



ACADEMIC SENATE

Approved Minutes

January 11, 2018

Honeychurch Board Room

9:00 am – 12:00 pm

1. Call to order	President Wyly called the meeting to order at 9:07 am.
2. Roll Call	<p>Academic Senate: Michael Wyly (President), Erin Duane (Interim Vice President, Secretary/Treasurer), Nick Cittadino, Rusty Mayes, Cristina Young, Lue Cobene, Scott Parrish, Andrew Wesley, Janene Whitesell, LaVonne Slaton, Margherita Molnar, Lauren Taylor-Hill, and Derek Lan.</p> <p>Guests: Celia Esposito-Noy (Superintendent-President), David Williams (Vice President of Academic Affairs), Peter Cammish, Jim DeKloe, Ferdinanda Florence, Michelle Smith, Erica Beam, Marcy McDaniel, Thomas Bundenthal, Amy Dauffenbach, and Janet Schwartz.</p> <p>Absent: Terri Pearson-Bloom, Anne Niffenegger, Josh Scott, and Amy Obegi.</p>
3. Agenda Approval	Senator Parrish motioned to approve the agenda of January 11, 2018. It was seconded by Senator Wesley. The motion passed unanimously.
4. Approval of Minutes	Senator Wesley motioned to approve the amended minutes of December 11, 2017. It was seconded by Senator Cittadino. The motion was carried unanimously. Senator Wesley requested to amend item 12.2 to reflect that due to insufficient time, the senate was not able to take action on the OEI letter of interest presented by DE Coordinator Erica Beam. President Wyly stated that approval of this form will not require commitments from SCC; therefore, he will utilize his best judgement to review and approve the form.
5. Comments from the Public	There were no comments from the public.
6. AS President Update	
6.1 Distinguished Faculty: New Chair Needed	Former Distinguished Faculty chair Ken Williams will be retiring. Senator Parrish volunteered to be the next chair for this committee. Senator Cittadino and Senator Wesley will also be participating members of this committee.
6.2 2018 Commencement Ceremony	President Wyly addressed the importance of senate attendance at SCC Commencement ceremony. This year's commencement ceremony will on May 24, 2018. The senate will take action on Resolution 1.11.18

	Commitment Senate of SCC to the 2018 Graduation and Commencement Ceremony under item 10.1.
6.3 2018 Election Process	President Wyly reminded the senators of the upcoming election for Academic Senate President, Vice President, At-large election (see AS meeting agenda 12/11/17 for information), and the ratification of Constitution and By-Laws during Spring 2018. Dean Cammish's department will be assisting the office of Academic Senate in collecting results of this election.
6.4 2018 Spring Plenary (April 12 th -14 th , San Mateo) and 2018 Leadership Institute (June 14 th -16 th , Anaheim)	President Wyly encouraged senators to attend 2018 Spring Plenary and 2018 Leadership Institute. Interested participants were requested to inform the Academic Senate office as soon as possible.
6.5 ASCCC Updates	ASCCC updates will be provided at the next Academic Senate meeting on January 22, 2018.
6.7 Food Pantry Update	SCC received funding to start a Food Pantry. President Wyly and LaNae Jaimez attended the first committee meeting last month. There was a rigorous discussion regarding this topic. Due to senate interest, President Wyly recommended to include this item on the senate's future agenda for a more in-depth discussion.
6.8 Stanback – Stroud Diversity Award Call for Nominations – Due Feb 5 th	Nominations for this award will be due on January 22, 2018.
6.8 AS Meeting at Vallejo Auto Center: March 19, 2018	President Wyly encouraged senators to arrive at 2:30 pm to be part of the Auto Center facility tour. The meeting will begin at 3pm and light snacks will be provided. Senators expressed interest in touring Solano state prison facility. President Wyly will verify logistics and possibility of this tour and more information to follow.
7. Superintendent- President Report	S/P Celia Esposito-Noy will provide updates during the joint meeting of Academic Senate and education administrations.
8. VP of Academic Affairs Report	VP Williams did not provide an update.
9. Consent Agenda – Action Item	There were no items on this section.

10. Action Items, Including Items Removed from Consent

10.1 Resolution 1.11.18 Commitment of the Academic Senate of SCC to the 2018 Graduation and Commencement Ceremony

President Wyly presented Resolution 1.11.18 to senators (see attached document). Senator Wesley approved the document as presented. It was seconded by Senator Molnar. The motion passed unanimously.

10.2 Distance Education: Proposed Restructuring

This item was discussed under 11.1.b. The DE committee requested to restructure its membership to mirror Academic Senate. Senator Wesley motioned to approve the proposed membership restructuring of the DE committee and to include that equal opportunity will be provided to interested full-time and part-time faculty. This was seconded by Senator Whitesell. The motion was carried unanimously.

10.3 Review of Senate Priorities and Recommended Goals for Spring 2018

This item was deferred at the next AS meeting on January 22, 2018.

11. Information/Discussion Items

11.1 Introduction and Streamlined Orientation for New and Continuing Senators and Committee Chairs

President Wyly presented an abridged version of this orientation, which was initially provided to senators on August 10, 2017.

