting Art Fund. The Art Department—specifically Ceramics--provides custom coffee mugs free for tenured faculty. Monies are donated by faculty to the AS; used modestly to fund distinguished faculty program. One concern: Would such a move mean a new standard for equal support for other on-campus programs? Discussion turned to enhancing current Distinguished faculty award – increasing the award amount. Moved to revisit in the AY 2016-17 to allow for a more robust discussion.

10.2 IEPI Indicators

Discussed at last meeting and brought back for input and action as they will be a topic at next college governance meeting; MW solicits specific recommendations and concerns to address on behalf of AS. Amy Obegi suggested that if we change number of degrees that can be studied, that we change our goal accordingly.

10.3 Assessment Schedule

Amy advised that when Erin Duane send Hot Topics to update faculty of senate activities, she also a revised draft of the assessment schedule which included Social and Behavioral Science. Schedule is a way of making visible responsibilities of assessment and basic format (program review, curriculum); year by year view. Motion to approve schedule made, seconded and carried.

Discussion Items

11.1 Peer Review Next Steps

MW advised that AS approved modified recommendations that MW forwarded to negotiations teams; documents were reviewed – now looking at next steps. MW discussed with S/P, Melissa Reeves and faculty association, advocating desire to start implementing a pilot phase for next academic year. For procedural side, look to those best practices identified (Santa Rosa JC and DVC – both with processes with good starting places), to work with AS to identify processes that most closely align with our recommendations, and an apparatus for piloting so we don't have to build from scratch. MW advised FA of three desires for negotiation:

1. Figure out workload component (how compensated etc.)
2. Procedure itself not be included in documentation, instead language in contract would point to the senate as the body that determines, vets, assesses and reshapes procedure
3. Figure out how the procedure will affect hire rights for tenured track faculty; how PR process impacts overall process

11.2 New Positions Updates

New positions for Articulation Office, Curriculum Analyst, and Coordinator/Chairs Positions Update (including DE, Assessment and Professional Development). Interviews held for Curriculum Analyst position; in interim, a grad student will assist.

11.3 IBA Training Summit

Will be on June 1-2; S/P and interim HR VP Mary Jones are putting together an interest based approach training summit for campus community; all faculty invited to attend.

11.4 GELO Assessments Report

Assessment Coordinator Gene Thomas advised that GELO was approved by governing board in January. Mapped course outlines with GE (may need a rubric). Reading does not seem to be met; few courses measure reading directly. Comprehension (listening) is met but with little data; foreign language courses are not measuring listening per se.

Recommendations – delete comprehension since not measured; personal responsibility and professional development would be easy to do if measuring ILO (not done as well for GE courses); reading needs to be assessed more directly; flex workshops to help faculty teach students about reading, workshops for academic success, have a reading expert attend a first class and present reading skills. Need more data for a number of GELOs like personal responsibility. Faculty needs to assess outcomes more comprehensively (too many based on grades).

Gene recommended that Assessment team do GELO and ILO mapping to courses but departments with GE courses may want to do mapping themselves.

Additional Items for Action

12.1 Senate review & Recommendations

MW reviewed senate goals from AY 2015-16 to review for progress and to develop a set of recommendations for AY 2016-17 to share with that year's senate. Key items discussed included:

1. Filling the position of Articulation Officer as well as additional release time for senate officers.
 2. The development of a flexible calendar plan for AY 2016-17 as an extension of progress made in spring 2016; following the CCCCO/ASCCC guidelines, we should develop such a plan in part to connect to Mission and Institutional Priorities; MW proposes that the College identify common SCC activities for optional flex eligibility. Self-study makes it a good year to try to get plan together in Fall 2016, so it can be implemented and assessed in Spring 2017.
 3. High School Outreach – former S/P advocated we appoint faculty to a high school outreach task force; did not carry forward (change in vision). Where we and what are our priorities? Senate may also explore AB 288 here as part of the current pilot.
 4. Senate should reinstitute regular—bi-monthly or monthly—accreditation reports to the senate during the self-study year.
 5. Program Discontinuance Policy – still trying to get policy utilized; at end of AY; stuck in CC; if we cannot make it work, may need to change the policy.
 6. Peer review pilot – pending ratification of the upcoming CBA but will require implementation and assessment in AY 2016-17 if ratified.
 7. Block scheduling/compressed time/anchor time – no task force; is there a will or plan to get it going? Support efforts to get everyone on board; if a goal, need to reach out to faculty.
 8. Correspondence course – will not be pursuing per Dr. Minor's report and SCC assessment.
 9. Shared Learning – no longer a priority of the college per Dr. Minor.
 10. Spring Hiring Schedule – an action requested by former superintendent president; did a lot of work, timeline created, but no action taken. Would like to take the timeline and adjust to fall 2016. Senate to investigate the development of a hiring manual or other method to secure process in writing.
 11. GELO/ILO – accept assessment committee recommendations of evaluation and implement where appropriate.
 12. Adjunct parity; look at mentoring;
 13. Civility in the workplace –What can the senate do to create/enhance a climate of mutual respect.
 14. On-going support for the Bachelor's program – need to approve remaining courses then engage in program approval; hiring, academic standards, facilities master plan impacts, policy and procedural changes. Goal to have first round of students come through in Fall 2017.
 15. Review the assessments of the program review as we complete the first cycle.
- . On-going support for programs to serve incarcerated students.

Announcements

Senator Ken Williams reported the awardees of the Distinguished Faculty Award for 2016-17: Kitty Luce (adjunct) and Karen McCord (full-time).

Michael passed out thank you cards to Amy and Joe, out-going senators, as well as Nedra Park, who will no longer be the administrative assistant to the Senate.

Adjourn

Moved by Ken Williams to adjourn and seconded by Joe Conrad.