11.2 Constitution and By-Laws

Ratification of the Constitution (see attached document) will be included on the 2018 Spring ballot. President Wyly highly encouraged senators to review the Constitution and By-Laws, as it will be included on the next AS meeting for action. Numbers 1,2,3,8,9 and 10 of item I were added on the Constitution. Items discussed were: (a) Curriculum Committee Chair and DE Coordinator shall be recognized as non-voting ex-officio Senators,” (b) Senator Wesley recommended to include adjunct faculty for Secretary/Treasurer position under Section I, E (second E) and (c) adjunct faculty was allotted half of a vote during election. Changes to the By-Laws will require two thirds of vote.

11.3 IEPI (Integrated Effectiveness Partnership Initiative)

Dean Cammish presented IEPI Indicators 2017 (see attached document) to the senate. The document consisted of data regarding fiscal viability, student outcomes, and college choice. The green lines represented actual, red lines were target, and gray lines signified the gaps between long term and short term goals. The senate requested data on comparable colleges from Dean Cammish. President Wyly encouraged

	senators to review this document. This item will be on January 22, 2018 senate agenda for action.
11.4 Distance Education Committee Membership and Scheduling Challenges	(A) DE Coordinator Erica Beam stated that SCC was able to submit OEI (Online Education Initiative) letter of interest last month. She requested senate to draft a resolution that will assist in this effort. As an example, she provided College of Desert Senate DE Resolution (see attached document). Governor Brown approved to create a solely online college focused on CTE (certificate) and work readiness.
11.4.a Online Education Initiative	President Wyly invited senators to provide input on this resolution's, "Whereas" by Monday January 15, 2018. (B) Refer to item 10.2 for more information. (C) Erica Beam encouraged faculty to offer hybrid classes. She stated that an existing approved online shell course could be utilized as a hybrid class. Dean Morinec stated that SCC's Vacaville Center had experienced success on hybrid classes where labs were offered on Saturdays in conjunction with face- to-face lectures. The last three items: (1) Criteria of Course in DE Courses, (2) Establish Best Practices for Peer Mentoring, and (3) Role of DE in Peer Review, will be deferred at the next AS meeting.
11.4.b Discussion Item 10.2	
11.4.c. Hybrid Classes	
11.4.d. Criteria of Course in DE Courses	
11.4.e. Establish Best Practices for Peer Mentoring	
11.4.f. Role of DE in Peer Review	
11.5 BP 4005: Suggested Changes to 2017-2018 Process (Hiring Manual)	President Wyly presented BP 4005 (see attached document). He encouraged senators to review this board policy, as it will be included at the next AS meeting on January 22, 2018 for action.
11.6 BP 4003: Policy Update Regarding Emeritus Award to Retired Faculty	President Wyly presented BP 4003 (see attached document). He detailed that the office of the Superintendent-President had requested to modify this board policy to indicate that the senate will be tasked to recommend qualified faculty for this award to the office of the Superintendent-President. Senator Lan and Senator Young volunteered to be part of this taskforce and to develop procedural language for this process. The taskforce will then present their recommendations to Academic Senate for review.
11.7 Adjunct Parity and Outreach	Due to Senator Purdie's absence, this item was deferred and will be included at the next senate meeting on January 22, 2018.
11.8 Enrollment Strategies for First Week of Class	President Wyly stated that enrollment rate across the state had decreased. He reminded faculty to renew their efforts this semester to empower their students to enroll in classes.
12. Reports	Academic Senate committee reports will resume at the next regular AS meeting on January 22, 2018.
13. Other Committees	There were no items on this section.

**14. Upcoming Items
and/or Action
Reminder**

- 14.1 Curriculum – Jim DeKloe (1st meeting of the month – 5 minutes)
- 14.2 Basic Skills – Joshua Scott (1st meeting of the month – 5 minutes)
- 14.3 Faculty Development/Flex Cal – Michelle Smith (1st meeting of the month- 5 minutes).
- 14.4 Assessment Committee – Amy Obegi (2nd meeting of the month - 5 minutes).
- 14.5 Distance Education – Erica Beam (2nd meeting of the month - 5 minutes)
- 14.6 Academic Program Review – Ferdinanda Florence (2nd meeting of the month - 5 minutes).
- 14.7 AP 6000 Series
- 14.8 Strong Workforce
- 14.9 2019-20 Academic Calendar – Joe Conrad
- 14.10 Curriculum Handbook Update with META screenshots – Jim DeKloe, Lisa Abbott, and Michael Wyly (15 minutes).

15. Adjournment

Senator Wesley motioned to adjourn the meeting. It was seconded by Senator Parrish. The meeting was adjourned at 12:02pm.

ALL MEETINGS WILL BE HELD FROM 3:00-5:00 PM IN THE BOARD ROOM UNLESS OTHERWISE NOTED:

- January 11, 2018
- January 22, 2018
- February 5, 2018
- February 26, 2018
- March 5, 2018
- March 19, 2018 (Location: Vallejo Auto Tech at 2:30 pm -5 pm)
- April 9, 2018
- April 23, 2018
- May 7, 2018
- May 14, 2018

Documents Reviewed at This Meeting:

1. Resolution 1.11.18 Commitment of the Academic Senate of SCC to the 2018 Graduation and Commencement Ceremony
2. Constitution and By-Laws
3. IEPI Indicators 2017
4. College of Desert Senate DE Resolution
5. BP 4005
6. BP 4003